**PLANNING BOARD**

**27 School Street**

**HILLSBOROUGH, NH**

**February 8, 2018**

**DATE APPROVED**: February 21, 2018

**TIME:** 7:15 p.m. – 8:05 p.m.

**CHAIRMAN:** Herman Wiegelman

**FIRST VICE CHAIRMAN:** Donald Solomon

**SECOND VICE CHAIRMAN:** Gary Sparks

**MEMBERS:** Mike Reopel**,** John Penny and Gary Sparks

**EX-OFFICIO:** James Bailey III

**PLANNING DIRECTOR:** Robyn Payson

**ALTERNATES:** Terry Cutter**,** Larry Baker, Susanne White, Charles Denton, Robert Hansen

**EXCUSED:** Herm Wiegelman, John Penny, Mike Reopel, Robert Hansen, Jim Bailey

Public Present: Laura Buono, Administrator; Jon Daley, Selectman; Robert Hassett, Superintendent; Douglas Hatfield, John Segedy,

Roll Call and designation of Alternate Members, if necessary

Susanne White for Chairman Herm Wiegelman, Robert Hansen for John Penny

**Minutes**

01/17/2018 Mr. Sparks suggested a minor change in wording. Mr. Solomon asked for a motion. Mr. Sparks made a motion to approve the minutes as amended. Susanne White seconded the motion. The motion carried unanimously.

**Public Hearing**

1. Adoption of the Capital Improvements Plan

Prior to opening the Public Hearing, Mr. Solomon asked Mrs. Payson to explain the Capital Improvement Plan

Planning Director Robyn Payson explained that the proposed Capital Improvement Plan is a planning tool that is part of the Master Plan for future capital costs for which a capital reserve account could be set up. Four meetings were held between November and December. Central New Hampshire Planning Commission has reviewed the plan as they have in the past. In September the Planning Board appointed the committee. The committee met with Department heads to discuss their needs. The Planning Commission also contacted the school to discuss their needs. At this point we are here to discuss these plans and approve. Each year the Capital Improvement Plan will be reviewed and changed accordingly.

Mr. Solomon asked the Board if they had any questions or comments before opening the Public Hearing. Mr. Sparks stated that the report was well put together and was pleased with the plan.

Mrs. Payson stated that Kemp Park was added to the CIP which was needed.

At this time, Mr. Solomon opened the Public Hearing asking those who wished to speak to state their name.

Douglas Hatfield stated he serves on the Kemp Park Committee and believes that the Manahan Fund would not be an appropriate source of funding for Kemp Park. If there were to be a trust fund, it should be the Dana Crane Fund. The Dana Crane Fund does provide some of its income to be used for community beautification. Mr. Hatfield believes that Kemp Park would qualify. After more discussion, it was decided to change the report to use The Dana Crane Fund for Kemp Park instead of the Manahan Fund.

John Segedy thanked Mr. Hatfield. Mr. Segedy stated that he noticed that there were no improvement plans for Manahan Park in the plan. Mr. Solomon and Mrs. Payson stated that the Manahan Park did not submit any project plans. Mrs. Payson reiterated that every department and department head received notice and an application. There was no response from this department.

Laura Buono stated that the Selectmen have discussed Manahan Park. This sheet will be reviewed each year by Mrs. Payson and the departments heads so things can be taken off or tweaked and get approved. Mr. Solomon stated that the list will be reviewed each year with projects added and taken off as they are completed.

Mr. Segedy stated he would like the Manahan Projects added to the list and does not see the reason to rush into approving the plan. Mr. Solomon stated just because something is not on the list, does not mean it cannot be done. Mrs. Payson stated once again that each department head was notified. Mrs. Payson also stated the previous plan expired in 2016. Mr. Segedy continued to discuss the plan and lack of items for Manahan Park. Mr. Segedy questioned why there were no members of the community on the CIP committee. Mrs. Payson answered and explained the method of choosing committee members. Jon Daley, Selectmen read a portion of the RSA regarding committee members. Mr. Segedy continued speaking on a several points regarding minutes, committee members, and the process. Mrs. Payson addressed his concerns. Mr. Segedy continued discussing with the Board points in the plan with which he had issues. He also stated he thought the plan was a good beginning.

Ms. Buono stated that she spoke with Peter Mellen about the cost for the West Main Street Pump Station Improvement. He felt the $350,000 was a typo. The cost is $100,000 and it is proposed to be done in 2018. The funding is being voted on in 2018 whether or not it gets used.

Mr. Daley agreed. Mr. Solomon was thankful for the correction. He asked if there were further comments. Mr. Hassett stated he was attending for moral support. Mr. Daley pointed out some spelling errors/typos and will provide a list to Mrs. Payson for correction. Mr. Segedy suggested ARM funds to be added to the list of possible funding options and also a list of Conservation Commission Mitigation Funds. Mr. Sparks had a question regarding Capital Reserve Fund expendable trust deposit payments Water Main and the completion date of 2024. He asked for an explanation of the Water Main Replacement of 2018-2023. Mr. Daly offered an explanation.

Having no further questions or comments, Mr. Solomon closed the Public Hearing and asked the Board for direction on corrections and moving forward. Mrs. Payson posed several options to the board; question if the changes were substantial enough to hold another public hearing; Adding the additional funding now or wait another year or the plan could be accepted as amended. Mr. Sparks commented that substantially the plan was good and if after approving, the various departments could make changes as necessary. Mr. Solomon commented that the Kemp Park funding should be an amendment and the need for corrections be noted. The Board agreed that the document was substantially correct and that there will always be a need for updating and correcting. Mr. Solomon asked for a motion. Mr. Sparks made a motion to approve the 2018-2023 Capital Improvements Plan as presented subject to minor corrections discussed this evening. Ms. White seconded the motion. With no further comments or questions the Board unanimously approved the 2018-2012 Capital Improvements Plan.

Meeting adjourned at 8:05 pm

Respectfully Submitted:

Dianne Rutherford

Administrative/Land Use Secretary