

**Board of Selectmen
Meeting Minutes
October 6, 2022**

Present: James Bailey, Chairman; Iris Campbell, Selectwoman; Laura Buono, Town Administrator.

In Attendance: Chelsea Mather, Chris Parsons, Richard Pelletier, Meg Curtis-Sauer, Riche' Colcombe.

Chairman Bailey called the meeting to order at 2:06 p.m.

1. BOARD BUSINESS

Board Vacancy – Ms. Buono said she had previously forwarded the letters and emails from four individuals who would like to be considered to fill the vacancy on the Board. Ms. Buono said the individuals are, Sean Burt, Richard Pelletier, Meg Curtis-Sauer, and Katherine Charrette. Chairman Bailey said when asked, the Board didn't feel the need to bring everyone in for an interview since the current members know all four individuals. Chairman Bailey then moved to appoint Richard Pelletier to fill the vacant position. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

Highway Safety Grant – Chris Parsons presented the Board with a Highway Safety Grant application in the amount of \$19,579.75 and briefly reviewed it with them. The Town has applied for several of these grants in the past for various purposes. Chairman Baily moved to approve and sign the Highway Safety Grant Application in the amount of \$19,579.75. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

Police Employee Retention Program – Ms. Buono brought up the new retention program that Chief Roarick had brought before them previously as a way to retain sworn employees beyond their retirement. The written program outlines that in order to qualify, you must have worked for the Town of Hillsborough for at least 10 years and commit to working 20 hours per week and was brought forward due to the difficulty in filling open positions not only in Hillsborough, but state and nationwide. Ms. Buono said the Board would formally need to adopt the program in order to move it forward. Chairman Bailey moved to adopt the retention program as presented. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

Project Genesis Update – Ms. Buono said that upon the decision of the Board at their last meeting in August, Mrs. Mather and Ms. Buono got pricing for a modular office unit as well as met with Upton and Hatfield about leasing their office space. Chairman Bailey said he thought about this further he feels we should move forward and get some pricing on the mold remediation. Mrs Mathers said the company told her the remediation will cost \$15 - \$25/square foot to remove the mold but they won't come in and do it until the various issues which caused the mold are repaired. A lengthy discussion ensued about whether or not a future town office complex would be approved by the voters, the cost of moving the current town office staff to another location, as well as the cost for repairs to the current Project Genesis building. In the end, the Board decided that instead of moving forward with the original plan, they would like to get pricing on removing the areas of mold from the Project Genesis Building and repairing the causes behind them.

Heating Fuel – Ms. Buono said she received two price quotes for heating oil for the 2022/2023 heating season. Ciardelli is offering oil at the price of \$4.299/gallon and Irving at the price of \$3.803/gallon. Due to the difference in price per gallon, Chairman Bailed moved to award the heating oil contract to Irving. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

Police Department Fencing – Lt. Chris Parsons brought forward a quote he received from MH Fence LLC to fence in a 350 s.f. area at the Police Department for the purpose of a secured impound lot. The quote is to furnish and install 350' of 8' high galvanized chainlink fencing which will include three rows of barbed wire across the top, middle, and bottom rail as well as a 14'Wx8'H double drive gate with all posts to be concreted 36'. The quote is in the amount of \$23,050.08 and was the lower of the two he received with the other being \$35,000. Chairman Bailey asked if he knows what the grade is of the chainlink they will be using. Lt. Parsons did not know and it was not listed so he will check into that and bring it back to the Board once he has that information.

2. MANIFEST MOTION

Chairman Bailey moved to authorize the Selectmen to sign check numbers 017920 – 017997 a/k/a Vouchers 35,36,37,38,39 in the amount of \$472,977.72 (includes 553 direct deposit stubs) and Accounts Payable Check numbers 027774 – 027996 a/k/a Vouchers 32, 33, 34 in the amount of \$1,486,051.05. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

** A/P includes payment to HDSD in the amount of \$832,697.25

3. CONSENT AGENDA

Chairman Bailey moved to approve the Consent Agenda for August 24, 2022. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

- Veterans Tax Credit – Map 21 Lot 32
- Disability Tax Credit – Map 26 Lot 86
- Intents to Cut – Map 8 Lots 7&8 Crosby Road; Map 8 Lot 12 Beard Road; Map f Lot 70 Farley Road; Map 1 Lot 56 Cooledge Rd; Map 9 Lots 3&11 Bog Rd/Concord End Rd
- Welfare Lien Discharges – Map 11K Lot 166; Map 8 Lot 90; Map 23 Lot 125; Map 12 Lot 067-2; Map 12 Lot 067-4.
- Department of Revenue Forms MS-535 & MS-1

4. NONPUBLIC SESSION

Chairman Bailey moved to go into nonpublic session at 3:05 p.m. under RSA 91A:3II (a) employment. Motion was seconded by Selectwoman Campbell. A roll call vote was taken. Chairman Bailey – yes; Selectwoman Campbell -yes. Motion passed unanimously.

In attendance: Chairman Bailey, Selectwoman Campbell, Town Administrator Laura Buono, Chris Parsons.

The Board met with Lt. Parsons to review the employment agreement with him upon his acceptance of being appointed as Chief of Police.

Chairman Bailey moved to come out of nonpublic session at 3:18 p.m. Motion was seconded by Selectwoman Campbell. A roll call vote was taken. Chairman Bailey – yes; Selectwoman Campbell -yes. Motion passed unanimously.

Chief of Police - Chairman Bailey said that the Board had received Chief Roarick’s letter of resignation a month ago but due to unforeseen circumstances, the last two Selectmen’s Meetings had been cancelled and they were unable to act on it. Chairman Bailey moved to accept Chief Roarick’s resignation effective September 30, 2022. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

Chairman Bailey moved to appoint Chris Parsons as the new Chief of Police effective October 1, 2022. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

5. ADJOURNMENT

Chairman Bailey moved to adjourn at 3:22 p.m. Motion was seconded by Selectwoman Campbell. A vote was taken. Motion passed unanimously.

A true record.

Laura Buono
Town Administrator

Approved by:
Hillsborough Selectboard

Date: _____

James C. Bailey III, Chairman

Iris Campbell, Selectwoman