

**Board of Selectmen
Meeting Minutes
June 28, 2023**

Present: James Bailey – Chairman, Iris Campbell, Selectwoman, Richard Pelletier, Selectman and Laura Buono, Town Administrator.

In Attendance: Kristen Stenburg, Ernie Butler

Meeting opened at 6:00 pm. Pledge of allegiance was recited.

1. OPEN SESSION

Kristen Stenburg - Mrytle Street: Ms. Stenburg has lived on Myrtle St. for a about a year and has noticed the amount of people that walk, ride bikes, and play. She has also noticed Mrytle Street is used as a cut-off and has witnessed too many vehicles traveling too fast. Ms. Stenburg is requesting a speed bump be installed to slow the traffic, she is also willing to gather signatures for this request. She also noticed there are no speed limit signs or children at play signs. Selectwoman Campbell said installing signs is no guarantee to feeling safe. Chairman Bailey said he can ask the police to show more presence in the area. Ms. Buono asked if there are certain times of day when Ms. Stenburg sees an increase in traffic speed, and she also said speed bumps are not normally installed on town or city streets because maintaining the road makes it difficult. Ms. Stenburg said the most activity during commuter times, she added that she did speak to the police about this and was told to see the selectmen regarding signage. Ms. Buono said she would talk to the police chief about the signage.

2. MINUTES

Chairman Bailey made a motion to approve work session meeting minutes dated June 14, 2023. Selectman Pelletier seconded the motion, the motion passed.

3. MANIFEST

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 18504 – 18548 a/k/a Vouchers 25 & 26 in the amount of \$222,505.25 (includes 234 direct deposit stubs) and Accounts Payable Check numbers 029625 – 029752 a/k/a Vouchers 21 & 22 in the amount of \$1,102,229.11. Selectman Pelletier seconded the motion, the motion passed.

** A/P Checks include payment to HDSO in the amount of \$729,892.47.

4. CONSENT AGENDA

Chairman Bailey made a motion to approve the Consent Agenda for June 28, 2023. Selectwoman Campbell seconded the motion, the motion passed.

- 2022 Abatements – Map 23 Lot 138 (approved); Map 7 Lot 175 (denied)
- Elderly Exemption – Map 12 Lot 83 (granted); Map 8 Lot 33 (denied)
- Library Trustee Alternate Appointment Form – Heidi Doyle
- Intent to Cut – Map 1 Lot 19 Sleeper Road

5. APPOINTMENTS TO COMMISSIONS

Chairman Bailey made a motion to appoint:

Brad Hunt – Full Member Historic District Commission for a 3-year term

Pat Bradley – Alternate Historic District Commission for a 3-year term

Laurie Jutzi – Alternate Historic District Commission for a 3-year term

Selectman Pelletier seconded the motion, the motion passed.

Chairman Bailey made a motion to appoint:

Jim Riddle – Full Member Conservation Commission for a 3-year term

Selectwoman Campbell seconded the motion, the motion passed.

6. COMMUNITY POWER PROGRAM

Selectman Pelletier wanted to talk about the Community Power Program and how the Board would like to move forward. There are currently two companies that the Board has heard from, Standard Power and the Community Power Coalition of NH which both offer services for these programs. Ms. Buono said that she had attended the Municipal Managers Association conference last week and during the conference, Keene and Swansy officials gave a presentation on their community power process. They combined with two other communities who were also going through the process at the same time, which resulted in getting a better rate. They contracted with Standard Power for a 30-month contract. Ms. Buono provided the Board with the information from that presentation. The Board discussed their thoughts with the process. Chairman Bailey made a motion to engage Standard Power for the Community Power Program. Selectman Pelletier seconded the motion, the motion passed. The next step is to form a committee in preparation for a Town Meeting vote. Ms. Buono will advertise for volunteers.

7. BANNERS

Ms. Buono informed the Board that she received the information from the Lions Club that was needed to replace the 13 light pole banners for downtown. The cost to replace the banners is \$715.00. and she will be placing that order within the next couple of weeks.

8. ATVs on CLASS V ROADS

The town of Deering held their public hearing for ATVs to ride on Class V roads, minutes from that hearing were provided to the Board along with the permit Deering signed with the Contoocook ATV Riders. The next step is for the town of Hillsborough to hold a public hearing. Road Agent, Ernie Butler would like to see a trial basis in Hillsborough.

9. MUSEUM

Ms. Buono spoke with Meleny Nagy who had painted the museum since there is still some unfinished work to be done and some peeling areas she is going to take a look at. Ms. Nagy will finish painting the dormers and will look at the problem areas once the weather cooperates and the rain stops.

10. SCHOOL PAYMENT SCHEDULE

Ms. Buono advised the Board that they received the new payment schedule from the Department of Revenue for the amount the Town must submit to the School each month. The payment

increased about \$250,000.00/month and is now a little over \$1,000,000 each month. In the past, the SAU has worked with the Town with regard to us holding payments as it gets closer to when tax bill payments are due from residents since money is much tighter around that time. She said she is hoping the new finance person at the SAU is willing to continue that relationship but has made comments about returning money to the Town last year and needing the payments each month. Ms. Buono said that although the Town has avoided taking out tax anticipation notes (TAN) for many years, payment of these monthly amounts may put us in a situation that necessitates it in the future. Selectman Pelletier asked why the payment is so high because the school budget did not increase that much. Ms. Buono said without seeing all the numbers she cannot say but even if the budget doesn't go up much, if revenues are down then the tax rate will go up. She said that last year when they "returned" money due to a budget surplus, it created a one year drop in the tax rate which now must be made up within the tax rate, on top of any increase in the budget. A discussion ensued with regard to the fact that the Town has to pay the School, as well as the Water/Sewer Department, all of their money even if it is not all collected in the taxes due to slow or non-payments by property owners.

11. SIDEWALK PROJECT

Ms. Buono, Planning Director, Robyn Payson and Assessor Dave Marazoff met with the Department of Transportation for the waiver evaluations on about 50 properties along the sidewalk route. Some of the evaluations need to be adjusted by the Assessor based on what the State is recommending. Ms. Buono and others were frustrated with the meeting because they felt this discussion should have taken place long before this point in the project. The construction date was for 2024, now in the meeting it was heard 2025. The town still needs to meet with all the property owners along the route, which could take some time, but the plan is to address the meetings as quickly as possible. Chairman Bailey thought the project was going out to bid in 2023. Ms. Buono said initially the town was to have everything ready this fall and then go out to bid in the spring of 2024. Chairman Bailey recalls the preferred time to go out to bid is in the fall. The plan of action is the Assessor will work with the State on the waiver evaluations. Once State approval is granted the Town will begin meeting with the property owners along the route.

12. INVEST NH

Ms. Buono reported the Town was officially approved for the funds which were applied for through Invest NH for the affordable housing unit's a/k/a Hillsborough Heights. Each unit (84 in total) are eligible for \$10,000 per unit through the program and the award to the Town is \$840,000.00. She said that the paperwork is now being sent to the Governor and Council for the final approval step.

13. NONPUBLIC SESSION

Chairman Bailey moved to go into nonpublic session at 7:15 p.m. under RSA 91A:3II (b) hiring. Motion was seconded by Selectwoman Campbell. A roll call vote was taken. Chairman Bailey – yes; Selectwoman Campbell -yes; Selectman Pelletier – yes. Motion passed unanimously.

In Attendance: James Bailey, Chairman, Iris Campbell, Selectwoman, Richard Pelletier, Selectman, Laura Buono, Town Administrator, Ernie Butler, Road Agent.

Mr. Butler & Ms. Buono presented applications and hiring recommendations for open positions at the Highway Department & Transfer Station.

Chairman Bailey moved to come out of nonpublic session at 7:34 p.m. Motion was seconded by Selectman Pelletier. A roll call vote was taken. Chairman Bailey – yes; Selectwoman Campbell - yes; Selectman Pelletier – yes. Motion passed unanimously.

Chairman Bailey made a motion to hire Michael Ostertag at \$20.82, full-time position at the Highway Department. Selectman Pelletier seconded the motion, the motion passed.

Chairman Bailey made a motion to hire Ryan Vignault at \$18.36, full-time Attendant position at the Transfer Station. Selectman Pelletier seconded the motion, the motion passed.

14. ADJOURNMENT

Chairman Bailey made a motion to adjourn at 7:34 pm.

A true record
Mary Whalen
Recording Secretary

Date: _____

Approved by:
Hillsborough Selectboard

James C. Bailey, III, Chairman

Iris Campbell, Selectwoman

Richard Pelletier, Selectman