

**Board of Selectmen
Meeting Minutes
February 28, 2024**

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

Others present: Brett Cherrington, Riche' Colcombe, JT Clough,

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

1. OPEN SESSION

Energy Commission: Brett Cherrington, Chair of the Energy Commission, talked to the Board about the weatherization project for the town buildings. Mr. Cherrington said at the last Energy Commission meeting suggestions were discussed on how to proceed. Mr. Cherrington read a portion of the EC meeting minutes:

Work session discussing the pros and cons of each upgrade and potential of eligible cost coverage. It was agreed the next step will be to request GDS or preferred engineering vendor to perform a Technical Assistance (TA) study which would be cost shared between Hillsborough and Eversource. GDS would coordinate with preferred contractors or existing partners to determine Energy Conservation Measures cost, develop custom energy savings analyses, and assist Hillsborough with completing NHSaves Custom application and program documentation.

The EC agreed it would be better to contract with ECM to work with Eversource.

Town Meeting - Meeting Minutes: Riche' Colcombe said there are items in the 2023 Town Meeting Minutes that she feels are incorrect pertaining to her specifically and asked how the minutes could be corrected. Ms. Buono said those minutes were completed by the Town Clerk and submitted to the Department of Revenue a few weeks after the completion of the Town Meeting. She said she is not sure that they can be changed at this point. It was also explained to Ms. Colcombe, that the Selectmen do not play a role in the Town Meeting minutes including their approval. Ms. Colcombe was told if she wants to have a record of what she feels should be changed, she can bring it up at the next Town Meeting and it will be recorded in the 2024 Town Meeting minutes. Ms. Buono said she will speak with the Town Clerk and bring Ms. Colcombe's concerns to her.

2. YOUTH SERVICES/PARKS & RECREATION

JT Clough, Youth Services and Parks & Recreation Director met with the Board and talked about the new recreation software (rec desk). So far, the following has been created:

- Toddler soccer programs for town residents have been created, and (3) sessions have been filled up.
- Yoga will be starting on March 5 at Project Genesis, there are 7 participants so far.
- Mother's Day 5K run has 10 participants so far, shooting for 50 participants.
- All programs are fee based; the revenue will go back into Parks & Recreation Revolving Fund once it's approved at Town Meeting and will be used to fund the programs moving forward.

Manahan Summer Program

Mr. Clough explained that due to increasing summer camp costs, which include wages for camp counselors and lifeguards, he would like the Board to adjust the camp tuition. He is recommending that the weekly fee to attend camp be set at \$50 for residents and \$150 for non-residents. He said these costs are still considerably lower compared to surrounding communities. Mr. Clough explained that there are two trips scheduled this year as well which will be at an additional cost outside of the weekly camp tuition. Chairman Bailey said he has typically been against any increases but with the cost of everything and the budgets increasing, he feels this makes sense. The Board agreed and asked Mr. Clough to put something out to the public about the adjustment. There will also be a process in place to apply for a discount for hardship situations.

Mr. Clough said he also did research on field usage fees and created a schedule for the Board to consider. He presented the rates for individual fields \$25/HR or \$125/Day; All of Grimes \$500/Per Event; Manahan Pavilion \$25/HR or \$125/Day; Pickleball and Tennis Courts \$25/HR or \$125/Day. He said anyone can use the facilities at anytime but if they want to reserve them for a private event or tournament, then they would have to pay a fee. He emphasized that the fees do that Hillsborough Youth Athletic Association (HYAA) won't be charged and a non-profit organization will be able to ask the Selectmen for a waiver if they would like. Outside organizations will be charged the facility and field rates. Mr. Clough said that reservations for field usage can be completed on-line now and a permit acknowledging the reservation can be printed by the organization or person. Chairman Bailey asked if a weekly field usage schedule could be posted at the fields and was told that they can try and do that plus, it is available on the website. Selectman Pelletier would like to see a lower hourly rate for Hillsborough residents who want to reserve the courts for a particular time even though spontaneous use of the fields and courts, if not in use, is free. This was briefly discussed, and the Board decided that the fee for residents reserving the courts will be \$10.00/hour. Mr. Clough will create a notice of all the changes to Parks & Recreation and will put it out to the public in the Newsletter, Facebook etc. and will forward the final list from tonight's conversation to the Board.

3. MEETING MINUTES

Chairman Bailey made a motion to accept the meeting minutes dated February 6, 2024. Selectman Pelletier seconded the motion, the motion carries.

Chairman Bailey made a motion to accept the meeting minutes dated February 14, 2024. Selectman Pelletier seconded the motion, the motion carries.

4. CONSENT AGENDA

Chairman Bailey made a motion to approve the Consent Agenda for February 28, 2024. Selectman Pelletier seconded the motion, the motion carries.

- Veterans' Tax Credits – Map 14 Lot 460; Map 11I Lot 108-9; Map 21 Lot 16; Map 3 Lot 23 (2 qualifying Veterans).
- Intent to Cut – Map 1 Lot 41 Severance Road
- Solar Exemption – Map 4 Lot 53; Map 1 Lot 49
- Elderly/Disabled Exemption – Map 13 Lot 9
- Welfare Lien – Map 12 Lot 72

5. MANIFEST

Chairman Bailey made a motion to authorize the Selectman to sign manifests and order the Treasurer to sign Payroll Check numbers 19151 – 19177 a/k/a Vouchers #7A, 8 & 9 in the amount of \$212,738.60 (includes 239 direct deposit stubs) and Accounts Payable Check numbers 031144 – 031246 a/k/a Vouchers #10, 11 & 12 in the amount of \$496,074.92. Selectman Pelletier seconded the motion, the motion carries.

6. PARKS & RECREATION COMMITTEE

Selectwoman Campbell brought up the Parks and Recreation Committee and said that since Parks & Recreation is now under the direction and supervision of the Youth Services Director, there doesn't seem to be a need to have a committee since even before that, there wasn't much for the committee to do. She said there were always problems getting quorums for meetings. The Board felt that due to the lack of participation and the fact that there has been a change in the management of the parks and recreation, the committee will be resolved, and Chairman Bailey made a motion to dissolve the Parks & Recreation Committee. Selectwoman Campbell seconded the motion, the motion carries.

7. TOWN MEETING

The Town Administrator and the Board briefly talked about Town Meeting assignments and who will move the various warrant articles at the meeting.

8. FULLER LIBRARY – HEATING UNITS

Ms. Buono reported that one heating unit at the library no longer functions and another is not functioning properly. She said they are having various companies come in to take a look at the situation and building in order to give their recommendations and quotes on the work they would be recommending.

9. TAX DEEDED PROPERTY SALE

Ms. Buono said letters have been sent to those individuals who were awarded the sales of the tax deeded properties. The letter explains the property awarded and how to make the payment to the town and the registry of deeds. Once the payments are received, and after Town Meeting, the deeds will be drawn up and recorded to the new owners.

10. CONSERVATION COMMISSION MEMBERSHIP

Ms. Buono said that Linda White has asked to be reappointed to the Conservation Commission and the Chairman has asked to have the Board make that appointment. Chairman Bailey made a motion to reappoint Linda White to the Conservation Commission for a three-year term. Selectwoman Campbell seconded the motion, the motion carries.

11. SIDEWALK PROJECT

Ms. Buono reported that the approval from the State has been received for the assessments of the rights of ways on the properties that are being affected by the sidewalk project. She said the next step is to sit down with the property owners to talk about the financial piece since they have already been contacted and had conversation about the construction part of it.

12. LONG TERM PLANNING

Selectman Pelletier talked about a discussion that took place at the Economic Development Commission's meeting last week about water & sewer system expansion. He said that Peter Mellen reported that the Commission maintains the current system only and said that any plans to expand the system is a Selectboard decision. Selectman Pelletier questions if the current plan is going to be fast enough to fix some of the problems with the current pipes because of the lack of funding. Expanding the system has been discussed in the past and Chairman Bailey said that Mike Tardiff of Central NH Regional Planning can discuss TIF Districts for that purpose and will be contacted to speak with the Board on how a TIF works.

Meeting adjourned at 8:09 pm

A true record
Mary Whalen
Recording Secretary

Date: _____

Approved by:
Hillsborough Selectboard

James C. Bailey, III, Chairman

Iris Campbell, Selectwoman

Richard Pelletier, Selectman