

**Board of Selectmen
Meeting Minutes
October 30, 2024**

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

Others present: Riche' Colcombe, Keith Cobbett, Emily Mann, Peter Flynn, Annette Mattero, Toni Ahern.

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

1. OPEN SESSION

Keith Cobbett: Keith Cobbett said he was representing the Chamber of Commerce and is seeking permission to hang holiday wreaths downtown on the poles again this year. They will be hung after Thanksgiving and removed the first Saturday in January. The banners that are currently up will also be removed when the wreaths are put up and they will be brought to the Town Offices. The Board granted permission for the Chamber to hang the wreaths for this season and for future seasons.

Riche' Colcombe:

- Municipal Complex Site-Visit: Ms. Colcombe asked the Board if they scheduled a visit to a municipal complex in Derry, she said she has been following the calendar on the website and has not seen it scheduled yet. Chairman Bailey said the Board has already visited the site. Ms. Colcombe asked why the visit was not posted publicly, she said she was watching on the website and didn't find it there. Ms. Buono said the site visit was posted at the office and post office. Ms. Colcombe said that she did not see the posting at the Post Office. Selectman Pelletier feels all meetings should be posted on the website. Ms. Buono said typically all meetings are added to the website calendar but apparently this one was not forwarded to be posted there.
- Town Website: Ms. Colcombe pointed out the corrections she submitted regarding the website have not yet been made and she said she has brought forward other corrections and those have not yet been made. Ms. Colcombe is asking the Board for a work session to go over some of the issues on the website. Examples: the phone number for Emergency Management doesn't work, there are a couple broken links, Library Trustees are not correct. Colcombe would like to hear some public input at the work session on what's happening with the website. Selectman Pelletier said he doesn't understand how there are so many errors on the new website, he said this is the third time talking about the website and asked why the errors haven't been fixed. Ms. Buono said corrections have been found and made since the switch over but, she will need to sit with the staff to find out what has been done so far. Selectman Pelletier asked who maintains the website. Ms. Buono said there are three people who add things that are submitted. Selectman Pelletier asked if it makes sense to have only one person in charge of the website for consistency, maybe pay them a bit more. Chairman Bailey agrees the website should be corrected and the Board will investigate it.

2. COMMUNITY POWER UPDATE

Emily Mann from Community Power provided an update. The electricity market has been slightly higher than the Eversource default rate, because of that Community Power has not recommended rates. There was hope to start a program in the fall but now the pricing looks like a spring start, as early as April. When the program goes under contract, there will be 80 to 90 days for enrollment, a public hearing will be scheduled to explain the program before the rate starts. The hearing is only held once when the program begins per RSA.

3. 12 WILLIAMS ROAD

Annette Mattero met with the Selectmen; she said she met with the Health Officer last month who performed an inspection on the apartment she has been renting since February. Ms. Mattero said there is a mold problem in the building and the septic has backed up into the tub in the bathroom in the past and said she has been sick since she moved into the building in February. Ms. Buono explained what contact has been made with the property owner since Ms. Mattero spoke with him. Currently the property owner is finishing up the upper level and is scheduled to work on the problem Ms. Mattero is speaking about later this week. Chairman Bailey said the Health Officer is following the process and is working with the property owner who has provided a plan to correct the mold issues. Toni Ahern said she has been in contact with State and the Department of Health, the building is not up to current code as far as sewage and feels the process the state requires is not being followed. Chairman Bailey said the Board will look into the progress of these concerns. Selectman Pelletier asked for a status report every 2 weeks for follow-through purposes.

4. MEETING MINUTES

Chairman Bailey made a motion to approve the meeting minutes dated October 9, 2024. Selectman Pelletier seconded the motion, the motion passed.

5. MANIFEST

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 19721 – 19746 a/k/a Vouchers #42, 42A & 43 in the amount of \$236,737.12 (includes 219 direct deposit stubs) and Accounts Payable Check numbers 032648 – 032709 a/k/a Voucher #35 in the amount of \$2,084,204.50. Selectman Pelletier seconded the motion.

6. CONSENT AGENDA

Chairman Bailey made a Motion to approve the Consent Agenda for October 30, 2024. Selectman Pelletier seconded the motion, the motion passed.

- Cemetery Deed – Renee Hebert & John Seminotore for Harvey Memorial Cemetery:
Matthew & Elisabeth Picard for Harvey Memorial Cemetery
- Veterans' Tax Exemption – Map 12A Lot 203
- Elderly Exemption – Map 9 Lot 138
- Quit Claim Deed – Map 17 Lot 164 Kings Row

7. OTHER BUSINESS

- A meeting will be arranged with the team that is working on the Associated Electric Site.
- Budget meetings will begin with scheduled meetings on Thursdays.
- Ms. Buono reported that the dormers at the museum have been painted.
- A concern was brought forward regarding parking at the post office during the Farmers Market hours. The Board feels this is something the organizers of the Farmers Market need to address.
- Selectman Pelletier asked if the over night parking program is ready to implement. Ms. Buono said yes.
- Selectman Pelletier would like to further discuss recording the Board meetings in two weeks.
- Selectman Pelletier asked if the salt guards have been considered for the HVAC units at the library. Ms. Buono will check with building maintenance.
- Selectman Pelletier wants a discussion regarding the Energy Commission on the next meeting agenda.
- Selectman Pelletier would like a cost for an extra pickle ball court. Ms. Buono said the Youth Services Director will be presenting that during his budget presentation.
- Selectman Pelletier asked Ms. Buono to come up with a plan to fix the concerns about the website and present it in two weeks.

8. SIDEWALK PROJECT

The Community Planner is still working on the easements and currently she has 10 out of 22 signed. There are still some drainage changes being made and, but the project is still on schedule for spring 2025. Ms. Buono brought up that both she and the Planning Director shouldn't be on the front line of these types of projects but that they should come under the Road Agent moving forward. She said the next project is on Bog Road and Ms. Buono has told the Road Agent that he and the foreman will need to become LPA certified so they participate in the project development and oversight. Chairman Bailey said he doesn't think they have the knowledge to oversee a project like that. Ms. Buono said they wouldn't engineer the plan, they would be the ones to work with the State and whatever engineer firm is hired in order to move the project forward.

Meeting adjourned at 7:32 pm

A true record
Mary Whalen
Recording Secretary

Date: _____

Approved by:
Hillsborough Selectboard

James C. Bailey, III, Chairman

Iris Campbell, Selectwoman

Richard Pelletier, Selectman