

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

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

Others present: Joyce Bosse, Leigh Bosse, Riche' Colcombe, Samantha Gallo, James Clough, Valerie Brown, Megan Maxey, Kacey Hendrick.

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

1. OPEN SESSION

Grant Funds for Hillsborough Heights: Riche' Colcombe said she has received a few phone calls regarding the grant money received for the Hillsborough Heights housing project. The questions were how that money was handled and how much was given. Colcombe's question is should a public hearing have been held before the money was spent, there was a public hearing to accept the funds. Ms. Buono explained the public hearing that was held was to accept and expend, but, as discussed at the August 14th meeting the auditors must report on the funding differently, in the future there will be a warrant article with a purpose and a amount of money to expend. Ms. Colcombe then asked if the \$160,000 provided to the developer for infrastructure improvements need a public hearing? Ms. Buono said no, the \$160,000 was part of the funds that were voted to except and expend.

Hillsborough Vehicle & Traffic Ordinance: Ms. Colcombe said during the public hearing for the Vehicle and Traffic Ordinance in 2023, she brought to the Selectmen's attention that several roads had been missing. In the minutes it said the Road Agent would investigate it, those discussions from the public hearing were never finalized. Colcombe said there was also a discussion about raising roads with a 25 mph or lower (15 mph) to 35 mph, she asked if that was ever finalized. Chairman Bailey doesn't remember any 15 mph limits, any road not posted is 25 mph. Colcombe said Myrtle St. and some others are identified in the ordinance as 15 mph. The discussion at the public hearing was doing away with the 15 mph and changing the ordinance to 25 mph. Ms. Buono will check with the Planning Director. Ms. Colcombe also said she could not find in the minutes when the ordinance was adopted and would like that clarified.

2. PLAYGROUND PROJECT

Youth Services Director, JT Clough met with the Board along with Val Brown. Val Brown is part of a team that wants to bring an updated playground to Grimes Field. Other members in attendance are Sam Gallo, Magan Maxey and Kacey Hendrick (several others couldn't attend). The goal is to replace/revitalize the Grimes Playground, enhance community value, and support children's ability to play outside. Designing the playground will be based on community input. (a presentation of different equipment was viewed) The committee that has been formed will be meeting regularly along with sub-committees to figure out what is needed and funding options. Leigh Bosse said the Lions Club put the current structures in and continues to maintain it. Ms. Brown is asking the Lions Club to be a part of the new direction, the group has been trying to contact the Lions Club, but no call has been returned. The group will keep the Selectmen informed as the project moves along.

3. KEMP PARK

Leigh Bosse presented the Board with the town's junkyard ordinance for them to consider in relationship with properties near Kemp Park. Ms. Buono noted that the wording of a junkyard in our ordinance is outdated since it lists certain items that although they create a "junkyard", our Code Enforcement Officer has been told by the Town's Attorney that it's not something that is successful in court. She will bring it to the Planning Director's attention.

4. SIDEWALK PROJECT

Leigh Bosse said his wife, Joyce Bosse, is returning the \$500 that was paid to her for the temporary easement for the sidewalk project and Ms. Bosse said she was also rescinding her approval. Mr. Bosse said the plan shows the sidewalk going up to the front door, which is not what was originally agreed to. Ms. Buono showed Mr. Bosse the sidewalk plan and it shows where the sidewalk is going in yellow which is not up to the front door of the building and clearly within the State's right of way. The temporary easement is only for the ability to utilize part of their driveway during construction of the sidewalk. Mrs. Bosse said she misunderstood and decided to keep the \$500.

5. MEETING MINUTES

Chairman Bailey made a motion to approve the meeting minutes dated August 14, 2024. Selectwoman Campbell seconded the motion, the motion passed.

6. MANIFEST

Chairman Bailey made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll Check numbers 19599 – 19639 a/k/a Vouchers #34 & 35 in the amount of \$221,875.31 (includes 211 direct deposit stubs) and Accounts Payable Check numbers 032334 – 032408 a/k/a Voucher #31 in the amount of \$224,622.32. Selectman Pelletier seconded the motion, the motion passed.

7. SEALED NONPUBLIC MEETING MINUTES

Chairman Bailey made a motion to unseal nonpublic meeting minutes from August 8, 2001, from 2011; December 13, October 25, December 20, October 11, June 28 from 2012; October 22, September 25, December 18, May 22, October 23 and from 2013; January 29. Selectman Pelletier seconded the motion, the motion passed.

8. CONSENT AGENDA

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

- Veterans' Tax Credit – Map 11B Lot 352; Map 8 Lot 42
- Intent to Cut – Map 8 Lot 143 Center Road
- Cemetery Deed – Emmet & Foss – Center Cemetery Ashes Garden
- 2024 Tax Abatement – Map 23 Lot 156

9. MEDICARE – AMBULANCE BILLING

Ms. Buono explained that Medicare requires a hard credit check on her personal information to enter information for Medicare to look at. Ms. Buono is opting not to enter her personal information, the penalty for not doing so is Medicare will withhold for a 12-month period, 10% of the Medicare payments to the town. The Board agreed, an employee's social security number should not be used by Medicare for ambulance billing. Selectman Pelletier recommended sending a letter about this to our Senator.

10. ECONOMIC DEVELOPMENT COMMISSION – APPOINTMENT

Chairman Bailey made a motion to re-appoint Robert Nash to the Economic Development Committee for a 3-year term (2027). Selectman Pelletier seconded the motion, the motion passed.

11. AUDIO RECORDINGS

Ms. Buono reported the school district uses the owl to televise and record their meetings. The owl is portable and carries a cost of over \$1,000. Uploading recordings to the town's website and storage will also be researched.

12. INVEST NH – DEMOLITION GRANT

Chairman Bailey made a motion to authorize the Town Administrator to execute any documents and perform any other acts necessary to execute documents related to the implementation of all the programs and contracts administered throughout the Invest NH program. Selectman Pelletier seconded the motion, the motion passed.

13. NONPUBLIC SESSION

Chairman Bailey made a motion to go into nonpublic session at 7:18 pm at under RSA 91-A: 3 II (A) Compensation & (B) Hiring. Selectman Pelletier seconded the motion. Roll call vote: Bailey – yes, Campbell – yes, Pelletier – yes. The motion passed.

In attendance: Chairman Bailey, Selectwoman Campbell, Selectman Pelletier, Town Administrator Laura Buono, James Clough, Director of Parks & Youth Services.

Mr. Clough discussed Lisa Betz, who he would like to hire to fill the position of Community Outreach and Grant Writer for the department. Mr. Clough presented her qualifications to the Board.

Ms. Buono discussed the fact that the position that Mr. Clough was originally hired for has almost changed completely with diversion being placed under the police department, and now all of parks and recreation placed under Mr. Clough. She presented the Board with the new job description and pay structure. The Board agreed with Ms. Buono's recommendation and authorized her to move forward.

Chairman Bailey made a motion to come out of nonpublic session at 7:45 pm. Selectman Pelletier seconded the motion. Roll call vote: Bailey – yes, Campbell – yes, Pelletier – yes. The motion passed.

14. MOTION TO HIRE

Chairman Bailey made a motion to hire Lisa Betz for grant writer and community outreach specialist for \$25.00 per hour, 32 hours per week. Selectman Pelletier seconded the motion, the motion passed.

15. PARKING ORDINANCE

Selectman Pelletier recommended implementing the changes before November of this year. Ms. Buono said she spoke with the Road Agent who has begun trimming the trees and then the signs will be placed. Selectman Pelletier asked how the property owners will be notified. Ms. Buono said she will meet with the Road Agent and Police Chief to figure that out.

16. PICKLE BALL COURT

Selectman Pelletier said there are skateboarders using the courts. Signage will be verified or added. Another thought, Selectman Pelletier would like to discuss help funding the playground at Grimes Field during the budget process.

17. MUNICIPAL COMPLEX TOURS

Chairman Bailey recommended visiting the complex in Derry and another in Hudson.

Meeting adjourned at 7:55 pm

A true record
Mary Whalen
Recording Secretary

Date: _____

Approved by:
Hillsborough Selectboard

James C. Bailey, III, Chairman

Iris Campbell, Selectwoman

Richard Pelletier, Selectman