

**TOWN OF HILL**  
**SELECTMEN'S WORKSHOP**  
January 11, 2022

**Selectmen Present:** Tom Seymour, Shaun Bresnahan, Christopher Gronski & Lisa Seymour  
(Administrative Assistant)

**Selectmen Absent:** None

**Public:**

Thomas Seymour brought the meeting to order at 6:29 pm.

**Board Business:**

The Selectmen are thinking a stipend might be more appropriate for the Fire Chief wages regarding his administrative time. New boiler inspections might be a \$40.00 fee and this could be an offset for wages. Fire Permits are issued every year. Time-sheets should have a better process; the Chief should not have to fill them out for each member. The Selectmen want to see the Fire Chief at the next meeting to discuss this further.

Ashton from Avitar provided two options for the Town to update the current maps.

**Option #1 – Upgrade and 2022 Updates (1 year):**

Under this scenario Avitar/Terra-Map will complete any necessary map updates from the current and previous years; create a town wide shapefile that can be used by GRANIT and other GIS data providers; and provide new update paper and PDF maps.

The Town will receive:

- Paper maps (2) 11x17 sets, and (1) 24x36 set
- PDF files of maps
- Shapefiles (which can be used in several different GIS applications including Avitar's Assessing software)
- **Cost \$5,120.00**

**Option #2 – Upgrade and 2022/23/24 Updates (3 year):**

Under this scenario, Avitar/Terra-Map will complete the work described above in option #1, and continue to complete annual updates and provide deliverables in the following two years. This option helps defray conversion costs over a three-year period, and includes a ten percent multi-year discount.

The Town will receive each year:

- Paper maps (2) sets 11x17 sets, and (1) 24x36 set each year
- PDF files of maps each year
- Shape files each year (which can be used in several different GIS applications including Avitar's Assessing software)
- **Cost: \$2,208.00 per year** (10% multi-year discount included)

After Board discussion, Shaun Bresnahan made a motion to accept option #2 of the Tax Map Upgrades with Updates to start after Town Meeting. Christopher Gronski seconded the motion. All in favor.

Primex Worker's Comp expense for 2021 was questioned. The Primex original invoice was \$9,120. We received a premium Holiday credit for \$3,642.71 and we previously paid \$5,687.71 resulting in a credit of \$210.42 and is classified under reimbursements.

Computer software contracts for departments –The Selectmen decided that the contract proposals from Certified Computer Solutions was more than what we need at this time. They want to upgrade the Fire Department, Selectmen’s Office and Water Department computers. In the Selectmen’s office, the computer that is used by the Administrative Assistant will become the Assessors computer. We will only need the desktop CPU’s because the rest of the hardware can be reused.

In the consideration of a contract for the mowing in the Town common areas, Town pond and ballpark, the Selectmen are going to develop a map of the areas that would be included in the mowing. They decided not to include the cemeteries at this time. The mowing has been budgeted in the Highway and Parks and Rec departments.

The Selectmen are going to include \$5,000 for Master Plan updates in the 2022 capital reserve warrant article. The Selectmen are agents to expend from this account.

The Selectmen agreed to move Don Sullivan’s wages to the Professional Services budget line and if we hire someone, we will want add something in the wages line. It was decided that if we hire someone, we would need to have a special meeting to discuss the options and increase the budget accordingly. In the meantime, we are looking into the possibility of having State Police cover 4-hour shifts to be determined by them.

Water Department would like to move the computer from Town Clerk/Tax Collectors office to Selectmen’s office. The Board Selectmen asked where are we going to put them? Currently we have the Assessing Department and the Administrative Assistant in the office. There really isn’t any room for another desk, computer and file cabinets. The reason why the Water Department wants to move from the Town Clerk/Tax Collectors office is because availability of days open for a meter reader/secretary.

Waste Management should have updated numbers for the new contract that will begin on October 1, 2022. This will include the increase from Waste Innovations. Lisa Seymour will reach out to Waste Innovation to get a copy of our contract and then will work with Roy Boyer for pricing.

There will be a warrant article for the south side of Mountain View Drive sidewalk removal.

Notice of Intent to Cut Wood for Erik Wight on Murray Hill Road Map R11 Lots 13 & 12. Logger Stuart Bevin Stillwater Forestry – Approved

Lisa Seymour is working on the Estimated Revenues for 2022 should have them completed for our next meeting.

The Selectmen weighed adding a warrant article for litigation expense that are unexpected. The warrant article would create a Litigation expense Expendable Trust Fund to be funded from the unreserved fund balance. Shaun Bresnahan will research for discussion at the January 18, 2022 meeting.

With no further business to conduct, Shaun Bresnahan made the motion to adjourn the meeting. Christopher Gronski seconded the motion. Motion passed unanimously motion at 9:20 pm.

Respectfully Submitted,

Lisa Seymour

Tom Seymour, Chair

Shaun Bresnahan

Christopher Gronski