

TOWN OF HILL

SELECTMEN'S MEETING

October 4, 2022

Selectmen Present: Tom Seymour, Shaun Bresnahan, Frank Razzaboni & Lisa Seymour
(Administrative Assistant)

Selectmen Absent: None

Public: December Fortin, Steven Laroche, Niki Mahoney, Bruce Blazon & Joann Irving

Tom Seymour brought the meeting to order at 5:00 pm.

Workshop:

The Board of Selectmen worked on the budget for 2023. They reviewed the Executive, Assessing, Legal, Personnel Admin, Planning & Board & Building Government Buildings accounts.

The Selectmen recessed the workshop at 6:28 to enter into the Selectmen's meeting.

HIGHWAY DEPT:

Dean Stevenson reported that there is a tree located at 139 Borough Road that is cracked and the owner asked if they could take it down. Shaun Bresnahan will check on the tree and meet with Dean Stevenson to decide if it's the town responsibility. Bellmore cleaned 22 catch basins and have identified several that need repairs. The ones that are the worst are located on the corner of Ferrin Street, New Chester Road across from 142 New Chester and on Crescent Street in front of the pond. Dean said that Dale knows where the drains from the catch basins connect under the roads. Shaun Bresnahan will meet with Dean to review the catch basin on Ferrin Street next to the fire hydrant.

Dean Stevenson asked if he could purchase winter tires and rims for the new truck. Dean thought it might be around \$3,000 Shaun Bresnahan asked for a formal quote for both.

Shaun Bresnahan asked how the other trucks were running. Dean Stevenson said they are running well but we will need to buy chains for this winter. They currently have chains for the new truck and Dean said they should fit. He also stated that the big trucks take new chains after 3 to 4 storms. Dean stated that they have been working on the sanders. Dean said that they will be doing one more grading on the gravel roads. Dean was asked about recycling the pavement and he thought it could be recycled with limited use.

George Wilson had called earlier and asked if the highway department was going to fix the potholes on Mountain View Drive. Shaun Bresnahan asked Dean if they had any cold patch. Dean said he had some but probably is going to have to buy some more.

POLICE DEPT:

No report at this time.

FIRE DEPT:

No report at this time

TOWN CLERK/TAX COLLECTOR:

Shelly Henry presented her budget with no major changes from last year. Lisa Seymour and Shelly will check her QuickBooks to make sure everything is in the correct GL's and provide copies of Comcast, Legal and other invoices that have a shared cost.

The State was in to audit the office and procedures and everything passed the audit. However, they commented that it would be nice if we have security cameras. Lisa Seymour has met with Mason Alarms. She will reach out to Advance Alarm to see if they are willing to re-quote video system for the building. The door that enters into the copier room is always unlocked because of damage to the door jamb. Shelly has requested it be locked. Lisa Seymour will call Advance Alarm Lock and Key to have them look into the repair of the door.

Shelly Henry has successfully completed the certification class for Town Clerk/Tax Collector.

Shelly asked how come the highway department doesn't fix the broken water pipes and read the meters other small towns use this process. The Selectmen felt the Highway Department has its hands full with road and catch basin repairs and equipment maintenance. The Board asked Shelly to post that they will be finishing the hydrant flushing on October 8th and will be starting at 8:00 am. Shelly said that she will be billing the hydrant fees in the October billing. Shelly had asked if they are going to do anything about the building on Bunker Hill Road that is on current use property. Shaun Bresnahan said he will take care of this.

Shelly Henry reported that the new employee is working out very well and will be enrolled in state training programs as they become available.

HEALTH OFFICER:

No report at this time.

PUBLIC SESSION:

Parks & Recreation presented their budget. There was a discussion about the electrical increase at the pond area. With the rising costs, it was suggested that there be a timer on the fountain because it doesn't need to be on in the middle of the night. They have decided not to place a porta potty in the park because it was being used for undesirable activities. The Park maintenance expense estimate was broken down to the Pond area for \$1,100 which includes mulch, flowers, lawn seed and weed control for the pond. The ballfield for \$5,000 which includes mowing at \$300/mowing and 10 total mowing's, loam/seed and 1 new piece of equipment. The Tapply Community Center cost will be \$12,479. This is an \$1,800 increase over last year. This amount reflects the increase in heating & electrical as well as the increased cost of staffing. (This comes from their report located at the office).

Tom Seymour asked about the \$2,000 added to the budget last year for the stairs heading down from the town office building to the ballfield. Niki Mahoney said that would not cover the cost to repair the existing stairs. Members of the fire department have offered to repair the steps.

Bruce Blazon Inquired about the status of the town property on Snow Road. He was informed that that the Town Attorney will be filling for relief from the stay Order so we can proceed.

Selectmen Business:

Building Permits:

Martin & Tammy Furnbach 46 Clough Road Map R7 Lot 24 – Open Discussion on compost bathroom on hold. Shaun Bresnahan offered to contact them about state regulations regarding composting toilets.

David Munro & Linda Carmichael 53 Currier Road Map R11 Lots 6 & 7 Tuff Shed 10' x 12'-
Approved

Brian St. Germain 16 Moses Ave. Map R10 Lot 34-1 Tuff Shed 10' x 12' – Need to meet with the St Germain's regarding the location because it falls in a town right away. Hold until October 11th meeting.

Other Business:

Selectmen Meeting Minutes September 20 – Approved

Water Commissioners Meeting Minutes September 20 – Approved

Shaun Bresnahan met John Benham from Pump System Inc. at the pump house on Monday to re program auto dialer. They discussed the needs of the pump house to insure the quality of water. Things discussed included updating monitoring equipment, installing a generator and replacing the chemical transfer pump. DES thought the pump house should have a backup pump on the shelf for the chlorine and caustic soda; John said it wasn't necessary they stock them in Franklin. Monitoring equipment is 15 years old and has reached life expectancy.

Selectmen will be looking for quotes for cleaning the carpets.

The furnace at the town office will be cleaned December 12th at 8:30. They will be setting up an appointment to provide a quote for a new furnace. We will be looking at an oil furnace versus a propane for efficiency and cost savings between them.

Tom Seymour asked if everyone had a chance to review the amended draft Intergovernmental Agreement that includes the addition of the flagpole. All are in agreement with the changes and Tom Seymour will send this to the Chairman of the School Board for approval before all parties' sign.

The Board of Selectmen have established a Raffle Policy and Permit Application that complies with state law requirements. The objective of this policy is to enable a controlled process protecting the consumer from being deceived or "scammed" into spending money on false promises or awards. See the new raffle policy on our town website under forms and ordinances.

A draft of a new policy covering travel and travel expenses will be compiled by Shaun Bresnahan.

Tom Seymour will undertake a preliminary review of the draft revised welfare assistance program.

Joann Irving asked Tom Seymour if he had any information regarding the bills submitted during the last legislative session in Concord to increase the Elderly Property Tax Exemption. Tom said he had not but would look into it.

The Board of Selectmen have decided to have the Birch Tree dedicated to James Michael Brady.

Non-Public Minutes Review will be scheduled after the 2023 Budget approval. It would likely occur during the day on a Wednesday in January.

Frank Razzaboni asked if the selectmen ever attended the NHMA conference. Frank Razzaboni is interested in attending. The fee for the conference is reduced to \$135.00 because the town is a member. The Board of Selectmen have not attended this in the past.

Lisa Seymour will be at Primex tomorrow for training in the HR for Non-HR Professionals program. This class will cover the human resource function, HR laws, protected classes & types of discrimination, the required posters, personnel files and reducing risk.

Lisa Seymour will contact Upton & Hatfield to schedule a meeting to review the changes to the employee handbook.

Frank Razzaboni reported that we are still in the pool for the LCHIP Grant and monies from the Moose Plate program.

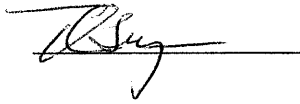
The Selectmen's meeting for October 18th has been rescheduled to October 25th at 6:30 pm

With no further business to conduct, Shaun Bresnahan made the motion to adjourn the meeting and Tom Seymour seconded the motion. Motion passed unanimously motion at 8:56 pm.

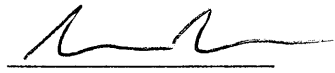
Respectfully Submitted,

Lisa Seymour

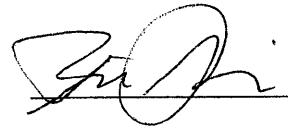
Tom Seymour, Chair

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Shaun Bresnahan

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Frank Razzaboni

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