

TOWN OF HILL

SELECTMEN'S MEETING

March 07, 2023

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

Selectmen Absent: None

Public: Mark Labonte, Charles Henry, Timothy Henry, Frank Simeone, Nathan Mills and Joann Irving

Tom Seymour brought the meeting to order at 6:30 pm.

FIRE DEPT:

Deputy Fire Chief Mark LaBonte and Capitan Nathan Mills mentioned that Joseph Sullivan has received Natali Mills turnout gear and he is now in compliance. Nathan Mills will contact Bergeron about the jacket he returned because they have never credited our account for the return. Nathan asked about the purchase of AED pads for the school and if this comes from the Fire Department budget. Shaun Bresnahan said if he is purchasing items for the school, they need to be invoiced by the vendor. Nathan Mills mentioned to the board that a basic fire engine starts at one million dollars. During the last budget season, the Board of Selectmen asked for a departmental inventory be taken and to include the life expectancy and current age. This way the Board of Selectmen can review the current capital reserve accounts to see if they should be budgeting more money.

HEALTH OFFICER:

Natali Mills emailed that she has not heard back from DES who was planning to speak with their legal team on how to proceed with the failed septic system based on documents that she has submitted to them.

HIGHWAY DEPT:

Dean Stevenson reported that he guessed everything is going okay and they were just fixing equipment. Shaun Bresnahan asked about the wing on Tony's truck. Dean said the wing is ready to go back on Tony's truck. Dale has pushed snow banks back on his section of roads and still needs to do Tony's section.

Shaun Bresnahan stated that we have a problem with plowing especially when school is out. The residents still need to go to work. Dean said that when there is no school, they start later plowing and treating the roads. Shaun stated that when Dean was out, they had everything under control. They started at 5:00 and had the roads open by 6:00 AM for the residents to go to work. Shaun questioned the paved section on Currier Road being sanded then coming back and plowing off the sand then salting the road. How does this make sense? Shaun said on Thursday Currier Road was iced and was not treated; he tested the breaking in 5 locations and all 5 times the ABS kicked in to stop. Frank Razzaboni said Currier Road, Bunker Hill Road and Murray Hill Road were a mess. Dean said that Dale was out. Tom Seymour commented that we are looking for the roads to be safe. Shaun said the Highway crew needs to be consistent. Dean said if the school was in session, they would have been out at 5:00 am. Otherwise they start at 6:00 am so the people can get to work.

Shaun Bresnahan asked Dean if knew about the Purchasing Policy because it states that any purchases over \$350. needs to have PO approval before purchasing. The first aid kit that Dean purchased was \$450 and no PO was obtained. Nathan Mills said he has an account with Bound Tree and could get a better price. Mark LaBonte mentioned the Highway Department should reach out to the Fire Department when they need First Aid supplies because they have supplies at the Fire Station as well. JoAnn Irving thought they must know when they are getting low on supplies. Dean said in the winter he can purchase whatever he needs without asking. Shaun Bresnahan said that is

allowed for ordering salt, sand and repairs to the trucks, but you still need to ask. Shaun Bresnahan said that we need to be smart about what we are spending money on.

Tom Seymour asked Dean about his retirement plans because in a meeting last fall, he stated that he was planning on retiring in the spring. Dean Stevenson said he was planning on that but circumstances have changed, so now it will be in about two years. Tom mentioned this because it takes a while to find staffing.

Lisa Seymour mentioned that Reed Truck Service picked up the bushings that needed to be returned and that they do pickups and deliveries on Tuesdays and Thursdays in this area every week. This is an option that we might want to use if it's not an emergency.

POLICE DEPT:

No Report at this time

TOWN CLERK/TAX COLLECTOR:

Shelly Henry asked about election set-up. She would like it done earlier in the day on Monday if possible that way she can get her stuff done. Karen Monahan will be working on Monday to cover the office. The Selectmen will at the library at 11:30 to set-up the library for the Town Election. Betty Hanks has been appointed to fill the Ballot Clerk position vacated by Kim Moyer. The town will provide lunch and dinner for the election staff. Shelly will be starting the Tax Lien process before the first tax billing. On April 5th the NHMA has a webinar on succeeding at Tax Deeding from 12:00 to 1:00. This is free webinar. The selectmen are planning to attend this webinar. Shelly said coming down Currier to Murray Hill was poorly plowed during the past snow storm and they left snow in the middle of road.

PUBLIC SESSION:

Charles Henry asked if there some reason that Sand Hill Road is not being plowed past the mailbox. He wanted to know what has happened to change the plowing of the entire road making impossible for the mail to be delivered. The Hill mail carrier had to be pulled out and doesn't always deliver the mail anymore for fear of getting stuck again. Further, the road needed repairs and the highway department had used sand to repair that section. Shaun Bresnahan will check to see if SKR can bring in a load of gravel and back drag to repair that section on Sand Hill Road. Dean Stevenson said that he could have Dale back drag if Danny from SKR can drop a load of gravel. Charles asked about the trees and branches that need to be cleaned up and not just thrown to the side of the road. Shaun said the Dale and Tony got the chipper working so they should be able to chip the trees and limbs that have fallen. Charles stated the Dean hit the top edge of Karen Wallace's garage when plowing snow and it needs to be repaired. Shelly Henry, please note that the building needs to be repaired. JoAnne Irving asked doesn't the town require an incident report be filed with the insurance company? Road crew or any employee must file a report when an incident should occur because it's a liability to the Town.

Charles stated it is all of the roads in town not just Sand Hill Road are not being taken care of like they used to be. Timothy Henry, from Frost Road, mentioned to Charles Henry about the snow windrows and high snow banks that are blocking the vision coming out of roads. Shelly stated that Bunker Hill sometimes is not plowed until after 8 am. Shaun Bresnahan said the roads should be plowed so the residents can get work safely even when school isn't in session. Shaun asked Dean to address the Frost Road complaint. Dean said that he will have Dale fix that on Wednesday.

Shaun Bresnahan acknowledge Charles concerns about spending money to repave roads if they are going to continue shaving the sides of the roads as it appears that they have the wing tipped way down. Charles asked if they could float the plow and wing to avoid ruining the roads. Dean Stevenson said "float" is not an option on the wing. Shaun Bresnahan to Dean that Tony needs coaching on proper use of his wing.

Shaun Bresnahan asked Dean if he had a plan on where they are planning to start on Bunker Hill paving this summer. Dean said that he would like to start on the lower end by Bunker Hill Bridge.

Shaun asked if he was planning on replacing the culverts and can the road be fixed by grinding or does it need to be boxed out and rebuilt? Shaun Bresnahan stated that we have 39.3 miles that consists of 12.3 miles of paved roads and 27 miles of unpaved roads. If you count everything, including the 15 miles that are private roads, we have approximately 55.5 miles of roads. The question was asked if this includes the class six roads. The selectmen weren't sure but will look into it. Frank Razzaboni asked what is the life expectancy of a paved road and Shaun Bresnahan replied 15-20 years. Shaun asked Dean about the gravel crushing and he has not reached out the vendor.

Frank Simone came in regarding the highway department and his mailbox. It was hit March 1st and again March 2nd. Frank Simone lives on Cass Mill Road and has been working with the Postal Services about the proper location with his mailbox. Last summer he spent over a \$100 to be in conformance with the regulations. Frank Simone said the gentleman must have hit it with the wing. Frank mentioned to Dale Wheeler that he was going too fast and the heavy snow might have taken it out. Dean Stevenson said Dale Wheeler must have hit it with the wing and they will fix it in the spring. Frank thanked Dean for the offer but said he would take care of the replacement himself. Frank Simone is going to contact the post office to see if they can deliver on semi-circle driveway instead if he were to move his mailbox into the driveway. Shaun Bresnahan will look at this again.

Lisa Seymour mentioned that Paula Jo Mattson called about the fence on the town office parking lot leaning on her property. She stated that the gentleman driving the new white truck told her that he hit it. The Selectmen briefly discussed a possible solution to repair the fence and make it easier to see when people pull out from the town building parking lot.

JoAnn Irving asked what is the policy regarding an election for the Fire Chief? Tom Seymour stated that this comes from the recommendation of the members of the fire department at their Annual Meeting. Then the recommendation comes to the Board of Selectmen for appointment.

Selectmen Business:

Building Permit:

Jeffery & Jane Beach 740 NH Route 3A Map R1 Lot 7-1 28' x 48' single story house - Approved

Adam & Stephanie Loggins Change in building plans rejected because involves the use of a travel trailer inconsistent with the zoning ordinance.

Stephen & April Houten 672 Borough Road Map R3 Lot 03 45' x 20' concrete pad – need more information regarding the intended use of the cement pad prior to approval.

Driveway Permits:

None

Intent to Cut:

None

Other:

Purchase Order Procedure review. Tom Seymour asked to amend the policy adding "or designee" wherever the department head is mandated to perform certain actions. This is to assure needed actions move forward in the event of a department head's absence.

Appointment for Betty Hanks as a Ballot Clerk for the upcoming election – Signed

Dump Stickers are free however the staff at the transfer station asked about having the new residents receiving one because we have a lot of out of state plates using the transfer station. The Board of Selectmen are okay moving forward with this. Lisa Seymour will work with RC Brayshaw for pricing.

Avitar has provided the updated maps with the requested changes and the board will review them to make sure there are no more changes before finalizing them. Lisa will reach out to the Lakes Region Planning Commission to check the status of the wellhead protection overlay map.

Kathy Flannery asked if she could place flower boxes on either side of the Smith River Bridge. The board of selectmen are fine with this request. Bristol Selectmen have already given their approval.

NH DOT Bridge Funding Opportunity is becoming available for Hill Bridge #171/105 Shop Road Over Needle Shop Brook. This is exciting news. The New Hampshire Department of Transportation is pleased to inform Hill that bridge aid funding is planned to be available for the rehabilitation or replacement for the Hill Bridge #171/105 Shop Road over Needle Shop Brook. Tom Seymour acknowledged that Hill is interested in beginning the enrollment process with NHDOT for the Hill Bridge #171/105 Shop Road over Needle Shop Brook. Tom said it is important to note that the acknowledgment is indicating interest only and is in no way a commitment or promise to participate.

Shaun Bresnahan made a motion to enter into Nonpublic Session at 9:02 pm and the motion was seconded by Frank Razzaboni. Motion passed unanimously. (RSA 91-A:3, II (c))

Shaun Bresnahan made a motion to leave nonpublic Session and return to public session at 9:20 pm which was seconded by Frank Razzaboni. Motion passed unanimously. Tom Seymour made motion made to seal the minutes and was seconded by Shaun Bresnahan. The motion passed unanimously.

With no further business to conduct, Frank Razzaboni made the motion to adjourn the meeting and Shaun Bresnahan seconded the motion. Motion passed unanimously motion at 9:25 pm.

Respectfully Submitted,

Lisa Seymour

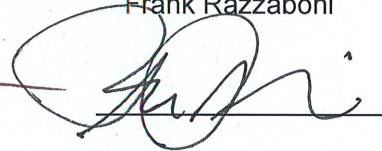
Tom Seymour, Chair

A handwritten signature in blue ink, appearing to be 'TS', written over a horizontal line.

Shaun Bresnahan

A handwritten signature in blue ink, appearing to be 'S. Bresnahan', written over a horizontal line.

Frank Razzaboni

A handwritten signature in blue ink, appearing to be 'F. Razzaboni', written over a horizontal line.