

# TOWN OF HILL

## SELECTMEN'S MEETING

June 6, 2023

**Selectmen Present:** Shaun Bresnahan Chairman, Frank Razzaboni, Stephen Thomson & Lisa Seymour (Administrative Assistant)

**Selectmen Absent:** None

**Public:** Tom Seymour, Anthony Cartier, Dean Stevenson, Paul Guild, Ellen Guild, Bruce Blazon, Nathan Mills and JoAnn Irving.

Shaun Bresnahan brought the meeting to order at 6:30 pm.

**FIRE DEPT:**

No Report at this time

**HEALTH OFFICER:**

No Report at this time

**HIGHWAY DEPT:**

Dean Stevenson stated he thought they are doing okay. Murray Hill is done except for the paving. They are currently replacing the culverts on Bunker Hill in preparation for repaving. Dean Stevenson was looking for the information on where he purchased them before. Lisa Seymour told Dean the last place he purchased them was from Arrow Central in Littleton NH. Shaun Bresnahan suggests checking D.H. Hardwick and Sons in Bennington, NH. Dean needs 2 15" culverts to finish Bunker Hill Road; Shaun asked how his stock of culverts was? Dean said they were getting low. Shaun asked about the status of Quotes for repaving washout on Murray Hill Rd; Dean said he had called R&D and is waiting and hasn't called GMI yet. Shaun told he wanted a quote from GMI on paving Bunker Hill Road as well. Stephen Thomson asked if we had a policy on getting 3 quotes before paving was awarded? Generally, we go with R&D & GMI because of proximity to town and ample ability to do work.

The Backhoe still is still having issues with the air conditioning in the cab. Shaun asked Dean to reach out to Charlie Henry and have him look at it. Dean said that he needed Charlie's cell phone number which Shelly Henry provided. The Backhoe also had an oil leak but they were able to repair it.

Lisa Seymour stated that the FEMA paperwork has been filed for the damages on Murray Hill Road. They will let us know if Merrimack County has enough damage to file the declaration for funding with the State.

Shaun Bresnahan asked Dean if we have any crushed stone? Dean said we still have a little bit and we are using it on the catch basin repairs. Shaun did let Dean know that Bellmore will be cleaning the catch basins again this year and is covered under the ARPA funds.

Shaun asked Stephen if he knew what the status was of SKR's crusher? Stephen replied SKR is still trying to repair the crusher they purchased.

Shaun Bresnahan recessed the Selectmen's meeting at 6:53 pm to open the Public Hearing.

Shaun Bresnahan opened the public hearing at 6:55 pm.

The public Hearing was to discuss the 1998 International Truck located at the Town of Hill gravel pit on Clough Road. The Selectmen asked if anyone was opposed to the town selling the 1998

International Truck. With no one opposing the sale of the truck Shaun Bresnahan made a motion to sell the 1998 International Truck to the highest bidder. Stephen Thomson seconded the motion. All in favor. Lisa Seymour will draft the ad for the paper and, after approval, she will get pricing and the best day to run the ad. This will run in the Laconia Daily Sun and be posted on the website as well as the local bulletin boards. Sealed bids to be accepted until 6:30 PM on June 20, 2023.

Shaun Bresnahan closed the public hearing at 7:10 pm and resumed the Selectmen's meeting.

**POLICE DEPT:**

No report at this time.

**TOWN CLERK/TAX COLLECTOR:**

Shelly Henry reported that the taxes are out and the monies are coming in. Shelly also mentioned that she will be on vacation the first week of July. The office will be open and Karen Monahan will be covering.

**PUBLIC SESSION:**

Mark LaBonte was going to meet with the board regarding the new propane heating system but the plumber could not make it. This will be rescheduled to the next meeting.

Albert & Janet Moriarty met with the planning board on May 18, 2023 in reference to a building permit on a Class VI Road. After reviewing the plats, maps, discussion with the Moriarty's and discussion among the planning board members, a motion was made and seconded to advise the Board of Selectmen of the following comments.

- A waiver of liability, as required per the Class VI Road Policy, would need to be recorded at Merrimack County Registry of Deeds (Ref. Class VI Road Policy Section 4 and NH RSA 674:41, I (c)(3)), and
- It is suggested the applicants obtain agreement with abutter for the sharing of responsibility for the maintenance of the lower section of Keezer Road beginning at its intersection with Lynch Road, and
- It is also suggested the applicants seek permission, and follow town specifications, to build or upgrade and maintain the upper section of Keezer Road from where the abutter's responsibility ends through Kensington Road to lot R8-21.

Mr. Moriarty spoke with the owners of the Windy Peaks Farm, LLC property about sharing the costs to maintain the road to meet one of the above conditions and will continue working with them. Mr. Moriarty asked about town building specs and Shaun Bresnahan stated that we don't have building codes. Ordinances do cover qualifications for upgrading a road. Stephen Thomson would like to have a written agreement in place. Albert Moriarty stated they plan to build the house 500 feet from Kenniston Road not the 300 ft on the Building Permit sketch. Shaun Bresnahan stated that you need to be 50' from road frontage, 500 feet exceeded that. Stephen Thomson if we can put conditions on a building permit? Shaun Bresnahan said in the past a Building Permit is conditionally approved and upon completion of the conditions a Building Permit is then issued. The Planning Board suggestions were discussed and not modified. Shaun referred to page 23 in the Land Subdivision Regulations (section VI general requirements for subdivision of land Street Systems 1-4 Units). Frank Razzaboni printed the documents and gave them to Albert Moriarty. Mr. Moriarty asked what the time frame for the completion of the road upgrade and building the home be? Shaun Bresnahan replied it would be good to have conditions completed so the building permit could be issued this year; a new selectman is possible every year and could have a different outlook on this issued. Frank will look into the waiver of release of liability to the Town. Shaun Bresnahan made a motion to issue a conditional approval of building permit; conditions to be met as outlined by Planning Board. Keezer (Class VI) and Kenniston Road (Discontinued Town Road) to be upgraded to meet Hill sub division street standards

for 1-4 house subdivision. Once conditions are met final building permit shall be issued. Stephen Thomson seconded the motion. All in favor.

Frank Razzaboni printed a sample of the release of liability. RSA 231:93 – "Municipalities shall not be deemed to have any duty of care whatsoever with respect to the construction, maintenance or repair of Class I, III, III-a or VI highways". Shaun Bresnahan commented that the language of the release specifically addresses that the property has frontage on a Class VI Road; this situation the property is accessed from a Class VI Road and frontage is on a discontinued town road. Frank Razzaboni will work with legal counsel on the waiver language.

Tom Seymour asked if there was space in the building to reorganization and storage of records for the Planning Board. He has found that Planning Board records are kept in multiple location without any rhyme or reason. He would like to have all the records in one location. There is the large area at the bottom of the stairs with a long wall which will hold the file cabinets. Frank Razzaboni made a motion to have the Planning Boards records stored in the large area located at the bottom of the stairs. Stephen Thomson seconded the motion. All in favor. Shaun Bresnahan offered to help move that file cabinets. Tom asked about the Planning Board/Zoning budget line in regards to the legal line. Shaun Bresnahan said just send an email when legal council needs to be contacted.

Paul and Ellen Guild asked if there were any updates on 20 Shop Road. Natalia Mills, Health Officer, has sent a Certified Letter to the owner regarding this issue. However, we have learned that the property owner has died. Lisa Seymour will contact legal counsel regarding the change in the ownership and will contact the Natalia with changes to the Certified Letter so she may resend it after the other one comes back non-deliverable.

Bruce Blazon asked if they would need a building permit for a fence. The Selectmen have no issue with Bruce Blazon putting in a fence on 27 Snow Road as there is no ordinance covering fencing. They just asked if he could please be mindful of his neighbors and leave enough area in case he need to repair the fence.

### **Selectmen Business:**

#### **Building Permit:**

Caroline & Michael Hines, 269 NH Route 3A Map R10 Lots 14, 13 & 4, want to install 10.4 kW roof mounted solar– Approved

Benjamin & Tiffany Jones, 18 Clough Road Map R7 Lot 25, want to construct a new 28' x48' ranch home, new septic, well, full basement. 3 bedrooms with 2-1/2 bathrooms. – Approved

Bruce Blazon, 27 Snow Road Map R10 Lot 25 -01, wants to install a Solar field to include 56 Modules-Ground Mounted – Approved

Bruce Blazon, 27 Snow Road Map R10 Lot 25 -01, Continuation of building permit 2018-19 for a 4-bedroom home, shop and carriage structures. – Approved

#### **Driveway Permits:**

None

#### **Intent to Cut:**

Stephen & Eden Lefebvre, 816 Murray Hill Road Map R3 Lot 53, Logger Michael Corliss – Signed

Matthew & Nicole Rea, 373 Bunker Hill Road Map R12 Lot 50-04, Logger Chuck Rose – Signed

#### **Gravel Intent:**

None

**Land Use Change Tax:**

Stephen Nye, Map R7 Lot 5-2-8 Murray Hill Road – Signed  
Shelly Henry voiced concern about the actual date of change, and why it had taken so long to reach the selectmen for approval.

Brice Cross, Map R11 Lot 29-03 Bunker Hill Road – Signed

**Other:**

Selectmen Meeting Mins. – May 16, 2023 – Signed

Wage increases will be discussed in the June 20, 2023 meeting. Lisa Seymour will do the templates for retroactive increases from town meeting to current.

Kelli Surge, from FEMA, emailed the Town of Hill to thank us for taking the time to discuss the Preliminary Damage Assessments for Murray Hill Road which washed out on May 1 from the heavy rains. Lisa Seymour and Shaun Bresnahan prepared all of the documentation to submit to FEMA which included labor costs for Highway and Fire Department, equipment costs for the Highway and Fire Departments, material costs from the Hill Town pit, GMI and SKR as a contractor and the estimate to repave the damaged lane on Murray Hill Road. Lisa Seymour submitted all of the information to Kelli on June 5<sup>th</sup>.

Certified Computer Solutions quoted the replacement for the MAAP computer in Town Clerk's office \$1,930 which is budgeted for this year. They also quoted the re-configuring of the old MAAP computer so it can be used by the Water Commissioners outside of the TC/TX Collectors office hours and hardware to network to computer with the Water AVATAR system; estimated total cost is \$1,432.50 which is unbudgeted. Selectmen will work with water Commissioners on plan before proceeding with the second half of quote.

Dead River fixed Heating oil & Propane for 09/01/23 to 08/31/24. Lisa Seymour has been working with Bill Karkheck at Dead River for the 2024 contracts. We can lock the Town fuel prices at \$1.559 for propane and \$2.8195 for heating oil; this price is good through the week only. There was brief discussion; Shaun Bresnahan made a motion to move forward with the locked pricing for propane \$1.559 and heating oil was \$2.819. Frank Razzaboni seconded the motion. All in favor. Lisa Seymour will contact Bill Karkheck at Dead River to have the contracts done. Lisa will check on the conversion at the fire station from heating fuel converted to propane to calculate the gallons needed to increase the propane gallons locked in as well as the heating oil gallons. Then Bill will send the contracts.

Study committee police chief update – the committee is working on the ad for the paper and it should be available soon. Shaun Bresnahan spoke with Sheriff David Croft in regards to hiring a police chief for Hill. David said it is great we are limiting position to officers that are currently NH certified police because they know the NH way of life and be familiar with dealing with small town atmosphere and challenges. Bruce Blazon mentioned using Indeed as an avenue for posting the ad. The next meeting will be June 12, 2023 in the library. At this meeting they will be finalizing the ad and it will run for one month.

Water Dept update: Betty Hanks' is inquiring when her yard will be repaired from this winter's water break. Stephen Thomson will address this at the next water commissioners' meeting.

Shaun Bresnahan is concerned that a recent email was sent by Charlie Estes that he was not pleased with the fact that he was not notified directly by Lisa Seymour of a water break on Old Town Road. He was notified through Stephen Thomson. In this email Mr. Estes "If she does not include me in ALL future communications related to the Water Commission, I will write her up and bring it to the Selectmen's meetings for public consumption. I will do that every time until she stops being defiant and complies or stacks up enough written notices for me to seek her termination." I want the consensus of the board that a) Lisa is a town employee; b) she works for the Selectmen's Office and for the Commissioners. he only has supervisory duties over employee's working under the water

Works. Actions taken that are designed to intimidate Lisa Seymour into doing something will not be tolerated. The three selectmen are all in agreement. It was also mentioned that we are still waiting to receive the thumb drive back from Mr. Estes as it has all of the forms needed to shut water off and other documents regarding the water department. Stephen said he would look into it. Stephen Thomson also stated it possibly is in the water commissioner's office down stairs with the other public documents, and asked if anyone had looked?

Shelly Henry stated her opinion that the selectmen are still overseeing the Water Department until there is a full Water Commissioners Board of three. RSA 41:56 States that if a board fails to exist it falls to the Selectmen of the town. JoAnn Irving said that is a delicate subject in regards to finding anyone to be the third water commissioner given the current members. Stephen Thomson stated the water commission in the past had operated with only one member for years, then at times only 2, without the selectmen assuming responsibility over it, but again, these are issues to be discussed at the Water Commissioner meetings as we do have active members now.

Lisa Seymour asked if the Meter Reading would be done the second week of June and who will be doing the reading? Stephen Thomson said that nothing has changed to his knowledge as far as the current commissioners are concerned, and Lisa Seymour is the current acting meter reader.

The warrant to pay the vendors needs to be redone within the Water Department QuickBooks and will need three signatures. Lisa Seymour will be working with Charles Estes on Tuesday to create the warrant for the water bills to the residents and at that time she will show Charles Estes the process for creating the warrant to pay the vendors. Stephen Thomson once again stated these are issues for the Water Commissioner meetings as we do have active members now.

Bootjack Road, LLC update on the review of the RSA 155-5a Incremental Reclamation which covers depletion of commercial earth materials. Stephen Thomson still needs to do more research and will advise any updates at the next Selectmen's meeting.

We have received a Resident Complaint on Old Town Road. Someone is writing graffiti on the road, leaving excessive black marks and traveling at a high rate of speed. They would like to know what can be done about this because it's just getting worse. This is a State Road so Marshall Bennett should be notified.

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 9:10 pm.

Respectfully Submitted,

Lisa Seymour

Shaun Bresnahan, Chair

Frank Razzaboni

Stephen Thomson

