

TOWN OF HILL

SELECTMEN'S MEETING

August 15, 2023

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

Selectmen Absent: None

Public: Paul Guild, Ellen Guild, Stephen Arruda, Mark LaBonte, Nathan Mills, David Thomson, Jeffery Beach, Jane Beach and Niki Mahoney

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

Frank Razzaboni proposes a motion to acknowledge the receipt of complaints between the Fire Dept, a village resident and water department. After review of the complaints and review of relevant RSAs and case law it has been determined that the complaints do not rise to the level which would warrant further action by the selectmen of the town of Hill. I therefore motion that the complaints be filed in the selectmen's office and all relevant materials be kept in the office. Frank Razzaboni made the motion and Stephen Thomson seconded the motion. After the following discussion the motion passed and all are in favor.

David Thomson said he cannot believe the chaos in this town. He said if you don't like what is going on meet with the water department. The members of the water department are Stephen Thomson, Anthony Cartier and Charles Estes. Public point of view makes the Selectmen responsible for these issues. Stephen Arruda said that it should have a better review of who you are appointing to these boards. David Thomson as a taxpayer is concern with taxpayers as how the monies are being used. Stephen Arruda thought the selectmen is where people can go to file complaints because the town doesn't have a human resource department. Shaun Bresnahan reassured Stephen Arruda that we don't just throw away complaints they are filed in the office. Stephen Arruda stated that he didn't know where to go and respects the decision the selectmen made. Nathan Mills an example on how the process would work if we had a traditional HR department.

Deputy Fire Chief Mark LaBonte said the next time he would want to go into a non-public to discuss complaints about another department. Mark said if he had felt differently, he would not have comeback early from his vacation but he did comeback to support the members of the fire department because we look out for each other. Mark LaBonte also stated that he is well aware of HR procedures in handling issues like these.

Paul Guild asked if town employee is covered under the Workers Comp or Insurance. Paul Guild also asked is Charlie Estes covered under our insurances. Lisa Seymour will check with the Primex.

Mark LaBonte asked if anyone was appointed at the last Water Commissioner's meeting. Shaun Bresnahan said only the selectmen can appoint people to open boards. Currently the Water Commission has three members.

The governing body adopted RSA 38 to govern the municipal electrical, gas, or water system. Once this passed at the annual town meeting the water commissioners can amend the rules and the ordinances without going to the governing body again. It was suggested that they review the current water rules because it still has the water commissioners list from 2021.

Nathan Mills expanded the maintenance of the fire hydrants in the town. In the winter who is going to be shoveling them? Stephen Arruda asked who is going to make sure that they are accessible when they are over grown with debris? Shaun Bresnahan fully agrees with Stephen Arruda. Shaun Bresnahan said you should go to the next water commissioners meeting and express your needs and have a discussion with them. Shaun Bresnahan said it going to be a healing process between the Fire Department and Water Commissioners.

FIRE DEPT:

Deputy Fire Chief Mark Labonte reported that the new ATV made it to its first call under the powerlines for a reported fire. We used dry chem and put out the fire.

Mark said that Foley has scheduled the install of the new heating system for October 10th. Shaun Bresnahan asked about the condensation issue and has this been resolved. Mark LaBonte said it will be okay this is a condensing boiler according Foley there will be no condensation issues. Dead River will still provide the propane. Mark LaBonte asked for a check to be as soon as possible for the deposit.

Shaun Bresnahan made a motion to accept the proposal from Foley Oil & Propane for \$21,000.00 to install a Rinnai Boiler with (2) Modine Heaters. Frank Razzaboni seconded the motion. All in favor.

Mark LaBonte mentioned that Stephen Arruda went to the Gilford Training Facility with three other firefighters and they learned how to run many different pumps which will improve performance on calls. The fire department is going to develop standard of procedures (SOP) for training and have everyone sign off when they have completed a training class keeping everyone safe is key. Mark LaBonte said that Gilford training facility is a great resource for the firefighter to train and stay current.

Mark LaBonte talked with the guys in regards to payroll. For non-medical the trained EMT are not coming to the calls they are just on standby to manage the payroll.

The students from Mount Prospect Academy will getting bright yellow cadet t-shirts to wear when they are working at the fire station with the Deputy Fire Chief. Mark LaBonte and Mount Prospect Academy will be paying for them.

Mark LaBonte asked if the town had received any money from the state for the EMT class that Stephen Arruda attended. Stephen said in order to receive the grant money the employee needs to be in service for 1 year before the town is re-reimbursed.

Mark LaBonte asked about the state forestry money for the fire permits issued? The other question is who submits the paperwork for this? Shaun Bresnahan said that we will look into this. If you go online for a fire permit the state charges \$5.00. Currently the firefighters are being paid for the fire permits that are being issued and the state is supposed to reimburse the town. The state will pay even though they are free to the townspeople. Mark said that is correct.

Captain Nathan Mills was notified the AED unit was not working in the Town Office. Nathan purchased new batteries and the unit is back in service however it will need new medical pads soon.

Joseph Sullivan will be taking the EMT test tomorrow.

Nathan Mills passed his instructor 1 class and will be moving to the next level. Congratulations Nathan.

Center Harbor fire department donated their hydraulic cutter/spreader (jaws of life) which they received from Plymouth Fire Department to our fire department. Mark LaBonte said that they are in service. Shaun Bresnahan is this a stop gap unit until we get our own? Mark stated yes, we are still raising money for new one. Mark LaBonte said the cascade system is here and this was donated to

the Hill Fire Association. We are still working on getting the right power to run the cascade system. Shaun Bresnahan asked about specialized maintenance on the cascade system. This system will refill only the Hill fire department air bottles because of liability issues. Nathan Mills will train the staff on filling the bottles.

Nathan Mills said the original date for the pump testing Engine 2 had to be rescheduled to August 24th and they will be doing this on Tioga Road. Mark LaBonte thanked Nathan Mills for taking the lead on this.

Natali Mills health officer inquired about the letter to Shop Road. Shaun Bresnahan said that the letter has been written and the attorney has reviewed this and will be sent certified. Lisa Seymour will provide an update when this has been completed.

HEALTH OFFICER:

No report at this time.

HIGHWAY DEPT:

No report at this time

POLICE DEPT:

No report at this time.

TOWN CLERK/TAX COLLECTOR:

No report at this time

PUBLIC SESSION:

Jeffery Beach came in to discuss R1 Lot 08. He had an agreement written that would hold the town harmless for a right away. Shaun Bresnahan stated the issue here is that the lot doesn't have has road frontage on a platted road. A right away plat map needs to be submitted to the Planning Board. Stephen Thomson said that it would probably be a modified subdivision. Stephen Thomson said the process will start with an informational meeting with the Planning Board then a public hearing. Jeff Beach will be coming the Planning Board meeting on August 17th. Stephen Thomson will have this placed on the agenda. Shaun Bresnahan once approved you can submit a building permit.

David Thomson at the special meeting was disheartened that the motion stating that 91A Right to Know Requests were to be directed to the Selectmen's office and Admin Assistant. He strongly believes that meeting need to be recorded so that important votes are recorded. He would like the Board to retake the vote tonight to insure this is on the record.

Shaun Bresnahan made a motion that all RSA 91a Right to Know request for the Selectmen's Office be made through the Selectmen's Admin Assistant. Stephen Thomson seconded the motion. All in favor.

Shaun Bresnahan made a motion to purchase a digital audio recorder and the recordings only to be used to create minutes until a policy for storing and how they are to be used for other uses. Frank Razzaboni seconded the motion. All in favor.

Selectmen Business:

Building Permit:

Susan Fitts 34 Borough Road Map R1 Lot 16-1 Building a shed 12' x 20' with a gambrel roof. The selectmen reviewed the permit and noticed that two sheds will also be demolished as well. Shaun Bresnahan and Stephen Thomson discussed the fee for the permit and came to an agreement to charge for the new building only. David Thomson asked with this situation will it be a case-by-case decision. Shaun Bresnahan stated that he felt it would be best if going forward that we charge only

for the highest permit item only; we need to finish updating the rules and include this situation. Shaun Bresnahan made a motion to accept the building permit and issue the permit. Stephen Thomson seconded the motion. All in favor

Cody Reagan CVR 9395 LLC NH Route 3A Map R1 Lot 6, 3 Bedroom 2 Bath modular home with 2 car garage attached. Shaun Bresnahan stated that is missing the energy audit paperwork and we will need this before the permit can be issued. Stephen Thomson made a motion to conditionally approve the building permit until we receive the energy audit. Shaun Bresnahan seconded the motion. All in favor.

Driveway Permits:

None

Intent to Cut:

None

Gravel Intent:

None

Yield Tax:

None

Other:

Deb Langlois Range Road came in with a complaint about not being able to see down Currier Road when pulling out of Range Road. Lisa Seymour provided a sketch of the issue to the board to review. Shaun Bresnahan said that it's the goldenrod which creates a blind spot. The abutter would need to be notified if we are to make alterations to the terrain. Shaun Bresnahan will speak to Deb regarding this issue.

Brian Connelly called about Bunker Hill Road; they have two children on the road that need to be picked up and the bus made a test run and the driver said the road is too narrow for the bus. Shaun Bresnahan asked to have Brian Connelly come to the meeting on September 5th to further discuss this issue.

A safety committee is required for employers with 15 or more employees per RSA 281-A:64 III. Primex who provides the towns Workers' Compensation coverage requires that employers with more than 15 or employees, full-time or part-time have a safety committee. The committee equally comprised of both labor and management, should represent the employer's key work activities. Some of the committee's requirements and duties are to: meet at least quarterly, maintain meeting minutes, review accident and injury data and coordinate workplace safety inspections. The selectmen will work to come into compliance with the NH Department of Labor Rules Chapter 600 Safety Programs and Joint Loss Management Committees. Deputy Fire Chief Mark LaBonte was asked to chair the committee and he said he would.

David Thomson asked when did the fire department change from a volunteer department to a call department? Shaun replied that is was in the mid 1990's, he was researching something else and came across this. (Research after the meeting found the following: In the 1995 Annual Report under the town warrant 1996 article 9 to see if the Town will vote raise and appropriate \$9,950.00 to pay firefighters. (No recommended by Selectmen, recommended by Budget Committee) It was amended to read" ... VOTE TO RAISE AND APPROPRIATE \$9,950 TO PAY FIREFIGHTERS. PAY NOT TO EXCEED \$9,950." – Vote carried as amended.).

The remaining wages increases will be issued next Tuesday. Lisa Seymour will have the paperwork completed for the Selectmen to sign Thursday.

The board is still dealing with the encampment issue located on R10 Lot 29.

Donald Sullivan sent an email addressing a musty/dampness issue in the police department. Shaun Bresnahan will contact Don to meet to review the issue.

Dean Stevenson will be out this coming Wednesday through Monday for personal issues.

Dean Stevenson submitted POs for approval since they are over \$350; the estimates for a windshield that needs replacement, tire chains and brake repairs to the international truck work to be completed at Reed Trucking.

Shaun Bresnahan made a motion to approve the PO for the brake repairs at Reed Trucking. Frank Razzaboni seconded the motion. All in favor.

The other estimates were tabled until September 5th meeting with Dean Stevenson.

Audit update the trial balance will be ready to send to the auditor by the end of this week and then will have an update on the documents that they will need to review.

Chief of Police update Shaun Bresnahan provided the following schedule. The Oral Boards will meet August 30, 2023 starting at 9:30 AM and concluding at approximately 12:00 PM in the Selectmen's Office. Sheriff Croft will email the questions for review. The Selectmen will start the interviewing on September 6, 2023 at 9:30 AM and concluding 12:00 PM.

Meeting Minutes are getting bogged down in the review process therefore they are not posted within the 5 business days required per RSA 91 A. The July 18th meeting minutes will be posted as a draft and all meeting minutes going forward will be posted as a draft until the Board approves the Final version. Currently the July 18th meeting minutes are under review with Stephen Thomson and he stated that he will try to get these out.

Shaun Bresnahan stated the most recent draft meeting minutes will be posted and Stephen Thomson stated he thought that was what was being done. He has no issue with posting the drafts going forward.

Shaun Bresnahan reviewed other towns and their meeting minutes and even when they have lengthy meeting the minutes are 2 pages to 2 ½ pages. He asked if we are recording too much detail which means they take longer to write, review and edit?

Niki Mahoney has a compliant with the storm drain in front of her house. With the heavy rains the drain can't keep up and they end up with water halfway up their driveway. Niki spoke to the Road Agent Dean Stevenson and he said they are not going to be doing anything about it. Shaun Bresnahan will address this with Dean.

Parks and Rec submitted a PO for approval for items to be ordered for the park. They need to be ordered on-line from Dick's Sporting Store. Shaun Bresnahan made a motion to approve the PO for (2) Basketball hoop setups. Frank Razzaboni seconded the motion. All in favor.

Niki said that the TTCC was pleased with the upgrades to the ball field; they were used for practices.

Madelyn Manos asked about the loud explosions and is there anything we can do about this. There was a brief discussion about town noise ordinance and Tannerite.

The 20 Shop Road draft letter was reviewed. Shaun Bresnahan made a motion to approve the final warning for the septic issue case. Frank Razzaboni seconded the motion. All in favor.

The paving contracts with R&D have been signed. R&D will work with Dean Stevenson on the scheduling of the work on Murray Hill and the 3,300' on Bunker Hill. Going forward there will be no group emails with the selectmen because it would constitute a quorum.

Shaun Bresnahan made a motion to enter into Nonpublic Session at 9:09 pm seconded by Francis Razzaboni. Motion passed (RSA 91-A:3, II (c))

Shaun Bresnahan made a motion to leave nonpublic Session and return to public session at 9:11 pm seconded by Stephen Thomson. Motion passed. Motion made to seal the minutes passed.

With no further business to conduct, Stephen Thomson made the motion to adjourn the meeting and Frank Razzaboni seconded the motion. Motion passed unanimously motion at 9:12 pm.

Respectfully Submitted,

Lisa Seymour

Shaun Bresnahan, Chair

Frank Razzaboni

Stephen Thomson
