

# TOWN OF HILL

## SELECTMEN'S WORKSHOP

August 29, 2023

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

**Selectmen Absent:** None

**Public:** Anthony Cartier, David Thomson and JoAnn Irving

Shaun Bresnahan brought the workshop to order at 6:31 pm.

### Selectmen Workshop

Tony Cartier came to speak to the Board of Selectmen about the wage increases for 2023. Tony stated at the town meeting the 3% wage increases were approved and how come they were not distributed that way? Shaun Bresnahan asked Tony are you discussing your increase or all of the highway department? Tony said all of the department. Shaun said let's just discuss the process and yours.

The Selectmen can adjust wage increases based on the employee's evaluation. The wage increases were approved in the July 5<sup>th</sup> meeting minutes for all employees except for the highway department because the evaluations for Tony Cartier and Dale Wheeler had not been received from the Road Agent. Tony asked to see where this was approved? Lisa Seymour printed from the website the July 5<sup>th</sup> meeting minutes.

July 5<sup>th</sup> Motion: "Shaun Bresnahan made a motion to processed with the 2023 wage increases to be retro to March 25 to July 1 for the following departments Transfer Station, Library and the Administrative Assistant with the exception of the Town Clerk/Tax Collector which will be retro to the beginning of the year current year. Francis Razzaboni seconded the motion. All in favor."

Shaun also explained that the raises have been paid this way for the last couple of years. Stephen asked is this documented anywhere? Shaun said yes, they have a personnel action form and a report from QuickBooks then Lisa will calculate the retro amount.

Shaun showed them to Tony and he refused to look at them or follow the July 5<sup>th</sup> minutes. Tony walked out very unhappy. This will be tabled to a Non-Public Session on September 5<sup>th</sup>. Shaun said that it is up to Frank Razzaboni and Stephen Thomson to address this with Tony. Stephen said we are a board of three not just two. Shaun said it's very clear that Tony doesn't want to listen to me.

The raises all ways reflects 12 months whether it's March to March or January to December. JoAnn added these are merit raises and Shaun said all employees are treated fairly and the same meaning they all have a performance evaluation before the raises are awarded.

Stephen Thomson asked if there was a warrant article to adjust pay increases. Shaun Bresnahan explained that the wage increases where part of the departmental budgets.

Shaun Bresnahan had a question about the confusion on the raises? Stephen Thomson if this is a Warrant Article for the raises and it gets voted down there will be no raises. Shaun said no raises is the same as cutting the budget at Town Meeting. Shaun it can be changed to have a warrant article next year.

Draft Building Permit Application: Shaun Bresnahan added a narrative to the building permit explaining that this is for all valid construction projects. The Selectmen shall issue all Building



Permits in accordance with the RSA 674:29. No permit shall be issued unless the proposal complies with the provisions of the Hill Zoning Ordinance and meets all other local and State requirements. Building Permits are required for any new construction including swimming pools. The reasoning behind this is to be sure that the setback requirements are being met in accordance to the zoning ordinances.

Discussion on changing the current building permit application to zoning compliance permit. If the building shifts from the current location due to ledge or other issues the permittee should notify the board to ensure that they are still in compliance. Stephen Thomson needs to do more research for better clarification.

Shaun will revise paragraph 3 to reflect the changes discussed.

Adding the clause properties enrolled in current use may need to file for current use land use change form. The current use land use change form needs to be completed after the completion of the construction.

Permits shall be posted and protected in a visible location on premises immediately upon being issued. Permits are valid for one (1) year from date of issued. An extension will need to be filed if work is to continue after one (1) year.

On the information regarding additional approvals there is a format that is followed. Shaun will update this.

- 1) Town Driveway permit issued by the Town of Hill Selectmen
- 2) State Driveway permit issued by the state
- 3) 911# assignment Town of Hill, Selectmen's Office
- 4) Septic System Approvals – NHDES
- 5) Energy Code Approval NHPUC

Stephen Thomson asked if someone was to build where they would have access to town water how is this handled? The person applying for the permit would be given the information to contact the water department. Stephen addressed Ferrin Street he was curious why they were not on the water system because that would have been revenue to the water department.

Driveway inspection was discussed on when are these inspected. Temporary logging driveway are there any follow up when the operation has been completed.

Stephen Thomson asked can we remedy this without a building inspector? Shaun stated a straight-line measure is the best that we can do. The zoning stated that you can't have a building under 600 sq ft, less than 200 ft of road frontage in the rural residential district and in the village, it must have a 100 ft of road frontage and meet the setbacks without a building permit.

Stephen Thomson asked where do we see this happening? Shaun Bresnahan said this will open pandora's box. The assessor is not worried about the setbacks all he is concerned with is the building in compliance to the building permit and assessing the value of the building for tax purposes. Frank Razzaboni asked how do we enforce? How much are the fees? What are the mechanisms that trigger this? Frank Razzaboni said it is like you have a threat with no teeth in it. So where is the merit?

Fee Structure for permits; David Thomson asked how do you measure square footage on a cape or two-story home? Shaun Bresnahan currently just uses the footprint on the first floor of the plan and if there is a garage that is added into the square footage.

Shaun Bresnahan stated that we really need to restructure the fees for building permits. To do this we will need to look at other towns similar to our zoning ordinances and fee structures. Also, anything over 600 sq footage will need a permit.



Stephen Thomson has an issue with the postings of the Selectmen's Meetings because the bottom of the notices mentions the water department. He also asked for the website to be corrected because under water commissioners the rates are for a flat rate is \$58.00 and under the forms and ordinance the flat rate is \$46.00. Lisa Seymour mentioned that both of these documents do not reflect the current water commissioners and should be reviewed.

#### **Police Contract format.**

Lisa Seymour provided a sample of a police chief employment agreement that has been used in the Town of Hill. The Board of Selectmen reviewed the agreement and had questions on page 5 under section II other terms and conditions of employment. Shaun Bresnahan stated this just a sample and can be tailored to person selected for the position.

Stephen Thomson said that he hoped that the police chief would patrol more than 3A because we have a lot of roads in Hill. Shaun Bresnahan thought we receive grant money from the state to offset wages for the citations written. The question was asked how far from the town would be allowed for the cruiser to be taken home.

The agreement for employment was suggested that it be for more than one year in order to have sustainability for the town.

The new agreement will need to be reviewed by legal counsel for accuracy.

Lisa Seymour mentioned that we still have several meeting minutes posted as drafts and asked Stephen if he was going to sign them. Stephen stated that he doesn't agree with them and does not have time to make the changes.

Frank asked about the tramp house near the pump house can this be cleaned up? Stephen said it will be done.

With no further business to conduct, Frank Razzaboni made the motion to adjourn the meeting Stephen Thomson seconded the motion. Motion passed unanimously motion at 8:23 pm.

Respectfully Submitted,

Lisa Seymour

Shaun Bresnahan, Chair

Frank Razzaboni

Stephen Thomson

