

# TOWN OF HILL

## SELECTMEN'S MEETING

October 17, 2023

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

**Selectmen Absent:** None

**Public:** Mark Labonte, Nathan Mills, Joann Irving, David Thomson, Shelly Henry, December Fortin, Niki Mahoney, Thomas Angeley, Kathleen Angeley, Jamie Moulton and Joseph Guerriero.

The swearing in ceremony for the new full time police chief was held at 5:30 at the Hill Memorial Monument located on crescent street. Shaun Bresnahan chairman of the board of selectmen performed the oath of office.

Surrounded by family, friends and residents of Hill Joseph A. Guerriero took the oath of office to be the Town of Hill Police Chief.

Joseph is the first full time police chief in the town of Hill.

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

### FIRE DEPT:

Purchase order presented for equipment the first one is for a 4 gas meters to check CO level in buildings. The one that we currently have is hard to calibrate and looking for something that is easier to program and calibrate. Waiting quotes.

Shaun Bresnahan asked how is the budget in the equipment line? Lisa Seymour stated that as of October 7<sup>th</sup> they have \$8,943.65 left in that line.

Chief Jamie Moulton presented a quote for thermal camera kit with truck charger, task force value integral tip nozzles and fire hooks from Fire Tech & Safety of New England, Inc. for \$6,902.00.

The current one they have will go into the rescue and the new one into engine 2.

Jaime explained how the cameras work they quickly pinpoint hot spots and easily identify problems with vibrant thermal imagery. If they are any people or pets in distress it will show up as a hot spot. This will also be beneficial if we have a firefighter down in the building.

Stephen Thomson asked what is the life of this equipment? Jamie stated 12 -15 years.

Stephen Thomson made the motion to purchase from Fire Tech & Safety of New England a FLIR K65 320x240 thermal camera kit, NFPA w/Kxx truck charger, task force nozzles and fire hooks for \$6,902.00. Shaun Bresnahan seconded the motion. All in favor.

Monday night the firemen trained on the equipment that has been donated to them. Shaun asked about the hydraulic jaws of life and receptacle saw? Jamie stated they work but are not very efficient. Jamie stated that we still need updated equipment and has received a couple of quotes and is waiting for one more before presenting to the Board of Selectmen. Mount Prospect Academy donated a car for them to train on and the training went very well. We used the lights we currently have; however, we are still looking for donations to purchase new Milwaukee lighting system. They reached out to Lowes and Home Depot. Joann Irving came to the training to watch them.



Jamie mentioned that they would like to get the rest of the old furnace duct work out.

Heating system update Deputy Fire Chief Mark Labonte reported that Foley has done a fantastic job setting the furnace and Dead River will be here on Friday to deliver propane. The furnace should be ready to start either Monday or Tuesday. Electric wired for two more circuit to the floor.

Antifreeze for the system this was not in the quote but it should not be more than \$1,000. Currently the furnace installation is running about \$7,000 under the \$30,000 approved. Shaun asked if you thought about a battery backup for the furnace? Mark Labonte will look into a battery backup to run the heating system in the event we have an outage.

Mark Labonte's students are painting the walls this is a great cost savings.

Mark Labonte has been talking to each of the firemen about their goals and where they want to be in a year. This will help decide the 2024 training budget.

Mark Labonte was asked to look at a building on Murray Hill for a possible storage shed for the fire department. When assessing the building it has some materials that are salvageable but most of will need to go to the transfer station. We will just need to coordinate this because it can't stay on the trailer. Shaun stated that the selectmen's office has a key to the transfer station.

Safety committee will have their first meeting November 1<sup>st</sup> at 10:00 am in the Selectmen's office. Currently the committee members are Mark Labonte, Jamie Moulton, Frank Razzaboni, Joseph Guerriero, Shelly Henry, Lisa Seymour and Lynn Christopher. Niki Mahoney asked it was open to more than individuals listed. Shaun Bresnahan said no you can come if you want. Lisa Seymour will reach out to Primex to let them know because they would like to assist us in creating a joint loss management committee which be part of the safety.

The state truck that was available in Kentucky is gone and the 1 ton is also gone. Niki Mahoney asked about the maintenance on these vehicles are the taxpayers paying for this? Mark Labonte said the Stephen and David Thomson have been working on the ATV's and the UTV. The UTV still needs to be registered. If they are beyond repairing, they go back to Bear Brook.

Mark Labonte said the highway department did an awesome clearing the trees at the Transfer Station. Mark Labonte will contact Nathan Blanchard to get a fire permit. When we received the permit, we will set-up a training session.

Nathan Mills engine 2 needed repairs to the pump without this repair would not be able to pump from the tank. We currently waiting for the invoice for the repair. Nathan gave the AED back to the police department and mentioned to Joseph if needed medical supplies to reach out and Nathan can get them for him.

**HEALTH OFFICER:**

No report at this time

**HIGHWAY DEPT:**

No report at this time

**POLICE DEPT:**

Chief Joseph Guerriero wanted to thank everyone for the opportunity to be the new chief of police. Joe will officially start Monday October 23, 2023. Joe presented the PO for the uniforms and the board has approved the purchase. Shaun Bresnahan asked Joseph to come in October 19 to review and sign the contract for his employment with the town. Shaun Bresnahan asked Joe to review the department to see if there is thing he would need because there is money in the budget this year.



Shaun Bresnahan asked Joseph if he was able to meet with Jim Cunningham from Vets and Weapons? Joseph did talk with Jim and they will be meeting on the items that we currently have.

Shaun Bresnahan will contact the Army Corp to get keys to the old village for Joseph.

Thomas Angeley asked about motor vehicle stops where does the funds go from these stops? Joseph said unfortunately the funds go to the state.

Joseph has met with the school and is looking forward to having lunch with the children.

The foundation has been repaired and is all set. JP Pest services did another treatment and the wasps have been less active. The selectmen have asked if we can have someone shampoo the carpets. Lisa Seymour suggested All Ways Clean they agreed and she will reach out for a quote.

Data portal for the cruiser. Joe stated that there is a grant program for this and he will look into this. Shaun stated that there was a lot of money allocated to the police department this year and if we need to we can encumber funding for needs for the department.

Lisa Seymour will work with Verizon to get a cellphone for the PD and a Wex Fleet Card.

The paperwork needs to be filed to have the dispatch calls to come to the Hill Police Department instead of State Police. Lisa Seymour will reach out to Zachery from 911 to see if this needs to be on our letterhead before submitting.

The Board of Selectmen will meet on October 19<sup>th</sup> at 12:00 to sign th contract with Chief Guerriero.

#### **TOWN CLERK/TAX COLLECTOR:**

No report at this time.

#### **PUBLIC SESSION:**

Niki Mahoney asked about the stairs going to the ballfield they need to be fixed before someone gets hurt. Niki suggested to have the school to help rope them off for now. Stephen Thomson there never was stairs there when he went to school there. Frank Razzaboni asked why do we need stairs is there another option such as gravel or stone. Jamie Moulton was concerned if there were no stairs that in the winter it would be a sheet of ice and would present other safety concerns. Stephen suggested just popping them out and put in a gravel or ledge pack walkway and ditch it so it doesn't washout. If someone gets hurt it would be a liability to the Town. He would like to see the school involved with this. Stephen asked to review the Long Term Inter-Governmental Agreement. Lisa Seymour will email it to Stephen. Shaun Bresnahan suggested putting up snow fencing for the winter and addressing this in the spring. Shaun will text Brian to if he can meet on Thursday to discuss the steps and how there we are going to fund the repairs.

Niki Mahoney said that they had a load of loam donated to smooth the outer ballfield but we really need another load and will look for pricing. The rubber mulch was delivered and we would like to purchase another 2000 lbs.

Stephen Thomson asked where did the stock pile of dirt from the pond go? Niki said that if you go down to the field it has been pushed back in the wood line because it is so full of glass and other debris it can not be used safely.

Frank Razzaboni made a motion to purchase 2000 lbs. of rubber mulch from Rubbermulch. Shaun Bresnahan seconded the motion. All in favor.

Niki Mahoney asked about the 2024 budget presentation because they are ready. Shaun Bresnahan said that we will be starting budget workshops next week. Park & Rec will meet with the budget committee November 27<sup>th</sup>.



Joann Irving mentioned the current condition of the Town Office building and was curious if we could get the paint donated can we go ahead and paint. Frank Razzaboni had a quote done prior year to repaint the building and willing to reach out to them for a requote. Niki asked if we get all the paint donated who is going to paint. Frank said it would be a regular painter. Joann asked about entrance into the building needs repairs. Niki said there are a lot of things in town that need fixing. Joann Irving said we are in budget season so let's start addressing these issues. Frank asked if this would be a warrant article and Shaun agreed.

### **Selectmen Business**

#### **Building Permit:**

Brandon & Jane Parker 29 Bunker Hill Road Map R10 Lot 2-1 Breezeway entrance porch 8" x10" enclosed. Reissued from last year. Increased value of the building is \$45,000. Approved to reissue.

#### **Driveway Permits:**

None

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

None

#### **Gravel Intent:**

#### **Yield Tax:**

None

#### **Other:**

Meeting Minutes approval September 28<sup>th</sup>.

Frank Razzaboni made a motion to approve the meeting minutes from September 28<sup>th</sup>. Stephen Thomson seconded the motion. All in favor.

Stephen will like to have the non-public meeting minutes reviewed very soon.

HealthTrust for 2024 will be increasing 15.6%. We will need to add the Chief for STD. Frank Razzaboni asked if we have any options? This is a pool of municipalities which keeps it affordable. The Selectmen tabled this until to the October 25<sup>th</sup> budget workshop. Stephen Thomson asked if he could have time to review the paperwork.

2023 tax rate update, Rod has updated the utility rates on the MS-1 and has been completed and uploaded to the NH Department of Review as well as the Revised Revenues. We are currently waiting for the school to upload their data after that the NH Dra can review and set a preliminary tax rate. The Selectmen will review and approve the final rate.

CASA looking for a \$500.00 appropriation in 2024. We currently fund the VNA, Community Action and Newfound Area Nursing Assoc. Frank asked if this would be funded through the school. Lisa will forward the request to Brian.

Twin Rivers new copier for next year. The current one is so old it's hard to find parts. Frank asked why do we use Twin Rivers because it covers the town for \$540 and that covers toner and repairs. Shelly and the Selectmen's office split the invoice. Twin Rivers quoted a new printer for the office for



\$5,334 the current copier owes us nothing it has been a great copier but it is out of date. Shaun Bresnahan asked if we have a folder for budget. Lisa replied yes we do.

Cutting trees at 102 New Chester Road. Shaun Bresnahan will look into this.

Building permit status on 152 New Chester Road. Shaun Bresnahan said they need to fill out the application for a variance and submit it to the Zoning Board. They currently have enough members to hold meeting.

Shelly Henry asked the question about the department heads meeting with the selectmen before presenting to the budget committee? Shaun Bresnahan stated that the board hasn't even started working on the budgets for the departments of theirs we need to look at the off weeks to schedule workshop.

Will be on the off weeks to work on the budgets. The selectmen will meet on the off weeks for two hours in the afternoon to work on the 2024 budgets. Stephen Thomson said that he was expecting this because he is very new this. We will be working on the general government lines and review other departments wants and will provide cuts where needed. The selectmen review general government, Planning & Zoning, Assessing and the welfare. The first meeting will be scheduled October 25, 2023 at 6:30 pm. Stephen Thomson is flexible but has a Water Commissioners and Planning Board meeting to work around.

Mowing and shoveling outsourced verses having the Highway Department. Frank Razzaboni stated that Shaun Bresnahan has an update to why we are outsourcing this. When Ken Magoon was mowing, we paid him as a laborer. Ken left the were not able to hire anyone so we ended up having Dale Wheeler do the mowing. We bought a mower and have Dale spent a 1 ½ days mowing and the other two would do who knows what. We had hire someone but it didn't work out and the we had another person that didn't work out so it became a hassle to keep the town looking good. We then decided to go with contracting this because it didn't make sense to have Dale Wheeler his rate to mow lawns while the rest of the crew just sits around. So, in effect what we pay Bob to mow now is more cost effective. Stephen Thomson has an issue with subcontracting this when have the means to do this on our own. Stephen has had problem with long before he became selectmen because. Stephen is not disputing the fee base costs the only problem he has again is all that is getting mowed is town property. Why does Parks and Rec contract someone to mow town property and the water department doesn't own the property where the pump house its own by the Town of Hill. Stephen stated that we are a town and the water department works for the town. Shaun stated up to around until 2010 the pump house never got mowed and Gerry Desrochers asked Shaun if he could bush mow, it and continued to do it every summer around July. Shaun did it for free when he was acting water commissioner, he also felt it was easier for him to mow it then to try and find someone to mow it. Stephen stated that money that spent in contracting the mowing was \$14,000 and the highway department received no overtime so they could have done the mowing. Shaun pointed that most of the expense was for the cemetery mowing. Then the town own mower was purchased with out holding a public hearing to have it go out to bid. Shaun pointed out that we have done this in the past and received very low bids. The dump truck we got \$500 and the backhoe \$500 dollars we received \$4,800 for the lawn mower. Frank Razzaboni mention that Bob Dupuis said if you want the mower back you can have it back for the price that he paid for it. Stephen wanted it know that he does not have a problem with who got the mower. Stephen said the only reason he is bring this up is because of the shoveling Stephen believes that the shoveling should be done by the highway department. Stephen said when they are plowing, they should stop and do the shoveling. Shaun stated that he would have to go find Dean and remind them to shovel. Stephen stated that if they are plowing in the wrong direction and need to shovel it then they will do it the right way. Stephen also said that we need job descriptions so if they are doing something wrong, they can be told and then follow the step policy. Frank Razzaboni said that they have not maintained the ditches, culverts are not maintained it is part of their job. Stephen Thomson stated that highway department is responsible for the maintenance of the town. For example, the town office building, roads, sidewalks are part of the maintenance of the town. Frank said he would look up job description for highway departments. Shaun Bresnahan stated that he has already done this. Frank Razzaboni stated that



this needs to be on the agenda next meeting and reviewed and voted on. Shelly Henry stated that Selectmen would need to close this building until it is done including then handicap areas because it's state law that these be cleared. Stephen also said that the mowing contract was for three years. Shaun stated that it is a yearly contract and it could be extended two years. The way that it was left that yearly adjustments would be allowed. Stephen asked are we locked in for next year. Shaun said we have one more year and reasonable adjustment are allowable which it is an option. In 2025 it will go back out for bid. Stephen asked why are we splitting the mowing in the town? The Parks n Rec hired someone to mow and the cemetery trustees hired someone to mow the cemeteries. Stephen asked if maybe there should be a maintenance line created just for this purpose. Stephen is dead set on the highway department doing the mowing. Shaun stated it doesn't get done because of sheer laziness.

Stephen asked is this go to come up in budgeting? Shaun said yes it will be part of budgeting.

Payroll schedules are every two weeks. It was talked about at the last meeting because we issued a check for an individual in the water department and they didn't want to be paid so it needed to be voided. It was told to be paid with a W4 attached and then told to delete it because it was totally unacceptable. Stephen Thomson said that water department had a meeting at this has been changed. They will be using a 1099 for this situation. As far as the rest of the payroll Stephen can't speak to that. From employee, elected, official Stephen stated it is all different how they get paid. Shaun stated as far as the IRS goes, we are statutory employees we are the decision makers of this organization we are not hired and we are put into this position by a different process it makes us employees by statutory employees for the purpose of payroll taxes.

Stephen Thomson asked for a 5-minute break before the non-public.

Shaun Bresnahan made a motion to enter into Nonpublic Session at 8:30 pm 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 8:44 pm seconded by Stephen Thomson. Motion passed unanimously. Motion made to seal the minutes passed unanimously.

With no further business to conduct, Shaun Bresnahan made the motion to adjourn the meeting and Stephen Thomson seconded the motion. Motion passed unanimously motion at 8:46 pm.

Respectfully Submitted,

Lisa Seymour

Shaun Bresnahan, Chair

Frank Razzaboni

Stephen Thomson

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