

Selectmen's Meeting Minutes  
Monday, September 10, 2012

Present: Vice-Chairman Darcy; Selectmen Ebbighausen, Rideout, & Schill, and TA Collins. Chairman Smith was excused.

6:00 p.m. Vice-Chairman Darcy called the meeting to order.

The Selectmen reviewed the manifests of September 3<sup>rd</sup> and September 10<sup>th</sup>. Selectman Ebbighausen made a motion to approve the manifests, second by Rideout. Motion passes unanimously.

The Selectmen reviewed the minutes of August 27, 2012. Selectmen Ebbighausen made a motion to approve the minutes, second by Schill. Discussion:

- Ebbighausen pointed out that on the Selectmen Minutes prior to the last paragraph the statement was made that Selectman Ebbighausen suggested because the tax collector is an elected position, that discussion of the tax collector should be in public meetings and needed to be added to the minutes;
- Schill pointed out that on the 1<sup>st</sup> non-public minutes, third paragraph, the final sentence should state the Schill stated this should be handled as part of the new budget.
- Darcy pointed out that on the 3<sup>rd</sup> non-public minutes, first paragraph, it should be noted that concerns should be discussed with the Selectmen, not the Planning Board.

Selectmen Ebbighausen made a motion to accept the minutes of August 27, 2012 both regular session and non-public minutes as amended, second by Schill. Motion passes unanimously

6:35 p.m. the Police Department Building Team joined the meeting. Present members were: Joseph Conroy; Michael Bomba; Christopher Roberts; and Peter Zavorotny. Zavorotny stated the team has come to the conclusion to build the new police department down on River Road near its current site. The Selectmen were provided with the pro-con list of all sites visited.

Discussion took place regarding the Heritage Park site. The team explained that after measuring out the proposed building on the site, they felt it would take away from the open look of the park.

Further discussion on River Rd – there is a possibility of building on the site without relocating the PD during construction; the four car garage is already located on the site.

Team Member Conroy stated he has concerns about River Road because of future expansion of the Highway Department or Sewer Department.

Team Member Zavorotny made a recommendation that we shop around for other architects to make sure we are getting the best price. TA Collins stated an RFQ will need to be done and advertising will be done in the Union Leader. Selectman Schill stated he would help Collins develop a list of architects to send the RFQ to. TA Collins stated the process would be based on the RFQ responses a selection of architects can be made to be interviewed by the board. During the interview process, the board can speak about costs associated with the project. We should try to get someone on board by mid-October.

Discussion of surveying the River Road Complex was discussed. Selectman Schill made a motion to survey the River Road site, second by Ebbighausen. Motion passes unanimously.

TA Collins informed Zavorotny that there will be a tour starting at 6:00 Monday, September 17<sup>th</sup> of the Highway Garage; Water Department; and Sewer Department to be followed by the Fire Department. She will let the budget committee and CIP committee know.

TA Collins read a letter from Deborah George to reconsider her abatement request on her property located at George's Field. The Selectmen would like to have TA Collins do a response letter for their next meeting.

The Selectmen re-signed the appointment papers for Lieutenant Eldridge.

Selectman Schill made a motion to appoint Lynn Mcloughlin as Deputy Tax Collector, second by Ebbighausen. Motion passes unanimously.

Selectman Ebbighausen made a motion to sign the vendor permit for Kim Clark for a lunch cart to be located at Route 119 Sunoco Station, second by Schill. Motion passes unanimously.

Selectman Schill made a motion to sign the tax abatement in the amount of \$517.55 for the 2012 first quarter issue on tax map 25, lot 19, owned by H & K Properties, LLC, second by Ebbighausen. Motion passes unanimously.

The Selectmen resigned the DRA request to see if the Town will be using the PA-28 Form in 2013.

Selectman Schill made a motion to sign the CDBG manifest for payment to Underwood Engineers in the amount of \$12,896.75 for the Upper Village Sewer Feasibility Study, second by Rideout. Motion passes unanimously.

Selectman Ebbighausen made a motion to sign the letter of consent to release data on our municipal parcel mapping from Cartographic Associates to NH DRA Mosaic Parcel Map Project, second by Rideout. Vote is as follows: Ebbighausen – I; Rideout – I; Darcy – I; Schill – abstained. Motion passes.

TA Collins discussed the policy conference which will take place at the NHMA next Friday, September 2012. Collins passed out the various policies which will be discussed next Monday as part of the Workshop. Selectman Schill made a motion to appoint Jill Collins as the voting delegate, second by Ebbighausen. Motion passes unanimously.

TA Collins informed the Board of the following:

1. We will be holding a flu vaccination clinic here at the town hall on September 26, 2012 between 12:30 p.m. & 1:30 p.m. – the cost is \$25.00;
2. Fairpoint Communications has more Broadband in Hinsdale – Brattleboro Rd; Breezy Knoll, Charles Drive; Monument Road; Old Brattleboro Road; Oxbow Road; Paddock; and Stearns Court;
3. Comcast has some programming changes – MultiLatino Package; Pac 12 which is available on Channel 497; ION has been moved from Channel 18 to 73; Gospel Music Channel is no longer available; ESPN Goal Line is not Channel 136; BEIN Sports is Channel 345;
4. Kathryn & I had a webinar with CCA on Wednesday, August 29<sup>th</sup>. They gave us an update on the project and a virtual tour of the Jenkins facility in Georgia. Review of the RFPs is being conducted by an outside contractor, recommendation deadline is Sept 30<sup>th</sup>.

The Selectmen received the year end revenue and expenditure reports. They also received the period end July 31, 2012 financial reports. TA Collins will get binders for the reports.

Rideout discussed the tour of the Well Site. He feels we should fence the east, south, and west side of the well site. Collins will ask Supt. Nadeau to get quotes. She also informed the board that there are some homeland security funds available for the project.

Rideout stated he has had a complaint about the town clerk's being closed and would like to invite the town clerk in to discuss advertising for a deputy.

Ebbighausen asked if the Town Clerk is hourly or salary. Collins stated she is salary.

Schill discussed the Conservation Commission meeting. He stated a representative from the Monadnock Conservancy was present and discussed the possible acquisition of the Butterfield Property. Schill stated the Conservation Commission would like to get a statement on a regular basis of their account.

Darcy asked if Board members were getting approached by the public with concerns and complaints about elected officials. He would like to see a training program conducted for elected officials and staff. TA Collins stated she will contact PRIMEX – they do have a program about working with difficult people.

Darcy stated the Assistant Librarian resigned and the library will be advertising for a new assistant. The trustees would like to open the library for an additional 2 hours in the morning during regular business days.

Collins stated she is working on a spreadsheet regarding employee pay rate increases for the coming budget season. As soon as it is completed, she will forward the information to the Selectmen for further review and discussion.

Angela Schill asked if the town scheduled a training regarding working with people, could they invite the school board. The Selectmen agreed.

Angela Schill asked if there were any coats available through the welfare department. At this time there is not.

A discussion regarding the Hinsdale/Brattleboro Bridge Committee took place. At this time there is not a conclusive date for a tour.

Selectman Schill made a motion to RFQ for architects for the Police Department Building, second by Rideout. Motion passes unanimously.

8:05 p.m. Selectman Rideout made a motion to adjourn, second by Selectman Schill. Motion passes unanimously.

Respectfully Submitted,

Jill Collins  
Town Administrator