

## Selectmen's Meeting Minutes

Monday, December 20, 2021 meeting held at Town Hall Auditorium

Present: Chairman Steve Diorio, Selectman Bernie Rideout, Selectman Mike Carrier, and Selectman Richard Johnson; Town Administrator Jill Collins and Kim Worden. Also in attendance for part of the meeting were James McDonell and Chief Terry Zavorotny. Budget Committee members joined the meeting at 6:30: Lindsay Blake, Mike Bomba, Alex Duso, Ken Howe, Dennis Nadeau, April Anderson, Janice Nichols, and Bill Hodgman joined the meeting at 6:30. Rick Carrier also joined the meeting.

6:00 p.m. Chair Diorio called the meeting to order outlined the agenda for tonight's meeting. He noted that he would like old business (Unfinished Business) added to the Agenda on a regular basis so that previous topics discussed for action will be brought back up.

Selectman Carrier made a **motion to approve** the manifests of 12/20/2021; and public and non-public minutes of 12/13/21 second by Johnson. Selectman Johnson had manifest questions on the Regional Prosecutor receiving \$9500 and asked if that was quarterly. T.A. Collins responded that it was annual and then corrected the response to quarterly. He also asked about the \$9500 re: Municipal Bond Bank and she responded payment is twice per year. The vote is as follows: Diorio-aye; Rideout-aye; Carrier-aye; Johnson-aye; Motion passes unanimously.

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### *New Business:*

Abatements were presented that should have been released at auction time:

1. Abatements: A & H Properties tax liens from 2011-2016 – release at auction
2. Abatement: April Prater 2021 re: 33 Plain Road for 1<sup>st</sup> and 2<sup>nd</sup> quarter 2021
3. Abatement: Ravikumar Patel re: L/O Brattleboro Road for 1<sup>st</sup> and 2<sup>nd</sup> quarter 2021
4. Abatement: Jordan Bowman re: 11 Jackson Drive for 1<sup>st</sup> & 2<sup>nd</sup> quarter 2021
5. Abatement for A&H Properties re: 45 Canal St. for 1<sup>st</sup> & 2<sup>nd</sup> quarter 2021
6. Abatement for Robert Connolly Fam. Tr. Re: 40 Monument for 1<sup>st</sup> & 2<sup>nd</sup> qtr. 2021
7. Abatement for NH Homes LLC re: 12 Oak Hill Road for 1<sup>st</sup> & 2<sup>nd</sup> quarter 2021

After discussion with T.A. Collins on why they weren't previously released and whether or not this was just procedural, Selectman Carrier **made a motion** to approve the slate of abatements, second by Johnson. Motion passes unanimously.

Next, a Permanent Application for Property Tax Credit/Exemptions for #12202021A, Veteran's Exemption, Map 50 Lot 38 was presented. Following brief discussion, Selectman Johnson made a **motion to approve** Veteran's Exemption #12202021A, second by Carrier. Motion passes unanimously.

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**Public Hearing**

6:15 p.m. Chair Diorio opened the public hearing by reading the Notice of Public Hearing on the acceptance of testimony re: proposed rate increase of up to 8% and DES required changes in the Sewer Ordinance; and to accept testimony regarding proposed rate increase of up to 1.5% in the Water Ordinance.

**Town of Hinsdale  
Board of Selectmen  
Notice of Public Hearing**

Notice is hereby given that the Selectmen of the Town of Hinsdale will conduct a public hearing on **Monday, December 20, 2021 starting at 6:15 p.m.** at the Town Hall, 11 Main Street, Hinsdale, New Hampshire to accept testimony regarding the following:

- To accept testimony regarding proposed rate increase of up to 8% and DES required changes in the Sewer Ordinance.
- To accept testimony regarding proposed rate increase of up to 1.5% in the Water Ordinance.

A copy of the proposed changes to the Ordinances and proposed Police may be reviewed at the Hinsdale Selectmen's Office during regular business hours.

Interested citizens are invited to attend and comment on the above. Please call the Selectmen's Office at (603)336-5710 or Relay NH at 1-800-735-2964 (TDD), at least five days in advance if you have a disability and/or need assistance to either attend or participate in the hearing. Written comments may be submitted to the Board of Selectmen, P.O. Box 13, 11 Main Street, Hinsdale, N.H. 03451.

Town of Hinsdale  
Board of Selectmen

Chair Diorio stated that he would open it up for citizen comments. T.A. Collins discussed changes on a handout from what she had originally handed out. There was discussion on the changes.

Public portion of meeting was closed.

Selectman Johnson **made a motion to approve** the adjusted rate increases of 8% to sewer and 1½ % to water and to bring the Ordinances in line with DES requirements, second by Rideout. Motion passes unanimously.

6:24 p.m. Public Hearing concluded.

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*T.A. Reports/Requests:*

T.A. Collins had the document with the previously discussed and approved Cemetery Ordinance for the Board's signatures. She indicated that she would bring the Animal Control Ordinance back to the table due to necessary corrections.

T.A. Collins mentioned that she would email financials to the Board tomorrow. She will also mail job descriptions the Board wanted for discussion on the 27<sup>th</sup>. She suggested the hope to take Monday the 27<sup>th</sup> off from meeting due to it being a holiday week. She also mentioned she has a computer coming for the Community Room. She would like to ask about requiring masks again at Town Hall. Chair Diorio, himself, did not have a problem with not meeting on the 27<sup>th</sup> but suggested a vote on requiring masks in the building.

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*Board Comments:*

Selectman Carrier has a Planning Board Meeting tomorrow.

Chair Diorio noted that the Fire Department Building Committee Meeting has been rescheduled for tomorrow.

Selectman Johnson asked again about the Trustee of the Trust Fund balances. T.A. Collins will request that again. He added that if it is easier, he has no problem getting monthly financials from the Finance Director. He spoke of the meeting last Tuesday re: the proposed shared Human Resource Position. The first draft of the job description has been done, as well as the first draft of a timeline and there was discussion of MRI doing a search and going through candidates, for around a \$3500 cost billed hourly. The position would be around \$75,000 plus benefits and the school included their portion for this position in their Budget. \$22,300 should be included in the Town Budget. They are envisioning 80% paid by the School and 20% paid by the Town. The job description includes the job as a whole with addendums for the School and the Town. After the first of the year, they should include approximately \$22,000 in the Town Budget. When the new Town Administrator comes on Board, that person's duties will be less and the new T.A.'s salary will come down accordingly. There will be big savings for a full-time person with sharing with the School. There will be two people retiring who currently handle Human Resources and there was discussion on combining the two jobs. Selectmen Rideout questioned there being further discussions on this and was told there will be. Selectman Johnson will also have a non-public.

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**BUDGETS**

Budget Committee joined the meeting and was called to order. There was discussion re: going through as many budgets as possible tonight and it was noted that T.A. Collins provided new budget sheets to all to be included in their books.

**EXECUTIVE:** Chair Diorio noted that it will be up \$10,000 when the Human Resources position is added. Selectman Rideout **made a motion to tentatively approve** Executive budget at \$210,775, second by Carrier. Motion passes unanimously.

**ELECTION:** Budget is up a little, due to Deputy Town Clerk and State Motor Vehicle Fees up. It was pointed out that those are offset. Selectman Carrier **made a motion to tentatively approve** the Election budget at \$367,699, second by Rideout. Motion passes unanimously.

**FINANCIAL:** Chair Diorio mentioned this is down \$10,000 in salary due to the financial position going to part-time. He added that computer support is up \$5000, however the overall is down.

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Selectman Carrier made a motion to tentatively approve Financial at \$134,779, second by Johnson. There was discussion with and questions from the Budget Committee about a couple line items resulting in reductions and adjustments. After calculations by T.A. Collins, a new total of \$134,068 resulted.

Selectman Carrier made a **motion to rescind** his prior approval at \$134,779, second by Rideout. Motion passes unanimously.

Ken Howe, Budget Committee member, understood from last year that the armored car amount was to be cut and questioned that. T. A. Collins responded discussing the unknowns and that we are only half way through the budget year.

Selectman Carrier **made a motion to tentatively approve** Financial at \$134,068, second by Johnson. Motion passes unanimously.

### **ASSESSING:**

Chair Diorio mentioned this was up a few hundred dollars to \$50,882. Selectman Johnson questioned the second line, Assessing Svc., noting that nothing was spent in two years and why does it remain at 6000. Discussion followed with T.A. Collins. Selectman Johnson **made a motion to reduce** Assessing Services line to \$500.00, second by Carrier. Motion passes unanimously,

Selectman Johnson then **made a motion to tentatively approve** Assessing at \$45,202, second by Rideout. Motion passes unanimously.

### **LEGAL:**

Legal is at \$53,000 and was previously at \$53,000. Selectman Johnson had questions and would like to lower that amount. T.A. Collins cautioned of two court matters and unknown related expenses. Selectman Johnson suggested looking at our assessments and perhaps doing a second opinion on them. James MacDonell explained the reval and 5-year cycle and cautioned that this was not the year to do that.

Selectman Johnson made a motion to reduce Legal Expenses and Abatements line \$5000. There was no second. Motion fails.

Selectman Rideout **made a motion to tentatively approve** \$53,000 for legal expenses, second by Carrier. The vote is as follows: Diorio-aye; Rideout-aye; Carrier-aye; Johnson-No; Motion passes.

### **FIRE DEPARTMENT:**

The new number increase was due to adding 2.5% COLA and increase in building maintenance. Budget Committee members had questions for Chief Zavorotny. Chair Diorio noted that the Chief did not put an increase in pay, noting that it has been given in the past but not in several years and could propose a small merit as well. Selectman Johnson added that a merit is supposed to be a merit, therefore a review should be done. He is not opposed in the future but there should be structure and a process in place. T.A. Collins added that years ago this was looked at and scored and discussed that. Budget Committee discussion followed. It was noted that the legal obligation of the Budget Committee is to approve the bottom line.

Selectman Johnson **made a motion to tentatively approve** Fire Department at \$267,280, second by Rideout. Motion passes unanimously.

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There was further discussion on the what would be involved for any merit increase and the need to include structure and process. It was noted it would be up to the Chief to come to the Board for that discussion and decision.

**PLANNING AND ZONING:**

Selectman Rideout **made a motion to tentatively approve** Planning and Zoning at \$118,587, second by Johnson. Motion passes unanimously.

Karen from the Budget Committee questioned a salary increase. Discussion with T.A. Collins followed. Budget Committee tabled this. Jill will confirm and provide numbers.

**GOVERNMENT BUILDINGS:**

Selectman Rideout **made a motion to tentatively approve** General Government Buildings at \$64,555, second by Johnson. Selectman Rideout mentioned that this is down around \$3300. Motion passes unanimously.

**PARKS:**

This is up less than \$1000.

Selectman Johnson **made a motion to tentatively approve** Parks at \$38,621, second by Carrier. Motion passes unanimously.

**CEMETERIES:**

This is up a little over \$1000.

Selectman Rideout **made a motion to tentatively approve** Cemeteries at \$21,242, second by Johnson. Motion passes unanimously.

**INSURANCE:**

Insurance is up around \$1500.

Selectman Johnson **made a motion to tentatively approve** Insurance at \$40,000, second by Rideout. Motion passes unanimously.

**POLICE DEPARTMENT:**

It was noted that the Chief was in previously to discuss this Budget. It is down \$30,000 or so.

Selectman Johnson **made a motion to tentatively approve** the Police Department Budget at \$1,455,858, second by Carrier. Motion passes unanimously.

Selectman Johnson added positive comments regarding communications from the Police Chief.

**AMBULANCE:**

This is up around \$900.

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Selectman Carrier **made a motion to tentatively approve** Ambulance at \$147,338, second by Johnson. Motion passes unanimously.

**BUILDING INSPECTION:**

Selectman Rideout **made a motion to tentatively approve** Building Inspection at \$52,037, second by Carrier. Motion passes unanimously.

**EMERGENCY MANAGEMENT:**

This was down a little.

Selectman Rideout **made a motion to tentatively approve** Emergency Management at \$10,132, second by Carrier. Motion passes unanimously.

**HIGHWAY:**

Bob Truesdell was in previously to discuss his budget. Budget was down.

Selectman Johnson **made a motion to tentatively approve** Highway at \$667,199, second by Carrier. Motion passes unanimously. Following a question from Rick, Jill will change the line item from HW Town Car Maintenance to Mileage in the system.

**STREET LIGHTS:**

Selectman Johnson **made a motion to tentatively approve** Street Lights at \$25,000, second by Rideout. Motion passes unanimously.

**TRANSIT:**

Selectman Rideout **made a motion to tentatively approve** Highways & Streets, Transit Services, at \$15,500, second by Carrier. Motion passes unanimously.

**SOLID WASTE COLLECTION:**

Selectman Johnson **made a motion to tentatively approve Solid Waste Collection** at \$312,332, second by Carrier. Motion passes unanimously.

**TRANSFER STATION:**

Selectman Johnson **made a motion to tentatively approve** Transfer Station at \$80,363, second by Rideout. Motion passes unanimously.

**HEALTH OFFICER:**

Selectman Carrier **made a motion to tentatively approve** Health Officer at 1,119, second by Rideout. Motion passes unanimously.

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Karen Johnson from the Budget Committee had further questions and discussion on lack of amount for Misc. Expenses. She motioned to move a dollar from WC to that line and the bottom line stays the same. Their motion passed.

**WELFARE:**

That is up \$600.

Selectman Carrier **made a motion to tentatively approve** Welfare at \$49,892, second by Johnson. Motion passes unanimously.

**LIBRARY:**

Library is down slightly.

Selectman Johnson **made a motion to tentatively approve** Library at \$52,649, second by Carrier. Motion passes unanimously.

**PATRIOTIC:**

This includes flags.

Selectman Johnson **made a motion to tentatively approve** Patriotic at \$2500, second by Rideout. Motion passes unanimously.

**SUMMER PROGRAM:**

Selectman Johnson **made a motion to tentatively approve** Summer Program at \$59,643, second by Carrier. Motion passes unanimously.

**MUNICIPAL POOL:**

Selectman Carrier **made a motion to tentatively approve** Municipal Pool at \$40,307, second by Rideout. Motion passes unanimously.

**COMMUNITY EVENTS:**

Selectman Johnson **made a motion to tentatively approve** Community Events at \$10,705, second by Rideout. Motion passes unanimously.

**COMMUNITY CENTER:**

This is up and it was reminded that various salaries are lumped here.

Selectman Carrier **made a motion to tentatively approve** Community Center at \$93,487, second by Rideout. The vote is as follows: Diorio-aye; Rideout-aye; Carrier-aye; Johnson-Abstained; Motion passes.

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**CONSERVATION:**

Selectman Rideout **made a motion to tentatively approve** Conservation at \$700, second by Johnson. Motion passes unanimously.

**DEBT SERVICE:**

Selectman Johnson **made a motion to tentatively approve** Debt Service at \$100,954, second by Rideout. Motion passes unanimously.

**CAPITAL OUTLAY:**

Selectman Johnson **made a motion to tentatively approve** Capital Outlay at \$39,162, second by Rideout. Motion passes unanimously.

**WATER DISTRIBUTION AND TREATMENT:**

Selectman Johnson **made a motion to tentatively approve** Water Distribution and Treatment at \$551,666, second by Carrier. Motion passes unanimously.

**WASTEWATER TREATMENT PLANT:**

Selectman Johnson **made a motion to tentatively approve** Wastewater Treatment Plant at \$412,933, second by Rideout. Motion passes unanimously.

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T.A. Collins mentioned that the only budgets left to revisit are Planning and Agencies. She gave an idea of possibilities for Warrant Articles to include Purchase of Land for Fire Station, Purchase of Dodge Charger, Fire Apparatus Fund, Historical Society, Town Hall Improvement Fund (suggesting work on clock tower gears, painting the trim, and heating system for old historical society building), and Community Center Improvement Fund. James added that heat was needed for his office.

[Budget Committee adjourned]

8:22 p.m. Selectman Johnson **made a motion to enter into non-public session** under RSA 91: A-3, II, (a)- personnel, second by Carrier. The vote was as follows: Carrier–aye; Diorio–aye; Johnson–aye; and Rideout–aye. Motion passes unanimously.

8:31 p.m. regular meeting reconvened.

Selectman Carrier **made a motion to seal the minutes**, second by Johnson. The vote was as follows: Carrier–aye; Diorio–aye; Johnson–aye; and Rideout–aye. Motion passes unanimously.

8:32 p.m. Selectman Rideout made a **motion to adjourn**, second by Carrier. Motion passes unanimously.

Respectfully Submitted,

Kim P. Worden  
Secretary