

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

February 22, 2017

Town Offices

The Board of Selectmen convened in regular session on Wednesday, February 22, 2017 at 5:00 p.m. at the Town Offices. In attendance were Selectman Karen Ober, Selectman John Olmstead and Selectman Katy North. Town Administrator, Katie Ambrose was also present.

1. **Pledge of Allegiance** - Those in attendance recited the Pledge of Allegiance.
2. **Public Comment** - None at this time.

3. **Business**

3.1 Town Meeting - Babysitting - TA Ambrose explained she was asked if babysitting services would be provided at Town Meeting and the Recreation Department has offered to have people available but it may push things over budget. TA Ambrose stated the School needs to know soon, so they can set aside some rooms. Chair Ober replied the Selectmen didn't organize this in the past but it is a good idea. The BOS agreed 6:45 p.m. to 9:00 p.m. would be ample time for the babysitting services. Coordinator Lonergan to post notice of the services.

3.2 Rental Application - Town Hall - The Board reviewed an application to rent the Town Hall to hold a fundraiser for Jackie Riendeau on April 1, 2017. Selectmen Ober stated she would like to know the nature of the fundraiser and suggested the applicants be made aware of the Town Hall's restrictions. Selectman Ober noted maximum capacity is 120 people and they should also know that for ticket sales, if there is going to be a band. TA Ambrose was asked to get further details on the fundraiser and schedule an update of the Town Hall Rental Form as a future agenda item.

3.3 LRPC Shared Services Purchasing Survey - The Board reviewed an e-mail from the LRPC regarding identifying similar interests in shared services between different groups communities. The LRPC will organize a follow-up meeting to explore one or more regional sharing opportunities. The BOS reviewed the survey and asked TA Ambrose to submit it.

3.4 Town Business/Operations Interference Policy - TA Ambrose provided the Board with a draft policy for review. Chair Olmstead made a **motion** to adopt the Town Business/Operations Interference Policy with the changes indicated. Selectman North **seconded** the motion and the **motion passed unanimously**.

3.5 Volunteer Policy & Orientation Manual - Selectman North provided the Board with a draft Volunteer Policy that also included, a description of opportunities for each Board, Committee or Commission with the applicable statutes, contact information for questions, the Code of Ethics and the provisions of RSA 91-A. A master copy will be maintained and individual sections will be provided to new volunteers. BOS to review.

4. **Other Business**

4.1 WRBP - TA Ambrose reported that she attended the WRBP's last advisory board

meeting and they were looking to put out an “RFP” to investigate converting to a regional community owned and operated authority, which was under the assumption that the State would transfer assets to the communities at no cost. The NH DES responded that they have no authority to divest state property owned property at no cost and there is a process where legislation would need to be submitted to divest the property. This response halts the “RFP” and indicates that a lot of political will, would be required to move forward to a regional authority. TA Ambrose explained that as a result of past reports that the WRBP commissioned there are three different “Task” options moving forward, Task I - state owned/status quo, Task II - Regionally owned and operated authority and Task III - regionally owned and operated authority with full retail. Rather than spend more funds on another study/RFP the advisory board decided that now each community should vote to determine if they want to move forward with Task II (Task III cannot be achieved without Task II first). TA Ambrose noted that without the originally planned RFP the Selectmen would not have the cost information that they requested to aid in their decision. TA Ambrose explained there was also a discussion of rates where the Task reports revealed that the increases in rates would be slower for the overall rate payers in the program if the system were community owned/operated versus the current state ownership. TA Ambrose noted that if the WRBP were to move forward with Task II she still want to see the Town have voting representation on the advisory board. A letter is being sent out to every participating community requesting a decision within 60-days on the each Town’s stance, which will be presented at the WRBP’s Advisory Board’s next meeting on April 13th.

4.2 2016 Annual Report - A proof has been received and two minor changes need to be made, the expected delivery date is Friday, March 3rd.

5. Selectmen’s Reports

5.1 Solid Waste Disposal Committee - Chair Olmstead provided an update on the work of the committee. Selectman North stated the three options for single stream recycling are outlined in the Selectmen’s minutes of 1/26/11.

5.2 Fundraising Policy - Selectman North suggested a policy be drafted for fundraising.

5.3 2/21/2017 Public Hearing Re: Warrant Article 12 - Selectman North reported the expending agent for the ambulance special revenue fund was changed to the Selectmen in 2011, as well as the addition of the vehicles because the ambulance was out of service for 40-60 days due to May Town Meeting, so access to the funds was an issue. _____

6. Authorize Payroll & the Accounts Payable Register – The BOS reviewed & signed the payroll and the accounts payable registers, a copy was made available for public inspection.

7. Review & Approve Minutes

7.1 BOS 2/15/17 draft - Members of the Board reviewed the draft meeting minutes of February 15, 2017. Selectman Ober made a **motion** to accept the draft meeting minutes of February 15, 2017 with changes. Selectman North **seconded** the motion and the **motion passed unanimously**.

8. Donations - None at this time.

9. **ADJOURNMENT** – Chair Olmstead made a **motion** to adjourn the meeting at 6:31 p.m. Selectman North **seconded** the motion and the **motion passed unanimously**.

10. **NEXT MEETING(S)** – The Board of Selectmen’s next regularly scheduled meeting will be held on **Wednesday, March 1, 2017 @ 5 p.m.** at the **Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist

(These minutes are in draft form and are subject to review & approval at the next regularly scheduled Selectmen’s meeting. Meeting minutes are not official unless they are viewed on the Town’s web-site www.sanbortnonnh.org or are on file with the Town Clerk.)