

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

March 8, 2017

Town Offices

The Board of Selectmen convened in regular session on Wednesday, March 8, 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 Hall Steward Re: Steeple - Steve Ober stated the steeple on the Old Town Hall is coming down in pieces and he would like for the Board to accept the quote he has because now this has become a safety issue. TA Ambrose explained there is not enough funding to do the repairs in this budget but the work could be started with payment in the next budget cycle, after the work has been completed. Chair Olmstead made a **motion** to accept the quote from Ahlgren & Sons Builders to repair the Town Hall's tower, parapet and finials, in the amount of \$14,930 dollars. Selectman North **seconded** the motion and the **motion passed unanimously**.

3.2 Town Meeting Preparations - The Board reviewed an email with discussion points from Town Moderator Lang, who would not be able to attend tonight's meeting because he would be at a House Session until 8 p.m. The Board, TA Ambrose and TC/TC Davis discussed the preparations for Town Meeting and who would be speaking to each Warrant Article. Chair Olmstead made a **motion** to allow AS Rollins to compose the Town Meeting minutes, on behalf of and at the request of TC/TC Davis. Selectman North **seconded** the motion and the **motion passed unanimously**.

3.3 Ridge Riders ATV Club - Use of Class VI Roads - Ryan Girardin and Brandon Grassman were present. Mr. Grassman explained that they are establishing a non-profit and are submitting paperwork to the Bureau of Trails for permission to use the trails, they will be more respectful to the roads than some have been in the past and conducting trail maintenance with landowner permission. Mr. Grassman stated he would like to have what there was in the past by promoting respectful riding. Chair Olmstead asked who would be policing the trails? Mr. Grassman replied they would be because it only takes one person to ruin this, plus they have been in contact with Fish and Game. Mr. Grassman stated they would also be marking the trails with appropriate signage, making trail maps and applying for grants to obtain insurance. Selectman Ober asked how many people are part of the club? Mr. Grassman replied they have 5 to 6 people. Selectman Ober asked which Class VI roads they want access to? Mr. Grassman replied the Range Road from Upper Bay to Tower Hill, the class VI road to Taylor Road then up to Hopkinton Hill and Old Coach Road. Selectman North explained there has been trouble with ATVs in the past because once they get to Taylor Road then it opens up access to the Town Forest and the conservation trails and there were plenty of signs but they still went in there. Selectman Ober asked if the ATVs were

allowed on the snowmobile trails? Justin Barriault replied in the winter, no but in the summer they need landowner permission. Karen Bordeau stated there is a lot more information that is needed, the dates of riding, the list of the class VI roads that are to be accessed, a review of those roads existing conditions, who will fund road repairs and how the wetlands & habitat will be affected. Mrs. Bordeau noted in the past a public hearing was held for comment. Selectman Ober agreed there should be a public hearing with more information and stated there are some landowners that maintain their own class VI roads, so she wouldn't be in favor of approving. Andy Sanborn stated whatever we do at the small scale of the local level will eventually be open to all through the state's trail system. Selectman Ober asked if they wanted permission for ATVs, UTVs and dirt bikes and Mr. Grassman replied yes. Selectman Ober stated what if the board said ATVs only. Mr. Grassman replied it would ruin what they want to do. Selectman North requested a detailed map of the trails they want to use. TA Ambrose noted the Town has an OHRV Ordinance and in 2015 there was discussion about needed updates. She stated that this may be a good time to revisit updating the ordinance. Chief Hankard stated NH Fish & Game provided suggestions in 2015 to adjust the ordinance to mirror the state's laws, so if they were to change the Town would be okay.

3.4 Planning Board Chair Re: Review of Subdivision Applications for Liens by Tax Collector - Mrs. Auger discussed the review process of subdivision applications and the Board's request to add the Town Clerk/Tax Collector to the checklist. Selectman North explained there has been a breakdown in communication and the process has changed because when she was the Interim Town Planner subdivision applications would be sent to the Conservation Commission, the Road Agent, the Assessor, the Fire Chief, Health Officer and the Historic District Commission for their comments. Mrs. Auger explained there is a new law under RSA 674:39-a regarding mortgages. TA Ambrose asked if the application will be amended to reflect this new requirement. Mrs. Auger replied yes it will. TC/TC Davis noted the request to notify the TC/TC came from the Board at the suggestion of the Town Attorney and not her. Selectman North stated there should be a distribution list for when an application is received with a deadline for responses. The Board and Mrs. Auger were in agreement.

3.5 NH the Beautiful Grant Award Acceptance - \$4,000 - Selectman Ober made a **motion** to accept the \$4K in grant funds from NH the Beautiful. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

3.6 Monthly Expenditure Report - February - TA Ambrose and the Board reviewed.

4. Other Business

4.1 WRBP - TA Ambrose provided the Board with the official response letter.

4.2 Rental Application - Town Hall - TA Ambrose stated the application has been retracted.

4.3 Belknap EDC Annual Meeting - Chair Olmstead stated there was no interest in attending from the members of the Planning Board. Selectman Ober advised to check with the former members of the Economic Development Advisory Committee.

4.4 Direct Marketing - Selectman North expressed concern with the Planning Board targeting the Town's commercial properties and the Town does not have a business tax, which is what other Towns have. The Planning Board has authorized a letter to property owners asking permission to send their information to Realtors. Selectman Ober made a **motion** to authorize the Selectmen's Representative to express the Board's misgivings & disapproval of direct marketing. Selectman North **seconded** the motion and the **motion passed unanimously**.

4.5 Budget - TA Ambrose explained that some of the lines in the budget have been removed over time which has thrown the totals of the past years off, so she will be creating two spreadsheets, one budget with the history and one as the actual working budget. TA Ambrose noted she would have the actual figures for the Board to present at Town Meeting.

5. **Selectmen's Reports** - None at this time.

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 3/1/17 draft - Members of the Board reviewed the draft meeting minutes of March 1, 2017. Selectman Ober made a **motion** to accept the draft meeting minutes of March 1, 2017 with changes. Chair Olmstead **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 8:23 p.m. Selectman Ober **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 10, 2017 @ 1 p.m.** at the **Town Offices**. The Selectmen will hold a brief meeting on Wednesday, March 15, 2017 before Town Meeting at 7 p.m., to sign payroll & accounts payable registers only.

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.)