

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

April 19, 2017

Town Offices

The Board of Selectmen convened in regular session on Wednesday, April 19, 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.

1.0 Pledge of Allegiance - Those in attendance recited the Pledge of Allegiance.

2.0 Public Comment - None at this time.

3.0 Business

3.1 Appointments - Planning Board - Selectman North made a **motion** to appoint Don Bormes as a member until 2020, Will Ellis as a member until 2020 and Jody Slack as an alternate until 2020. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead swore-in Don Bormes. Selectman North noted the Town's Volunteer Policy can be found on the web-site.

3.2 Conservation Commission Chair - Brad Crosby requested that the Board reinstate Mary Ahlgren, Dick Ayers, Mark Ledgard and Karen Bordeau as members of the Conservation Commission. TA Ambrose reported that the Oaths reflect a date of 7/31/17 and Mary Ahlgren's Oath says 2018, so they have time to meet and vote to recommend the reappointments. Brad Crosby explained Katy North will be unable to continue as the Conservation Commission's Recording Secretary/Clerk. Chair Ober recommended the opening be advertised on the Town's web-site and the NHMA's web-site, for interviews to be conducted in two weeks.

3.3 Lower Bay Road (Town Owned Portion) Paving Project - Contract Signing with G.W. Brooks & Sons, Inc. - Representatives from GW Brooks were present and provided the Board with three Change Orders for signature, to reassure the agreed upon funding. Chair Ober made a **motion** to have the Clerk sign the three Change Orders. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. Chair Ober signed the contract for paving the Town-owned portion of Lower Bay Road.

3.4 Department Head Update - DPW & Transfer Station - DPW Director Bordeau presented an estimate from GMI Asphalt to repair Hueber Drive, which will be provided to Waste Management. Selectman North noted the project name on the estimate needs to be changed. DPW Director Bordeau added if Waste Management wants additional estimates he will provide some. Chair Ober made a **motion** to have the Clerk sign the amended Attachment "A" of the "Average Commodity Revenue" formula from the NRRRA. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. DPW Director Bordeau reported he has been looking to use Unifirst for the department's uniforms and hopes to transition on July 1st but will look at other prices. DPW Director

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Bordeau noted he has advertised the two vacant positions and the culverts are being replaced at the Transfer Station. DPW Director Bordeau thanked the Fire Department and the Police Department for their help during some culvert work in the beginning of April. DPW Director Bordeau reported he has received a request to increase the hired trucking hourly rate to \$85 dollars. Chair Ober asked if DPW Director Bordeau checked on the request. DPW Director Bordeau stated yes, most get \$85 an hour or more and the Town's rate hasn't been changed in awhile. Chair Ober asked if the Town could do the work for cheaper? DPW Director Bordeau replied no, they haul two loads to our one. TA Ambrose asked if there was an agreement and DPW Director Bordeau replied no, they only supply a Certificate of Insurance. Chair Ober made a **motion** to increase the hourly haul rate to \$85 dollars an hour from \$75 dollars an hour, effective July 1st. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. DPW Director Bordeau stated Justin Barriault has requested permission to dispose of roadside clean up at the Transfer Station. Selectman North replied it is okay, as long as it is recognized as that and there has been a longstanding policy. Manager Austin reported that both the MSW & Single Stream dumpsters were filled up this past weekend and hopes it was just a fluke. DPW Director Bordeau suggested having the Solid Waste Committee look at the issue. Selectman North read the warrant article from the 2015 Special Town Meeting and stated you both cannot keep asking the SWC to do things because they have a mission, which is spelled out in the warrant article. Selectman North added if you want their mission changed then another warrant article needs to be proposed. DPW Director Bordeau and the Selectmen briefly discussed the truck replacement schedule needing to be reconsidered. DPW Director Bordeau stated the road ban will be lifted on 4/21/17. Selectman Olmstead explained that a request was received from a citizen to have the Transfer Station open Friday, Saturday and Monday. Manager Austin replied there would be no staffing issues but people do not like change. Chair Ober added the summer residents are usually here until Monday. Chief Dexter noted most holidays fall on Mondays. Manager Austin stated plus, EcoSmith picks up their container on Thursdays. TA Ambrose stated the SWC has sent an email requesting to tour/visit other Transfer Stations. Selectman Olmstead explained that it was presented as a fact finding mission. Selectman North replied it is a liability because they would be driving around and the Town doesn't know if they are insured, etc. and it is not part of their charge. Chair Ober stated they were supposed to come back with figures and have not. DPW Director Bordeau stated they could make more phone calls or emails. Selectman North added if other Towns were coming here then it would be interfering with town business. Chair Ober noted another resource would be Johnny Van Tassel or they can get the records from the Town Offices, as long as it is during business hours and the documents stay here.

3.5 Letter to County Delegation - The Board reviewed an article printed in the Laconia Daily Sun dated April 14, 2017 titled, "Hard to believe they've funded a new jail they won't pay to operate" and an article dated April 18, 2017 titled, "In truth, total county spending will go up \$1.5 million - 5.7%". Chief Hankard explained that Towns would be required to pay a fee for County dispatch and when the article hit the papers, it surprised every Police Department plus the Sheriff but the topic has come up before. Chief

Hankard reported he has spoken with the State Police and they do some dispatch but for smaller Towns and couldn't give him a definitive answer. Chief Hankard noted he provided some statistics to them and they will get back to us with a price. Chief Hankard explained that Sheriff Moyer said to wait because Towns cannot be expected to come up with the funding and doesn't see the dispatch center closing. TA Ambrose and Chief Hankard to draft a letter in opposition.

3.6 Old Town Hall Rental Application - Chair Ober made a **motion** to approve rental of the Old Town Hall for July 18, 2017 from 4:30 p.m. to 8:30 p.m. for the NHMA training regarding the Recreation Commission. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. The application for July 22, 2017 was placed on hold for insurance and more details. Selectman Olmstead made a **motion** to approve rental of the Old Town Hall for August 2, 2017 for the traveling planetarium from the McAullife-Shepard Museum sponsored by the Public Library. Selectman North **seconded** the motion and the **motion passed unanimously**.

3.7 Special Revenue Funds - 3rd Quarter Review - The BOS reviewed.

4.0 Other Business

4.1 WRBP - Connection Permit Request - TA Ambrose reported that she notified DES and they said another connection permit request was needed for the additional lot, so two separate requests have been made out. The DPW Director had no concerns with the permit because it is the state owned portion but did have concerns with some of the work being conducted at the two lots. Chair Ober made a **motion** to move forward the Dailey's connection permit requests to DES for approval and no objections to the properties being connected, on the condition of the design being approved by the WRBP. Selectman North **seconded** the motion and the **motion passed unanimously**.

4.2 CIP Committee - TA Ambrose reported that the positions on the Oath forms were appointed on September 19, 2017 and according to the guidelines serve for one fiscal year, so they are okay until July 1st. Selectman North stated they need to be more specific with the appointment dates on the Oath certificates moving forward.

4.3 Historic District Commission - TA Ambrose informed the Board that the Chair of the HDC contacted her today because some of the members terms expired in 2016 and they cannot hold a meeting due to a lack of quorum. TA Ambrose asked if the Board would reappoint without a recommendation from the HDC? The Board agreed they would. TA Ambrose noted the Chair of the HDC would be resigning in June due to relocation.

4.4 Transportation - Motor Vehicle Fees - Chair Ober stated there was a discussion in the newspaper of adding \$3.50 to each resident's car registration for a potential earnings of \$20K, to be used strictly for road maintenance. Chair Ober noted she would ask TC/TC Davis to come to a Selectmen's meeting to discuss the idea.

5.0 Non-Public Session Under RSA 91-A:3 II (c) – Selectman Olmstead made a **motion** to go into non-public session at 7:05 p.m. Chair Ober seconded the motion. Roll call vote, Ober – aye, North – aye and Olmstead – aye. The Board reconvened the public session at 7:17 p.m. Chair Ober announced that a decision was made to abate an ambulance charge in the amount of \$1,014.86 dollars. Selectman North made a **motion** to seal the minutes

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of the non-public session. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

6.0 Selectmen's Reports

6.1 Pay Matrix Study Committee - Selectman North stated after the discussion last week, the Board should solicit for the Pay Matrix Study Committee to be reinstated. TA Ambrose to check with past members, then advertise for any vacancies.

6.2 Roadside Clean Up - Selectman North referred to a 2004 petition warrant article and noted the language doesn't say every year but it does say to designate that day. Selectman North expressed concern with someone possibly using the Town's name to get the bags from NH the Beautiful. Chief Dexter replied Justin Barriault is the resident that got the bags but he is not sure how. Chair Ober stated he may have gotten the bags by under the snowmobile club.

7.0 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.

8.0 Review & Approve Minutes

8.1 BOS 4/12/17 draft - Members of the Board reviewed the draft meeting minutes of April 12, 2017. Selectman Olmstead made a **motion** to accept the draft meeting minutes of April 12, 2017 with changes. Selectman North **seconded** the motion and the **motion passed unanimously**.

8.2 BOS 4/18/17 workshop draft - Members of the Board reviewed the draft workshop meeting minutes of April 18, 2017. Selectman North made a **motion** to accept the draft workshop meeting minutes of April 18, 2017 without changes. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

9.0 Donations - None at this time.

10.0 ADJOURNMENT – Selectman Olmstead made a **motion** to adjourn the meeting at 7:55 p.m. Selectman North **seconded** the motion and the **motion passed unanimously**.

11.0 NEXT MEETING(S) – The Board of Selectmen's next regularly scheduled meeting will be held on **Wednesday, April 26, 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.)

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