

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

September 6, 2017

Town Offices

The Board of Selectmen convened in regular session on Wednesday, September 6, 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 - Michelle Jackson informed the Board that she has read through the edited PILOT agreement and has questions. Ms. Jackson stated the estimated \$188,438 dollars for the first year of gross revenue at 25 megawatts, she feels is not realistic due to the same calculations (on-line) based on days of sun and other variables. Ms. Jackson stated she is unsure where the figure comes from and would also like know who would be responsible for the current use penalty & taxes. Ms. Jackson expressed concern with there being no definition of what "construction period payments" are and what the payments would entail. Ms. Jackson referred to #7 and asked what rights does the Town have to go after NHSolarGarden for non-payment of taxes because it is not spelled out in the PILOT. Ms. Jackson asked who is responsible for dismantling the panels, if the project becomes not viable because it could be extremely costly. Ms. Jackson noted she feels these kind of details should be in the PILOT and be very clear. Ms. Jackson explained that when reading other PILOT agreements they said the project had to be up and running by a certain date or back taxes would need to paid retroactively. Ms. Jackson stated she contacted EverSource and had a discussion with the Energy Department, has the Town contacted them yet? Chair Ober replied no because we are only discussing the PILOT agreement at this time. Ms. Jackson noted she feels the knowing everything is important because once it is approved it applies to all PILOTs going forward. Municipal Assessor (MA) Jutton replied yes, the terms of the PILOT need to be conditionally the same. Ms. Jackson explained that a \$20K study that will be all inclusive is next, to determine the costs to run the 3-phase power to the substation, which may not receive approval from EverSource. Ms. Jackson stated NHSolarGarden said the project would take up 100% of the substation's capacity but EverSource says they wouldn't let that happen because five (5) different Towns could not net-meter for things like wind or solar. Andy Sanborn stated if you google search PILOT agreements and read page after page of urban developments, there are no headlines that say "Town has Disaster after Approval of PILOT" because they have been in use for decades.

3.0 Business

3.1 Solid Waste Committee – Recommendations for Concrete Pad - Jeff Burns provided the Selectmen with a handout of two proposed layouts (single bunker or double

bunker) for a concrete pad at the Transfer Station, as well as three options for labor (town or vendor) and material costs. Mr. Burns noted the double bunker is the preferred option. Selectman Olmstead asked if the double bunker would be easy to clean out. Mr. Burns replied it should be. Selectman Olmstead asked if there would be enough metal. Andy Sanborn replied the NRRA has offered to supply us with a 40 or 50 yard bin at no cost and could have it here by tomorrow. Mr. Sanborn stated each container holds 4 to 5 tons and the rate is currently \$130 dollars per ton for steel, the Town makes money, so it's inexpensive and gets picked up once or twice a month. Jennifer Holt stated this will also help with risk & liability of residents going through the pile and gives the Attendants more opportunity to keep them safe. Ms. Holt thanked Jeff Burns for all of the work he has done and communicating with the DPW Director. Selectman North stated this is exactly what the Board has been asking for and thanked them. Chair Ober noted we are moving forward with the budget process, so this information will be helpful in decision making. Chair Ober noted figures for the costs and the time it takes to fill the container would be helpful.

3.2 Proposed PILOT Agreement with NhSolarGarden.com, LLC - MA Jutton addressed Michelle Jackson's questions from the public comment portion of the meeting. MA Jutton explained that the property owner pays the taxes whether it is in current use or taxed at full market value. MA Jutton provided an explanation of how he got to the \$188K figure, which he reverse engineered by dividing the figure by 25%. Andrew Kellar added the figure is "ala carte" because the figures are projected until we go through the planning board process and the project's permits are approved by the utility. Selectman Olmstead asked if 25 megawatts was their target and Mr. Kellar replied yes. Selectman Olmstead asked what happens if the utility says you can only operate at 12 megawatts. Mr. Kellar replied then we would operate at that because that's what is allowed. MA Jutton explained the property comes out of current use as soon as construction starts then the taxes will be at the ad valorem value, which is not part of the PILOT but is an arrangement between the Giuntas and NH Solar Garden and if they default at any time then the Giuntas carry that risk. Ms. Jackson asked if the project could be a wash based on the utility evaluation? Mr. Kellar replied yes, that is always a concern we have to face and we could find out 5 to 6 months from now, after paying for the permits, the project is too expensive. Mr. Kellar noted the decommissioning of the project will be part of the site plan. Ms. Jackson asked if the PILOT goes null & void if there is no electricity. MA Jutton replied no, it would still be subject to the PILOT until it's removed from ad valorem, it is just like being in a house but not living in it, same concept. Will Ellis asked if the Town's taxes decrease, do theirs? MA Jutton replied no, they are locked in for 10 years. Selectman North made a **motion** to have the Selectmen sign the PILOT agreement between Sanbornton and NhSolarGarden.com, LLC, as amended. Chair Ober **seconded** the motion and the **motion passed unanimously**.

3.3 Fire Chief – Ambulance Bid - Chief Dexter reported that three bids were received for the new ambulance and the low bidder, PL Customs, was selected at \$162,282 dollars. Chief Dexter stated the committee debated between a Ford or Dodge chassis and decided on a dodge 5500 (\$48,308 dollars), the ambulance will be under budget at \$210K. Chief Dexter noted the ambulance will take 240 days until it's returned from Hillsborough. Chair Ober made a **motion** to authorize Chief Dexter to enter into a purchase & sales

agreement for the 2018 Dodge 5500, in the amount of \$48,308 dollars. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. Chair Ober made a **motion** to authorize Chief Dexter to enter into a purchase & sales agreement with PL Customs, in the amount of \$162,282 dollars. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. Chief Dexter expressed how pleased he was with the job Deb Plenge is doing repainting the Life Safety Building. Chief Dexter informed the Board he has an estimate to fix the concrete and replace the drains in the bays, which he would like to do this year if there is enough funding in the facilities maintenance & repair CRF. There was a brief discussion of where the drains lead to. Selectman North stated there is map in the meeting room of the Town Office's driveway project, which may help. TA Ambrose noted Deb Plenge has submitted an estimate to repaint the Town Office and Library next year, which will be for the CIP Committee to consider.

3.4 DPW Director – Fall paving projects, sand bid, catch basins, swales - Director Bordeau reported that Mike Bean is changing the original plans for the pavement at Hermit Woods Bridge because he feels an asphalt paver would be more professional than having the DPW crew hand pave the area. Chair Ober made a **motion** to move forward with M.A. Bean's recommended \$6K in paving with a credit of \$2,500 dollars. Selectman North **seconded** the motion and the **motion passed unanimously**. Director Bordeau stated Earl Leighton would like to discuss catch basins on Lower Bay Road, Brian met with GW Brooks last week and they felt the drainage swales were working good but Earl is proposing barrel blocks with a swale. Earl stated he doesn't think what he is proposing will affect the road but will keep the silt off of the field and the barrel blocks will keep the water cleaner. There was a brief discussion regarding underdrain. Earl explained the materials will cost \$3,804.46 dollars and he would do the job plus add stone. DPW Director Bordeau stated he would find the funds in his budget. Selectman Olmstead made a **motion** to authorize \$3,804.46 dollars for the material for the culvert lining & covers, to be provided to Earl Leighton who will do the work on the town-owned portion of Lower Bay Road. Chair Ober **seconded** the motion and the **motion passed unanimously**. TA Ambrose requested an estimate for labor, so it can be accepted as a donation. Director Bordeau informed the Board that he recommended crack sealing schedule (5 days' worth) with NICOM and an oral price, which is the same as last year. Hunkins Pond to Tower Hill, Town Office parking lot, Weeks to Shaw Hill, Burleigh Hill to Shaw Hill, Perkins Hill, Woodman, Steele Hill and Upper Bay. Chair Ober made a **motion** to hire NICOM to continue crack sealing for five days and to waive the bid process. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. Director Bordeau stated the catch basin cleaning this year should be under \$5K because all of them were done last year and recommended Bellmore Catch Basin Cleaning. Selectman Olmstead made a **motion** to have the Clerk sign the amended proposal for Bellmore Catch Basin Cleaning Services. Chair Ober **seconded** the motion and the **motion passed unanimously**. Director Bordeau stated GW Brooks has submitted another payment request, which basically allows for payment upon completion of certain stages of the project. Selectman North replied the Board asked for a payment schedule for the contract at the beginning of August, this is great but most of the other contracts paid out in a lump sum and this would be changing the contract. There was a brief discussion regarding flaggers and getting a contract for sand plus hauling. Director Bordeau noted he

disagrees with comments made in the Budget Committee's last set of meeting minutes regarding the DPW and Transfer Station. There was a brief discussion of doing a shim & overlay on Perley Hill and from Leavitt to Collieson, plus potentially bonding a handful of roads instead of doing a few each year. Director Bordeau was asked to look into the last time Hueber Drive was repaved and respond to the property owner regarding a drainage issue.

3.5 Amended Police STEP Grant Agreement - TA Ambrose stated there was a grant received for overtime but there have been issues with utilizing the time and so amendments have been made to the grant's language from "required to" to "strongly recommended". Chair Ober made a **motion** to have Selectman Olmstead sign the amended Highway Safety Grant. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

3.6 Hiring Process for Vacancies - TA Ambrose stated the positions of DPW Director, Transfer Station On-Site Manager and Transfer Station Attendant have all been posted, so when would the Board like to interview. Chair Ober stated the Transfer Station manager's position used to be full-time position but has gone to 32 hours and the position used to cover one day a week for the DPW, it almost makes sense to go back to that format. Chair Ober stated that person could come in & plow or shovel walkways, or do other things during the summertime to maintain those hours. Selectman Olmstead added the position could cover two days in the winter for DPW. Chair Ober suggested separating back to a department head and taking it away from the DPW but they would still work with them. Selectman North agreed and so did Selectman Olmstead. Selectman Olmstead added that there may be some angst because the Transfer Station department head would need to submit under the DPW and the job descriptions will need to be changed to report directly to the BOS with maintenance, shoveling or other duties as assigned. The Board agreed to retitle the DPW Director to the Highway Director and the Transfer Station On-Site Manager to the Transfer Station Manager. A vetting committee will be established to hire the Highway Director and Selectman North offered to change the job descriptions for both positions. Chair Ober made a **motion** to appoint Chief Dexter the Deputy Health Officer. Selectman North **seconded** the motion and the **motion passed unanimously**.

4.0 Other Business

4.1 WRBP- The Board reviewed an email from Wesley Anderson, the Public Works Director in the City of Laconia dated September 1, 2017. TA Ambrose stated the advisory board is moving forward with the study, however Sanbornton's estimated share is \$340 dollars which they are requesting for 2017 or be budgeted for 2018 and deposited into Laconia's escrow account. TA Ambrose noted the fund could be spent out of line #4326-200 because it already applies to the O&M charges and is under spent. Chair Ober made a **motion** to pay \$340 dollars to Laconia for the O&M account, to move forward with the study. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

4.2 Old Town Hall - Steeple - TA Ambrose reported the steeple has been finished and the threshold has also been repaired.

5.0 Selectmen's Reports

5.1 Projects & Events - Selectman North recommended upcoming projects & events be posted a week ahead of time because complaints are being received.

6.0 Non-Public Session under RSA 91-A:3 II (c) - Selectman North made a **motion** to go into non-public session at 9:17 p.m. Selectman Olmstead **seconded** the motion. Roll call vote, Ober – aye, North– aye and Olmstead–aye. The Board reconvened the public session at 9:44 p.m. Chair Ober announced that a decision was made to rewrite a PAF and they discussed an exit interview. Selectman Olmstead made a **motion** to seal the minutes of the non-public session. Selectman North **seconded** the motion and the **motion passed unanimously**.

6.2 Non-Public Session under RSA 91-A:3 II (l) - Selectman North made a **motion** to go into non-public session at 9:47 p.m. Selectman Olmstead **seconded** the motion. Roll call vote, Ober – aye, North– aye and Olmstead–aye. The Board reconvened the public session at 9:44 p.m. Chair Ober announced no decisions were made. Selectman Olmstead made a **motion** to seal the minutes of the non-public session. Selectman North **seconded** the motion and the **motion passed unanimously**.

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.

7.1 Private ROW Acknowledgement & Limits of Municipal Responsibility - The Board signed a previously approved ALMR for the Antonuccis.

8.0 Review & Approve Minutes

8.1 BOS 8/23/2017 draft - Members of the Board reviewed the draft meeting minutes of August 23, 2017. Selectman Olmstead made a **motion** to accept the draft meeting minutes of August 23, 2017 with changes. Selectman North **seconded** the motion and the **motion passed unanimously**.

8.2 Special Meeting 8/31/17 draft - Members of the Board reviewed the draft special meeting minutes of August 31, 2017. Chair Ober made a **motion** to accept the draft meeting minutes of August 31, 2017 with changes. Selectman North **seconded** the motion and the **motion passed unanimously**.

9.0 Donations - None at this time.

10.0 ADJOURNMENT – Selectman North made a **motion** to adjourn the meeting at 10:31 p.m. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

11.0 NEXT MEETING(S) – The Board will hold a joint meeting with the Budget Committee on **Monday, September 11, 2017 @ 5:30 p.m.** The Board of Selectmen's next regularly scheduled meeting will be held on **Wednesday, September 13, 2017 @ 4 p.m.** at the **Town Offices**.

Respectfully submitted,

9/6/2017
Minutes

BOS Approved

April Rollins, Administrative Specialist

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