

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

October 11, 2017

Town Offices

The Board of Selectmen convened in regular session on Wednesday, October 11, 2017 at 5:00 p.m. at the Town Offices. In attendance were Selectman John Olmstead and Selectman Katy North. Town Administrator, Katie Ambrose was also present. Selectman Karen Ober was absent.

1. **Pledge of Allegiance** - Those in attendance recited the Pledge of Allegiance.
2. **Public Comment** - *TC/TC Davis Re: Letter titled "Where is the Leadership & Management in Sanbornton"* - TC/TC Davis informed the Board that the Department of Motor Vehicle software upgrade is complete and working properly. TC/TC Davis referred to the Letter to the editor that was published in the Laconia Daily Sun on October 10th and was written by Dave Nickerson, a resident and former Selectman. TC/TC Davis stated she was very upset by the letter because it was quoted that she received another \$5K increase in her salary, which is not the case. TC/TC Davis explained that she tried to contact this individual by telephone, to clarify the comments without any response. TC/TC Davis asked if the Board would be responding? Selectman North replied that she has been at her computer all day and 99% of the article was incorrect. Selectman North referred to the Board's meeting minutes of July 19th (Item 2.1), plus her notes and reiterated that all of the adjustments made were for the "year". TC/TC Davis thanked Selectman North for the clarification, for the record and stated that if anyone has any questions, she is more than happy to discuss them because there was not a \$5K increase. Selectman Olmstead added the first TA of the past two was mentioned in the article and the individual that wrote the letter was a Selectman at the time that person was dismissed and was still a Selectmen when the former TA was interviewed & hired. Selectman North stated the current TA has an offer letter for her salary and is doing a remarkable job but her pay is still under market value. Selectman North added that TA Smith was not an employee of the Town but a contracted Interim TA through Municipal Resources Inc. which the Town paid \$78,000 dollars for annually. Selectman North referred to the Board's meeting minutes of 8/3/15 and read the unanimous vote, which was seconded by Dave Nickerson. TC/TC Davis stated personally she is very upset by what was in the article because she is an elected official and hopes the individual will call her for a discussion at #528-5701, plus her door is always open. TC/TC Davis noted she is also upset that this has been a continuing discussion and she wants to work towards positive goals because she doesn't like when things are not true, those inaccuracies are getting out to the public. Selectman North noted if residents do not read the Board's meeting minutes or listen to the tapes and they just read it in the paper, then it appears that it must be true.

3. **Business**

- 3.1 **Presentation by Regional Mobility Manager for the Mid-State Regional Coordinating Council (RCC) for Community Transportation/CAP Belknap-Merrimack Counties, Inc.** - Larisa Djuvelek-Ruggiero, Regional Mobility Manager was present.

Manager Djuvelek-Ruggiero thanked the Board for having her tonight to discuss the RCC.

Manager Djuvelek-Ruggiero encouraged the Board to be collaborators with the RCC because

the feedback she has received from the region has been good, in order to update their “MOU” and By-Laws. Manager Djuvelek-Ruggiero explained that the RCC was established in 2009 through legislation that was proposed in 2007 and consists of the 10 regions, to help improve mobility and access to transportation for the elderly or people with disabilities for a better life. Manager Djuvelek-Ruggiero stated the Community Action Program, Central NH Regional Planning Commission and Lakes Region Planning Commission are some of their partners. Manager Djuvelek-Ruggiero noted they meet bi-monthly and membership is free, so the Town could appoint a liaison or advocate and would provide for the opportunity to vote on the RCC’s budget, which helps us get funding from the NH DOT.

3.2 Pay Matrix Public Education Schedule - TA Ambrose stated in light of the plethora of incorrect information that is being put out there, the Chair has suggested we set a schedule for public education of the Pay Matrix and Town compensation. Selectman North replied she has no problem with educating the public but wants to be sure the meeting is structured because the Board has not seen the budget yet and we won’t know the implications until after Saturday. TA Ambrose suggested an actual presentation, to guide the meeting. Selectman North replied she doesn’t feel there should be an open discussion but an explanation of the rationale would be a better use of their time. Selectman North noted the Selectmen acknowledged receipt of the Thornton Study but are utilizing their own Pay Matrix and the Board is crystal clear that the Town is way below market value.

3.3 Planning Board Appointment - Selectman Olmstead made a **motion** to appoint Justin Barriault as a member to the Planning Board until 3/31/2018. Selectman North **seconded** the motion and the **motion passed unanimously**.

3.4 Monthly Expenditure Report – September - The BOS reviewed.

4. **Other Business**

4.1 Interview Scheduling & Questions for Highway Department Director & Transfer Station Manager Positions - Interviews are scheduled for next Tuesday (10/17/17) for the Highway Director and next Wednesday (10/18/17) for the Transfer Station Manager. TA Ambrose provided the Board with an interview format for each candidate, so the same questions are being asked.

4.2 Lower Bay Road Project (State Owned Portion) - TA Ambrose reported that a letter has been received requesting additional information for the wetlands permit before it can be approved, which Holden Engineering is addressing. TA Ambrose stated Primex’s response regarding not installing the proposed guardrail was that the Town would not be liable and Town Counsel agreed. TA Ambrose added that easements are being secured, they have contacted 32 residents so far and the Scope & Fee was found satisfactory by the State, so the Town can proceed at the direction of Holden.

4.3 Davis & Towle Insurance Risk Pool - TA Ambrose stated she received an email yesterday that Davis & Towle would not be pursuing the alternative pool for property & liability insurance for municipalities at this time. TA Ambrose stated she would see if the Town can lock into a 3-year rate with Primex.

4.4 LRPC - Energy Supply Aggregate - TA Ambrose reported that bids have been received and the low bidder was Provider Power ENH at 0.075 kilowatt hours. LRPC will select the bidder that receives the most votes from municipalities and there will be a meeting on

October 25th and one Selectman will need to be present to sign. Selectman Olmstead made a **motion** to sign the “Intent to Sign” with the choice of Provider Power ENH. Selectman North **seconded** the motion and the **motion passed unanimously**.

5. **Non-Public Session under RSA 91-A:3 II (a)** - Selectman Olmstead made a **motion** to go into non-public session at 6:21 p.m. Selectman North **seconded** the motion. Roll call vote, Ober – absent, North– aye and Olmstead–aye. The Board reconvened the public session at 6:35 p.m. Selectman Olmstead announced that a decision was made that Selectmen North would be recusing herself from a grievance process and TA Ambrose will be contacting qualified, selected candidates as a suitable replacement. 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. **Non-Public Session under RSA 91-A:3 II (c)** - Selectman Olmstead made a **motion** to go into non-public session at 6:37 p.m. Selectman North **seconded** the motion. Roll call vote, Ober – absent, North– aye and Olmstead–aye. The Board reconvened the public session at 7:09 p.m. Selectman Olmstead announced that no action was taken on a request. 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. **Selectmen’s Reports**
 - 7.1 **Update on the work of the Recreation Commission** - Selectman Olmstead provided an update.
 - 7.2 **305 Lower Bay Road and Ramp on Doctor True Road** - Selectman Olmstead reported that he received a phone call from the property owner at 305 Lower Bay Road regarding the swale. TA Ambrose informed the Board that Operations Manager Clark would be coming to next week’s meeting. Selectman North stated she visited the site and agrees with both of the issues because there was not much consideration given to the driveways. Selectman North stated she also agrees the problem(s) should be fixed and would like to know the rationale behind the process because she feels as though there will be more complaints. Selectman North noted she would have a hard time delivering the mail on her own vehicle (SUV) in that spot because of how deep it is. Selectman Olmstead noted there is the paved swale with a pile of erosion stone next to it. Selectman North suggested asking the Operations Manager to remove the paved swale and replace it with more erosion stone because the road is higher than the driveways. Selectman North added she is grateful the project was under budget but would like to know what corners were cut because she sees there being at least three (3) additional problem areas. TA Ambrose will ask the Operations Manager and GW Brooks to come in next week.
 - 7.3 **Planning Board Re: Agenda Items** - Selectman North expressed concern with items being placed on the Planning Board’s meeting agenda and those items being discussed without the presence of an application because it is not business at all until something is received.
8. **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.
 - 8.1 **Holden Engineering Scope & Fee** - On hold.
9. **Review & Approve Minutes**
 - 9.1 **BOS 10/4/17 draft** - Members of the Board reviewed the draft meeting minutes of

October 4, 2017. Selectman Olmstead made a **motion** to accept the draft meeting minutes of October 4, 2017 with changes. Selectman North **seconded** the motion and the **motion passed unanimously**.

10. Donations - None at this time.

11. ADJOURNMENT – Selectman North made a **motion** to adjourn the meeting at 7:44 p.m. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

12. NEXT MEETING(S) – The Board will conduct a work session on the proposed budget on **Saturday, October 14, 2017 @ 9:00 a.m.** The Board of Selectmen’s next regularly scheduled meeting will be held on **Wednesday, October 18, 2017 @ 5 p.m.** at the **Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist