

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

October 17, 2017

Town Offices

The Board of Selectmen convened in regular session on Wednesday, October 17, 2017 at 8:30 a.m. at the Life Safety Building and then will be conducting a site visit on Lower Bay Road regarding recent work by G.W. Brooks. In attendance were Selectman Karen Ober, Selectman John Olmstead and Selectman Katy North. Town Administrator, Katie Ambrose was also present.

- 1. Non-Public Session under RSA 91-A:3 II (b)** - Selectman Olmstead made a **motion** to go into non-public session at 8:31 a.m. Selectman North **seconded** the motion. Roll call vote, Ober – aye, North – aye and Olmstead – aye. The Board reconvened the public session at 12:43 p.m. Chair Ober announced that a decision was made to follow up with the candidate in a non-public session. Chair Ober made a **motion** to seal the minutes of the non-public session. Selectman North **seconded** the motion and the **motion passed unanimously**.
- 2. Recess**
- 3. Site Visit at 305 Lower Bay Road** - The Board of Selectmen reconvened for a meeting at 1:43 p.m. on Lower Bay Road by # 305. In attendance were Selectman Karen Ober, Selectman John Olmstead and Selectman Katy North. Operations Manager, Roy Clark; G.W. Brooks representative, Dave Cribbee; G.W. Brooks representative, Scott Brooks and Town Administrator, Katie Ambrose were also present. Those in attendance reviewed some locations by 305 Lower Bay Road where complaints were received in relation to the recent work that was conducted and a paved swale was installed. Mr. Cribbee indicated that the initial plan for this location was to use Class C erosion stone but the paved swale was installed at the direction of the former DPW Director because of the slope, a pole at the bottom of the hill and to stay consistent with the other paved swale down the road. The mailbox for #305 was first reviewed where the swale is creating difficulties for mail delivery and collection. It was discussed that placing erosion stone within the swale would create an additional hazard and moving the mailbox post closer to the road would create an issue for plowing. It was determined that the best option to explore would be to leave the mailbox post where it is but extend the mailbox itself out further into the road so that the vehicles for postal delivery would not have to drive in the swale and the homeowners would not have to step inside it to collect their mail. The bottom of the hill and the entrance to the secondary driveway for #305 was then observed and it was noted that in order to prevent vehicles bottoming out either a drop inlet could be installed which could create further issues since there is no place for a pipe outlet, or hot mix could be added to slightly smooth out the swale and gravel could be added to lift up to meet the pavement. Those in attendance then reviewed the swale at the top of the hill in front of the entrance to the main driveway for #305. The only option identified to address concerns there was that the pavement would have to be saw cut and repaved but with a joint and water flow and the pavement would have to be moved closer towards the stone wall. It was noted that the potential solutions will need to be discussed with the property owner. The next location that was examined was the intersection

of Lower Bay Road and Dr. True Road. It was determined that Dr. True Road was packed well and no remediation was needed, except maybe the installation of markers where vehicles were cutting the corner and driving off of the road. The final location that was examined was the intersection of Lower Bay Road with the driveway at #569. The homeowner, Mr. Robert Presby, came out to address the group and raised concerns about not enough clearance for his vehicles. After reviewing the site, Mr. Cribbee and Mr. Brooks recommended that in order to fully address the issue the pavement should be cut and repaved approximately 17.5 feet down from the intersection with the road. TA Ambrose asked Mr. Cribbee and Mr. Brooks how much time they would need to draft change orders for the proposed options. They indicated that they would prefer to wait until the Board had met with the homeowners from #305 and then they could draft a change order for all of the work at the same time. The Board agreed and TA Ambrose to request that the owners of 305 Lower Bay Road attend the Selectmen's regularly scheduled meeting on October 18th and will email Mr. Cribbee the final options decided on by the Board.

4. **ADJOURNMENT** – Selectman North made a **motion** to adjourn the meeting at 2:26 p.m. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.
5. **NEXT MEETING(S)** – The Board of Selectmen will meet for a nonpublic session on **Wednesday, October 18th at 8:30 a.m. at the Life Safety Building** and the next regularly scheduled meeting will be held on **Wednesday, October 18th, 2017 @ 5 p.m. at the Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist