

# Approved

## SANBORNTON BOARD OF SELECTMEN'S MINUTES

January 10, 2018

Town Offices

The Board of Selectmen convened in regular session on Wednesday, January 10, 2018 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 Monthly Expenditure Report - December** - The BOS reviewed.

**3.2 House Bill 92 Update: Steven Paquin – NH Building Officials Association** - Mr. Paquin stated he is here on behalf of the N.H. Building Officials Association and thanked the Selectmen for their recent support of House Bill 92. Mr. Paquin explained that they fell thirty-one (31) votes short but they have requested a recall, to see where they fell short and with who. Mr. Paquin stated currently they are operating under the 2009 building codes and are trying to get the House to approve the 2015 building codes but it seems they are “anti-codes”. Mr. Paquin explained that this is the first year he has been involved at the legislative level and was at the hearing for Senate Bill 55, where there was an amendment made that stripped the State Fire Marshall of his arresting authority, which was very frustrating to watch from the public floor because we were not able to do anything. Mr. Paquin stated the building codes are important and needed for life safety. Chair Ober informed Mr. Paquin that Sanbornton does not have building permits but issues certificates of zoning compliance. Mr. Paquin replied the Town is not enforcing codes then and the State Fire Marshall could issue permits or they could be given to the Fire Chief if that were to change. Mr. Paquin offered to provide his help to the Town if ever needed. TA Ambrose stated HB 92 was moved up in the order of things following the last Selectmen’s meeting and expedited quickly, as such she passed the Board’s letter on to Representatives Lang & Fields unsigned since the Board had voted to submit and Representative Lang voted against the inexpedient to legislate status. Mr. Paquin explained that FEMA funding is contingent upon up to date building codes and should be within two cycles, in order to receive the funding when a disaster is declared but currently the system is being honored, so he is unsure what will happen going forward.

**3.3 CIP Plan Review** - The BOS reviewed the CIP plan for 2019-2024 and will be requesting that the CIP Committee meet one more time to make various changes to the spreadsheet.

**3.4 Town Compensation Information Session** - *Please see the Board’s meeting minutes of the first presentation given at 1 p.m. Discussion;* Mrs. Bordeau asked what the market value is based from? Chair Ober replied it is an average of the fourteen other towns that were surveyed for the compensation study. Selectman Olmstead stated the study was an eye opener for the Board and if nothing is done then we will be right back

below market. Mrs. Bourdeau asked what the benefit was of the study? Chair Ober replied it showed the Board where the Town stands and we are well below the market. Mrs. Bourdeau stated she went to Town Meeting and warrant articles are debated there, then the Board overturns the spirit of the whole warrant article. Mrs. Bourdeau referred to in the past the Fire Chief came in and asked for a pay increase a short time after Town Meeting, which was found within the Fire Department's budget and that concerns her. Mrs. Bourdeau asked if the establishment of the pay matrix would stop that kind of behavior or would it continue. Selectman North replied it would have to flow with the pay matrix and flow with the evaluation process, so it cannot be an arbitrary number anymore and will be moving forward on a path. Mrs. Bourdeau stated the whole thing was an eye opener and feels like she was wasting her time by attending Town Meeting. Mrs. Bourdeau explained that she has concerns with the compensation of elected officials which she read up on through the NHMA because it is set by RSA 41:33 and should be voted on by the legislative body. Chair Ober stated the Town Clerk was placed at a grade & step that was the closest and TC/TC Davis said she would present any increases at Town Meeting. TA Ambrose replied legal counsel had determined it was within the operating budget, so it would be okay. Mrs. Bourdeau feels that contradicts the statute. TA Ambrose stated it was part of the bottom line. Selectman North noted that the same thing has happened with the Library Trustees in the past. Mrs. Bourdeau asked if raises going forward would be individual articles. Chair Ober replied there has been discussion of a pool but the employee would still need a performance evaluation. The Board thanked Karen Bourdeau for attending tonight's session and hope to see her at Town Meeting.

**4.0 Non-Public Session under RSA 91-A:3 II (c)** - Selectman Olmstead made a **motion** to go into non-public session at 6:43 p.m. Selectman North **seconded** the motion. Roll call vote, Ober – aye, North– aye and Olmstead–aye. The Board reconvened the public session at 7:12 p.m. Chair Ober announced that a decision was made to move forward with a tax notice for Tax Map 8, Lot 23. Selectman Olmstead made a **motion** to seal the minutes of the non-public session. Selectman North **seconded** the motion and the **motion passed unanimously**.

## **5.0 Other Business**

**5.1 Town Warrant Discussion** - TA Ambrose provided the Board with the proposed redlined changes to the OHRV Ordinance and noted that the Town's Attorney has reviewed the document. TA Ambrose stated the fine is \$25 dollars and the Board may want to consider increasing it because the ordinance has not been changed since 1973. TA Ambrose noted a Public Hearing will be needed and could be held on February 14th. The Board agreed that would be okay. Selectman Olmstead suggested the fine be increased to \$100 dollars. Chief Hankard will be asked who enforces the ordinance and who collects the fine. TA Ambrose stated the EMS Billing & Paramedic Intercept Fees were discussed last year and they do not need to be on the warrant because the BOS are the expending agents. TA Ambrose stated the Attorney has suggested rescinding the Sewer Ordinance, in order to draft a new one that would address our needs but it will need DES' approval which they have already indicated that they would not. TA Ambrose explained DES is concerned with "daisy chains" and the inspection of the sewer line connections by the Town, which she will need to confirm. TA Ambrose stated given the research needed and the timeline for a public hearing with State approval, the Board may

need to hold off until next year. The Board reviewed the articles for the 2 highway trucks, the police cruiser, the capital outlay, etc. TA Ambrose noted that the Town will have the final amounts for the Lower Bay Road Project next week at the bid opening. Selectman North suggested getting the figures for the 1/6th of a mile of Lower Bay Road (town portion), Leavitt Road and Skyline Drive from Director Van Tassel, so the Board should wait for those figures plus the bond and leave the remaining fund balance for a discussion regarding the Town's building/design concept which will include the Town Offices, Town Hall, Recreation and the Life Safety Building.

**5.2 Highway Department** - TA Ambrose reported that both of the new truck driver/operators start work tomorrow at the Highway Department.

**5.3 Pay Matrix - Reference Document** - Selectman North made a **motion** to remove the attached reference document from the Pay Matrix. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

## **6.0 Selectmen's Reports**

**6.1 Update on the work of the Recreation Commission** - Selectman Olmstead provided an update.

**6.2 Update on the work of the CIP Committee** - Selectman North provided an update.

**6.3 Update on the work of the Planning Board** - Chair Ober stated the Planning Board meeting was canceled due to inclement weather and noted that the Public Hearing for the proposed Solar Ordinance has been postponed until January 18, 2018 at 7 p.m.

**6.4 Update on the work of the Budget Committee** - Chair Ober provided an update.

**6.5 Family Appreciation Night** - At the end of the meeting, Chair Ober discussed the preparations for Family Appreciation Night which will be moved to February 17, 2018 from 5 p.m. to 8 p.m. at the Town Hall. The event will be themed for Mardi Gras, and the invitation will ask to contact TA Ambrose to RSVP and let her know what side dish or dessert you will be bringing.

**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 House Bill 92 Position Paper** - On file.

**7.2 Letter to First Baptist Church re: Church Lane** - The Board reviewed and signed the letter that was requested by the church.

**7.3 Commercial Trash Removal** - The Board signed the agreement between Steele Hill Resort and Waste Management.

## **8.0 Review & Approve Minutes**

**8.1 BOS Meeting 1/3/18 draft** - Members of the Board reviewed the draft meeting minutes of January 3, 2018. Selectman Olmstead made a **motion** to accept the draft meeting minutes of January 3, 2018 with changes. Selectman North **seconded** the motion and the **motion passed unanimously**.

**8.2 BOS Non-Public Meeting 1/3/18 draft** - Members of the Board reviewed the draft non-public meeting minutes of January 3, 2018. Selectman Olmstead made a **motion** to accept the draft non-public meeting minutes of January 3, 2018 without changes. Selectman North **seconded** the motion and the **motion passed unanimously**.

**8.3 BOS Special Meeting 1/8/18 draft** - Members of the Board reviewed the draft

special meeting minutes of January 8, 2018. Selectman Olmstead made a **motion** to accept the draft meeting minutes of January 8, 2018 without changes. Selectman North **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 8:36 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, January 17, 2018 @ 5 p.m.** at the **Town Offices**.

Respectfully submitted,  
April Rollins, Administrative Specialist

Approved 1/17/18 \_\_\_\_\_  
Selectmen’s Clerk