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SANBORNTON BOARD OF SELECTMEN'S MINUTES

April 11, 2018

Town Offices

The Board of Selectmen convened in regular session on Wednesday, April 11, 2018 at 5:00 p.m. at the Town Offices. In attendance were Selectman Tom Salatiello, 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 - Chief Dexter Re: Ambulance - Chief Dexter reported that the ambulance is set to arrive next Thursday and will be considered in service by the 1st of May. Chief Dexter noted that \$11K in ambulance bills have been submitted to First Financial Resources (FFR) and he has written off \$2,900 dollars of those bills because they were under \$200 dollars.

3.0 Business

3.1 Solid Waste Committee Appointments – Tara Albert & Bob White - Selectman Olmstead made a **motion** to appoint Robert White as an Alternate member on the Solid Waste Committee until March 2021. Chair North **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead swore-in Mr. White. Selectman Olmstead made a **motion** to appoint Tara Albert as a member on the Solid Waste Committee until March 2021. Chair North **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead swore-in Mrs. Albert.

3.2 Planning Board Appointments – Dick Gardner & Justin Barriault - Selectman Olmstead made a **motion** to appoint Dick Gardner as a member on the Planning Board until March 2021. Chair North **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead swore-in Mr. Gardner. *Later in the meeting;* Selectman Olmstead made a **motion** to appoint Justin Barriault as a member on the Planning Board until March 2021. Chair North **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead swore-in Mr. Barriault.

3.3 WRSD Formula Committee & Belknap EDC Appointments – Nina Gardner - Mrs. Gardner explained that the Town's recommended appointments must be submitted to the School District's Moderator and she is happy to serve as the citizen's representative but another representative is needed from Sanbornton. Mrs. Gardner stated this year is the five-year required review of the apportionment formula, 70% is based on enrollment and 30% is based on the equalized valuation. Selectman Salatiello stated this could become a serious tax issue and the Town will need voter turnout to protect the interests of the Town. Chair North made a **motion** to recommend the appointment of Nina Gardner as the citizen's representative and Selectman Olmstead as the Selectmen's representative, on the WRSD Formula Committee. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**. Mrs. Gardner stated there are important

things going on in the county and she feels a younger person that owns a business would be better suited for the appointment to the Belknap EDC. Mrs. Gardner stated she would again be happy to serve but would like to be placed in abeyance for now. The BOS agreed. TA Ambrose to advertise.

3.4 Well Water Contamination – 127 Burleigh Hill Rd - The BOS reviewed a letter from Health Officer Tobin dated 4/5/18, well analytical results and the Town's Well water Contamination Policy. Health Officer Tobin explained that there are high levels of salt in the Noyes' well and relocation is necessary because he has been advised by the Highway Department that salting cannot be ceased. Jan Noyes stated they are leaning towards the lowest estimate which is from Capital Well, in the amount of \$10,516 dollars. Selectman Salatiello made a **motion** to recommend the replacement of Dan & Jan Noyes' well at 127 Burleigh Hill Road, in the amount of \$10,516 dollars with the project to commence once funds have been identified in the 2018 operating budget. Chair North **seconded** the motion. *Discussion;* Karen Ober stated the Board needs to stick to the State's protocol of testing for a minimum of one year and see if the water can be diverted for better test results. Karen Ober cautioned the Board that approval at this time is not part of the protocol and this would be setting a precedent going forward. There was a brief discussion of the salt levels. The **motion passed. Selectman Olmstead was opposed.**

3.5 Richard Grant – Complaint Appeal - TA Ambrose provided the Board with a memo from Town Planner Laurin, the Horman's original building permit application, the Town's Complaint Policy, the Horman's property record card and the complaint form filed by Mr. Grant. The Grants were provided with all of the copies. Mr. Grant stated the bright pink lights from the hydroponic greenhouse shine in their dining room and throughout most of the house. Mr. Grant explained that if you were standing on his back deck that is when the light is really bright. Mrs. Grant stated no one can sleep in the back bedroom due to the lights and the shades need to be drawn at dinner time but they wish they didn't need to be because they have a beautiful view and have lived here for 20 years. Mrs. Grant stated there was nothing on the permit about the greenhouse being hydroponic and it is commercial sized. The Grants referred to the Zoning Ordinance's zoning districts and home occupation sections. Mr. Grant stated they have the same kind of hydroponic greenhouses in Loudon and he asked his neighbor if his would be similar to a local greenhouse and the neighbor said yes but "it was a lie". Mrs. Grant explained that the lights are so bright that people stop and ask questions. TA Ambrose replied the Town can only enforce what's within the zoning ordinance, the Zoning Enforcement Officer has said they are in compliance. Chair North stated this is a civil issue and the BOS cannot enforce. Mr. Grant stated the property is zoned residential and not agricultural and that there are also 26 solar panels, so this is a business as well. The Board advised the Grants that they are welcome to submit requested changes to the Zoning Ordinance to the Planning Board, who presents amendments to the voters.

3.6 Highway Director – Bid Award for RFP # SHD 2018-02, Laborer Job

Description, Quote for Chapman Road Bridge Replacement - Highway Director Van Tassel provided the BOS with a bid sheet to replace truck #3 and recommended the Town move forward with Liberty International. Chair North made a **motion** to authorize Highway Director Van Tassel to proceed with the bid from Liberty International to replace truck #3, in the amount of \$82,600 dollars. Chair North made a **motion** to

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advertise and approve the Temporary Laborer job description at grade 7, step 2. Selectman Olmstead **seconded** the motion, the **motion passed unanimously**. The Board reviewed a quote for the Chapman Road Bridge. Selectman Salatiello made a **motion** to approve the quote from M.A. Bean & Associates to replace the Chapman Road Bridge, in the amount of \$124K. Chair North **seconded** the motion, the **motion passed unanimously**. Highway Director Van Tassel to contact Mike Bean.

3.7 LRPC Group Purchasing – Electric Supply Renewal & MOU - TA Ambrose explained that the LRPC will be putting out an RFP for the coming year and the MOU authorizes the Town's inclusion in the RFP, a contract will follow. This process was started last year and the Town has seen a savings. Selectman Olmstead made a **motion** to sign the MOU between the LRPC and the Town of Sanbornton, to include the Library. Chair North **seconded** the motion, the **motion passed unanimously**.

4.0 Other Business

4.1 Cell Phone Pricing for Transfer Station Manager - TA Ambrose provided the Board with a quote from Verizon and explained that the Town is maxed out on the number of lines it has, so the options are to upgrade our account to allow for more lines which would double existing rates for other departments, or create a separate account at the cost of \$50 a month which was not budgeted. Chair North suggested TA Ambrose look into the price of a regular phone line versus a LAN line to reduce costs in the Transfer Station budget and purchase the smartphone separately for the Transfer Station Manager.

4.2 Indian Ledge Services - TA Ambrose explained that the original quote from Indian Ledge included the installation of the key fobs but now they are recommending that A&B Locksmith do the installation for an additional \$105 dollars. Selectman Olmstead made a **motion** to have A&B Locksmith do the installation of the key fobs for an additional \$105 dollars with the funds to come from the Town Building Improvements Fund. Chair North **seconded** the motion, the **motion passed unanimously**.

4.3 Bond Application - Chair North made a **motion** to authorize TA Ambrose sign the bond application. Selectman Olmstead **seconded** the motion, the **motion passed unanimously**.

4.4 Window Reglazing Class - The Board agreed to allow the Town Hall Steward to attend the reglazing class. Chair North made a **motion** to allow the Town Hall Steward to take down the sign at the Town Hall and repaint it, with the funds to come from the Town Hall Restoration CRF. Selectman Olmstead **seconded** the motion, the **motion passed unanimously**.

5.0 Selectmen's Reports

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

5.2 Update on the work of the Planning Board - Selectman Olmstead provided an update.

5.3 Bodwell Letter - Selectman Salatiello requested a response be sent to the Bodwells.

5.4 Perambulation - Selectman Salatiello suggested Joanne Dover be asked to participate.

6.0 Authorization Signatures: Payroll & the Accounts Payable Register – The BOS reviewed & signed the payroll and the accounts payable registers, a copy was made available for public inspection.

6.1 Oath Certificates - Signed during the appointments earlier in the meeting.

6.2 Board Meeting: 3/28/2018 -The Clerk signed.

7.0 Review & Approve Minutes

7.1 BOS Meeting 4/4/18 draft - Members of the Board reviewed the draft meeting minutes of April 4, 2018. Selectman Olmstead made a **motion** to accept the draft meeting minutes of April 4, 2018 with changes. Chair North **seconded** the motion. The **motion passed unanimously**.

7.2 BOS Non-Public Meeting 4/4/18 draft - Members of the Board reviewed the draft non-public meeting minutes of April 4, 2018. Selectman Olmstead made a **motion** to accept the draft non-public meeting minutes of April 4, 2018 with changes. Chair North **seconded** the motion. The **motion passed unanimously**.

8.0 Non-Public Session under RSA 91-A:3 II (b) - Selectman Olmstead made a **motion** to go into non-public session at 7:10 p.m. Chair North **seconded** the motion. Selectman Salatiello was opposed. The Motion passed. Roll call vote, Salatiello – aye, North– aye and Olmstead–aye. The Board reconvened the public session at 7:28 p.m. Chair North announced that a decision was made to write a letter to the committee member from the Board to cease actions and request the member attend a future Selectmen’s meeting. Chair North made a **motion** to seal the minutes of the non-public. 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 7:29 p.m. Chair 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 18, 2018 @ 5:00 p.m.** at the **Sanbornton Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist

Approved on 4/18/18 _____
Selectmen’s Clerk