

**TOWN OF SANBORNTON**  
**MEETING OF THE BOARD OF SELECTMEN**  
Old Town Hall  
19 Meeting House Hill Rd  
Sanbornton, NH  
**12.21.2022 – 5pm**

The Board of Selectmen convened in regular session. In attendance were: Selectman Jim Dick, Selectman Bob Lambert, Selectman Brandon Deacon and Town Administrator Trish Stafford.

**1. Public Comment – None**

**2. New Business**

**a. Library grant** – Library Director Rebekka Mateyk explained that she would like to apply for the Hometown Grant from T-Mobile; she feels the Woodman Academy section of the library building would be a good candidate and the grant would allow them to preserve the 22 historic windows and to install a mini split on the first and second floor. She is looking for five letters of support and is requesting that the BOS write one which they agreed to do. Selectman Deacon stated that she may want to look into the Hyper Heat brand of heater as it puts off more heat than the mini split.

The security line of the library budget is increasing from \$1,500 to \$2,500 as the alarm system will tie into Capital Alarm which is used in the other town buildings. Selectman Dick made a **motion** to approve the FY24 library budget 4550 for \$189,708. Selectman Deacon **seconded** the motion and the motion passed unanimously.

**b. Police Dept vacation extension request** – Police Chief Steve Hankard explained that due to vacancies in the department the officers have not been able to take vacation time, but with having a part-time officer re-certified and the new hire coming back from training this should allow for time off. Selectman Dick made a **motion** to authorize the extension of vacation time for the following:

Chief Hankard – 126 hours to expire April 1, 2023

Lieutenant MacIntosh – 237 hours to expire June 30, 2023

Sergeant Howe – 115 hours to expire June 30, 2023

Selectman Lambert **seconded** the motion and the motion passed unanimously.

**c. Forest Fire Warden appointment** – Fire Chief Paul Dexter explained that he needs to be appointed as Forest Fire Warden and then he can appoint a deputy. Selectman Dick made a **motion** to appoint Paul Dexter as Sanbornton Forest Fire Warden. Selectman Deacon **seconded** the motion and the motion passed unanimously.

Chief Dexter stated that Patrick Goodwin and Mohammed Sapry have both completed their Firefighter 1 training. Selectman Dick made a **motion** to approve the PAFs for Patrick Goodwin and Mohammed Sapry to move to labor grade 9, step 1 effective December 18<sup>th</sup>, 2022. Selectman Deacon **seconded** the motion and the motion passed unanimously.

**d. Highway budget** – Highway Dept Director Johnny Van Tassel stated that he has adjusted the wage increase request in his budget for the Operations Manager since meeting with the Budget Committee and Selectmen; he is now proposing a 15% increase for the position, labor grade 18, step 1. He stated that he considered dropping

his own wage increase request down but it only changed the hourly rate by \$.50; he is proposing a move to labor grade 22, step 1 for his position, up from labor grade 19, step 5. Selectman Dick stated that he does not doubt what the Operations Manager does but it is a challenge to fix many years of neglecting appropriate pay across all departments at one time and the budget is already at a 14% increase. Selectman Lambert stated that employees need to know that they are respected and appreciated.

Selectman Deacon asked if Johnny has a report of how much has been spent on the tree removal budget which was discussed at the BC/BOS meeting and Johnny responded that he does not have it. Selectman Dick stated that the \$3,600 of the tree removal budget has been spent in FY23. Budget Committee Chair Ray Masse stated that he feels the need for tree removal is great but the BC isn't in favor of funding a line if it historically does not get spent. He added that the other decreases to the budget request include lowering overtime from \$40,000 to \$35,000, hired equipment from \$40,000 to \$35,000 and hired snow removal from \$35,000 to \$24,000.

Melanie Van Tassel stated that she read the minutes of the BC/BOS meeting where the Highway Dept budget was discussed and the BC made reference to the 100% paid health insurance; she stated that it's important to note that the premium is paid 100% by the town but the 20% co-pays are paid by the employees. She stated that other towns have professional engineers as DPW directors but they also have fewer miles of road and the workload may be different, and other Sanbornton department heads do not have 80-hour work weeks but are still salaried. Selectman Dick stated that those longer work weeks usually come in spurts throughout the year and are not consistent. Ray noted that the overall Highway budget is up 13.6% now but payroll accounts for 3.6% of that. Selectman Lambert asked what the average increase has been in recent years and Ray responded that it is usually less than 5%.

Selectman Dick made a **motion** that the BOS approve the FY24 budget for Highway 4312 for \$1,137,220. Selectman Lambert **seconded** the motion and the motion passed unanimously.

Selectman Dick made a **motion** that the BOS approve the FY24 budget for Town Bridges 4313 for \$1,100. Selectman Deacon **seconded** the motion and the motion passed unanimously.

Selectman Dick made a **motion** that the BOS approve the FY24 budget for Street Lighting 4316 for \$3,000. Selectman Deacon **seconded** the motion and the motion passed unanimously.

**e. Welfare housing assistance** – Selectman Dick stated that Welfare Director Siri Gaydos had mentioned at the BC/BOS meeting that she has provided additional housing assistance to make up for not being able to offer food assistance. She stated that she has paid \$100 more for rent so that she does not have to shopping with a client. Selectman Dick noted that this is concerning because it is essentially handing them cash and not knowing if it is being spent on food. Siri responded that it is written into their assistance agreement that the \$100 is for food; she only did this for two months and it is not a preferred practice but was recommended to her by the State welfare association until she can get grocery store vouchers.

Selectman Dick stated that in the spreadsheet of anonymous rental payments he noticed that some payments are well over what is authorized in the assistance guidelines. Siri stated that the State requires a town's welfare department to pay what is required to keep those people housed but to look for cheaper alternate housing, but there is none available right now and she looks weekly. She stated that all towns are experiencing this problem. Selectman Lambert asked if clients are able to get State assistance for food if they get it from the town as well; Siri responded that the food amount is reduced by the amount they receive from the State if that is the case.

Selectman Dick stated that the Welfare Director is authorized to spend what is in the guidelines and she should speak with the BOS about cases where payments need to be made that are above those guidelines. Selectman Lambert stated that he would like to note that Siri has also helped clients to move off welfare altogether; he asked about the requests she has currently been getting for assistance and Siri responded that she is getting questions from some elderly residents who are having trouble paying for heat and their tax bill.

### **3. Old Business**

**a. Highway RFP** – Selectman Dick stated that it will be difficult to have someone evaluate Dr. True Rd during the winter but he would like to see responses back from engineers by the end of January. Selectman Deacon recommended advertising an assessment period for the road for some time during mud season and then an analysis period after that; members agreed that report should be due in May.

**4. Town Administrator's report** – Trish provided a contract from NH Tax Deed and Property Auctions who will be auctioning three town properties. Selectman Dick made a **motion** to approve and sign the contract with NH Tax Deed and Property Auctions for services to auction excess town property and to authorize the Town Administrator as the main contact. Selectman Lambert **seconded** the motion and the motion passed unanimously.

Selectman Dick made a **motion** to approve the PO from Grappone Automotive for the 2022 Ford Super Duty F-350 for the Transfer Station in the amount of \$56,503 to include the trade-in of the existing Transfer Station truck in the amount of \$2,000. Selectman Lambert **seconded** the motion and the motion passed unanimously.

Trish explained that DES has notified her that the newly drilled well for the town office will need to be tested because it is considered a community well. Selectman Dick stated that the cost for this will need to be included in the budget for next year. Trish stated that she has received a nomination for the Town Report dedication; Selectman Dick will put out a request for nominations as well.

First Fruits Food Pantry has provided data on how many Sanbornton residents were serviced last year; 79% of the 23,500 meals they provided went to Sanbornton residents. Selectman Dick noted that the Town Office will be closed Monday 12/26 and Monday 1/2.

Selectman Dick made a **motion** to request that the Trustees of the Trust Fund reimburse the Town from the Town Facilities Repair & Refurbish CRF for \$21,279.48 for moving expenses and outfitting the vault of the town office. Selectman Deacon **seconded** the motion and the motion passed unanimously.

Selectman Dick made a **motion** to request that the Trustees of the Trust Fund reimburse the Town from the Town Building Improvements CRF for \$9,390 for engineering costs for the town office. Selectman Deacon **seconded** the motion and the motion passed unanimously.

Selectman Dick made a **motion** to request that the Trustees of the Trust Fund reimburse the Town from the Roads and Bridges CRF for \$140,066.25 for road work. Selectman Deacon **seconded** the motion and the motion passed unanimously.

**5. Selectmen reports** – Selectman Lambert explained that the Town Park Committee has asked if the funds donated by Grappone are available and Selectman Dick responded Yes; these funds reside in a trust fund. Selectman Dick stated that BPS is still trying to reduce the overages for the new police station; he recommended that Selectman Brandon Deacon takes over as liaison for the project which he agreed to do. Demo on the building should begin early in the new year. Selectman Deacon stated that the Planning Board

discussed updating the definition for “structure” per the request of Mark Ledgard for the 2023 ballot, but they did not think they would have adequate time and are putting it off until next year.

**6. Signatures** – In addition to a request for a \$250 tax credit, the following checks were signed:

Consolidated Communications - \$8,321

NH Municipal Bond Bank - \$82,152.50

Health Trust - \$25,118.95

Casella Waste - \$14,852.79

Bonnette, Page & Stone - \$85,567.26

**7. Minutes** – Selectman Dick made a **motion** to approve the minutes of 12/7/22. Selectman Lambert **seconded** the motion and the motion passed unanimously

Meeting adjourned at 8:07pm. The next meeting is a joint Budget Committee/BOS meeting scheduled for Tuesday, December 27<sup>th</sup> at 5:30pm.

Respectfully submitted,

Audry Barriault, Secretary

Selectboard Clerk: \_\_\_\_\_

Approval Date 1.4.2023