

SANBORTON BOARD OF SELECTMEN'S MINUTES

December 4, 2019 – 5pm

Town Offices

The Board of Selectmen convened in regular session; in attendance were, Selectman Jim Dick and Selectman John Olmstead; Town Administrator, Trisha Stafford was also present. Selectman Salatiello was absent with notice.

Pledge of Allegiance - Those in attendance recited the Pledge of Allegiance.

New Business

Budget Presentation – Parks and Recreation Department – Parks and Recreation Director Amanda Pelissier presented the Parks and Recreation Department's Budget to the Board. Selectman Dick asked if the budget reflected step increases and asked about lifeguards for the season, he asked about the replacement schedule on some of the equipment as well.

Motion to approve the Parks and Recreation FY21 Budget Request in the amount of \$125,275 made by Chair Olmstead; **seconded** by Selectman Dick. **All in favor**, motion carries.

Amanda also had a request for two new part-time workers in the Before and After School Program to fill current vacancies. Amanda Seavey to work in the After-School Program; she has been volunteering with the Counselor in Training (CIT) program previously. Michael Gray would be working in the Before School Program at Labor Grade 3 Step 8 and Amanda Seavey at Labor Grade 4 Step 3.

Motion to hire Savannah Seavey at Grade 4 Step 3 made by Chair Olmstead, **Seconded** by Selectman Dick. **All in Favor**, motion carries.

Motion to hire Michael Gray at Grade 3 Step 8 made by Chair Olmstead, **Seconded** by Selectman Dick. **All in Favor**, motion carries.

Fire Department Request – Stryker LifePaks – Chief Dexter came before the Selectboard to discuss the Stryker LifePacks and the plans to replace the LifePaks. Originally it was scheduled for FY21, however the company has decided the end of life for the current LifePaks will be 12.20.19 and the company is offering a rebate on the devices. Chief Dexter would like to utilize the ambulance fund to make the purchase and has confirmed with the Treasurer Karen Cobb that the ambulance fund has been trending upward and will be able to fund Stryker LifePaks as well as fund the other purchases earmarked for the ambulance to be replaced in 2025. **Motion** made by Chair Olmstead to approve the purchase of the LifePak 15 not to exceed \$23,983.33 for replacement of the LifePak 12, funding to come from Emergency Medical Service, Fire and Rescue Apparatus & Equipment Special Revenue Fund. **Seconded** by Selectman Dick. **All in Favor**; motion carries.

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Winnepesaukee River Basin Program – Wes Anderson and Ray Korber from the Winnepesaukee River Basin Program (WRBP) explained the WRBP program and how it is to be governed. Currently the state owns certain assets and the individual communities own some of the assets and they would like to move towards creating a community operated and owned waste water utility. They need to know what the municipal officials want to proceed and what would they like to see put into the governance structure. Selectman Dick asked what would be the advantage of taking the program over from the State? Ray Korber explained that in the 1970's was put together to protect the resources in the Lakes Region; the WRBP was created through DES, the State owns the interceptors that go from community to community to the Franklin State owned treatment facility. The member communities fund the program, while State puts in no money towards the program; yet the State does not allow the communities to have a say in how the monies get allocated. In June 2009, the State did a facilities plan concept update that would cost 50-88 million dollars; since then the topic of governance was brought up. In order to control some of the spending, the group contacted Brown and Caldwell to do a study to see what it would take to take the WRBP program from the State – the report outlined the cost savings. All the communities are in support of this; the advisory board is now trying to decide how to go forward from this point finding a solution that works for all the communities. Wes Anderson described the outline of project and why some of the costs might be higher in the beginning and then level out. As part of the due diligence; a cost of service study will be completed to better explain what the impact will be to the users. Some of the study will include a flow-based allocation as opposed to proportional based. Selectman Dick asked about the costs; it was estimated between \$300 and \$500 thousand dollars total. Costs to the communities would be allocated on the same ratios as the current cost share under the WRBP program. There was Maintenance Operations and Management Study commissioned by the Advisory Board and it was reported that the State was not operating the WRBP efficiently and recommendations to operate more efficiently as well as what would be the cost/benefit to changing the governance structure.

Legal Update – *non-public session under RSA 91-A:3, II (1)*. **Motion** to enter into non-public session made by Chair Olmstead. **Seconded** by Selectman Dick; **Roll Call** vote to enter into non-public at 6.51pm; Olmstead, yes; Dick, yes. TA Stafford was also present. A discussion was had on a legal matter; no votes were taken. **Motion** to seal minutes made by Chair Olmstead, **seconded** by Selectman Dick. **Roll Call** vote to seal minutes; Olmstead; yes, Dick; yes. **Motion** to leave non-public session by Chair Olmsted, **Seconded** by Selectman Dick at 7pm.

Old Business

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Transfer Station - The BOS asked Transfer Station Manager Nate Douglass to look into a container for the Recreation Department to use for their equipment so the Transfer Station could utilize space better in the event that the Transfer Station moves towards bailing. He presented the BOS with a quote from the owners of the trailer that includes moving the trailer. Selectman Dick asked Amanda for her thoughts on the trailer; she thinks that it would work for the Recreation Department's needs. The Board decided to wait until Nate goes to look at the trailer with Highway Director Johnny Van Tassel before they approved the purchase of the trailer.

Town Administrator's Report

TA Stafford reported on the door system and the locking mechanism as the door was locking people out. TA Stafford reported on issues surrounding the oil procurement process and the issues surrounding tanks getting swapped out. TA Stafford will contact the Planning Commission to see if other communities have had issues; and to express the concerns that Sanbornton has experienced. TA Stafford talked about meeting with Jen Hubbard for the Emergency Plan – Selectman Dick asked about the time commitment involved; thus far there has not been anything overly taxing that has been asked of us. TA Stafford asked the Board to relay to their committees that the Town Report compiling has begun and will need their reports from the previous year as well as nominations for dedication and pictures. TA Stafford presented the BOS with a letter from the County Commission presenting their budget on 12.13.2019.

Selectmen's Report

Chair Olmstead – Does not have anything to report.

Selectman Dick – Building Construction Committee Meeting; surveys have been finalized and schedules of tours for the town buildings are ongoing.

Selectman Salatiello – Absent

Authorization Signatures: Payroll and Accounts Payable Register

The Selectboard signed the payroll registers for December 5, 2019. There were not any accounts payable checks this week.

Review & Approve Minutes

BOS Meeting Minutes - Members of the Board reviewed the draft meeting minutes of November 20th, 2019 meeting minutes. **Motion** to approve the November 20th, 2019 Draft Meeting Minutes, with any corrections, made by Chair Olmstead, **seconded** by Selectman Dick. **All in favor**; motion passes.

Adjournment – Selectman Dick made a **motion** to adjourn the meeting at 7.15p.m. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

12.4.2019

BOS APPROVED Minutes

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December 4, 2019 – 5pm

Town Offices

Next Meeting(S) – The Selectmen will hold their regularly scheduled meeting on **Wednesday, December 18, 2019 @ 5:00 p.m.** at the Sanbornton Town Office.

(These minutes are in draft form and are subject to review & approval at the next regularly scheduled Selectmen's meeting. Meeting minutes are not official unless they are viewed on the Town's web-site www.sanborntonnh.org or are on file with the Town Clerk.)

Selectman's Clerk _____
Approval Date 12.18.2019