

**TOWN OF SANBORNTON**  
**MEETING OF THE BOARD OF SELECTMEN**  
Old Town Hall  
19 Meeting House Hill Rd  
Sanbornton, NH  
**4.10.24 - 5pm**

The Board of Selectmen convened in regular session. In attendance were: Selectman Ralph Carter, Selectman Brandon Deacon, Selectman Glenn Frederick and Town Administrator Trish Stafford.

**1. Public Comment** – Will Ellis asked that Board of Selectmen minutes are posted sooner after meetings, even if they are still in draft format.

**2. New Business**

**a. Public Hearing on Solar PILOT** – Kevin Davis and Jeff Martin from Norwich Solar presented the Town with a draft PILOT (Payment in Lieu of Taxes) agreement per their initial meeting with the BOS on 1/17/24. Kevin explained that the PILOT is steady and predictable, with a \$3,000 yearly payment to the Town and a 2% escalator each year. Selectman Frederick asked if this is a standard agreement and Kevin responded Yes. Kevin added that this is the starting point for negotiation but changes can be made. Selectman Frederick asked if the selling of the project to another company could be removed from the contract and Kevin responded No, the agreement needs to remain in effect if the project is sold and all conditions of the permit approved by the Planning Board would stay in effect as well.

Selectman Deacon noted that the agreement is reevaluated every five years and Jeff stated that the change in capacity of the project is the only thing reevaluated. Kevin added that he has not been involved in any project that has changed in capacity. Selectman Deacon asked what will happen if the project is built but does not begin generating electricity. Kevin responded that the PILOT would begin with the commercial operation date which is the date it goes into service, and there would be no value in building the arrays and not connecting to the grid immediately.

Andy Sanborn asked how the proposed PILOT compares to what the public utilities pay to the Town and Kevin stated that the company does not operate as a public utility so he does not know. Jim Gagnon asked how the Town will know that the maximum electricity being produced is in fact capped at 1 megawatt; Jeff stated that there is an interconnect agreement with Eversource in the works that requires this cap. Pete Sandstrom asked what the cost is to build the project; Kevin stated that it is around \$4m to build and will generate around \$150,000 gross revenue annually. Pete stated that a \$3,000 annual payment is low for such a large operation and Andy agreed. Pete asked about storm damage to the panels; Kevin stated that the project would be insured and there is also a decommissioning plan. Selectman Deacon stated that liability was discussed at the Planning Board phase of this project and this public hearing is related only to the PILOT agreement.

Kevin stated that this is a large project but it does not pull-on services like other commercial projects. Trish asked if the current use penalty on the 7.5 acres being used for the array will be paid by the current owner and Kevin responded that it is usually the project company that pays that. Audry Barriault stated that this 105-acre parcel in the General Agriculture zone could hold 35 house lots so she prefers that it be used for solar panels and wishes the project could be bigger. Will Ellis asked if a permit to build the array will be paid for by the company, as residents have to pay for permits to add solar panels, and Trish responded that they will.

Pete Sandstrom asked for a list of other towns that Norwich works with that have done a PILOT. Andy asked if not having a PILOT would kill the project and Kevin responded that in most cases that is correct. Selectman Deacon stated that he would like to make sure the PILOT is based on nameplate capacity instead of production value which could change. He asked if a second public hearing would be needed if the agreement is revised and

is substantially different from the initial one; Trish stated that the purpose of the public hearing is to hear concerns from residents while negotiating so another public hearing shouldn't be needed.

Public hearing closed at 6:04pm.

**b. Committee Re-appointments** - Selectman Deacon made a **motion** to reappoint David Perry as member of the Conservation Commission with a term expiring March 31, 2027. Selectman Frederick **seconded** the motion and the motion passed unanimously.

Selectman Carter made a **motion** to reappoint Barbara Whetstone as member of the Town Park Committee with a term expiring March 31, 2027. Selectman Deacon **seconded** the motion and the motion passed unanimously.

Selectman Frederick made a **motion** to reappoint Jody Slack as member of the Planning Board with a term expiring March 31, 2027. Selectman Carter **seconded** the motion and the motion passed unanimously.

Selectman Carter made a **motion** to reappoint Patricia Kasparian as member of the Town Park Committee with a term expiring March 31, 2027. Selectman Frederick **seconded** the motion and the motion passed unanimously.

Selectman Carter made a **motion** to reappoint Colleen Longo as member of the Recreation Commission with a term expiring March 31, 2027. Selectman Deacon **seconded** the motion and the motion passed unanimously.

Selectman Carter made a **motion** to reappoint Colleen Longo as member of the Town Park Committee with a term expiring March 31, 2027. Selectman Deacon **seconded** the motion and the motion passed unanimously.

**c. BOS correspondence** – Trish provided a letter from a resident who is concerned about junkyards in Sanbornton. Trish explained that there aren't many health regulations to prevent junkyards but the BOS can work on establishing these at any time. Members agreed that Trish should work on drafting some regulations. Selectman Carter stated that he is concerned about health issues and the Transfer Station had to use open dumpsters during the power outage last weekend which poses a risk. He asked that the purchase of a generator is considered as part of the CIP plan for emergencies.

**d. Fire Dept ambulance quote** – Fire Chief Paul Dexter provided a quote for a new ambulance; this will take three years to build and there is a \$50,000 contingency built into the quote. There is enough money in the CRF to pay for this. He noted that he will speak to the BOS in the future about changing the ambulance fee structure as costs go up. Currently there is no charge for calls in which the department responds to and uses medical supplies for but without a transport, and other fire departments are starting to charge for those calls. The last ambulance cost around \$270,000 and the new quote is for almost \$400,000.

Selectman Deacon made a **motion** to award the bid of the Sanbornton Fire Department's Ambulance 1 to Sugarloaf Ambulance/Rescue Vehicles in the amount of \$392,721 to be paid for from the Emergency Medical Services, Fire and Rescue Apparatus and Equipment special fund and to authorize the Fire Chief to sign any pertinent documents related to the purchase. Selectman Frederick **seconded** the motion and the motion passed unanimously.

Selectman Carter made a **motion** to approve the purchase replacement of the last two doors at the fire station in the amount of \$21,000 and to authorize the Fire Chief to sign the contract. Selectman Deacon **seconded** the motion and the motion passed unanimously.

Chief Dexter thanked emergency services personnel and the Highway Dept for their work during the last storm.

### 3. Old Business

4.10.2024

**BOS APPROVED** Minutes

**a. Winnisquam River Basin Program update** – Per the last meeting, Ray Korber has submitted a draft letter to the EPA for the BOS to review which outlines Sanbornton’s plans for the sewer system. Trish noted that there may be some grants available related to asset management of the system that she will work with Ray on. Selectman Carter recommended reviewing the CCTC footage of the sewer lines to see how many connections there are. Selectman Carter made a **motion** to approve the letter from KV Partners LLC for the annual operation and maintenance report for the Town of Sanbornton for April 1<sup>st</sup>, 2024 and to authorize the Town Administrator to finish any related correspondence. Selectman Deacon **seconded** the motion and the motion passed unanimously.

**b. General old business** – Selectman Deacon stated that there is now a Town of Sanbornton Facebook page and asked Trish to let all department heads know so that they can post to that page. Trish has purchased new flags. Selectman Deacon asked if meeting minutes of the SB2 public hearing are required and Trish explained that they are, but only need to have basic information like the time, date, place, etc.

Selectman Deacon stated that the Land Use Administrator position is still on the website and asked about other openings; Trish explained that there will be more positions to post for the Recreation Dept and the Welfare Officer position still needs to be listed. Selectman Deacon noted that the admin assistant for the Fire Dept will also need to be listed. He stated that the personnel openings are a priority but any board/committee volunteer openings should be added also.

Trish stated that she is still working with the previous assessing company regarding in-home inspections for property owners requesting abatements. She is waiting on a response. Selectman Deacon stated that the BOS will need to know if the money for the inspections will be spent from FY24 or FY25.

**4. Town Administrator’s report** – Trish explained that the audit representation letter needs to be signed by the BOS then the audit will be issued for FY23. Trish signed an agreement with LRPC for Household Hazardous Waste Date and Transfer Station Manager Shauna Goutier will coordinate with LRPC about this; dates and sites for HHW Day are forthcoming.

BOS members agreed on May 1<sup>st</sup> at 5pm for a discussion with department heads about the FY25 budget. Selectman Deacon stated that departments submit for reimbursements from trust funds immediately so that there is a clearer picture of the remaining FY24 budget. He has drafted a letter to be sent to department heads and board/committee chairs about how to plan to reduce their FY25 budgets and Trish will send this out along with an invite for the May 1<sup>st</sup> meeting. Selectman Deacon made a **motion** to direct the Town Administrator to send this guidance email and meeting invite. Selectman Carter **seconded** the motion and the motion passed unanimously.

There is Bridge Aid and unanticipated Highway Block grant monies; the auditors stated that the Highway Dept budget can be reduced by that amount. Selectman Carter asked if it can go into a CRF instead and Trish responded that it cannot be put into a CRF unless through a vote at Town Meeting. Selectman Deacon stated that this may help reduce the shortfall of \$250,000 for FY24 significantly.

Trish stated that BOS needs to decide on FSA and HRA changes for FY25. Members agreed to keep the same plan for next year.

**5. Selectboard reports** – The Planning Board meeting on April 4<sup>th</sup> was cancelled due to weather. Selectman Frederick met with Chief Hankard who is working on reducing his FY25 budget. Body cameras should be implemented by July and the old cruiser is going to auction as mentioned at the last meeting. He will be attending the Budget Committee meeting on April 16<sup>th</sup>. Selectman Carter stated that he met with the Recreation Commission last night and he will be meeting with Shauna and Johnny at the Transfer Station about space needs.

Selectman Carter asked about the closure of Town departments during inclement weather; Shauna had emailed him to let him know the plans for the Transfer Station during the recent storm and Trish stated that she was not notified. Selectman Carter stated that it needs to be reiterated that department heads still contact Trish before their BOS liaison. Selectman Deacon stated that he does not want to be responsible for which departments choose to open or not. Trish stated that staff at the Town Office can choose to take PTO or work from home but she does not think hourly employees should be working from home.

**6. Signatures** – Checks for \$5,605.52 to Eastern Minerals Inc. and for \$386,542 to Winnisquam Regional School District were signed.

**7. Minutes** – Selectman Deacon made a **motion** to approve the minutes of 3/27/24 with corrections. Selectman Frederick **seconded** the motion and the motion passed unanimously.

**8. Non-public session** – A motion to enter non-public session relative to RSA 91-A:3, II(1), consideration of legal advice, was made by Selectman Deacon at 8:24pm and seconded by Selectman Carter. The motion passed unanimously.

TA Stafford was also in attendance and during the session there was discussion of legal advice regarding ongoing litigation. No votes were taken.

A motion to leave non-public session at 8:58pm was made by Selectman Deacon. Selectman Carter seconded the motion and the motion passed unanimously.

Meeting adjourned at 8:58pm. The workshop meeting to discuss FY25 budgets is schedule for Wednesday, May 1<sup>st</sup> at 5pm. The next regular BOS meeting is Wednesday, April 24<sup>th</sup> at 5pm.

Respectfully submitted,

Audry Barriault, Secretary

Selectboard Approval: \_\_\_\_\_ Date: \_\_\_\_\_