

Approved

SANBORTON BOARD OF SELECTMEN'S MINUTES

July 3, 2018

Town Offices

The Board of Selectmen convened in public session on Tuesday, July 3, 2018 at 2:30 p.m. at the Town Office. 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 LRPC Re: Oil & Propane Contract - TA Ambrose stated she followed up with LRPC on the contract dates (September 1, 2018 to May 31, 2019) and have removed the second year but will honor the rates/pricing upon renewal. TA Ambrose noted she has checked with the Library and they have no objections in participating in the oil, propane or electricity through LRPC. TA Ambrose stated the Town owns the oil tanks at the Town Office, Library and Life Safety Building but the others are owned by the current provider. Selectman North asked if the Town's employees get a discount from Pemi River? TA Ambrose replied she did not see anything in the contract. Selectman Olmstead made a **motion** to approve & sign the contract with Pemi River Fuels for 65,000 gallons propane at a fixed price of \$1.49 per gallon for the contract period of September 1, 2018 to May 31, 2019. Chair North **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead made a **motion** approve the Pemi River contract for heating oil grade 2 at a fixed price of \$2.449 per gallon for the contract period of September 1, 2018 to May 31, 2019. Chair North **seconded** the motion and the **motion passed unanimously**. TA Ambrose reported that the electric supply aggregate LRPC bids did not get anything that would provide a savings but Eversource reached out with an increased rate of .09142, so the other bidders have submitted their prices at a lower rates. The Board reviewed a price sheet from LRPC.

3.0 Non-Public Session under RSA 91-A:3 II (c) - Selectman Olmstead made a **motion** to go into non-public session at 2:41 p.m. Selectman Salatiello **seconded** the motion. The Motion passed unanimously. Roll call vote, Salatiello – aye, North– aye and Olmstead–aye. The Board reconvened the public session at 3:19 p.m. Chair North announced that no decisions were made, a Personnel Action Form was signed. Selectman Salatiello made a **motion** to seal the minutes of the non-public. Chair North **seconded** the motion and the **motion passed unanimously**.

4.0 Budget Discussion - TA Ambrose stated the Town is still receiving invoices for the end of the fiscal year and recently learned that there was a breakdown in communication between the Insurance company & HRA provider, where some of the new employees had not been properly enrolled into the HRA. TA Ambrose explained that this has been

corrected and subsequently a check was received last Thursday from the HRA for the now enrolled employees in the amount of \$20K dating back to January, which was unanticipated and she has notified DRA that the bottom line may go over. DRA has advised TA Ambrose to wait until all of the bills are received & determine if the bottom line would be exceeded before moving forward with the emergency expenditure process. TA Ambrose provided the Board with copies of the budget figures and explained there was a high turnover rate for employees this year which also contributed to over expenditures with the severance packages but is keeping a very close eye on things and feels the Town may be okay.

5.0 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.

6.0 ADJOURNMENT – Selectman Olmstead made a **motion** to adjourn the meeting at 3:32 p.m. Chair North **seconded** the motion and the **motion passed unanimously**.

7.0 NEXT MEETING(S) – The Board of Selectmen's next meeting will be held on **Wednesday, July 11, 2018 @ 4:30 p.m.** at the Town Office.

Respectfully submitted,
April Rollins, Administrative Specialist

Approved on 7/11/18 _____
Selectmen's Clerk