

# Approved

## SANBORNTON BOARD OF SELECTMEN'S MINUTES

*April 25, 2018*

### Town Offices

The Board of Selectmen convened in regular session on Wednesday, April 25, 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** - None at this time.

### **3.0 Business**

#### **3.1 Recreation Coordinator – Budget Transfer Request & Department Head**

**Update** - Coordinator Lonerger explained that she would like to move funds out of soccer into the training line. Chair North made a **motion** to authorize the implicit transfer from line 4520.614 to line 4520.830. Selectman Olmstead **seconded** the motion, the **motion passed unanimously**. Coordinator Lonerger informed the Board that two (2) staff members have provided resignations for the end of the summer but one will be staying on as a per-diem employee and she will be advertising both positions. Selectman Olmstead made a **motion** to accept the resignation of Hailey Sereni effective August 10, 2018. Chair North **seconded** the motion, the **motion passed unanimously**. Selectman Olmstead made a **motion** to change the status of Lindsay Langan to per-diem status effective August 31, 2018. Chair North **seconded** the motion, the **motion passed unanimously**. Coordinator Lonerger stated she will have PAFs ready for July 1st because she is taking a few weeks off in May. TA Ambrose asked if the Recreation employees have received performance evaluations and Coordinator Lonerger replied not yet. Coordinator Lonerger reported that before & after school has been very busy with average daily attendance in the 40s, summer day camp flyers are out, yoga is still being held on Tuesday & Friday mornings, volleyball & pickleball will end in June, free sewing lessons have started and swimming lessons will start on July 9th. Coordinator Lonerger informed the Board that Heather Goodwin has given her resignation from the Recreation Commission, so she will be looking for a replacement. Bike Safety will be held at the Sanbornton Police Department this Sunday.

**3.2 Planning Board Legal Services Request** - The Board reviewed a request from the Planning Board for legal services regarding the new solar ordinance. Chair North made a **motion** to allow the Planning Board to utilize Attorney Christine Fillmore of Gardner, Fulton & Waugh for a maximum of two hours plus additional travel expenses for a discussion regarding the new solar ordinance. Selectman Salatiello **seconded** the motion, the **motion passed unanimously**.

#### **4.0 Other Business**

**4.1 Correspondence to the Board Re: Tax Map 10 Lot 79** - The Board reviewed correspondence from concerned residents. Chair North explained that the Grants were referred to the Planning Board to make changes to the Zoning Ordinance and she commends the thirteen people that signed the letter but there are multiple broad statements & inaccuracies in the letter which has been posted to social media sites. Chair North stated the Board offered the property owners (Grants) some resolutions but there is nothing in the Town's ordinances they can enforce and the Zoning Enforcement Officer followed the process, so this is a civil matter. Selectman Salatiello stated personally he feels the Board did a poor job and could have been more supportive with some kind of review ahead of time, so we could have thought about this more because the permitted use was for a greenhouse. Jim Dick stated he feels that the use rises to the level of a Home Occupation Level I under Article IV, Section "S". Chair North replied there was only a certificate of zoning compliance submitted and not an application for a home occupation. Debra Schneckloth presented pictures of the glare coming from the greenhouse onto the Grant's deck and stated she also feels more could have been done. Selectman Olmstead offered to discuss this issue with the Planning Board further, as the Ex-Officio.

**4.2 Contract Agreement for Lower Bay Rd (state portion) Reconstruction** - TA Ambrose provided the Board with the contract for review. The Board decided to sign the contract on June 27th with the work to start July 1st.

**4.3 Eversource Petition for Pole License** - Selectman Olmstead made a **motion** to sign and approve the pole petition for pole number P.8/2. Chair North **seconded** the motion, the **motion passed unanimously**.

**4.4 Town Hall Lighting** - TA Ambrose stated that the Town Hall Steward has been working with Geddes Building & House Mover to get an estimate to raise the Town Hall and Ellis Electric to replace some lights with LEDS. Selectman Olmstead made a **motion** to authorize the replacement of Town Hall's outside lights with LEDS in the amount of \$1K, to come from the Town Hall Restoration CRF. Selectman Salatiello **seconded** the motion, the **motion passed unanimously**.

**4.5 Security Cameras - Town Office** - TA Ambrose informed the Board that the cameras are up and running.

**4.6 Fire Department - PAF** - Chair North made a **motion** to approve the PAF for John Kelly, Firefighter/EMT grade 10, step 1 effective 4/22/18. Selectman Salatiello **seconded** the motion, the **motion passed unanimously**.

**5.0 Non-Public Session under RSA 91-A:3 II (l)** - Selectman Olmstead made a **motion** to go into non-public session at 6:23 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 6:31 p.m. Chair North announced that a decision was made to allow the Town's Attorney to draft a purchase & sales agreement. Chair North made a **motion** to seal the minutes of the non-public. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

**6.0 Non-Public Session under RSA 91-A:3 II (b)** - Selectman Salatiello made a **motion** to go into non-public session at 6:32 p.m. Chair North **seconded** the motion. The Motion  
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passed unanimously. Roll call vote, Salatiello – aye, North– aye and Olmstead–aye. The Board reconvened the public session at 7:00 p.m. Chair North announced that a decision was made to appoint Deputy TC/TC Plamondon per the recommendation of TC/TC Davis (RSA 41:36) as Town Clerk/Tax Collector effective June 1, 2018 until March of 2019 at Grade 16, Step 2. Selectman Salatiello made a **motion** *not* to seal the minutes of the non-public. Chair North **seconded** the motion and the **motion passed unanimously**. TA Ambrose was asked to check with the Town’s Auditors regarding their schedule. Selectman Olmstead made a **motion** to accept the resignation of Craig Davis as a member of the Budget Committee. Chair North **seconded** the motion, the **motion passed unanimously**.

## **7.0 Selectmen’s Reports**

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

**7.2 Solid Waste Committee** - Selectman Olmstead made a **motion** to accept the resignation of Lynn Chong from the Solid Waste Committee effective immediately. Chair North **seconded** the motion, the **motion passed unanimously**.

**8.0 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.

**8.1 Board Meeting: 4/11/2018** -The Clerk signed.

**8.2 Capital Well Contract** - Selectman Olmstead made a **motion** to authorize an implicit transfer from highway other for the well and contract. Chair North **seconded** the motion, the **motion passed unanimously**.

**8.3 Budget Transfer Authorization Forms** - The Board signed.

**8.4 Request to NH DOT for State Aid Highway Reimbursement** - The Board signed.

## **9.0 Review & Approve Minutes**

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

## **10.0 Donations** - *None at this time.*

**11.0 ADJOURNMENT** – Selectman Olmstead made a **motion** to adjourn the meeting at 7:28 p.m. Chair North **seconded** the motion and the **motion passed unanimously**.

**12.0 NEXT MEETING(S)** – The Board of Selectmen’s next regularly scheduled meeting will be held on **Wednesday, May 2, 2018 @ 5:00 p.m.** at the **Sanbornton Town**  
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**Offices.**

Respectfully submitted,  
April Rollins, Administrative Specialist

Approved on 5/2/18 \_\_\_\_\_  
Selectmen's Clerk