

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

April 3, 2019

Town Offices

The Board of Selectmen convened in regular session on Wednesday, April 3, 2019 at 5:00 p.m. at the Town Offices. In attendance were Selectman Tom Salatiello and Selectman Katy North. Town Administrator, Katie Ambrose was also present. Selectman John Olmstead was absent.

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 Terry Rasp – Winnisquam Watershed Network - Terry Rasp stated last year the Winnisquam Watershed Network came before the Board to request funding because the funds were slated for water quality of the lake and was primarily use for milfoil treatments (herbicides/hand pulled) but milfoil was not located in Sanbornton, they checked by Pearson's Concrete. Terry Rasp informed the Board that they have established a "Weed Watcher" group and noted that concerns have been raised of why the Town would be funding the network if there is no milfoil, the answer is that everything runs downstream. Terry Rasp explained that they now have a five year plan, grant funding and are a registered non-profit in good standing. Terry Rasp noted that Black Brook is also being monitored for stream restoration and they are working on a decal program for "out of staters", so people can be educated before placing their vessels in the lake. Selectman Salatiello replied there is \$10K in the CRF so the Town can provide another \$5K in funding, water quality is important and the lake is a treasure and is one of the biggest aquifers in the State. Selectman North made a **motion** to authorize the Trustees to release \$5K for the Winnisquam Watershed Network from the CRF for milfoil reduction. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

3.2 Highway Department Director – Roadway Evaluation Update, Hiring Discussion, Road Bans, Materials Storage - Selectman Salatiello stated there was an issue last week with a logger and the Board supported the Highway Director's position but the logger removed the equipment anyway, is there a fine? Director Van Tassel replied yes but he doesn't know what the fine is because the Police Department administers the fine. Selectman Salatiello stated he checked with folks and the road wasn't damaged and the Board cannot deny the Intent to Cut but we can require that a bond be posted. Director Van Tassel informed the Board that he has given the Planning Board a Driveway Ordinance that covers the bond issue. Director Van Tassel explained that he has met with Underwood Engineering and the draft they are working on preliminarily recommends that the Town will need to request close to one million dollars a year for the roads, it has come to the point where the paved roads need reconstruction as well as regular maintenance of the gravel roads. Director Van Tassel noted the schedule says the final report will be ready

in August 2019. Director Van Tassel stated his schedule is to do Woodman Road and their plans are stepped up from what he has been doing through a 2-year phase. Director Van Tassel asked if he should do Woodman Road now or wait for the study to be completed? Selectman North replied the whole project could be completed this year when the new fiscal budget begins on July 1st. TA Ambrose noted that if the project is under the same contract then the work can be lumped together and some of the funds can be encumbered. Selectman North made a **motion** to accept the resignation of Corey Getman with the request of a two week notice prior to departure per the Personnel Policy. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**. Selectman North made a **motion** to approve the PAF for William Goutier for an increase to grade 12, step 2 effective immediately with retroactive pay from September 29, 2018. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**. Director Van Tassel to advertise the vacancy. Director Van Tassel stated mud season came on fast and there is no room at the highway garage for a stockpile but he would like to build an area (100'x 200') to have a stockpile of material for day to day operations and for emergency situations at the Transfer Station, so they do not have to wait for the gravel pits to open. Director Van Tassel estimated that the area will hold 1,450 tons and will cost around \$11,600 dollars plus equipment and the crew. Selectman North suggested Director Van Tassel contact Moonlight Computers for an estimate to upgrade the cameras for the Transfer Station to see the Highway Department's storage. Director Van Tassel explained that Bay Road & Upper Bay Road are unraveling and he had contacted Pike for an estimate but it was high, so he will be reaching out to GMI Asphalt to try and avoid mobilization costs. Selectman North made a **motion** to waive the RFP process for Upper Bay Road & Bay Road to avoid mobilization costs. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

3.3 Ray Masse – Maple Circle - Ray Masse stated he would like to address Maple Circle's drainage, in particular the upgrades that were done and he has spoken with Director Van Tassel who has plans to fix some of the problems this summer but the problems are more than just routine maintenance. Ray Masse informed the Board that the drainage system is just not functioning properly, 5 out of the 8 catch basins anyways. Ray Masse provided the Board with a PowerPoint presentation of the conditions during certain weather events in March of 2019. Ray Masse explained that his garage and basement have flooded because of the water coming from the road, he has his own plans for his property plus permits and that plan is growing exponentially but it has to be done to save his property. Ray Masse explained that road needs to be regraded with a change of how the Town plows the road, he will be spending lots of time & money to do his part and just would like for the Town to do theirs. Selectman North replied she is familiar with the property and understands the problem, the road was recently graded at a high elevation and the catch basins were recently cleaned out as well. Selectman North stated her concern is that the funds to fix the drainage were federal (stimulus) and she doesn't want to see the system altered but the maintenance schedule should be addressed. Ray Masse explained that there is a catch basin in the swale, so the road should be pitched. Ron Hillbrunner explained that catch basins are cleaned out but when the roads are plowed they push mud over the catch basins, the road is crowned and it needs to be pitched with proper materials plus the road has not been ditched since 2012. Director Van Tassel replied Maple Circle Road and Doctor True Road are a priority for this summer.

3.4 Deputy Health Officer Discussion - The Board and Chief Dexter discussed exempt

status versus non-exempt status and the position being paid hourly versus a stipend. After a brief discussion Chief Dexter decided he would resign from the position of Deputy Health Officer. TA Ambrose will check with the Health Officer to see if he would like to post for a Deputy and if he does, then he/she should be compensated at the same rate of pay.

4.0 Other Business

4.1 Website Feature of the Month - The Board discussed.

5.0 Town Administrator's Report

5.1 Police Officer - TA Ambrose reported that the oral boards will be happening soon but Chair Olmstead will not be available, so they can designate an alternate if they'd like. Selectman North to contact Chief Hankard.

5.2 Letter from Logger Reed - The Board reviewed a letter in the correspondence file.

6.0 Selectmen's Report

6.1 Health Insurance Policy - Selectman Salatiello suggested the Town wait on making any policy changes until after President Trump unveils his secret health insurance plan. Selectman Salatiello requested a copy of the current policy. Selectman North agreed and stated that the policy balanced out the hiring of new employees due to the low salaries that are being offered.

7.0 Authorization Signatures: Payroll and Accounts Payable Register

7.1 Board Meeting: 3/20/2019 -The Clerk signed.

7.2 941 Quarterly Tax Form - Selectman North made a **motion** to sign the 941 quarterly tax form. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

7.3 Health Trust Dental Insurance - Selectman North made a **motion** to sign the Health Trust Dental Insurance forms. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

8.0 Review & Approve Minutes

8.1 BOS Meeting 3/27/2019 - The Board reviewed an email from Jen Holt regarding the March 27th meeting minutes that suggested changes. Selectman North stated the information in the email wasn't discussed last week, she listened to the tape and she doesn't recommend altering the minutes because the Transfer Station is not functioning in that capacity. Members of the Board reviewed the draft meeting minutes of March 27, 2019. Selectman North made a **motion** to accept the draft meeting minutes of March 27, 2019 with changes. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

9.0 Donations - None at this time.

10.0 ADJOURNMENT – Chair Olmstead made a **motion** to adjourn the meeting at 7:39 p.m. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

11.0 NEXT MEETING(S) – The Selectmen will hold their regularly scheduled meeting on **Wednesday, April 10, 2019 @ 5:00 p.m.** at the Sanbornton Town Office.

Respectfully submitted,
April Rollins, Administrative Specialist

Approved on 4/10/19 _____
Selectmen's Clerk