

Approved

SANBORTON BOARD OF SELECTMEN'S MINUTES

April 10, 2019

Town Offices

The Board of Selectmen convened in regular session on Wednesday, April 10, 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

2.1 Sheila Dodge Re:Upper Bay Road - Mrs. Dodge asked the Board if there were any plans to fix the mess on Upper Bay Road, near the Boyer's property (258 Upper Bay Road). Mrs. Dodge stated the road was redone three years ago to meet certain specifications but since then the drainage ditch has been redesigned by the property owner. Mrs. Dodge asked if the property owner needs permission or do they have the right to do work within the road's right-of-way? Mrs. Dodge reported that the property has been relandscaped and the ditch has been reconstructed. Mrs. Dodge noted that she has a ditch in the front of her house but she doesn't maintain it. Mrs. Dodge informed the Board that the Boyers have added a second driveway and she is not sure what has been allowed by the Planning Board for their proposed Ice Cream Shop, so she has concerns that the Planning Board is not thinking things out. Mrs. Dodge explained that the ditch used to be deep but now it is shallow with loam in it. Selectman North recommended that Director Van Tassel be contacted regarding the driveway permit and Planning Assistant Laurin be contacted regarding the Home Occupation. Director Van Tassel will be asked to contact Mrs. Dodge directly.

3.0 Business

3.1 Board & Committee Appointments: Library Trustees, Alternate Member – Ana Gourlay - Selectman North made a **motion** to appoint Ana Gourlay as an Alternate Member to the Library Trustees until March 13, 2020. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

3.2 Old Town Hall Rental Application - Selectman North made a **motion** to approve the Town Hall Rental application for the Sanbornton Congregational Church for April 13th & 14th to hold a Labyrinth Prayer Walk pending receipt of a new Certificate of Liability Insurance and to waive the fee. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

3.3 Discretionary Preservation Easement - Application Process Discussion - TA Ambrose provided the Board with the Vail Family Trust discretionary preservation easement application, FAQs and the applicable State Laws for review. TA Ambrose explained that there are a few others in Town but they took place many years ago and the BOS has 60 days to hold a public hearing. The Board agreed to hold the public hearing on

May 15, 2019 @ 5:00 p.m. and start the Selectmen's meeting at 4:30 p.m.

3.4 Monthly Expenditure Report – March - TA Ambrose and the Board reviewed.

Selectman Salatiello expressed concern with the reporting and guidelines of the Welfare Department. Selectman North replied the position is elected and not appointed, so it runs by the state's statutes. Selectman Salatiello stated we should know as residents where the \$100K is being spent, so there is some accountability. Selectman North stated the Board doesn't have any oversight due to the statutes but there was a discussion of creating job descriptions for appointed versus elected, in case something were to happen.

3.5 Town Clerk/Tax Collector – Department Head Update - TC/TC Plamondon informed the BOS that the interest rates for delinquent taxes and liens is changing effective April 1st. Delinquent taxes will now be at interest of 8% (was 10%) and lien interest will now be at 14% (was 18%). Selectman North noted the change in interest will also affect the unanticipated revenue. TC/TC Plamondon explained that billing would be tricky until the old rates for back years fall off and she will be adding a reference on the tax bills to note the interest rate changes. TC/TC Plamondon stated the interest rate past 30 days will also be changing for Timber Tax from 18% to 14%, so this change will carry the same scenario as the others for billing and Sewer past 30 days was 12% and will now be 8%. Selectman North made a **motion** to waive \$47.91 in interest on property taxes due to a wrong address. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**. Selectman North requested a Personnel Action Form for Deputy TC/TC Gosselin to include retroactive pay for the past 6 months because that is what was budgeted for. TC/TC Plamondon agreed to prepare a PAF for next week.

4.0 Other Business

4.1 Deputy Health Officer Position - Selectman North made a **motion** to accept the resignation of Paul Dexter as the Deputy Health Officer effective April 18th. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**. TA Ambrose explained that the Health Officer has decided to wait a few months before deciding if appointing another Deputy is needed.

5.0 Town Administrator's Report

5.1 Check Scanner - TA Ambrose reported that a Representative of Franklin Savings Bank has offered to provide the Town with a check scanner, which will save the staff some time in processing deposits.

5.2 Email from Tara Albert Re: BOS Meeting Minutes 3/27/19 - The Board reviewed the email. Selectman North concluded that there was a misrepresentation of information to the Board, so part of the email can be noted in tonight's minutes. Any actions/SOPs/activities that take place at a permitted solid waste facility as a practice need to be in the Operating Plan as part of the approved permit. The NH DES has not made a determination yet on how solar panels are to be handled by way of adopted rule. At this time, it is recommended that solar panels be disposed of through the electronic waste hauler. AND that the Transfer Station Manager needs to contact the hauler to determine how the panels need to be collected and stored so that they can be transferred off site. All of this needs to be updated in the Operating Plan once it is determined how Sanbornton will manage them.

6.0 Selectmen's Report

4/10/2019

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6.1 Opinion Letter in the Laconia Daily Sun - Selectman Salatiello stated the letter that was submitted contained erroneous and fake information that he would like to correct, First - the article said a Town Employee made the motion to place the funds back into the Health Insurance section of the budget which is incorrect. Selectman North made the motion and Selectman Salatiello seconded that motion (see the Town Meeting Minutes). The wages paid to Sanbornton's employees are the lowest in Belknap County. Selectman North noted the motion was place \$50K back in the operating budget, \$35K for the Health Insurance and \$15K for the Highway Department. Selectman Salatiello stated the article also said employees and their families attend Town Meeting to influence the vote but that is a myth because a good number of the employees do not live in Town. The other myth was that there was low voter turnout after the bond article due to the length of the meeting but that is not true, people leave because they were satisfied with the rest of the warrant. Selectman Salatiello noted the Town government has been as transparent as possible and he commended the Town's staff. Selectman North added that if any of the Town's employees attended Town Meeting, it is because they have the right to vote and that can't be taken away.

7.0 Authorization Signatures: Payroll and Accounts Payable Register

7.1 Board Meeting: 3/27/2019 -The Clerk signed.

8.0 Review & Approve Minutes

8.1 BOS Meeting 4/3/2019 - Ray Masse suggested that the catch basin cleaning be referred to as clearing because they are clean, they just need to remain cleared. Selectmen North suggested contacting Director Van Tassel regarding the process of the catch basin cleaning/clearing. Members of the Board reviewed the draft meeting minutes of April 3, 2019. Selectman North made a **motion** to accept the draft meeting minutes of April 3, 2019 with changes. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

9.0 Donations - None at this time.

10.0 ADJOURNMENT – Selectman North made a **motion** to adjourn the meeting at 6:32 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 17, 2019 @ 5:00 p.m.** at the Sanbornton Town Office.

Respectfully submitted,
April Rollins, Administrative Specialist

Approved on 4/17/19 _____
Selectmen's Clerk