

# Approved

## SANBORNTON BOARD OF SELECTMEN'S MINUTES

*May 8, 2019*

### Town Offices

The Board of Selectmen convened in regular session on Wednesday, May 8, 2019 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 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 Board & Committee Appointments: Health Insurance Study Committee** - The Board reviewed an email from Craig Weisman who will be declining to take a position based on the Selectmen's recent decision to change the composition of the committee to 2 citizens representatives and 3 resident employees. TA Ambrose stated the email also states that if the Board changes the composition back then he would reconsider or review the Health Insurance under the Budget Committee. TA Ambrose noted that she has not received any interest from a third employee to date. TA Ambrose stated if the Board took no action then the HISC would currently be a five member committee. Selectman North stated the email is out of order because the Budget Committee has no authority over the Town's employees and they did ask to have a seat at the HISC's table during Town Meeting but this decision was not made at a Budget Committee meeting. TA Ambrose clarified that she is not part of the HISC and will not be attending the meetings but can provide information. Selectman North stated they can leave the seat open for the Budget Committee to recommend someone to be appointed by the Budget Committee to the HISC because they are not changing the composition. Chair Olmstead to discuss the Selectmen's decision with the Budget Committee. Chair Olmstead made a **motion** to appoint Julie Lonergan as a resident employee on the HISC until 3/31/2020, to sworn-in by the Town Clerk. Selectman North **seconded** the motion and the **motion passed unanimously**. Chair Olmstead made a **motion** to appoint Ray Masse as a citizen's representative on the HISC until 3/31/2020. Selectman North **seconded** the motion and the **motion passed unanimously**. Chair Olmstead made a **motion** to appoint James Dick as a citizen's representative on the HISC until 3/31/2020. Selectman North **seconded** the motion and the **motion passed unanimously**. Chair Olmstead made a **motion** to appoint Paul Dexter as a resident employee on the HISC until 3/31/2020, to sworn-in by the Town Clerk. Selectman North **seconded** the motion and the **motion passed unanimously**. Chair Olmstead made a **motion** to appoint Tom Salatiello as the Selectmen's Representative on the HISC until 3/31/2020. Selectman North **seconded** the motion and the **motion passed unanimously**. Selectman North swore-in Ray Masse, James Dick and Tom Salatiello.

**3.2 Old Town Hall Rental Applications** - Chair Olmstead made a **motion** to approve the

Town Hall Rental application for the Old Home Day Committee's Bake Sale on July 20, 2019 plus waive the rental fee. Selectman North **seconded** the motion and the **motion passed unanimously**. Selectman North made a **motion** to approve the Town Hall Rental application for Congregational Church for their Annual Yard Sale on June 26th through June 29th plus waive the rental fee. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

**3.3 Town Compensation Philosophy Review** - Selectman North made a **motion** to table until after the HISC has finished their review. Chair Olmstead **seconded** the motion and the **motion passed unanimously**. The Board will review examples of the Merit Based Increase Policy in conjunction with the Town Compensation Philosophy.

**3.4 Assessing/Abatement Budget Discussion** - TA Ambrose stated she was contacted by CCAG who stated that under the current contract for abatements it did not include call backs for interior (23 total) inspections, which would cost approximately \$3,450 dollars. Selectman North made a **motion** to table so the Board could review the assessing contract. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

**3.5 Monthly Expenditure Report - April** - The BOS and TA Ambrose reviewed.

**4.0 Other Business** - None at this time.

#### **5.0 Town Administrator's Report**

**5.1 Proclamation of Municipal Clerk's Week** - Chair Olmstead made a **motion** to adopt the Proclamation of Municipal Clerk's Week on May 6th through May 12th. Selectman North **seconded** the motion and the **motion passed unanimously**.

**5.2 Joint Meeting with the Trustees of the Trust Funds** - To be held on June 12, 2019.

**6.0 Non-Public Session under RSA 91-A:3 II (I)** - Selectman North made a **motion** to go into non-public session at 5:54 p.m. Chair Olmstead **seconded** the motion. The Motion passed. Roll call vote, Salatiello – aye, North– aye and Olmstead–aye. The Board reconvened the public session at 6:17 p.m. Selectman North announced that while in non-public session a decision was made to have Selectman Salatiello recuse himself from the vote following the public hearing on June 5th. Chair Olmstead made a **motion** to seal the minutes of the non-public. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

#### **7.0 Selectmen's Report**

**7.1 Front Office Coverage** - The Board agreed to allow Selectman North to cover the front office desk on May 10th, May 13th and May 14th, while the Assessing Assistant is on leave.

**7.2 Huse Road - Property/Rock Wall Damage** - Selectman North has received a complaint and will make arrangements to view the property with Director Van Tassel.

**7.3 Update on the work of the Planning Board** - Chair Olmstead provided an update.

#### **8.0 Authorization Signatures: Payroll and Accounts Payable Register**

**7.1 Board Meeting: 4/24/2019** -The Clerk signed.

**7.2 Abatements** - Chair Olmstead made a **motion** to approve the abatement for Tax Map 3, Lot 5 and revise the assessment to \$321,200 dollars. Selectman North **seconded** the motion and the **motion passed unanimously**. Selectman North made a **motion** to deny

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the abatement application for Tax Map 25, Lot 13, to leave the revised assessment at \$394,944 dollars. Chair Olmstead **seconded** the motion and the **motion passed unanimously**. Chair Olmstead made a **motion** to deny the abatement application for Tax Map, 17, Lot 48, to leave the revised assessment at \$1,490,700 dollars. Selectman North **seconded** the motion and the **motion passed unanimously**. Selectman North made a **motion** to deny the abatement application for Tax Map 10, Lot 119, to leave the revised assessment at \$293,500 dollars. Chair Olmstead **seconded** the motion and the **motion passed unanimously**. Chair Olmstead made a **motion** to deny the abatement application for Tax Map, 23, Lot 26.3, to leave the revised assessment at \$319,700 dollars. Selectman North **seconded** the motion and the **motion passed unanimously**. Chair Olmstead made a **motion** to deny the abatement application for Tax Map, 11, Lot 73, to leave the revised assessment at \$82,500 dollars. Selectman North **seconded** the motion and the **motion passed unanimously**.

## **9.0 Review & Approve Minutes**

**9.1 BOS Meeting 5/1/2019** - Members of the Board reviewed the draft meeting minutes of May 1, 2019. Chair Olmstead made a **motion** to accept the draft meeting minutes of May 1, 2019 with changes. Selectman North **seconded** the motion and the **motion passed unanimously**.

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

**11.0 ADJOURNMENT** – Chair Olmstead made a **motion** to adjourn the meeting at 7:05 p.m. Selectman North **seconded** the motion and the **motion passed unanimously**.

**12.0 NEXT MEETING(S)** – The Selectmen will hold their regularly scheduled meeting on **Wednesday, May 15, 2019 @ 4:30 p.m.** at the Sanbornton Town Office.

Respectfully submitted,  
April Rollins, Administrative Specialist

Approved on 5/15/19 \_\_\_\_\_  
Selectmen's Clerk