

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

June 12, 2019

Town Offices

The Board of Selectmen convened in regular session on Wednesday, June 12, 2019 at 5:00 p.m. at the Town Offices. In attendance were Selectman Tom Salatiello and Selectman John Olmstead. Katy North was not present as it was not reasonably practical due to personal medical reasons, but participated via conference call pursuant to RSA 91-A:2 III. Town Administrator, Katie Ambrose was present.

1.0 Pledge of Allegiance - Those in attendance recited the Pledge of Allegiance. Chair Olmstead made a **motion** to allow Selectman North to join the meeting by phone. Selectman Salatiello **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**.

2.0 Public Comment

2.1 Nina Gardner Re: School Funding - Nina Gardner stated she was here tonight in her capacity as the Chair of the Winnisquam Regional School District's School Board. Nina explained that they are co-hosting a "Property Tax 101" program on June 18th at 6:00 p.m. in the City Hall's theatre section. Nina stated she has been watching the news about Franklin and the problem is not with the budget but with the lack of state funding, this is an important forum to discuss how to raise taxes. Nina urged people to attend.

3.0 Business

3.1 Trustees of the Trust Funds – Capital Reserve Funds - Megan Farkas was present. TA Ambrose stated she has provided a summary spreadsheet and the checks are in the manifest for the Board to sign before Megan leaves tonight. The Board reviewed the expenditures that came from the capital reserve accounts, signed the manifest and the checks. Megan Farkas stated the Trustees should be able to have everything ready by the end of next week, so the Selectmen's Office can close their books for the end of the fiscal year.

3.2 Town Legal Counsel Introduction – Attorney Stephen Bennett of Wadleigh, Starr & Peters - Attorney Bennett introduced himself and the Board held a legal consultation starting at 5:27 p.m. The Public portion of the meeting was reconvened at 6:34 p.m.

3.3 Amendment to the Payment In Lieu Of Taxes (PILOT) Agreement executed between the Town of Sanbornton and NhSolarGarden.Com, LLC - Chair Olmstead made a **motion** to table this agenda item until the June 26th meeting. Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to have legal counsel research the PILOT agreement's extension then the Board will consider the advice on June 26th with limited public comment. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**.

3.4 Recreation Coordinator – Shed Purchase & Recreational Immunity Discussion -

Coordinator Loneran provided the Board with three quotes for a storage shed at the beach that will be purchased in July from the Building Improvements CRF. Chair Olmstead made a **motion** to approve the purchase of a storage shed from Eased Edges in the amount of \$2,677 dollars, funds to come from line item #4915.100. Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North asked if the BOS should vote to adopt the recreational immunity? Coordinator Loneran replied yes. Selectman North asked if the rafts at the Town beaches would be covered under this? Coordinator Loneran replied yes, as long as they are in good shape and the only way the Town could not be covered under the immunity, would be if the Town charged for beach access. Coordinator Loneran noted she was unsure what the condition of the other beach's raft is. Selectman North asked if the new signs should say "per the order of the BOS" or reference the statutes? Coordinator Loneran replied she would check and get back to TA Ambrose. Coordinator Loneran reported that Hermit Beach was closed today due to the removal of dangerous trees. Selectman North made a **motion** that the Town adopt the Recreational Immunity provisions of RSA 212:34 and RSA 508:14, with the new signs to reference the RSA or say "per the order of the BOS". Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Chair Olmstead made a **motion** to approve the PAF for Karen Ellis as seasonal help at grade 4, step 3, effective June 17th and with the 2% COLA increase starting 7/1/19. Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**.

3.5 Police Chief – Taser Purchase - Chief Hankard explained that his department has been carrying the same Tasers since 2007 and only one Taser is functioning properly, so replacements are needed because using the Tasers is a non-lethal way to handle a suspect versus hand to hand combat. Chair Olmstead made a **motion** to approve the purchase from Axon Enterprises of 6 Tasers with a 5-year warranty in the amount of \$9,812 dollars with an implicit transfer to under expend the police department's payroll line item and over expend the equipment line. Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**.

3.6 Fire Chief – SCBA Purchase & Financing - Chief Dexter provided the Board with two quotes for 22 SCBA units which was an approved appropriation from Town Meeting and recommended the Board approve the quote from Industrial Protection Services (IPS) in the amount of \$183,364 dollars. Chief Dexter provided the Board with a quote for financing from Franklin Savings Bank at 2.99% fixed interest for 5 years (\$39,010.80 payment annually). Chair Olmstead made a **motion** to approve the quote from IPS for 22 SCBA units in the amount of \$183,364 dollars and to approve the financial quote from Franklin Savings Bank at 2.99% fixed interest for 5 years (\$39,010.80 payment annually). Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**.

3.6 General Assessing Services Agreement - Chair Olmstead made a **motion** to sign the General Assessing Services Agreement between the Town of Sanbornton and Cross Country Appraisal Group for 7/1/19 through 6/30/2020. Selectman Salatiello **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**.

4.0 Other Business

4.1 Town Administrator Search - TA Ambrose reported that the panel has met and they plan to hold interviews during the last week of June, so there will be a 4-6 week gap but MRI has a consultant (Jim O'Mara) available for 2-3 days a week at \$75 dollars an hour. Chair Olmstead replied the panel has three solid candidates but more applications were received, so those are also being considered. Selectman North added even if the consultant is brought in the cost will be less because of the Board's summer schedule.

5.0 Town Administrator's Report

4.2 Historic District Commission - Grant for Mapping - The HDC was awarded the \$3,500 dollar grant.

4.3 Email from the Solid Waste Committee - TA Ambrose to inquire with the Solid Waste Committee on scheduling the joint meeting on 6/26/19 or 7/10/19.

6.0 Selectmen's Report

6.1 Update on the work of the Recreation Commission - Chair Olmstead reported that a quorum was not met, so the meeting was not held.

7.0 Authorization Signatures: Payroll and Accounts Payable Register

7.1 Board Meeting: 5/29/2019 -The Clerk signed.

7.2 PAFs - Chair Olmstead made a **motion** to approve the 2% COLA increase for the Transfer Station employees, Josh Dow and Shauna Goutier effective 7/1/19. Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Chair Olmstead made a **motion** to approve the 2% COLA increase for Rick Razinha and the increase to grade 15, step 1 as budgeted effective 7/1/19. Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Chair Olmstead made a **motion** to approve the PAF for a six month positive review for James Greene with an increase to grade 12, step 2 effective 6/17/19. Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Chair Olmstead made a **motion** to approve the PAF for a six month positive review for Jason Sirles with an increase to grade 14, step 2 effective 6/17/19. Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**.

7.3 Lyman & Sons Invoice - Chair Olmstead made a **motion** to approve the invoice from Lyman & Sons, in the amount of \$43,615 dollars for the Lower Bay Road project #29744. Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**.

7.4 Sewer Warrant - Chair Olmstead made a **motion** to approve the Sewer Warrant, in the amount of \$68,140.35 dollars pursuant to RSA 41:29. Selectman Salatiello **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**.

7.5 Abatements - Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$69,100 dollars for Tax Map 11, Lot 66, as recommended by the assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$8,577 dollars for Tax Map 18, Lot 66, as recommended by the

assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$1,200 dollars for Tax Map 3, Lot 121, as recommended by the assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$54,700 dollars for Tax Map 10, Lot 62, as recommended by the assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$25,200 dollars for Tax Map 23, Lot 27.2, as recommended by the assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$53,400 dollars for Tax Map 5, Lot 26, as recommended by the assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$27,000 dollars for Tax Map 10, Lot 29, as recommended by the assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$5,800 dollars for Tax Map 22, Lot 7.2B, as recommended by the assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$137,800 dollars for Tax Map 11, Lot 86 and \$138,300 dollars for Tax Map 11, Lot 87, as recommended by the assessors. A note is to be added to both property cards that for future revaluations in understanding the limitations of these lots if the encroachment & use components are remedied the adjustments should be removed. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$56,600 dollars for Tax Map 11, Lot 64, as recommended by the assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$15,500 dollars for Tax Map 10, Lot 105, as recommended by the assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**. Selectman North made a **motion** to grant the abatement application to reduce the 2018 assessed value by \$25,000 dollars for Tax Map 22, Lot 19.4, as recommended by the assessors. Chair Olmstead **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously**.

8.0 Review & Approve Minutes

8.1 BOS Meeting 6/5/2019 - Members of the Board reviewed the draft meeting minutes of June 5, 2019. Chair Olmstead made a **motion** to accept the draft meeting minutes of June 5, 2019 with changes. Selectman North **seconded** the motion. Roll Call Vote;

Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously.**

9.0 Donations - Chair Olmstead made a **motion** to accept the donation from Katy North for (3) Reams of Paper, est. value \$15; File Folders, est. value \$30; (7) Notebooks, est. value \$12; (4) Tape, est. value \$7; staples, est. value \$4 = \$68 dollars. Selectman North **seconded** the motion and the **motion passed unanimously.**

10.0 Town Clerk/Tax Collector – Dog Civil Forfeiture Warrant - TC/TC Plamondon provided the Board with the warrant for unlicensed dogs (112 total) and noted that the Police have until August 31st to conduct the civil forfeiture. Chair Olmstead made a **motion** to approve and sign the 2019 warrant for unlicensed dogs. Selectman North **seconded** the motion. Roll Call Vote; Olmstead - aye, North - aye and Salatiello - aye. The **motion passed unanimously.**

11.0 Non-Public Session under RSA 91-A:3 II (c) - Selectman North made a **motion** to go into non-public session at 8:47 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 10:28 p.m. Selectman North announced that while in non-public session a decision was made to hold performance reviews on June 27th with Department Heads. Selectman North made a **motion** to seal the minutes of the non-public. Selectman Salatiello **seconded** the motion and the **motion passed unanimously.**

12.0 ADJOURNMENT – Selectman North made a **motion** to adjourn the meeting at 10:31 p.m. Chair Olmstead **seconded** the motion and the **motion passed unanimously.**

13.0 NEXT MEETING(S) – The Selectmen will hold their regularly scheduled meeting on **Wednesday, June 26, 2019 @ 5:00 p.m.** at the Sanbornton Town Office.

Respectfully submitted,
April Rollins, Administrative Specialist

Approved on 6/26/19 _____

Selectmen's Clerk