

Approved

SANBORTON BOARD OF SELECTMEN'S MINUTES

May 23, 2018

Town Offices

The Board of Selectmen convened in regular session on Wednesday, May 23, 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 - *Bill Whalen Re: Franchise Agreement* - Mr. Whalen stated he has reviewed a copy of the franchise agreement and he feels that there are three things the Town is not getting with one being the franchise user fee. Chair North replied there was a discussion a few years ago to not collect the user fee. Mr. Whalen replied the Town of Belmont has collected \$61K and the advisory committee needs some reports to determine that amount because it is pretty good chunk of change and should be looked at right away, so we know what the calculation is. Chair North replied she agrees.

3.0 Business

3.1 Franchise Agreement Advisory Committee Interviews & Appointments - Jim Dick and Karen Bordeau were present. Chair North stated Andy Sanborn was definitely interested, even though he is not present. TA Ambrose noted that the Volunteer Policy was sent to the interested candidates and Ken Carleton cannot be appointed until he becomes a resident on June 4th. Selectman Olmstead made a **motion** to appoint Karen Bordeau to the Franchise Agreement Advisory Committee with a term ending 3/15/2019. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead made a **motion** to appoint Jim Dick to the Franchise Agreement Advisory Committee with a term ending 3/15/2019. Chair North **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead made a **motion** to appoint Christine Gagne and Andy Sanborn to the Franchise Agreement Advisory Committee with a term ending 3/15/2019, to be sworn-in at a later date. Chair North **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead made a **motion** to appoint Katy North as the Selectmen's Representative to the Franchise Agreement Advisory Committee with a term ending 3/15/2019. Selectman Salatiello **seconded** the motion and the **motion passed**. *Chair North was opposed.*

3.2 Trustees of the Trust Funds – Capital Reserve Funds (CRF) - TA Ambrose provided the Trustees with copies of requests made from 7/1/17 through 6/30/18 to them for funds to come out of the Capital Reserves, meeting minutes that show the Board's corresponding votes and the matching estimates/quotes. TA Ambrose stated some of the safety upgrade projects are still ongoing but she included vouchers for those as well. TA Ambrose noted that Warrant Article #3 from Town Meeting discontinued the Fire

Department Rescue Vehicle CRF. Trustee Farkas replied they would be closing the “CD” and have a check cut to the Town. TA Ambrose reviewed the CRF vouchers with the Trustees and the Selectmen. Chair North made a **motion** to reaffirm the vote made on 3/28/18 to accept the quotes from Moonlight Computers for DVRs, cameras and setup in the amount of \$565 dollars at the Town Office and \$545 dollars at the Transfer Station, to come from the Town Building Improvement CRF. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. Chair North made a **motion** to reaffirm the vote taken on 4/4/18 to provide \$5K in funding to the WWN for milfoil, to come from the Milfoil and Phosphorus Reduction CRF. Selectman Salatiello **seconded** the motion. The **motion passed unanimously**. Trustee Farkas informed the Board that the Trustee’s next meeting will be on June 7th to review the vouchers. TA Ambrose stated the Town will have the checks ready for deposit on June 28th.

3.3 Police Chief – ATV Use on Mountain Road and Wadleigh Road Follow Up - The Board reviewed two emails from Brian Williams of 363 Hale Road expressing his agreement with restriction of ATVs on Mountain Road and Wadleigh Road and a letter from Police Chief Hankard. Chair North stated the Board has the authority to approve or disapprove vehicle usage on Class VI Roads but would prefer a Public Hearing. Chief Hankard stated Sanbornton doesn’t have active ATV trails which he has verified with the Bureau of Trails. The Board agreed to hold a Public Hearing on June 20th. TA Ambrose was asked to notify abutters. Jody Slack provided a brief history and background to past issues.

3.4 Fire Chief – Junior Firefighter Program, Deputy Forest Fire Warden Appointments, MOU Update & Discussion - Chief Dexter explained that he would like to setup a Junior Firefighter program and he has sent the program to Legal plus discussed it with the Department of Labor. Chief Dexter stated he has two interested candidates and wants to limit the program to 3 or 4 individuals, which will help the volunteers and be an advantage. Chair North made a **motion** to appoint Anna McLoon, Ben Downes, Dan Chapman and Ken Carleton as Deputy Forest Fire Wardens. Selectman Olmstead **seconded** the motion. The **motion passed unanimously**. Chair North made a **motion** to appoint the Deputy Fire Wardens, issuing agents, and Forest Fire Wardens for 2019 as listed. Selectman Olmstead **seconded** the motion. The **motion passed unanimously**. Chair North stated she agrees with the Attorney’s comments in regards to the FTNS Collaborative’s MOU. Chief Dexter replied he hasn’t heard back from the other two Town Attorneys involved so he wasn’t going to discuss it tonight but bring the comments back to a meeting. Selectman Olmstead made a **motion** to table the MOU. There was a brief discussion of why the MOU was created. Selectman Salatiello stated he feels Chief Dexter already has the authority to do this. Selectman Olmstead **withdrew** his motion. Chair North stated the statute RSA 154 is clear that the authority falls under the Fire Chief. Chief Dexter replied he would take it back to the Cooperative.

4.0 Other Business

4.1 Follow Up Discussion on Road Evaluation - TA Ambrose stated the Town’s Attorney has reviewed the contract from Underwood Engineering. Chair North stated Director Van Tassel has reviewed the scope of work. The BOS will review and bring it back to their meeting in two weeks. Selectman Salatiello stated he would like the history and the contract may need to be modified so the Town has the best value for its dollar.

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4.2 Logging Operation on Hunkins Pond Road - TA Ambrose reported that the operation is scheduled to start this week.

5.0 Selectmen's Reports

5.1 Benefit for the Reneau Family - Selectman Salatiello stated he would like to clarify that the benefit is not Town sponsored even though some Town Officials are involved with it on a private basis, just to eliminate any confusion.

5.2 Low and Moderate Income Program - Selectman Salatiello stated residents can now apply for tax relief on the statewide education portion of their taxes. Chair North noted the form is called the DP-8.

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

5.4 Welcome to Sanbornton Signs - Chair North stated the signs are in need of paint and asked TA Ambrose to see if there are any volunteers or have the Transfer Station Manager made aware of this maintenance need.

5.5 Selectmen's Summer Schedule - The Board will meet on July 11th and 25th, August 8th and 22nd. *Meetings will NOT be held on July 4th or 18th, August 1st, 15th or 29th.*

6.0 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.

6.1 Board Meeting: 5/9/2018 -The Clerk signed.

6.2 Engagement Letter for Tax Recommittal Audit - The BOS signed.

7.0 Review & Approve Minutes

7.1 BOS Meeting 5/16/18 draft - Members of the Board reviewed the draft meeting minutes of May 16, 2018. Selectman Olmstead made a **motion** to accept the draft meeting minutes of May 16, 2018 with changes. Chair North **seconded** the motion. The **motion passed unanimously**.

7.2 BOS Meeting 5/16/18 Non-Public draft - Members of the Board reviewed the draft non-public meeting minutes of May 9, 2018. Selectman Olmstead made a **motion** to accept the draft non-public meeting minutes of May 9, 2018 with changes. Selectman Salatiello **seconded** the motion. The **motion passed unanimously**.

7.3 BOS Meeting 5/22/18 draft - Members of the Board reviewed the draft meeting minutes of May 22, 2018. Selectman Olmstead made a **motion** to accept the draft meeting minutes of May 22, 2018 with changes. Chair North **seconded** the motion. The **motion passed unanimously**.

8.0 Donations – None at this time.

9.0 ADJOURNMENT – Selectman Olmstead made a **motion** to adjourn the meeting at 7:02 p.m. Chair North **seconded** the motion and the **motion passed unanimously**.

10.0 NEXT MEETING(S) – The Board of Selectmen's next regularly scheduled meeting will be held on **Wednesday, May 30, 2018 @ 5:00 p.m.** at the **Sanbornton Town Offices**.

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Respectfully submitted,
April Rollins, Administrative Specialist

Approved on 5/30/18

Selectmen's Clerk

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