

DRAFT

SANBORNTON BOARD OF SELECTMEN'S MINUTES

February 27, 2019

Town Offices

The Board of Selectmen convened in regular session on Wednesday, February 27, 2019 at 5:00 p.m. at the Town Offices. In attendance were Selectman Katy North and Selectman John Olmstead. Town Administrator, Katie Ambrose was also present. Selectman Tom Salatiello 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 Board & Committee Appointments: Conservation Commission, Alternate to Full Member – Sarah Fox - Chair North made a **motion** to accept the resignation of John Earley from the Conservation Commission. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead made a **motion** to appoint Sarah Fox to the Conservation Commission as a full member until March of 2022. Chair North **seconded** the motion and the **motion passed unanimously**. Selectman Olmstead swore-in Sarah.

3.2 Earl Leighton – Property Discussion 369-1 Philbrook Rd - Chair North stated Earl Leighton was invited to the meeting tonight to discuss property on Philbrook Road but that is really not the reason, he was asked here as this year's recipient of the 2018 Dedication in the Town's Annual Report. Selectman Olmstead read aloud the Dedication pages. Earl's wife Sandy, Earl's sister Janice and his nephew were all present.

3.3 Fire Chief – Department Head Update - Chair North made a **motion** to approve the PAF for Kyle Megan to be an "on-call per-diem" firefighter AEMT at grade 11, step 5 effective March 3, 2019. Chief Dexter provided the Board with the new emergency management reports from their new system versus Firehouse. Chief Dexter stated the statistics are from January 1st through February 26th, which show call volume by type, response times, incidents by zone and training. Chief Dexter informed the Board that he has heard from the Firefighter that was injured, who has had surgery and is undergoing occupational therapy.

4.0 Other Business

4.1 Town Hall Sign - TA Ambrose reported that the Town Hall sign has been repainted and is being stored until after the other project has been completed. Chair North suggested waiting until after Town Meeting to get quotes for the other signs on the Town's buildings.

5.0 Selectmen's Report

5.1 Update on the Work of the pLanning Board - Selectman Olmstead provided an update.

5.2 Walking Trail - Chair North reported that she has contacted the Chair of the

Conservation Commission and the trail has always been intended to be dedicated to David Swain.

5.3 Email from Ralph Rathjen - Budget Committee - Chair North stated it has been brought to our attention that the Selectmen should not appoint new members and swear them in but that has always been the process, the Budget Committee makes the recommendation to the Board. Chair North stated at a recent meeting a new member was appointed within minutes and the vacancy was not advertised which is not the appropriate process.

6.0 Authorization Signatures: Payroll and Accounts Payable Register

6.1 Board Meeting: 2/13/2019 - The Chair signed.

6.2 Alarm Monitoring Agreement - Selectman Olmstead made a **motion** to sign the Central Alarm Monitoring and Capitol Alarm Subscriber's agreements. Chair North **seconded** the motion and the **motion passed unanimously**.

6.3 PAFs - Under Fire Department's update.

6.4 Vachon & Cluckay - The BOS reviewed a copy of the completed audit.

7.0 Other Business (cont.)

7.1 Town Meeting Preparation – Town Moderator and Town Clerk/Tax Collector

- The Board discussed the preparations for March 12th Voting and March 13th Town Meeting with Moderator Lang and TC/TC Plamondon. Pledge of Allegiance, Invocation, National Anthem and Introductions. Chair North noted they have a resident ready to serve as Selectman Pro-Tem. TC/TC Plamondon requested the use of the Selectmen's Recording Secretary for Town Meeting and the Board agreed this was okay. Moderator Lang noted that babysitting would be available in the SCS's art room until 9:00 p.m. The Board and Moderator Lang discussed the order in which the warrant articles should be taken, who would speak to each article and any potential amendments that would be placed on the floor at Town Meeting.

8.0 Review & Approve Minutes

8.1 BOS Meeting 2/20/2019 - Members of the Board reviewed the draft meeting minutes of February 20, 2019. Selectman Olmstead made a **motion** to accept the draft meeting minutes of February 20, 2019 with changes. Chair North **seconded** the motion and the **motion passed unanimously**.

9.0 Donations - None at this time.

10.0 ADJOURNMENT – Selectman Olmstead made a **motion** to adjourn the meeting at 7:10 p.m. Chair North **seconded** the motion and the **motion passed unanimously**.

11.0 NEXT MEETING(S) – The Board of Selectmen's next regularly scheduled meeting will be held on **Wednesday, March 6, 2019 @ 5:00 p.m.** at the **Sanbornton Town Offices**. The Selectmen will hold a brief meeting before Town Meeting on **Wednesday, March 13, 2019 @ 6:00 p.m.** at the Sanbornton Central School.

Respectfully submitted,
April Rollins, Administrative Specialist

(These minutes are in draft form and are subject to review & approval at the next regularly scheduled Selectmen's meeting. Meeting minutes are not official unless they are viewed on the Town's web-site www.sanborntonnh.org or are on file with the Town Clerk.)