

DRAFT

SANBORTON BOARD OF SELECTMEN'S MINUTES

October 30, 2019

Town Offices

The Board of Selectmen convened in regular session on Wednesday, October 30, 2019 at 5:00 p.m. at the Town Offices. In attendance were Selectman Tom Salatiello, Selectman Jim Dick and Selectman John Olmstead. Town Administrator, Trisha Stafford was also present.

1.0 Pledge of Allegiance - Those in attendance recited the Pledge of Allegiance. Chair Olmstead presented AS Rollins with flowers & a card and thanked her for her many years of service to the Town.

2.0 Public Comment - None at this time.

3.0 New Business

A. Transfer Station Updates - Manager Douglass provided the Board with a glass hauling contract from the NRRA which needs to have their approval, at the rate of \$35 dollars per ton that is estimated over a four month period, so it may be under. Selectman Dick replied that this is not a contract per say but guidelines to do business and it does say they do three months of weighing to get the estimated price. The BoS signed the NRRA contract. Manager Douglass explained that glass is now being placed on a table for safety and for cleanliness plus the balers are being serviced, in case they decide to use them. Tara Albert informed the Board that employees at the Transfer Station must be certified Solid Waste Operators and there may be additional classes which can be applied to their continuing education. Chair Olmstead asked if there was training specific to operating the balers and Tara Albert replied no, employees would just need to be trained. Selectman Dick asked Manager Douglass if he had an estimated cost to fix the balers? Manager Douglass replied no but he will be getting quotes and he has funds in the maintenance line for the repairs. Manager Douglass informed the Board that he has purchased two-way radios for better communication between the attendants, purchased a wireless doorbell, is reorganizing the Transfer Station's files and books will now be placed in the "Discover" bin to be donated. TA Stafford suggested they look into getting on the repeater system. Manager Douglass stated he will be getting a new computer shortly, the backhoe will be receiving maintenance and he is getting estimates from Auger to service the furnace/boilers. TA Stafford noted they are also looking to get the ducts cleaned at the Town Office. Manager Douglass explained that the NRRA has cornered the market and some of the numbers do not make sense. Selectman Dick suggested that Manager Douglass work with the Solid Waste Committee and he agreed. Manager Douglass explained that the red shed (a.k.a. the swap shop) is sinking and smells like mold but he knows that people like it, so he would like to turn the bay into the new swap shop but the Recreation Department's things will need to be relocated and then the shed can be used for cardboard, plus the things in there i.e. clothes need to be reorganized. Manager Douglass

stated he would be installing shelving voluntarily and proposed renting of a 20 foot container for the recreation items. Chair Olmstead noted there is one container already down at the Town Park. Andy Sanborn offered to follow up with the Recreation Department regarding paying for the container. Tara Albert informed the Board that NH the Beautiful has a grant program to purchase a container for recyclables which has a 50% rebate but the application is due by November. Manager Douglass noted he would be coming up with guidelines for the demo dumpster. Tara Albert expressed concern with pulling the cardboard out of the hauling because then Casella may kill the Town's contract which is ending anyways, so the Town should hold a meeting with them and prepare beforehand. TA Stafford to schedule a meeting with Casella.

B. Planning Board (PB) Update - Deb Sneckloth stated that she has been in contact with Attorney Fillmore, who said it is in the Board's best interest to have Don Bormes recuse himself from the PB meeting but Don Bormes refused to do so and she was not at the meeting and is disappointed that he didn't, so the concern is with the abutter appealing. Deb Sneckloth stated she has also been advised by the Attorney that the PB can reconsider the hearing and if the PB doesn't then the BoS can file an appeal. Chair Olmstead noted that the abutter Mr. Mills was informed of the correct steps. Deb Sneckloth noted that she has submitted a letter due to her absence but the letter was not read or supplied to the PB, so it was not reflected in the meeting minutes. Deb Sneckloth stated that she can request a rehearing or let it go to Superior Court but she feels it is best to do this at the PB level and the problem is Don Bormes' refusal to recuse himself but they can not make him, she has checked with OSI, NHMA, etc. Deb Sneckloth stated a special meeting can also be called but abutters would need to be notified. Deb Sneckloth offered to contact Mike Cass of OSI to verify when the 30-day clock resets and would let TA Stafford know what he says.

C. Request for Conceptual Review with Planning Board - Carol & Doug Fucavile discussed purchasing a property located on Eastman Hill Road which is a Class VI road. Mrs. Fucavile explained that they would like to subdivide the property to make it a family estate with their sons. TA Stafford suggested the Facaviles' schedule a conceptual discussion with the PB for their meeting on November 7th at 7 p.m., so the PB can give you the factors to take into consideration i.e. police, fire access, etc. There was a brief discussion regarding the need for a turn around for fire vehicles. Mr. Fucavile noted that if sons were to build the access would be off Issac Road and there could potentially be 3-lots total. TA Stafford offered to contact Planning Assistant Laurin to place them on the meeting agenda.

D. HISC Final Report / COLA Discussion - Selectman Dick provided a brief explanation of the recommendations on page #24 of the HISC's final report, which if accepted will take effect 7/1/2020. Selectman Dick noted that there will be educational programs offered to educate the employees of their benefits. Selectman Dick explained that he has a recommendation based on the business "CPI of New England" which is based on a half year index, so that would be 1.5% and the budget will see a \$70K reduction after all of the recommendations have been implemented. Chair Olmstead stated he would be more comfortable with an overall 4% increase. Selectman Dick noted that he understands this is a lot of change to the taxpayers in one year but is a good compromise. Selectman Salatiello replied there will be a savings. Chair Olmstead made a **motion** that the BoS accept all of the final recommendations of the HISC with the pay matrix

adjustment to be set at 4%. Selectman Dick **seconded** the motion and the **motion passed unanimously**. Selectman Dick made a **motion** to direct Department Heads to provide for a 1.5% COLA for FY 2021, to be applied separately. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

E. CIP Committee - Selectmen's Requests - The BoS reviewed CIP requests prepared by Selectman Dick. Chair Olmstead made a **motion** to approve the Town Hall Restoration & Repair CRF in the amount of \$25K. Selectman Dick **seconded** the motion and the **motion passed unanimously**. Selectman Dick made a **motion** to approve the Town Building Construction CRF in the amount of \$200K, to be established by warrant at Town Meeting. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**. Selectman Dick made a **motion** to approve the Milfoil/Phosphorus CRF at \$5K, the Town Building Improvements CRF at \$25K and the Town Facilities Repair Refurbishment CRF at \$65K. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

4.0 Old Business

A. Door Locks - Selectman Dick made a **motion** to approve the quote from Capital Alarm System for new door locks in the amount of \$7,800 dollars. funds to come from the Town Facilities Repair Refurbishment CRF. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

B. General Assessing Contract - Selectman Dick made a **motion** to approve the General Assessing contract from 7/1/2019 through 6/30/2020, amount not to exceed \$25K. Chair Olmstead **seconded** the motion and the **motion passed unanimously**. Selectman Dick noted the assessors are out verifying property information is correct and residents are under no obligations to let them in their homes. Chair Olmstead noted that they look at a quarter of the town's property annually.

5.0 Town Administrator's Report

A. Posting to Town Website - TA Stafford reported that some of the Town's Boards/Committees need to brush up on their posting requirements and she should be contacted if anyone is interested in having the ability to post minutes & agendas.

B. MS-434 Estimated Revenues - The BoS signed.

C. Non-Public Session under RSA 91-A:3 II (c) - Selectman Dick made a **motion** to go into non-public session at 7:39 p.m. Chair Olmstead **seconded** the motion. Roll call vote, Salatiello – aye, North– aye and Olmstead–aye. The Board reconvened the public session at 8:08 p.m. Chair Olmstead announced that no decisions were made. Selectman Dick made a **motion** to seal the minutes of the non-public session. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

6.0 Selectmen's Report

A. Public Hearing to Accept Unanticipated Revenue - Will be held on November 6, 2019. Selectman Dick stated \$5K of the funds are to be withheld and the rest will be used to offset the tax rate. Selectman Dick noted the School Board voted to return the funds to the Towns.

B. Update on the Work of the CIPC - Selectman Dick provided an update.

C. Town Building Construction Committee - Selectman Dick provided an update.

7.0 Authorization Signatures: Payroll and Accounts Payable Register

A. Board Meeting: 10/16/19 and 10/19/19 -The Chair signed.

8.0 Review & Approve Minutes

A. BOS Meeting 10/23/2019 - Members of the Board reviewed the draft meeting minutes of October 23, 2019. Chair Olmstead made a **motion** to accept the draft meeting minutes of October 23, 2019 with corrections. Selectman Dick **seconded** the motion and the **motion passed unanimously**.

9.0 Donations - None at this time.

10.0 ADJOURNMENT – Selectman Salatiello made a **motion** to adjourn the meeting at 8:18 p.m. Selectman Dick **seconded** the motion and the **motion passed unanimously**.

11.0 NEXT MEETING(S) – The Selectmen will hold their regularly scheduled meeting on **Wednesday, November 6, 2019 @ 5:00 p.m.** at the Sanbornton Town Office.

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.)