

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

February 24, 2016

Town Offices

The Board of Selectmen convened in regular session on Wednesday, February 24, 2016 at 5:00 p.m. at the Town Offices. In attendance were Selectman Karen Ober, Selectman Dave Nickerson and Town Administrator, Charles Smith. Selectman Johnny Van Tassel was absent.

1.0 Pledge of Allegiance - Those in attendance recited the Pledge of Allegiance.

2.0 Public Comment

2.1 Variance Application, Hermit Lake Road - Tax Map 3, Lot 69 - Mr. Van Der Schijff explained that he has submitted a variance application to the ZBA to build a two car garage inside the ten foot setback, which is located next to Town owned property. Mr. Van Der Schijff stated a decision has been tabled by the Zoning Board, so he could further research other options. Mr. Van Der Schijff explained his lot is narrow and building is restricted by the existing septic & well locations. Mr. Van Der Schijff asked if the Town would consider selling him a piece of the land, to add ten feet to his property and shift the property line. The Town has owned this property since 1969 due to non-payment of taxes. Mr. Van Der Schijff asked if he could make an offer on the entire parcel and what the procedure would be? Chair Nickerson replied the Board would need to discuss this issue with the Zoning Board and the Conservation Commission but typically the Board doesn't get involved with zoning issues. The Board will toss around the idea of selling the land. Selectman Ober stated the sale of the land would need to be approved by Town Meeting, so it would be at least a year.

2.2 Craig Davis Re: ZBA - Gravel Pit application - Mr. Davis reported the gravel pit application is under Attorney review concerning the presence of a potential aquifer.

3.0 Business

3.1 DPW - Department Update - Director Bordeau provided the Selectmen with two Personnel Action Forms, one for another temporary full-time truck driver/laborer named James Leary and one for a new Operations Manager at the Transfer Station named Kevin Austin with both applications pending background checks. Director Bordeau explained the other person hired as the temporary full-time truck driver/laborer fell off the truck's sander and broke his collar bone. Director Bordeau noted he has conducted some safety meetings since the incident and it could have happened to any of them. Director Bordeau reported that 51% of the department's budget has been spent to date. The Board reviewed an expenditure report dated today. Director Bordeau stated six companies submitted bids for the March Road paving project and Pike Industries was the low bidder at \$529K. Director Bordeau noted there is 85K left in the Capital Outlay which could be used now to get started on the March Road project and he would also like to see Hermit Woods Bridge fixed this year because those funds are now available. Chair Nickerson expressed concern with the difference in the bids (+/-100K) and requested copies if the bids for review. Director Bordeau explained he discussed the dedication plaque with Fish &

Game, which should be in the Town's right-of-way and not on their property. The approval process would take a very long time through Fish & Game. Selectman Ober reported a discussion took place during a Conservation Commission meeting, to attach the plaque to the bridge. Director Bordeau replied he would look in to it. Director Bordeau announced that Grader Operator, Norman Lemay has tendered his resignation for the end of March and anyone can apply for the position but experience is needed. Director Bordeau expressed concern with the hourly rate being under what it should be and would revisit this issue with the Selectmen at a later date. Director Bordeau explained that there are two circulating pumps that run the "Pex" flooring and he would be conducting a test before deciding if the motors (\$750 dollars x 2) & Apela pumps (\$1,300 dollars x 2) need replacement. Kevin Austin was in attendance. Selectman Ober asked Mr. Austin why he was interested in the Operations Manager position at the Transfer Station? Mr. Austin replied he is retired and has been moving around a lot, with hopes of starting a farm. Selectman Ober explained the position is seasonal and there is an influx of residents in the summer months. Mr. Austin noted he is retired but the position is 32 hours a week, so his retirement should be okay. There was a brief discussion regarding the Transfer Station being under the DPW and the new Solid Waste Committee. Selectman Ober made a **motion** to hire Kevin Austin as the Transfer Station's Operations Manager. Chair Nickerson **seconded** the motion and the **motion passed unanimously**. Selectman Ober made a **motion** to hire James Leary as the temporary full-time truck driver/laborer. Chair Nickerson **seconded** the motion and the **motion passed unanimously**.

3.2 Solid Waste Committee - Appointments - The committee has decided to be made up of seven members with one alternate. Selectman Ober swore-in Andy Sanborn - 2 year term, Lynn Chong - 3 year term, Jennifer Holt - 2 year term, David Swanay - 3 year term, Jeff Burns - 2 year term and Bob White - Alternate, 1 year term. Tara Albert - 1 year term and Donna Schimming - 1 year term, will be sworn-in by TC/TC Davis at a later date. The committee will meet on the 3rd Monday of the month @ 5:30 p.m.

3.3 Town Moderator Re: Procedures for Town Meeting - The Board and Moderator Lang discussed who would be speaking to each article, the acknowledgments, the prayer, recognition of retirees and announcing the election procedures. Moderator Lang noted he would also be announcing that the last time residents can become "undeclared" is sometime in June before the elections in the Fall.

4.0 Authorize Payroll & the Accounts Payable Register – The BOS reviewed & signed the payroll and the accounts payable register, a copy was made available for public inspection.

5.0 Review & Approve Minutes

5.1 2/17/16 draft - Members of the Board reviewed the draft meeting minutes of February 17, 2016. Selectman Ober **motioned** to approve the draft meeting minutes of February 17, 2016 with a few changes. Chair Nickerson **seconded** the motion and the **motion passed unanimously**.

6.0 Selectmen's Reports - None at this time.

7.0 Other Business

7.1 Sick Leave Policy - The Board reviewed the current sick leave policy that allows for 200 hours maximum to be carried over every year with 10 hours of sick leave accumulated monthly. TA Smith was asked to look in to the following; a maximum "cap" on the hours in the leave bank, time restrictions on making withdrawals against the bank and can lost hours be applied to the bank at the end of December?

7.2 Lower Bay Engineering - TA Smith provided the Board with bid packets. The Board asked TA Smith to get a list of State approved engineers before the bids are reviewed.

8.0 ADJOURNMENT – Selectman Ober made a **motion** to adjourn the meeting at 6:41 p.m. Chair Nickerson **seconded** the motion and the **motion passed unanimously**.

9.0 NEXT MEETING (S) – The Board of Selectmen's next regularly scheduled meeting will be held on **Wednesday, March 2, 2016 @ 5:00 p.m.** at the **Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist