

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

January 27, 2016

Town Offices

The Board of Selectmen convened in regular session on Wednesday, January 27, 2016 at 5:00 p.m. at the Town Offices. In attendance were Selectman Karen Ober, Selectman Dave Nickerson, Selectman Johnny Van Tassel and Town Administrator, Charles Smith.

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 TF Moran Engineering - Jaoquin Denoya - Mr. Denoya stated his firm reviewed the Fire Department, Police Department and Town Offices with discussion of moving the police to make extra room for fire then build new for the Town Offices. We will look at the structure and make recommendations for repair or renovations. Selectman Van Tassel explained that the Board is at an impasse, we have run out of room and we need to figure out where to go from here. Mr. Denoya replied we will review all of the options, which is a good exercise to go through and we will provide all of that information. Mr. Denoya stated the buildings roof structure will be looked at then maybe some material testing would take place. Chair Nickerson asked if they would look at the parking area. Mr. Denoya replied parking was not in the proposal but they do that kind of work. There was a brief discussion regarding the Police Department's structure. Mr. Denoya explained they will look at the structure and would not get into the layout of the renovations but we will conduct a lot of investigative work to give recommendations then you decide what is affordable. TA Smith asked if building codes would be considered. Mr. Denoya replied yes. The total lump sum cost is \$4,500 dollars with three preliminary discussions with the BOS, if more meetings are needed then an hourly charge could be assessed. Material testing and site plans would also be extra, plus material testing would be handled by an outside (3rd) party. The Board thanked Mr. Denoya for his time.

3.2 Town Owned Property, Moose Run Drive - Warrant Article - "To see if the Town will vote to authorize the Select Board to sell certain town owned property identified as Tax Map 3, Lot 23, on Moose Run Drive, said parcel being .34 acres and having an assessed value of \$50,800 dollars. This lot is non-buildable and is to be sold "as is" through sealed bid with bids to be open in July 1st or thereafter." Chair Nickerson made a **motion** to recommend this article. Selectman Van Tassel **seconded** the motion and the **motion passed unanimously**.

3.3 Ambulance Billing - Chief Dexter submitted the Comstar ambulance billing contract with a 2% increase in fees because there have not been any increases for the past few years. AS Rollins noted this is an annual contract. TA Smith was asked to see if a public hearing was needed because fees are involved.

3.4 Telephone company court case - TA Smith stated Town Counsel wants the Boards approval to appeal telephone company court case, they are trying to negotiate fees and the court has ruled in favor of the values but not the use. Selectman Ober made a **motion**

to authorize Chair Nickerson to sign the appeal paper work. Selectman Van Tassel **seconded** the motion and the **motion passed unanimously**.

3.5 Update on the work of the Solid Waste Committee - Selectman Ober provided the Board with an update. TA Smith was asked to arrange getting the Chair of this committee a key to the Town Office.

3.6 H. L. Turner Engineering - Bill Hickey & Paul Beck - Mr. Hickey explained their firm is made up of architects and engineers, they do a lot of building assessments for municipalities. Mr. Hickey provided the Board with a recent report they supplied to the Town of Exeter that was also for space needs. Mr. Hickey explained their firm would discuss the Town's needs and create a matrix to rate each structure. Mr. Hickey noted they have toured the Town Office and Life Safety Building, so we can look at what you have and what you do not have. The Building's structure, current building codes and the building's condition will all be looked at. They will meet with the Board first and then spend a day at the buildings. in order to draft a report. We can have as many meetings that are needed. There was a brief discussion regarding the septic & well systems. The total cost is \$9,260 dollars in a three step process, which will be completed in approximately a month.

3.7 RFS Engineering - Chad Montross - Mr. Montross stated he started with RFS in 1993 and is the manager of the structural engineering department & the senior project manager. The main focus will be on the building's structural parts but they do not have an architect on staff. They will evaluate the two buildings and note the site's conditions which they will place in an evaluation. He will look at the building codes and has completed 3-4 life safety projects, as well as some local school projects. Chair Nickerson noted there are not any "as built" plans for the buildings. Mr. Montross replied you are not alone, there will be an extensive review. The total cost is \$6,500 dollars and would be willing to meet with the Board as much as needed. This would only take 2-3 weeks to complete. After a brief discussion; Selectman Ober made a **motion** to move forward with H.L. Turner Group. Chair Nickerson **seconded** the motion and the **motion passed unanimously**.

3.8 Budget - Public Hearing - To be held on February 2, 2016 @ 7:00 p.m.

3.9 Senior Housing - Zoning Ordinance Amendment – To be added to the Town's warrant by the Planning Board.

3.10 Petition Warrant Article - Five person Select Board - Deadline for submission is 2/2/16.

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 1/20/16 draft - Members of the Board reviewed the draft meeting minutes of January 20, 2016. Chair Nickerson **motioned** to approve the draft meeting minutes of January 20, 2016 with one correction. Selectman Ober **seconded** the motion and the **motion passed unanimously**.

6.0 Other Business

6.1 Non-Public Sessions - Under RSA 91-A:3 II (c) – Chair Nickerson made a **motion**

to go into non-public session at 7:07 p.m. Selectman Ober **seconded** the motion. Roll call vote, Ober – aye, Van Tassel – aye and Nickerson –aye. TA Smith and TC/TC Davis were also present. The Board reconvened the public session at 7:24 p.m. Chair Nickerson announced no decisions were made and the board voted to seal the minutes.

7.0 Selectmen's Reports - None at this time.

8.0 ADJOURNMENT – Chair Nickerson made a **motion** to adjourn the meeting at 7:36 p.m. Selectmen Van Tassel **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, February 3, 2016 @ 5:00 p.m.** at the **Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist