

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

January 6, 2016

Town Offices

The Board of Selectmen convened in regular session on Wednesday, January 6, 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 - Roger Grey stated he would wait to comment until TC/TC Davis spoke to the petition warrant article that was received.

3.0 Business

3.1 Non-Public Sessions - Under RSA 91-A:3 II (a) – Chair Nickerson made a **motion** to go into non-public session at 5:03 p.m. Selectman Ober **seconded** the motion. Roll call vote, Ober – aye, Van Tassel – aye and Nickerson –aye. TA Smith, Finance Officer Petraszewski and AS Rollins were also present. The Board reconvened the public session at 5:25 p.m. Chair Nickerson announced that no decisions were made and the board voted to seal the minutes.

3.2 Department Updates - Police, Chief Hankard – Chief Hankard stated he had hoped to have some charts for the Board but was tied up with a case and will have some for them next time. Chief Hankard reported the department's statistics are up by 200 calls for the year with an increase in motor vehicle and fewer accidents but two fatal incidents, which has not happened in a long time. Chief Hankard noted if the people involved in the fatal incidents were wearing their safety belts they probably would have survived and he will be looking into providing safety belt training. Chief Hankard noted his department training line item is over by \$244 dollars because they are paying for training the Police Academy use to provide and he will transfer funds from another line. Chief Hankard reported some of the Officers attended taser training last week and this week they will attend the Police Academy's virtual simulator training, plus "A.L.I.C.E." training. Chief Hankard explained that he received a letter from Police Chief Colorusso (Dover) saying thanks to him for the recent support but the funding for the Police Academy has been resolved. Chief Hankard stated a quote has also been received for the cruiser in the amount of \$32K plus retro fitting. Chair Nickerson discussed the department's facility risk assessment. Chair Nickerson stated the Board decided not to do anything with the report at that time and people are wondering why because some of the recommendations are safety concerns. Chief Hankard replied incoming prisoners is a big one, typically they enter a sally-port and enter in to a booking room without entering the building but they enter the building here with AA Dinitto sitting in view and potential objects to grab. Chief Hankard stated if the person is a "known" felon then they go straight to the jail. Chief Hankard explained that in 2012 he proposed something for the Capital Improvements Program to try and help the prisoner problem but it never went anywhere. The Board reviewed a quote (\$8K) from LeFebvre Construction with a drawing. Chief Hankard stated audio & video would cost approximately \$1K but this only would fix one

problem and he doesn't want to see the other problems fall by the wayside. Chair Nickerson proposed putting a warrant article forward but improvements would not be made until next July after the structural study has been completed. Selectman Ober replied she wants to wait until the structural report is received in June and not throw away almost \$10K. Chair Nickerson stated he feels the need to do this in pieces because it could be at least 5 years out, in his mind. Selectman Van Tassel stated he would like to see funds placed in the Capital Reserve Funds (CRF) then rely upon the engineering report for a plan. TA Smith stated there is \$119K in the Buildings & Grounds CRF with another deposit of \$10K in June. Chair Nickerson stated he feels something should be done short term.

3.3 2017 Budgets - Transfer Station - Director Bordeau provided the BOS with examples of pre-built sheds from East Edges and Home Depot, in order to move the swap shop away from everything else. The prices varied from \$8K to \$9K depending on siding, windows, etc. Chief Dexter noted the shop would need two means of egress. There was a brief discussion regarding "ADA" compliance. Director Bordeau provided the Board with a quote from Cayer Concrete Forms for a concrete slab with dimensions of 33'x 35' at 5 1/2 inches thick in the amount of \$4,935 dollars. Operations Manager Adams noted there is enough space for three containers, so there would be enough space for reuse items. Director Bordeau provided quotes for a thumb for the backhoe ranging from \$36K to \$12K (hydraulic versus manual). TA Smith stated there is \$11K in the Transfer Station's CRF. Peter Drouin asked why a thumb is needed? Chair Nickerson explained that the thumb would eliminate the amount of dirt in the metal pile and help with other things as well. Selectman Ober asked Peter Drouin if he would be willing to volunteer because of the statements made he made at the Public Hearing. Peter Drouin replied sure, he would write the check tomorrow and asked what was happening with the Solid Waste Committee. Chair Nickerson replied the committee is being established but it would be another year before anything happens because there is no funding and he doesn't want to see the committee fail. Selectman Van Tassel stated the Town is looking at \$15K but everything should be given to the SWC, so they can come up with a plan. Director Bordeau reported that American Fence and Lakes Region Fence took some measurements of the Transfer Station but they said it is going to be expensive for six foot chain link around the perimeter. Director Bordeau noted he also getting prices for signs. Chief Dexter suggested taking the recreation equipment out of the Transfer Station and placing it in a trailer. Selectman Ober replied she had suggested that last week but it doesn't solve the traffic problem. The Board asked Director Bordeau to supply the SWC with the information he provided tonight. ***Personnel Administration*** - Selectman Ober made a **motion** to approve this section of the budget at \$592,001 dollars. Selectman Van Tassel **seconded** the motion. The motion **passed unanimously**. ***Executive Administration*** - Chair Nickerson made a **motion** to approve this section of the budget at \$115,356 dollars. Selectman Ober **seconded** the motion. The motion **passed unanimously**.

3.4 Grove Road Property and Abatement on Interest - The BOS signed the deed of the Grove Road property. TC/TC Davis notarized the deed. Chair Nickerson made a **motion** to abate the interest for Mike Kane & Suzanne Buhn, in the amount of \$430.37 dollars due to a system error. Selectman Ober **seconded** the motion. The motion **passed unanimously**.

3.5 Town Clerk Re: Petition Warrant Article - There was a brief discussion regarding

snow shoveling at the Town's buildings. Director Bordeau agreed to drive the Town's pickup and be the person to maintain the buildings going forward. TC/TC Davis explained that she has done some research regarding the petition warrant article and came to the conclusion it is not a petition warrant article because the wording & date are wrong, plus the article wouldn't become effective until 2016. TC/TC Davis stated this is just a petition to the Board. TC/TC Davis noted the first page of signatures are originals but all of the other signature pages are copies. TC/TC Davis stated the Town also votes on the Budget Committee's budget and not the Selectmen's budget. TC/TC Davis suggested all of the voters who signed the petition be part of the Budget Committee's Public Hearing process and if the petitioners wanted their submission could be corrected before 2/2/16. Chair Nickerson stated we control the warrant articles and the Budget Committee can not be told what to do. Roger Grey stated the way it was written is more of a request to break out the items that have increases, to make Town Meeting easier for everyone and make for a better discussion. Roger Grey offered to supply the original signature pages. Selectman Van Tassel stated the Board was elected to do the research and all of the information is there, people just need to look. Selectman Ober replied or people could come to the Public Hearing, which would be the educated way to do this. TA Smith stated the overall operating budget has increased by \$26K, plus all of the information is in the Board's recordings & meeting minutes. TC/TC Davis noted she available to help with drafting of warrant articles during her normal business hours.

3.6 2017 Warrant Articles -

Article #2 - EMS Billing & Paramedic Intercept - Selectman Ober made a **motion** to recommend article #2. Chair Nickerson **seconded** the motion and the **motion passed unanimously**.

Article #3 - To hire two Full-time Firefighter/EMT's - Selectman Ober made a **motion** to recommend article #3. Selectman Van Tassel **seconded** the motion and the **motion passed. Chair Nickerson was opposed.**

Article #4 - Emergency Medical Equipment & Supplies - Selectman Ober made a **motion** to recommend article #4. Chair Nickerson **seconded** the motion and the **motion passed unanimously**.

Article #5 - New Parks & Recreation Building - Selectman Ober made a **motion** to not recommend article #5. Selectman Van Tassel **seconded** the motion and the **motion passed unanimously**.

Article #6 - Police Cruiser - Selectman Ober made a **motion** to recommend article #6. Selectman Van Tassel **seconded** the motion and the **motion passed unanimously**.

Article #7 - Retrofitting of the Police Station - Selectman Ober made a **motion** to recommend article #7 with some amendments. Chair Nickerson **seconded** the motion and the **motion passed unanimously**.

3.7 Solid Waste Committee - TA Smith to schedule interviews for next week.

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 - Tabled until next week.

6.0 Other Business

6.1 Structural Engineering RFPs - TA Smith provided an analysis of the five bids that were received for review. Tabled until next week.

6.2 Annual Report - AS Rollins provided four bids to print the Annual Report. The BOS reviewed. Selectman Ober made a **motion** to accept the bid from R.C. Brayshaw & Company Inc., in the amount of \$2,366.00 dollars. Chair Nickerson **seconded** the motion and the **motion passed unanimously**. -

7.0 Selectmen's Reports - Selectman Ober provided the Board with an update on the work of the Budget Committee. A joint meeting is proposed for 1/18/16 @ 5:00 p.m. TA Smith noted he needs the Budget Committee's proposed 2017 budget figures.

8.0 ADJOURNMENT – Chair Nickerson made a **motion** to adjourn the meeting at 8:39 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, January 13, 2016 @ 5:00 p.m.** at the **Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist