

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

March 1, 2017

Town Offices

The Board of Selectmen convened in regular session on Wednesday, March 1, 2017 at 5:00 p.m. at the Town Offices. In attendance were Selectman Karen Ober, Selectman John Olmstead and Selectman Katy North. Town Administrator, Katie Ambrose was also present.

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

2.0 Public Comment

2.1 Roger Grey Re: Warrant Article 12 - Mr. Grey stated during the Public Hearing regarding warrant article 12, it was implied that there was a different legal opinion from the Town's Attorney other than the opinion he received from the NHMA and he made a 91-A request for the opinion. Selectman North replied there was a warrant article in 2011 that is in the Town Report which is what she read from at the Public Hearing but there is no other legal opinion. Mr. Grey thanked the BOS for their time.

3.0 Business

3.1 Planning Board Chair - Evelyn Auger - Chair Olmstead invited Mrs. Auger to the Selectmen's table and informed her that she was invited here tonight under false pretenses because this year's annual report is being dedicated to her. Many of Mrs. Auger's family & friends were in attendance. Selectman Ober read aloud the 2016 dedication page.

3.2 Department Head Update - Recreation Coordinator Lonergan - Coordinator Lonergan reported that Winterfest was held today at the Library and they improvised due to the lack of snow. Coordinator Lonergan stated basketball is winding down, the Easter Egg hunt is scheduled for April 14th, they are going to the Boston Flower Show on March 23rd, she has advertised for lifeguards & a swimming lesson instructor, they will be offering tennis at Tilton prep for adults & children and a trip to Strawberry Bank will be scheduled towards the end of May. Coordinator Lonergan informed the Board that a request was made to have the 39th Army Band play and she will be asking if they will do so, to kick off the Old Home Day festivities. Coordinator Lonergan explained that she would like to add "Pickle Ball" to the program, which will be paid for by the Recreation Commission for people to try out for free at first then it will have a fee like the volleyball program. Selectman Ober made a **motion** to authorize the creation of "Pickle Ball" for recreation. Selectman North **seconded** the motion and the **motion passed unanimously**. Coordinator Lonergan stated looking forward to next year, residents/volunteers would like to place an ice rink at the Town Park and a decision doesn't need to be made now but there has been a lot of interest. Coordinator Lonergan noted she has contacted Primex Insurance and they have provided some recommendations plus signage. Selectman North replied if the ice rink is on Town property then it is the Town's responsibility. Selectman Ober asked that someone come forward as a manager of the ice rink with a group of volunteers, so the Board has one person as a point of contact. Coordinator Lonergan

noted she has made it very clear, to those interested, she would not be helping with the ice rink's maintenance.

3.3 Resignation - CIP Committee - The Board reviewed a letter of resignation from Julie Lonergan, as the CIP Committee's School Board Representative. Chair Olmstead made a **motion** to regretfully accept Julie Lonergan's resignation and thanked her for all she did as a member of the CIP Committee. Selectman Ober **seconded** the motion and the **motion passed unanimously**. Andy Sanborn offered the services of the CIP Committee for other capital items that may be coming up for the Selectmen.

3.4 DPW Director - Lower Bay Road Paving Project Phase I - Director Bordeau provided a memorandum to the Board dated March 1, 2017 which explained that if the shim & overlay portion of the project plus the culvert installation were removed then \$67,915 dollars could be removed from total, bringing the project to \$595,726 dollars. Director Bordeau noted GW Brooks will be available after July 1st. TA Ambrose noted Phase I is the hill. Selectman North stated highway block grant funds should be used first for mud season. Director Bordeau provided the Board with a road ban public notice (RSA 236:3), the department's uniform contract which will not be renewed and an estimate to replace light fixtures. The Board reviewed an email from Jim Zeppieri of SRW Environmental Consulting LLC regarding the Groundwater Management Permit. TA Ambrose stated the additional wells at the highway garage will all be paid for by the state. TA Ambrose recommended granting the consultant permission to add the wells and decommission the other one. TA Ambrose noted the additional wells are considered to be within the Town's right-of-way. The Board approved moving forward with the Groundwater Management Permit's recommendations.

3.5 Belknap EDC - Annual Meeting - Is scheduled for Thursday, March 16, 2017 at 4:30 p.m. to 6:30 p.m. located at the Lakes Region Community College, 379 Belmont Road, Laconia, N.H. 03246. Chair Olmstead to ask the Planning Board if one of their members would be interested in attending.

4.0 Other Business

4.1 Highway Garage Groundwater Management Permit - Discussed above.

4.2 Rental Application - Town Hall - TA Ambrose stated the application reviewed last week is for a "potluck" luncheon with a band but the applicant is waiting on confirmation from the band. Chair Olmstead made a **motion** to table the application. Selectman North **seconded** the motion and the **motion passed unanimously**.

4.3 Town Report - TA Ambrose reported that the CIP Committee met on Monday and adopted some technical revisions which changed some of the amounts and the order of the items listed on the spreadsheet. TA Ambrose checked with Staples and the page can be printed & inserted for \$134.42 dollars. The Board agreed this would be okay. TA Ambrose informed the Board that budget spreadsheet sent to the printer was not calculating the total appropriations line correctly and the office staff fixed that page today. The online version of the 2016 Town Report will be corrected as well.

4.4 Volunteer Policy & Orientation Manuals - Selectman Ober made a **motion** to accept the Volunteer Policy & Orientation Manuals with the changes noted. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

4.5 Holden Engineering - TA Ambrose stated Holden has been working and invoices are coming in, \$120K was encumbered because there was a grant. Since the grants funds are a reimbursement the Finance Officer will charge the fund out of last year's line and the

Auditor's will adjust as offsetting revenue, so it will be reflected in the audit. DRA has recommended the other funds come from the Roads & Bridges CRF. TA Ambrose to discuss the CRF with Director Bordeau.

4.6 NH the Beautiful Grant - The grant has been awarded to the Town for the Transfer Station's compactor.

4.7 Direct Deposit - Will be launched this week.

5.0 Non-Public Sessions - Under RSA 91-A:3 II (c) – Chair Olmstead made a **motion** to go into non-public session at 6:50 p.m. Selectman North seconded the motion. Roll call vote, Ober – aye, North– aye and Olmstead–aye. The Board reconvened the public session at 7:34 p.m. Chair Olmstead announced that no decisions were made. Selectman Ober made a **motion** to seal the minutes of the non-public session. Selectman North **seconded** the motion and the **motion passed unanimously**.

6.0 Selectmen's Reports - None at this time.

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

8.0 Review & Approve Minutes

8.1 Public Hearing for Petitioned Warrant Article: 2/21/17 draft - Members of the Board reviewed the draft meeting minutes of February 21, 2017. Selectman Ober made a **motion** to accept the draft meeting minutes of February 21, 2017 with changes. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

8.2 BOS 2/22/17 draft - Members of the Board reviewed the draft meeting minutes of February 22, 2017. Selectman Ober made a **motion** to accept the draft meeting minutes of February 22, 2017 with changes. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

9.0 Donations - None at this time.

10.0 ADJOURNMENT – Chair Olmstead made a **motion** to adjourn the meeting at 7:51 p.m. Selectman Ober **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 8, 2017 @ 5 p.m.** at the **Town Offices**.

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.sanbortnonnh.org or are on file with the Town Clerk.)