

Approved

SANBORTON BOARD OF SELECTMEN'S MINUTES

November 2, 2016

Town Offices

The Board of Selectmen convened in regular session on Wednesday, November 2, 2016 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 - None at this time.

3.0 Business

3.1 Fundraiser for P.D. Speed sign - George Boyer and Chief Hankard were present. Chief Hankard stated Mr. Boyer has offered to raise some funds to help pay for the remaining balance of the speed sign, which is \$2,237.50 dollars. Selectman Ober asked how Mr. Boyer intends to raise the funds? Mr. Boyer stated he would mainly be going door to door to ask for donations and plans to keep an itemized list of the donors. TA Ambrose was asked to confirm that the donations will go into the police special detail fund versus the general fund. Selectman North made a **motion** to authorize George Boyer to fundraise for the Police Department's speed sign with funds to come from the special detail fund and donations to be reimbursed back to the special detail fund. Chief Hankard was asked to collect the donations. Chair Olmstead **seconded** the motion and the **motion passed unanimously**. TA Ambrose offered to provide a letter of authorization to Mr. Boyer.

3.2 Purchase approval for the Cruiser cameras - Chief Hankard explained there are two cameras that are over ten years old and both of them will be going into the interceptors. Chief Hankard stated they have selected Watch Guard because the system is integrated, so if the department needs body cameras this will help in the future. The cameras have a 3-year warranty with a total cost of \$9,848 dollars. Chief Hankard stated the grant covers \$4,783 dollars of the cost which leaves \$5,065 dollars, \$2,901 dollars of the funds will be taken from the special detail fund and \$2,164 will come from warrant article #6. Selectman North made a **motion** to approve the purchase of cameras for the police cruisers, in the amount of \$9,848 dollars total with \$2,901 dollars of the funds will be taken from the special detail fund and \$2,164 will come from warrant article #6. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

3.3 Approval for Life Safety Building Renovation - Chief Hankard explained that since the person doing the renovations will be working at the P.D., he requested the bid process be waived for Dan Chapman to do the work so supervision would not be needed. The Board reviewed the quote, in the amount of \$11,605 dollars from Dan. Chief Hankard noted that Will Ellis has offered to do the electrical for \$2-\$3K and the evidence lockers will cost \$5,615 dollars. Chief Hankard stated the lockers will be the first step. The Board reviewed the 2015 retrofitting warrant article. Selectman Ober made a **motion** to move forward with the renovations and authorize the Chief to manage the project not to exceed \$20K with periodic updates to be provided. Chair Olmstead **seconded** the motion and the

motion passed unanimously.

3.4 Emergency Trailer Grant acceptance - Selectman Ober made a **motion** to schedule a Public Hearing on November 16, 2016 to accept funds for the purpose of an emergency management trailer, traffic control equipment and an emergency message board.

Selectman North **seconded** the motion and the **motion passed unanimously**. Chief Dexter requested that the minutes of the meeting be drafted immediately and released, in order to fulfill the grant's requirements.

3.5 Tax rate - The Selectmen resigned the tax warrant due to an error of the dates. The new tax rate is \$23.63 per thousand. TA Ambrose to issue a press release.

3.6 Container at the Town Park - TA Ambrose provided the Board with an invoice from Tilton Trailer for a container at \$75 dollars a month. Chair Olmstead made a **motion** to take \$1K in funds out of line 4194.430 for the recreation trailer. Selectman Ober **seconded** the motion and the **motion passed unanimously**.

4.0 Other Business

4.1 Holden Engineering - Lower Bay Road project - TA Ambrose reported that a 2nd meeting has been scheduled for November 10th at 2 p.m. to be held at 7 Hazen Drive, Concord - DOT Headquarters. TA Ambrose informed the Board that she has received a partial legal opinion regarding encumbrances and will update the Board with more information later.

4.2 Casella Contract - The updated contract was approved by Casella. Chair Olmstead made a **motion** to enter in to the contract agreement with Casella and sign the documents. Selectman Ober **seconded** the motion and the **motion passed unanimously**.

4.3 Compactor bid - TA Ambrose stated she received an update from On-site Manager Austin, who said the grant couldn't be applied for until after the compactor is installed then the NH the Beautiful grant will reimburse 20% of the costs. Selectman North stated she printed the municipal storage & equipment grant information today and it says they will reimburse up to 50%. Selectman North will contact Manager Austin for further discussion.

4.4 Tower Hill Road - Selectman North made a **motion** to approve \$96.95 dollars as an overage cost for the Tower Hill Road project. Selectman Ober **seconded** the motion and the **motion passed unanimously**.

4.5 Invitation to discuss the Education Funding Formula - The Selectman have been invited to attend a meeting on November 14, 2016 at 6:00 p.m. at the Opera House to discuss the formula for education funding.

5.0 Selectmen's Reports

5.1 Update on the work of the Budget Committee - Selectman North informed the Board that the Budget Committee's meeting schedule will be as posted because they are trying to accommodate the member's schedules. They may also hold a few Saturday meetings.

6.0 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.

6.1 Capital Alarm quote - Fire Alarm System at the Highway Garage - The BOS signed.

6.2 Private ROW Acknowledgement & Notice of Limits of Municipal Responsibility - The BOS signed.

6.3 Letter from Donahue, Tucker & Ciandella Re: Destruction of files - Selectman Ober made a **motion** to have Board of Selectmen sign the DTC's file destruction authorization. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

7.0 Review & Approve Minutes

7.1 10/26/16 draft - Members of the Board reviewed the draft joint meeting minutes of October 26, 2016. Selectman Ober made a **motion** to accept the draft meeting minutes of October 26, 2016 with changes. Chair Olmstead **seconded** the motion and the **motion passed unanimously**.

8.0 Donations - None at this time.

9.0 ADJOURNMENT – Selectman Ober made a **motion** to adjourn the meeting at 6:33 p.m. Selectman North **seconded** the motion and the **motion passed unanimously**.

10.0 NEXT MEETING (S) – The Board of Selectmen's next scheduled meeting will be held on **Saturday November 5, 2016 @ 9:00 a.m.** at the **Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist