

Approved

SANBORTON BOARD OF SELECTMEN'S MINUTES

September 7, 2016

Town Offices

The Board of Selectmen convened in regular session on Wednesday, September 7, 2016 at 5:00 p.m. at the Town Offices. In attendance were Selectman Karen Ober and Selectman John Olmstead. Selectman Johnny Van Tassel was absent. Town Administrator, Katie Ambrose was also present.

1. **Pledge of Allegiance** - Those in attendance recited the Pledge of Allegiance.

2. **Public Comment** - None at this time.

3. **Business**

3.1 Town Planner Re: Economic Development - Evelyn Auger, Don Bormes and Dick Gardner were all present from the Planning Board. Copies of the Economic Development Chapter of the Master Plan were provided. Town Planner Ward stated initiating economic development is a 2-step process and highlighted a few things. Planner Ward suggested having a joint meeting with the Board of Selectmen to discuss the chapter in more detail. Planner Ward explained that the Sanbornton Economic Development Advisory Committee produced a finished draft for Planning Board (PB) review & approval in December of 2015, the PB has made some minor changes and the chapter is still under review with a Public Hearing to be scheduled for adoption. The PB and Selectmen will hold a joint meeting on Monday, September 26, 2016 at 5 p.m. at the Town Offices. The Board reviewed some of the chapter's Goals & Recommendations and the implementation matrix. Planner Ward stated the PB needs the support of the Selectmen as a partnership to give economic development some traction. Dick Gardner stated we need to know how to go big into this thing but that means dollars. Selectman Ober stated some of things were changed from the committee to the Economic Development Officer and she was asked if it is a conflict to have the PB voting on two separate things. Selectmen Ober noted there are some really good people that are on the committee which can be used as a resource.

3.2 Recreation Coordinator, Juliana Lonergan - Coordinator Lonergan informed the Board that the snack shack was broken in to at the Town Park, the doors were broken and five hundred dollars worth of stuff was taken. Coordinator Lonergan stated she has discussed cameras with David Switaj but they will need internet which means a (\$28) monthly charge and a DVR. Total Security has been asked to repair the doors. Coordinator Lonergan noted the alarm system was lost when the other buildings were condemned. The Board asked Coordinator Lonergan to contact Primex regarding the break in and have TA Ambrose follow up on prices with "Fusion Connect" for the Town Park & Transfer Station.

4. **Other Business**

4.1 DPW - Catch Basins & Crack Sealing - *Catch Basins* - Selectman Ober made a **motion** to move forward with "Nicom" to crack seal the Town's roads. Selectman Olmstead

seconded the motion and the **motion passed unanimously**. *Catch Basins* - The Board agreed to move forward with "Bellmore".

4.2 Winnepesaukee River Basin Program (WRBP) - TA Ambrose informed the Selectman she had a conference call with the Environmental Protection Agency because there were still some questions regarding the sewer in Town, if the municipality owns or collects the fees. TA Ambrose stated the State owns the sewer which are mostly on private roads and they will be sending me the Co-permittee procedures. There is a joint meeting on September 15th between the Advisory Board and the Executive Committee, where they will be looking at transferring ownership to communities which would forward the costs to sewer users.

4.3 Holden Engineering - Lower Bay Road - TA Ambrose stated she heard from Holden today but pricing will not be available until Thursday or Friday. A task list was provided for the entire project without the pricing. TA Ambrose explained that Holden thought they were suppose to provide prices for engineering & the project but they did not or the figures would have been ready sooner.

4.4 Thorton & Associates Re:Employee Wage Classification Study - Selectman Olmstead made a **motion** to contract with Thornton & Associates to conduct a wage classification study. Selectman Ober **seconded** the motion and the **motion passed unanimously**. TA Ambrose noted she would be reviewing some of the current job descriptions before the study starts.

4.5 Expenditure Report for August - BOS reviewed.

5. **Selectmen's Reports**

5.1 Recreation Commission - Selectman Ober asked if the board would support a new recreation building in the operating budget or as a warrant article? The board's answer was no, to both proposals. Selectman Ober stated if the Town is going to put cameras at the Town Park then another building is not needed down there, to be vandalized as well. Selectman Ober noted that the employees would be down there alone, there would need to be additional plowing throughout the winter and she feels the Recreation Department should be centralized like in Center Harbor.

5.2 Fire Department Regionalization Services Committee - Selectman Ober provided an update of the last meeting.

5.3 Vacant Selectmen's position - TA Ambrose was asked to post the vacancy on the Town's web-site with a deadline of September 14, 2016. (Amended 9/28/16)

6. **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.

7. **Review & Approve Minutes**

7.1 8/31/16 draft Selectmen's minutes - Members of the Board reviewed the draft meeting minutes of August 31, 2016. Selectman Ober made a **motion** to approve the draft meeting minutes of August 31, 2016 with changes. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

8. **ADJOURNMENT** – Selectman Olmstead made a **motion** to adjourn the meeting at 7:07 p.m. Selectman Ober **seconded** the motion and the **motion passed unanimously**.

9. **NEXT MEETING (S)** – The Board of Selectmen’s next scheduled meeting will be held on **Wednesday, September 14, 2016 @ 5:00 p.m.** at the **Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist