

SANBORNTON BOARD OF SELECTMEN

MEETING MINUTES

June 8, 2016 – Town office building

The Board of Selectmen convened in regular session on Wednesday June 8, 2016 at 5PM in the Town Office Building. In attendance were, Chairman Johnny Van Tassel, Selectman John Olmstead and Selectman Karen Ober. Town Administrator Charles Smith was absent. Katy Wells took the minutes

1. Pledge of Allegiance – Those in attendance recited the Pledge of Allegiance.

2. Public Comment- no participants signed up for public comment

3. Business

A. The H.L. Turner Group Inc. – Structural engineer study- tabled until next meeting pending review of all select board members.

B. Non-public session pursuant to RSA 91-A :3 II (a) – Transfer Station (tabled until end of meeting) at 6:02PM, Chairman Van Tassel made a motion to go into non-public session under RSA 91-A :3 II (a) to discuss a personnel issue, 2nd by Selectman Olmstead. Roll Call vote: Ober~Yes, Olmstead~yes, Van Tassel~Yes. Public tape turned off at 6:03PM. Non-Public tape turned on at 6:04PM. At 7:24PM the Board returned to Public session. The Public tape was turned back on at this time and Chairman Van Tassel announced the only action taken in non-public was to seal the minutes due to a personnel issue.

C. Draft Policies and Procedures for Sanbornton Solid Waste Committee – Selectman Olmstead presented the Draft for procedures for the Solid Waste Committee that would give them some guidance to get started. The Board reviewed these procedures and identified some typo corrections. Selectman Ober suggested that under #14 of the procedures, the preparation of the report mentioned was for assistance if needed from the committee. With no further corrections or comments, Selectman Ober made a motion to accept the draft policies and procedures for the solid waste committee, 2nd by Selectman Olmstead, Vote: all in favor, motion carries. Selectman Olmstead will forward this document to the solid waste committee members.

The select board noted that the Town Administrator should get a copy of this document and add a signature line for the board to sign at a future meeting and add to the Town's policies and procedures.

4. Other Business

A. Memorandum from Solid Waste Committee member Lynn Chong on Transfer Station research - The board reviewed the memorandum from Lynn Chong regarding the research that has been done on transfer station issues. Chairman Van Tassel stated that these issues being addressed are the responsibility of the DPW Director and Transfer Station Manager. Selectman Ober added that there are no cost identified for the accomplishment of these identified tasks/issues. Transfer Station Manager Kevin Austin stated that the Solid Waste Committee does not have figures yet. Chairman Van Tassel stated that the example in the memo was for Bridgewater and the costs for Sanbornton need to be identified, since the facility also mentioned is in Bridgewater. Chairman Van Tassel added that Sanbornton has too much glass to put in 55 gallon drums. Selectman Ober also added that these issues were identified in the new policies and procedures just accepted by the Board.

B. Eco Smith Recyclers Inc. – Selectman Olmstead presented information regarding the use of Eco Smith Recyclers Inc bin at the Transfer Station. The board requested that the Town Administrator add this to a future agenda; work with the Transfer Station Manager Kevin Austin in getting the specifics filled in on the contract to present to the board.

C. NHMA Training- Selectman Olmstead stated he has attended the recent municipal training and brought back information regarding future trainings and dates, RSA 91A issues and the new “Know your territory 2016” reference guide book.

5. Selectmen’s report

Selectman Ober-No update

Selectman Olmstead- reported a question from planning board – “Should the planning board move forward with the Economic Development Committee?” Selectman Ober stated that the Planning board need to figure if the planner has enough hours under the current budget and plan the planners time for how much they should allot to each of his tasks. The Board recommended working with the Town Administrator for breaking down hours allotted to the planning board, zoning board and historic district commission etc. Chairman Van Tassel recommends that once this breakdown is figured, if there is enough time left, the planner could work on the Economic Development plan. The Board also discussed that the Economic Development Committee can also move forward without the planner since the work is near completion or ready for implementation/recommendation to the town. The Board recognized that most of the tasks to move forward would be done by the planning board.

Selectman Van Tassel- No update

Tim Lang as a member of the ZBA requested the Board address an issue with a ZBA applicant, as there is an outstanding invoice to the consultant that was hired for an application and the invoice has not been paid as agreed by the applicant, Bullfish Investment. Tim suggested the Board take action by paying the invoice and sending the applicant a letter of demand for reimbursement of these funds. Tim

also requested the Board approve the use of the town counsel for the ZBA to answer questions to move forward on this application and the process to follow since this matter has been complicated. Selectman Ober reviewed the budget and stated that the legal line is at \$200. It was the consensus of the Board, for Tim to have the Planner ask the question and get a legal opinion for moving forward. Selectman Ober made a motion to have the Town Administrator research to see if the town has the \$1995 to pay the consultant and to pay the invoice if we are fiscally able. Also the TA compose a letter of demand from the Board and present for review and signature at a future meeting, and if legal action is needed, prepare to contact counsel on this matter, 2nd by Selectman Olmstead, Vote: all were in favor, motion carries.

The Board requested that the Town Administrator research the fire alarm system at the Highway Garage and present this information and possible costs to the Board at a future meeting.

6. **Authorization Signatures: Payroll and accounts payable registers**

A. Payroll and accounts payable register signed

B. Assessing items reviewed and signed as follows:

Vilas, Chieko	~ timber intent	~6/8/16	~TML 08.086.001	ACTION: Signed
Wilson, Penelope	~Abatement	~ 06/08/16	~ TML 16.069.00X	ACTION: Signed

7. **Review & Approve Minutes**

A. Minutes 06/01/2016- Selectman Ober made a motion to approve the minutes of 6/01/16 with corrections, 2nd by Selectman Olmstead, Vote: all in favor.

8. **Adjournment-** The meeting was adjourned at 7:33PM

9. **Next Meeting** – The Board of Selectmen are scheduled to meet next Wednesday, June 22, 2016 at 5PM in the Town Office Building

Respectfully Submitted,

Katy Wells
Acting Secretary