

SANBORNTON BOARD OF SELECTMEN

MEETING MINUTES

June 1, 2016 – Town office building

The Board of Selectmen convened in regular session on Wednesday June 1, 2016 at 5PM in the Town Office Building. In attendance were, Chairman Johnny Van Tassel, Selectman John Olmstead, Selectmen Karen Ober and Town Administrator Charles Smith.

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. Nick Davis- water runoff issue- Resident Nick Davis of 148 Perley Hill Road met with the Board of Selectmen to discuss the water runoff issue he is having on to his property. Mr. Davis presented aerial photos to identify the issues he is having with the water during rain storms, coming onto his property from the town road way. Mr. Davis stated that he has discussed this with his neighbor at #140 Perley Hill Road about a possible culvert under their driveway, as well as with the DPW Director Brian Bordeau for assistance with the town's possible action. Mr. Davis is asking the Board to put in some sort of trench on the side of the road leading to his property so that the water has somewhere to go during storms other than across his driveway and onto his property. Mr. Davis is looking to put up a retaining wall on his property and shared concerns of erosion if this water flow problem is not addressed properly by the town. DPW Director Bordeau stated that he would like to see the actual water flow during a storm and get a better idea for suggestions to come to a resolution. DPW Director Bordeau will contact Mr. Davis with a plan.

B. Sanbornton road (s) study- Underwood Engineers – Town Administrator Smith presented a quote from Underwood Engineering that outlines the process to develop a 10-year road plan and or a Capital Improvements program for the Town. TA Smith stated per the board's request and prior discussions for a road study/plan, this was drafted to show what could be offered to the town and the cost associated with this type of process and that it is just an estimate. Chairman Van Tassel described the plan that the Town of Belmont had done and the different processes in which data collection can be done, the cost and expenses associated with such a plan and the information that can be beneficial to the future planning of the town. TA Smith added that this estimate for planning is based on 60 miles of class V roads and the process can be broken down into 30 miles to start the process if the town chooses. Chairman Van Tassel also cautioned that this planning process would not be for the maintenance of the roadways that it would be the planning process for what specifics the roads needed and the maintenance would be done by the DPW. Selectmen Ober suggested obtaining a list of town

roads, the work that has been done to each, what is proposed for each, and to just do this planning process in house. Additional discussion by the Board of the condition of our roads, the past work done and what this could cost and how a plan could get done. Selectmen Ober offered to create a data base and obtain a list of roads and data entry the work needed to be done and the information of what has been done so there can be a schedule for future maintenance. Resident and Budget Committee member Katy Wells questioned the Board and DPW Director Bordeau as to what happened to the plan to obtain the software for the DPW to accomplish this planning task. TA Smith stated that there was another town chosen to receive the software from UNH that Sanbornton was in line for and it was going to be reviewed by the TIP committee. Katy Wells further stated that the Budget Committee and CIP committee have been waiting many years to see a plan for Roads and bonding the projects may be an option. DPW Director Bordeau stated that he is working on a 10-12 year plan/report of what work has been done on town roads to present to the BOS to move forward, that includes a maintenance plan. The Board will decide what will be done and if the Town can commit to carrying through and doing the work, then making this a warrant article for town meeting after talking to the Budget Committee and the CIP committee.

DPW Director Bordeau requested the Board agree to a change order for the contractor that is working on March Road, to do additional work on Shaw Hill Road for an additional sum of \$70,000. Director Bordeau stated that this price is low in comparison and will cover 5,025 feet, but if the Town puts this out to bid their price would go up. Director Bordeau further stated that having this contractor's equipment here in town is a factor in the cost savings and the work on Shaw Hill Road will get done now. DPW Director Bordeau stated that the work that will be done will cover the paving from the edge of Weeks Road to the Transfer Station and it includes shoulder and gravel work, that the \$70,000 will cover all of it. Chairman Van Tassel made a motion to approve the change order for Pike Ind., to shim and overlay and do the shoulder gravel work on Shaw Hill Road (5025 feet), 2nd by Selectmen Ober ; Vote: all were in favor. Motion passes.

DPW Director Bordeau and Transfer Station Manager Kevin Austin met with the Board regarding the interview with the candidate for the attendant position. Selectman Olmstead made a motion that the town extends an offer of employment to Justin Dalton for the 2nd Attendant position at the transfer station at a rate of pay of \$10 an hour, pending the outcome of his background check, 2nd by Selectman Ober. Discussion: Selectman Ober would like to see an offer in writing, and the Board stated due to his age, there will be no operating of town equipment. Vote: all were in favor, motion carries. Chairman Van Tassel signed PAF.

DPW Director Bordeau also reported that he is working on feedback for single stream versus going back to recycling at the transfer station. Director Bordeau will work with the solid waste committee and get a breakdown for the Board and report back. Also Manager Austin is checking on costs for disposal and is reviewing the policies and procedures and costs for items we take at the transfer station.

C. Board of Selectmen Operational guidelines & handbook- Tabled

4. **Other Business**

The Board discussed the summer schedule and decided that they will meet in June on the 8th and 22nd and in July on July 6th and 20th and decide then about August.

Chief Dexter discussed the need for one more person on the hiring committee for the Town Administrator's position. The Board came to a consensus to ask Karen Cobb to join that committee.

The Board reviewed a letter of resignation from the Fire Department from Craig Simpson who is moving and a PAF for another member of the per diem fire department staff.

5. **Selectmen's report**

None given

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

A. Verizon wireless cell phone plan agreement – Selectman Ober made a motion to sign the Verizon cell plan agreement, 2nd by Selectman Olmstead, Vote: all in favor, motion passes.

7. **Review & Approve Minutes**

A. Minutes 05/18/2016- Selectman Ober made a motion to approve the minutes of 5/18/16 with corrections, 2nd by Selectmen Olmstead, Vote: all in favor.

B. Minutes 05/25/2016- Chairman Van Tassel made a motion to approve the minutes of 5/25/2016 with corrections, 2nd by Selectman Olmstead, Vote: all in favor.

8. **Adjournment**- The meeting was adjourned at 7:06PM

9. **Next Meeting** – The Board of Selectmen are scheduled to meet next Wednesday, June 8, 2016 at 5PM in the Town Office Building