

APPROVED

SANBORN TOWN BOARD OF SELECTMEN'S MINUTES

May 18, 2016

Town Offices

The Board of Selectmen convened in regular session on Wednesday, May 18, 2016 at 5:00 p.m. at the Town Offices. In attendance were Selectman Karen Ober, Selectman John Olmstead and Town Administrator, Charles Smith. Selectman Johnny Van Tassel was absent.

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

2.0 Public Comment

2.1 Brian Gallagher, State Representative - Representative Gallagher thanked the Board for meeting with him tonight because he would like to give them an update on the County, State and his candidacy going forward. **County** - Representative Gallagher explained that the County Delegation recently approved a bond issue for a new corrections facility at a cost of \$8 million dollars, which is way under the original estimate of \$13 million. Representative Gallagher stated the focus is on the recidivism rate, so inmates become better members of society. May 31st is the ground breaking. The County budget was finished up in March and the County's portion of the tax rate will decrease because there is \$850K less being asked for through taxation. **State** - Representative Gallagher reported that the State had a very active session with the biggest issue being the opioid crisis. The State's projected revenues are running \$80 million higher than anticipated due to the slow winter, low gas prices and the new business tax model reduction. Representative Gallagher stated Belknap County owns the land at Gunstock with the Gunstock Commission, who lease the land from the county. That lease comes to an end this year and there will be renegotiating the contract in June, which is set to increase to bring it in line with the current market rates. Representative Gallagher stated he has served two years as a State Representative and will not be filing for candidacy this June but will be running for Senate, District #2. A web-site has been established for questions/concerns at www.briangallagher.org. Selectman Ober asked what the impact of the bond is on the County's budget? Representative Gallagher explained the County Commissioners are the managers of the bond and there is \$4 million dollars in bond anticipation notes, the interest will be paid out first then they will look into a long-term bond but the new debt will be equal or less, to the old debt. There is concern that interest will be paid twice on the dollar. Selectman Ober asked if the Gunstock Commission is bonding money because of the poor ski season and would it affect us? Representative Gallagher replied no, funds would come directly from receipts or their Capital Reserve Funds, which are currently frozen. Andy Sanborn asked Representative Gallagher what successful actions he has taken. Representative Gallagher replied they have passed legislation on confiscation of firearms, higher penalties on human trafficking, appropriations for the Department of Safety in disaster relief and the opioid crisis. Andy Sanborn stated these are mostly "blue laws" or morality and Representative Gallagher replied yes.

2.2 Evelyn Auger Re: Town Planner - Mrs. Auger stated she is here tonight as herself

and not a member of the Planning Board, to discuss the Town Planner's hours. Mrs. Auger explained she has no problem with the hours but did have a problem when the Selectmen were named his department head because they would decide what he does. Land Use is a department all its own and all of the others were contracted and this Town Planner is now hired. Mrs. Auger stated she would like to see it put back to the way it was, him as a Department Head because then he decides what he should be doing with volunteers under him. Mrs. Auger noted the Selectman gave the Fire Chief a one thousand dollar increase and asked if it was for this year or next? Selectman Ober replied this year. Mrs. Auger stated the people voted against it. Selectman Ober stated the Board needs to revisit the Town Planner issue again.

3.0 Business

3.1 Library Trustee - alternate appointments - Marj Bray & Audry Barriault (not present). The Board briefly interviewed Marj Bray, who has volunteered at the Library in the past. Selectman Olmstead made a motion to appoint Marj Bray and Audry Barriault as an Alternate Library Trustee until 2017. Selectman Ober seconded the motion and the motion passed unanimously.

3.2 Steele Hill Resort - Bill Cutillo - Mr. Cutillo stated the Steele Hill Road project was done awhile back and he would like to keep it on the front burner before it becomes an issue. Mr. Cutillo explained that he pays \$4 million dollars in meals & rooms taxes, a \$250K tax bill and \$1 million dollars in payroll to Sanbornton residents. The road needs to stay in good economic condition for his guests and now that the Town owns the road, some planning needs to be done. Mr. Cutillo noted some crack sealing has been done and he will be doing some work to Taylor Road but some of the aspects have been ignored. Mr. Cutillo offered to conduct an engineering study (SFC Engineering's Nick Crescenti) for Steele Hill Road at his own expense, so there is a year to year plan because he has been heavily investing in the new buildings & the old. Mr. Cutillo stated his resort is an economic engine and is under everyone's thumb with the competition in the Lakes Region being vicious, so he would like to have yearly guidelines going forward. The BOS agreed to look into a study.

3.3 Jim Sweeting - Mountain View Church fundraiser and 1st Annual Summer

Concert at the Church Park - Mr. Sweeting explained that usually they do a band with some food but this year they will be doing a free concert provided by the "Shana Stack Band" on July 2, 2016 at the Mountain View Church Park from 11:00 a.m. to 7:00 p.m. The event is family friendly and alcohol free. People are encouraged to bring lawn chairs, blankets, etc. There will be hot dogs, hamburgers, sausages, ¼ chickens and more. Activities for children include a clown, magician, face painting, petting zoo, bounce house, etc. Mr. Sweeting noted he would still be working with Chief Dexter & Chief Hankard for safety reasons, even though the event is exempt from the Town's Open Air Permit. Andy Sanborn stated he feels the permit should be modified.

3.4 Phil Menard - Open Air Permit for the Annual "POW WOW" meeting - Mr. Menard explained there will be multiple events with different groups running each event and he would be sure to include all of them on the permit because only half are listed currently. The events take place at the Dulac Land Trust, which include dances, educational events, the Boy Scouts, social gatherings, traders, hand crafts, storytelling, singing, face painting, food, etc. and is a community event/open to the public. Chief Dexter explained there is only one permit needed for all of the events and the fire permits

have already been issued. Mr. Menard explained the set-up stays the same and some people are there just for the day-time but others stay overnight. Events are as follows; May 21st and 22nd - Dance, June 10th and 11th - Learner's Weekend, July 16th and 17th - Four Winds POW WOW, September 2nd through the 5th, October on Columbus Day weekend - Boy Scouts. Selectman Ober made a **motion** to authorize the Open Air Permit for the Dulac Land Trust's POW WOWs at 117 Osgood Road. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

4.0 Other Business

4.1 TA's job description - The Board agreed to advertise the position in three different States at a cost of \$41 in Vermont, \$75 in Maine, and free in NH. The Board reviewed and revised the current job description. Selectman Ober made a **motion** to approve the amended TA job description. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

4.2 A.L.I.C.E. Training - Will be held on Thursday, May 26, 2016 at 6 p.m. at the Town Offices. Employees, board & committee members and residents are all welcome to attend.

4.3 Personnel Policy - Tuition reimbursement - The Board will revisit this section of the personnel policy.

4.4 Fire Pond - Chief Dexter explained that DES has said the Town is exempt and "dig safe" will happen next week.

4.5 Regionalization of Fire Services Committee - The Board reviewed a draft advertisement for a seven member committee (6 plus the Fire Chief). Interested candidates should apply on or before June 30th.

4.6 Holden Engineering - The NH DOT has approved Holden Engineering, as the engineering firm for the Lower Bay Road project.

4.7 Employee Performance Review form - Selectman Olmstead made a **motion** to approve the amended employee performance review form. Selectmen Ober **seconded** the motion and the **motion passed unanimously**. Department Heads will be trained how to use the new form at their next Department Head meeting in June.

4.8 Boston Post Cane - There was a brief discussion on awarding a new Boston Post Cane recipient. AS Rollins to look into the cost of a replica cane.

4.9 Policies & Procedures for the Solid Waste Disposal Committee - Tabled for review by the Board. _

5.0 Selectmen's Reports

5.1 Update on the work of the Recreation Committee - Selectman Ober provided an update.

5.2 Update on the work of the Solid Waste Disposal Committee (SWDC) - Selectman Olmstead reported SWDC meeting was held and they have decided to send a list of recommendations to the Board on Wednesdays. The recommendations were as follows;

1. Currently, Sanbornton operates under a Limited Solid Waste Permit. As the approved permit is written, it does not authorize single stream recycling. A permit modification was submitted in 2011 to authorize the single stream recycling, which has not been approved. The SWC recommends that the BOS pulls out the modification request and applies for a Permit-by-Notification with the condition that the current permit terminates upon approval. This permit does not have a fee associated with it and it does not expire. We can use this opportunity to update whatever is not current in the permit now.
2. We recommend the BOS allow the Transfer Station to voluntarily collect aluminum cans separately from the current single-stream container to be baled for sale.

3. We recommend the BOS letting SWC assist DPW Manager Brian Bordeau with developing the TS budget for the next fiscal year. SWC's goal will be to use full cost accounting tools that will allow for better decision making.
 4. We recommend the BOS evaluating the 2009 Town Meeting vote that entered Sanbornton into a single stream compact with an entity, Concord Regional Solid Waste/Recovery Cooperative (CRSW/RRC) that never came to be.
 5. We recommend the BOS allowing the SWC to review and make recommendations on the existing Solid Waste Ordinance. The ordinance was drafted in 1988 and modified in 2015 but does not reflect any of the operation activities that have been implemented since 2009, including single stream management of recyclables.
 6. We recommend the BOS resolving a safety issue with the current accessible metal pile by having two piles, with neither one reaching any great height before being removed to a waiting metal dumpster or removed by a metal hauler. Implement the BMPs as put forth by NHDES on Scrap Metal.
 7. We recommend the BOS letting SWC assist on-site manager Kevin Austin with research, as necessary regarding waste management activities. Topics to include review of competing vendor costs; exploring different management processes for waste streams; and producing educational materials for our residents and customers to inform them on waste management decisions in Sanbornton (for example, full explanations of Pay as You Throw).
- TA Smith noted that there is \$11K in the Transfer Station Capital Reserve Fund, which could be used for the proposed concrete pad. The Board agreed to wait until Selectman Van Tassel was present to make a decision.

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.

7.0 Review & Approve Minutes

7.1 5/11/16 draft - **Members** of the Board reviewed the draft meeting minutes of May 11, 2016. Selectman Ober **motioned** to approve the draft meeting minutes of May 11, 2016 with changes. Chair Van Tassel **seconded** the motion and the **motion passed unanimously**.

7.2 5/4/16 approved - **Members** of the Board reviewed the approved meeting minutes of May 4, 2016. Selectman Ober **motioned** to revise section #8 of the approved meeting minutes from May 4th, to say the non-public minutes are sealed. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

8.0 ADJOURNMENT – Selectman Ober made a **motion** to adjourn the meeting at 8:02 p.m. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

9.0 NEXT MEETING (S) – The Board of Selectmen's next regularly scheduled meeting will be held on **Wednesday, May 25, 2016 @ 5:00 p.m.** at the **Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist