

APPROVED

SANBORNTON BOARD OF SELECTMEN'S MINUTES

May 11, 2016

Town Offices

The Board of Selectmen convened in regular session on Wednesday, May 11, 2016 at 5:00 p.m. at the Town Offices. In attendance were Selectman Karen Ober, Selectman Johnny Van Tassel, Selectman John Olmstead and Town Administrator, Charles Smith.

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

2.0 Public Comment

2.1 TC/TC Davis Re: Office door and review committee - TC/TC Davis stated the back door to her office has some leakage and the carpet is soaked. TC/TC Davis noted the last time sand bags worked seemed to work. Chief Dexter stated the door would need to be replaced because the pavement is a little higher. Selectman Ober suggested getting a replacement cost for the door and using sand bags for the time being. TA Smith was asked to contact Dan Chapman for an estimate. TC/TC Davis informed the Board that she is removing herself from the Town Administrator's hiring review committee due to personal reasons, which would make the number of people an odd number.

3.0 Business

3.1 Town Administrator - Advertisement & Job Description - Chief Dexter provided the Selectmen with the advertisement for the Town Administrator's position that has a submission deadline of June 10th. There was a brief review of the current job description, which will only be available by request. Chief Dexter stated the opening will be posted on the NHMA's web-site and the Town Administrators from Tilton & New Hampton are willing to participate on the review committee. Chair Van Tassel stated he would like to see if other department heads would like to be part of the review committee. Chief Dexter replied he would send out an e-mail to see if anyone else was interested.

3.2 Chief Dexter Re: Fire Pond - Chief Dexter explained that the metal pipe at the fire pond has come out of place and the water level is dropping. Chief Dexter stated he may need the DPW to dig the pipe out and replace it with "PVC" but he would be working with the NH DES on the appropriate permitting needed.

3.3 Board of Selectmen - Operational Guidelines Handbook - There was a brief discussion regarding RSA 91-A. The BOS will review and revisit in a few weeks.

3.4 Non-Public Sessions - Under RSA 91-A:3 II (a) - Chair Van Tassel made a **motion** to go into non-public session at 6:31 p.m., in order to conduct an employee performance evaluation. Selectman Olmstead **seconded** the motion. Roll call vote, Ober - aye, Van Tassel - aye and Olmstead-aye. TA Smith and Director Bordeau were also present. The Board reconvened the public session at 7:39 p.m. Chair Van Tassel announced no decisions were made and the board voted to seal the minutes.

3.5 Director of Public Works - Annual reappointment - Chair Van Tassel made a **motion** to reappoint Brian Bordeau as the Town's Director of Public Works. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**. Selectman Ober swore-in DPW Director Bordeau.

4.0 Other Business - None at this time.

5.0 Selectmen's Reports

5.1 Update on the building engineering study - Selectman Ober asked if there has been any updates. TA Smith replied it is on his list of things to do.

5.2 Regionalization of Fire Services - Selectman Ober stated she had the opportunity to really think about regionalization and she feels it would be a really good idea to form a study committee to look at all of the ramifications, costs and facts. Chair Van Tassel agreed the Town could form a committee but we need to see who is interested then reach out to the other surrounding communities. Selectman Ober noted the Town is in a regional school district and we already see the ramifications of a very small voice in that process, so we need the committee to see if it would be feasible or unreasonable. Selectman Olmstead stated he is not against regionalization and thinks it is great but will it work well for everyone. Selectman Olmstead stated in order to talk sensibly about the issue, more information is needed.

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 5/4/16 draft - Members of the Board reviewed the draft meeting minutes of May 4, 2016. Selectman Ober **motioned** to approve the draft meeting minutes of May 4, 2016 with changes. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

8.0 Non-Public Sessions - Under RSA 91-A:3 II (a) – Selectman Olmstead made a **motion** to go into non-public session at 8:14 p.m., in order to conduct an employee performance evaluation. Selectman Ober **seconded** the motion. Roll call vote, Ober – aye, Van Tassel – aye and Olmstead – aye. TA Smith and AS Rollins were also present. The Board reconvened the public session at 9:43 p.m. Chair Van Tassel announced no decisions were made and the board voted to seal the minutes.

9.0 ADJOURNMENT – Selectman Ober made a **motion** to adjourn the meeting at 9:44 p.m. Selectman Olmstead **seconded** the motion and the **motion passed unanimously**.

10.0 NEXT MEETING (S) – The Board of Selectmen's next regularly scheduled meeting will be held on **Wednesday, May 18, 2016 @ 5:00 p.m.** at the **Town Offices**.

Respectfully submitted,
April Rollins, Administrative Specialist