

# **SANBORNTON BOARD OF SELECTMEN MEETING MINUTES**

*For March 30<sup>th</sup> 2016*

## **Town Offices**

The Board of Selectmen convened in regular session on Wednesday, March 30<sup>th</sup> at 5:00 PM in the Sanbornton Town Office. In attendance were Selectman Johnny Van Tassel - Chairman, Selectman Karen Ober, Selectman John Olmstead and Town Administrator, Charles Smith.

### **1. Pledge of Allegiance**

- a. Those in attendance stood for a recital of The Pledge of Allegiance of the United States

### **2. Public Comment**

- a. Sanbornton resident Katy Wells made comment to the Board of Selectmen about nonpublic sessions and documenting the minutes. Katy gave each Selectmen copies of a chapter from New Hampshire Municipal Associations book "Knowing Your Territory" on nonpublic sessions. Katy also expressed concerns to the board about words being said during the Select Board meetings and cautioned how the meetings are tape recorded with the public's ability to listen to the recordings.
- b. Town Moderator Tim Lang informed the Select Board that he reached out to Sanbornton's New Hampshire State House Representative Brian Gallagher about proposing legislation next year that would amend and increase the signature requirement for a secret written ballot at Town Meeting.

### **3. Business**

- a. **Sanbornton Library building – painting bids**: the Town Administrator informed the Select Board about the two painting warranties. Deb Plenge Painting & Decorating has a five year warranty and JLT Painting has a two year warranty. The Deb Plenge Painting & Decorating bid was lower than the JLT Painting bid because it did not include painting the rear part of the building, whereas the JLT painting bid does include this portion. Selectman Olmstead complemented the painting job of JLT painting when the company painted the tavern. Selectman Ober felt the Plenge Painting appeared to be the better of the two warranties. Selectman Van Tassel questioned how the proposals were determined and how most bids are based on square footage? The Select Board asked the Library to receive a bid from Deb Plenge Painting & Decorating that includes painting the rear part of the building and to also see if JLT Painting will change their warranty proposal from two years to five.

b. **Board and Commission reappointments:**

- i. The Select Board reappointed Tim Lang to the Sanbornton Zoning Board of Adjustments for a three year term.
- ii. The Select Board voted unanimously to reappoint Marc Cray and Heather Goodwin to the Recreation Commission. Both appointees are to take their oaths before the Town Clerk.\_\_

**4. Other Business**

- a. **Board of Selectmen objective survey:** tabled till further completion by Selectmen
- b. **Sick Leave Bank policy:** the Board of Selectmen voted unanimously to include sick leave bank policy within the town personnel policy
- c. **Town budget:** the Select Board were given year to date copies of the expenditure report from the town Finance Officer.
- d. **Engineer RFQ's Lower Bay Road project:** the Town Administrator submitted his recommendation of five engineer firms to interview for the Lower Bay Road project. The Select Board are to review for next board meeting and determine interview dates.

**5. Board of Selectmen reports**

- a. The Select Board discussed a new policy drafted by the Transfer Station Manager, "Rules for Volunteers." The policy was tentatively tabled for future conversation.
- b. Town road ban and dump pick-up: Selectman Ober asked Selectman Van Tassel as a DPW Director the process and expectations of a road ban. Selectman Van Tassel said that road bans are usually determined by a DPW Director unless it's a state owned road. Selectman Van Tassel said some heavy vehicles are exempt from the ban such as emergency vehicles, but in order to get an exemption for other heavy vehicles on a town road the approval generally goes through the DPW Director. Selectman Van Tassel said

state road exemptions need approval from the NHDOT district.

- c. Selectman Ober followed up with the Selectmen about attending a Lakes Region Planning Commission meeting. Selectmen Ober said the new NHDOT Commissioner attended the meeting and talked about the state's new 10 year road plan, which includes road projects for Sanbornton in 2017.
  - d. Selectman Ober informed the board that being appointed the Selectman's representative for the Historic District Commission and Recreation Commission has caused conflict because both commissions have meetings on the same day. The Select Board reappointed Selectman Olmstead as the board representative to the Historic District Commission.
  - e. The Select Board asked the Town Administrator to compile a list of open board, committee, and commission seats then have the list posted to the town website.
- 6. Authorization Signatures: the Board of Selectmen reviewed and then signed the following documents.**
- a. Sanbornton Payroll and Accounts Payable register
  - b. New Hampshire Department of Revenue Administration 2016 MS 232
  - c. Sanbornton Department of Public Works March Road reconstruction bid project was signed by Chairman Van Tassel and notarized by Town Administrator Smith.
  - d. Ambulance and Special Detail fund forms from Town Treasure were initialed
  - e. Sanbornton Assessing Assistant submitted: three separate Notice of Intent to cut wood/timber forms, a Veterans Tax Credit, and Timber Tax Levy, all were approved and signed by the board.

**7. Review and Approve Board of Selectmen meeting minutes**

- a. Members of the board reviewed in draft form the Board of Selectmen meeting minutes from March 23<sup>rd</sup> 2016. The minutes were approved with minor changes.

**8. Adjournment**

- a. Selectmen Olmstead made a motion to adjourn the meeting at 7:25 p.m. The motion was seconded by Chairman Van Tassel and carried unanimously.

## **9. Next Meeting**

- a. The Board of Selectmen are to have their next scheduled meeting on Wednesday, April 6<sup>th</sup> 2016.

Respectfully submitted,

Charles Smith, Town Administrator