

TOWN OF SANBORNTON
MEETING OF THE BOARD OF SELECTMEN
Sanbornton Town Office
573 Sanborn Road
Sanbornton, NH
1.5.2022 – 5pm

The Board of Selectmen convened in regular session and in teleconference. In attendance were: Chairman John Olmstead, Selectman Bob Lambert, Selectman Jim Dick and Town Administrator Trish Stafford.

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

1.Public Comment – None

2. New Business –

Conversation Easement Purchase –Selectman Dick said the Sanbornton Conservation Commission has been in discussion with Nancy Mitiguy on buying an easement on her property off Perkins Road. The Mitiguy Easement is approximately 23 acres and she has retained about an acre and a half to build a structure in the future. Ongoing discussion with her, she said it was surveyed and appraised for \$175,000 as is, with an easement on it worth \$88,000 and offered to sell the conservation easement for \$52,000 and as a partial donation of \$36,000. In accordance with the RSA, would be completed funding out of the Conservation Commission tax land change tax fund with the Board as the governing body that would need to approve. They held a public hearing last Wednesday and Conservation Commission took a vote and recommended to the Board to go ahead with the purchase of the easement if the BOS agreed to that. Warren Lake is the attorney for the Commission. The appraisal has a 90-day limit and needs to close end of January. Selectman Olmstead thought that it should be approved. Selectman Dick said it ties nicely into other properties that they have and a nice corridor of conservation property along it. Ray Masse said she also paid for surveys, appraisals, walking trails, forestry management plan and spent a lot of money approximately \$36,000 and legal fees to get the easement drawn up. Selectman Olmstead suggested to go ahead with it and send Nancy a thank you note. Selectman Dick made a **motion** that the Board approve the purchase of the easement, Tax Map 26, Lot 63 in the amount of \$52,000 with funds to come from the Conservation Fund. Selectman Olmstead **seconded** the motion. All in favor, ayes have it and the **motion passes**.

2022 Warrant Articles – Selectman Dick put together draft articles. TA Stafford will submit them to the Town Attorney for review.

Article 1 – Operating Budget – Town

Budget Committee met last night and approved the Operating Budget, Capital Outlay and Transfers to Capital Reserve Funds. Four changes were made to the budget that the Board approved last week. One was tuition assistance line that will be reduced to \$1 and removed \$4,999. Removed additional \$5,000 included for assessing. Company hoped to take on the role were not interested this close to the beginning of the year and would be difficult so went back to standard \$25,000 and \$50,000 for re-evaluation. Other 2 are related, they removed

01/05/2022

BOS APPROVED Minutes

\$4,500 for Selectman Dick's stipend and put back to a \$1 and removed increase to Welfare Director's salary, since she had stated at the last Board meeting that she was satisfied with her salary and did not feel she needed a raise. Table for Article 1, down \$16,000 from last week. Selectman Dick doesn't see re-votes. Budget Committee recommendation is what goes on the warrant and shows how well the process works and that the Board and Budget Committee maintained independent votes. TA Stafford said elected officials and some others are not getting the 4% increase scheduled on January, but Town Clerk and Treasurer are built in to the budget for July 1. Budget Committee dropped 0.3% off of the increase. In the future, for historical purposes, the Highway Dept was asked to get what amounts of sand and salt were used to see if tonnage is different for budgeting purposes.

Article 2 – Capital Outlay – no changes

Article 3 – Transfer to Capital Reserve Funds -no changes

Article 4 – Transfer to Expendable Trust Funds -no changes

Article 5 – Police Equipment Capital Reserve Fund

Steve Bennett will look at the language and establish the fund and put \$49,000 into it.

Article 6 – Purchase of Police Department Radio Base Station

To facilitate the transition. Chief Hankard is looking for grants, money sources or rebates that might be available. Suggested anything that was appropriate would go into the Police Equipment CRF but don't know if the CRF will be approved.

Article 7 – Highway Department Loader Purchase

Quote for \$186,000 with \$136,000 to come from Highway Block Grant of 2023 and additional \$30,000 would be appropriated in this article. Time sensitive to sell it. Better to not have to appropriate more than what is needed and take lower on trade in. Quote is based on trade in of \$20,000. If approved will look at other brands to find a comparable loader and trade in before locking it in. Any excess money will revert to heavy equipment fund.

Article 8 – Modification to the Elderly Tax Exemption

Originally enacted in 1998 at Town Meeting. Based on age, income and total assets. Applies to domicile and 2-3 acres around it. Last Town update was 2009. Terri, Assessing Assistant, did a great job with a table showing surrounding towns on what credits, exemptions and income and asset limits were. Currently married income limit, \$30,000 and current asset limit is \$50,000. In our Town, there are 11 eligible. Proposal is to increase all 3 limits. Current single income limit is \$20,000 and proposed raise to \$25,000 and married income limit is \$30,000 to \$40,000 and single and married asset limit from \$50,000 to \$60,000. Exemption is 65-74 current \$30,000 and raise to \$40,000, 75-79 to \$35,000 to \$50,000 and 80 and above from \$40,000 to \$70,000. Cost to the Town would be \$7,500 in revenue. Changes would be a small amount of loss of revenue. There is a lot of interest in the Town to do this and is one small step.

Article 9 – Enactment of the Disable Tax Exemption

This has not been adopted before. Must be fully disabled as defined under Social Security with the same income and asset limit for exemptions. Single income of \$25,000 and \$40,000

for married and \$60,000 on asset with flat exemption of \$25,000. Language will need to go thru Steve Bennett.

On budget articles, Budget Committee set dates for required Public Hearing-- primary February 1st, with a snow day of February 3rd.

Overall, the budget is a good news story. If you factor out 2 major changes, one is the bond for the Town Office \$87,000 of the increase is from that article and other is this year \$50,000 revaluation. \$137,000. Last year budget was \$5.5 million, and this year is \$5.9 million almost half of that increase is from those 2 things. Trying to stay as lean as possible.

Conversation ensued about mowing at the Transfer Station; Melanie made suggestion instead of mowing grass areas near the Transfer Station, bee pollinators of wild flowers and native plants and have sponsors. Some flowers are native and come back each year. Suggested the hillside near the transfer station. Use as ground cover rather than mowing. Jim thinks it's a good idea as mowing is not cheap.

Town Report input – Selectman Dick will get draft of dedication. Enlist people to collect intel and information. TA Stafford asked about a cover page. Suggestions were four season photos of the Town, perhaps a collage. Selectman Lambert suggested Old Home Day pictures. The printed report must be available by March 1st. TA Stafford said goal is to have financials included this year.

Highway Quote Approval – Discussed in Article 7 above. Highway Director Van Tassel said that this is just one quote, and if the warrant article is approved, he will get more options to try to lower the price as much as possible.

Tax Deeding – Non-Public Session –**Motion** to go into non-public made by Selectman Olmstead, **seconded** by Selectman Dick under RSA 91-A:3 II (c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.* **Roll call vote** to enter non-public, Olmstead yes, Dick yes, Lambert yes. The Board went into non-public session at 6:55 pm; also in attendance were Town Administrator Stafford, Recording Secretary Sue Smith, Town Clerk/Tax Collector Julie Lonergan and Welfare Director Melanie Van Tassel.

There was a discussion about tax liens and deeds; the following motions were made: Selectman Dick made a **motion** to wave the deed on Tax Map/Lot/Unit 13/7/2; **seconded** by Selectman Lambert. All in favor, **motion** passes.

Selectman Olmstead made a **motion** to seal the minutes until there are any changes as it would affect adversely the reputation of any person other than a member of the board. **Seconded** by Selectman Lambert, roll call vote to seal the minutes: Olmstead, yes; Dick, yes; Lambert, yes. **Motion** passes.

3. Old Business – none

01/05/2022

BOS **APPROVED** Minutes

4. Town Administrators Report –

TA Stafford and Transfer Station Manger have been conducting interviews for the Transfer Station Attendant and will have a candidate soon.

Transfer Station has been noticing trespassers and cameras were discussed. TA Stafford will reach out to Capital Alarms. Compactor could have a camera. Police will be patrolling.

Had a quick meeting with Department heads about 4 percent increase. Preparing the PAF's.

TA Stafford had a discussion with Peg from Payroll regarding the Treasurer position. She would like the transition to go smoothly. You must know the process, there is “must do” upfront work and learn how to reconcile funds, etc. She will speak to Karen and work on a job description. This is an elected position.

Action Items for Next Meeting – None

5. Selectboard Report's-

Selectman Olmstead – No meetings attended.

Selectman Dick – Town Office is moving along and poured concrete today. Process is working well and have subs on contract. Walls going up next week. Chief Dexter wanted to make sure when the light safety items would be going up as he wants to be there for wiring and mechanical work. Discussing windows, have 4 different quotes for windows. Nina Gardner came to meeting and is interested on historic aspects. When HL Turner did the design, they had specifics on Old Town Hall and must be the right profile and dimensions and just a matter of aesthetics with \$11,000 difference in price. Slab is done and will turn attention to access road portions.

Selectman Lambert – Has a Historic Commission meeting scheduled on January 11th.

6. Selectboard Signatures-

Authorize Payroll, Accounts Payable Registers, Assessing Forms and or PAF's.

Completed signatures on Payroll & the Accounts Payable Register. The Selectboard signed payroll registers for December 29, 2021. Signed checks for \$5,654.70 to Wadley Store and Feeders, LLC, \$29,310.74 to Primes, \$17,572.96 to Morton Salt, \$11,164.81 to Casella Waste Systems.

7. Approve Meeting Minutes- Members of the Board reviewed the Town of Sanbornton Board of Selectman regular meeting draft minutes of December 22, 2021, with any corrections. Selectman Olmstead made a **motion** to accept and approve Town of Sanbornton Board of Selectman regular meeting draft minutes of December 22, 2021, with any corrections. Selectman Dick **seconded** the motion. All in favor, ayes have it and the **motion passes**.

Members of the Board reviewed the Town of Sanbornton Board of Selectman Budget meeting draft minutes of December 29, 2021, with any corrections. Selectman Olmstead

made a **motion** to accept and approve Town of Sanbornton Board of Selectman Budget meeting draft minutes of December 29, 2021, with any corrections. Selectman Dick **seconded** the motion. All in favor, ayes have it and the **motion passes**.

8. Next Meeting(s) – The next regular Board of Selectmen’s meeting will be **January 19, 2022, at 5:00** pm at the Town Office.

9. Adjournment – Selectman Lambert made a **motion** to adjourn the meeting at 7:42 p.m. Selectman Dick **seconded** the motion. All in favor, ayes have it and the **motion passes**.

Respectfully submitted,

Sue Smith
Administrative Specialist

Selectboard Clerk: _____
Approval Date 2.2.2022

(These minutes are in draft form and are subject to review & approval at the next regularly scheduled Selectmen’s meeting. Meeting minutes are not official unless they are viewed on the Town’s website www.sanborntonnh.org or are on file with the Town Clerk.)