

TOWN OF SANBORNTON
MEETING OF THE BOARD OF SELECTMEN
Sanbornton Town Office
573 Sanborn Road
Sanbornton, NH
4.13.2022 – 5pm

The Board of Selectmen convened in regular session. In attendance were: Chairman Jim Dick, Selectman Bob Lambert, Selectman Brandon Deacon and Town Administrator Trish Stafford. Those in attendance recited the Pledge of Allegiance.

1. Public Comment

a. Solid Waste Committee training – Jennifer Holt of the Solid Waste Committee requested that Andy Sanborn attend the upcoming NRRRA conference which will discuss single stream vs. source separating recycling which is of interest to the committee right now. The cost will be \$150. Shauna Goutier from the Transfer Station will be attending the conference as well both days. Selectman Dick noted that the SWC should request \$300 in their next budget so that two people can go; this time the money will come from the Transfer Station training line plus another line to be determined as there is not enough for training.

b. Roads – Andy Sanborn stated that he has been listening to the public conversation and concerns about dirt roads during mud season but he doesn't believe this is only a Highway Dept issue. He stated that multiple boards in Town should be involved; for example the Planning Board could consider a moratorium on building on dirt roads, the Budget Committee could provide enough funds for tools and manpower to fix the roads, the CIP Committee could set aside more funds each year in the CRF for roads.

2. New Business

a. Highway Dept update – Highway Dept Director Johnny Van Tassel stated that Cram Rd and Perkins Rd have been windrowed to remove loose material and that material will soon be removed. He would like to do a "box out" of 12 inches where needed on the road which would raise it, and then add fabric underneath, from Rt 132 to Autumn Drive at a cost of \$440,000. Selectman Lambert asked if some roads that have been repaired in the past have held up better this year and Johnny responded Yes, and some that normally have bad spots were fine this year. Selectman Dick stated that if the box out works then that is a good solution however it would take the majority of the entire road budget to fix just one road. Johnny stated that the roads were originally constructed for a certain amount of people and traffic but that has since changed. Fire Chief Paul Dexter stated that the public needs to be educated how ordering online and getting quick and frequent deliveries at home affects the quality of the roads.

Selectman Deacon asked what annual maintenance would be needed for Perkins Rd after the box out and Johnny explained that it would just require grading. Ray Masse asked how long the portion of road is that would be fixed and Johnny responded that it is 8,630 feet. Ray asked if it would make sense to just pave the road if it costs \$1 million per mile to pave and Johnny responded that some parts of the road are not wide enough to pave and people would also drive faster. Ray stated that the road engineering study does not list Perkins Rd on the priority list for roads; Johnny explained that the engineers were not here during mud season. Selectman Dick noted that the study mentions fixing some

of the worst roads several years in the future. Ron Hilbrunner of Maple Circle stated that the study also says that the Town should consider converting gravel roads to pavement because they would cost less to pave than to maintain. Selectman Dick stated that Johnny should look at hiring additional help in the summer to do ditching which would help with drainage issues. Andy Sanborn noted that some sections of road used to be closed seasonally and perhaps this should be looked at.

Heather Goodwin of Cram Rd stated that her road used to be well-maintained but so much material has been added over the years that her driveway now sits well below the road which will cause runoff issues. She added that people are getting deliveries more often than before but sometimes these are needs not wants, such as medical supplies. She would like to see a long-range plan for fixing the road and a timeline.

b. Highway Dept PAF - Selectman Dick made a **motion** to move Josh Dow to labor grade 12, step 1 for successful completion of his CDL-B license, effective April 4, 2022. Selectman Lambert **seconded** the motion and the motion passed unanimously.

c. Committee appointments – Selectman Dick made a **motion** to appoint Tim Lang as regular member of ZBA with a term expiring March 31, 2023, and to appoint Kevin Riley as alternate member to ZBA with a term expiring March 31, 2023. Selectman Lambert **seconded** the motion and the motion passed unanimously.

Selectman Dick made a **motion** to appoint Franz Vail as member to the Historic District Commission with a term expiring 2023, Barbara Whetstone with a term expiring 2025, and Nina Gardner with a term expiring 2024. Selectman Deacon **seconded** the motion and the motion passed unanimously.

Selectman Dick made a **motion** to appoint the following members to the Master Plan Update Committee with a term expiring March 31, 2023: Kate Osgood, Patricia Kasparian, Andrew Sanborn, Nina Gardner, Paul Dexter and Brandon Deacon. Selectman Lambert **seconded** the motion and the motion passed unanimously.

d. Fire Dept PAF – Chief Dexter stated that Laurie Miller has completed the requirements needed to work per-diem shifts. Selectman Dick made a **motion** to increase Laurie Miller to labor grade 13, step 2 effective April 10, 2022. Selectman Deacon **seconded** the motion and the motion passed unanimously.

Chief Dexter noted that he can apply for a grant that will include a generator that is connected to the new town office building as well as Old Town Hall which will be used for meetings in the future; Selectmen were in favor of this.

e. Transfer Station resignation - Transfer Station Manager Shauna Goutier explained that part-time employee Bethany Lavin has given her notice of resignation but has volunteered to stay on as a per-diem employee to fill in when needed in the future. Shauna stated that her certification will only cost \$50 to maintain per year and having her as per-diem is cheaper than a Highway Dept employee filling in. Bethany's last day will be June 21st but she would stop working in a part-time capacity if a replacement is hired sooner.

Shauna noted that she and Trish could not find any contract related to the glass dumpster so she has asked Casella to remove it as soon as they are able.

f. New Town Offices building update - Trish stated that she has discussed having cameras installed at the new town offices and Capital Alarms can do this. The added cost would be \$6,000. There is also a change order for millwork that was removed at the beginning of the project but put back in. Selectman Dick made a motion to add surveillance cameras for \$6,666. Selectman Lambert seconded the motion and the motion passed unanimously.

Selectman Dick made a **motion** to approve the change order for millwork for \$27,137.25. Selectman Lambert **seconded** the motion and the motion passed unanimously.

Trish explained that Atlantic Broadband notified her that the Town may need to upgrade its internet service once it moves to the new building; she would like to see how the existing service performs before looking at upgrades and Selectmen agreed.

g. Temporary housing waiver request - Gary Bergeron of 579 Hunkins Pond Rd explained that he is requesting a waiver from the 30-day temporary housing limit. He plans to be done building his home by the end of this year but is currently living in a horse trailer on his property while he waits for his USDA loan. Selectman Deacon stated that he would like to see progress being made on the building during this period. Selectman Dick made a **motion** to waive the 30-day temporary housing limit for the mobile home until December 31, 2022. Selectman Deacon **seconded** the motion and the motion passed unanimously.

h. Town Clerk/Tax Collector update – Town Clerk/Tax Collection Julie Lonergan explained that she has several properties in delinquency that have not either not paid taxes or have only partially paid in three years. She would like to send a letter in early August to these owners notifying them that they should speak with the BOS about their plans to make payments. Selectman Deacon asked if Welfare is involved at all and Julie responded that the Welfare Director is notified but she does not offer relief options for taxes.

Julie explained that the State Library is missing some town reports or they may not be scanned yet. She would like to have three complete sets; there are many reports available between the town library and people donating old reports to the town office.

3. Old Business

a. Dr. True Rd/Maple Circle - Ron Hilbrunner explained that there is a silt runoff issue into Lake Winnisquam from Dr. True Rd and he would like to see the road paved. Out of the twenty homes on the road, there are seven people that live there full time and at least five over the age of 65. He would like to see an emergency plan for this area when the road is bad. Selectman Dick stated that Johnny did receive a quote last year for paving and the road is actually a good candidate for paving because of its width and base. He added that more salt would be used once paved so even if the silt issue is mitigated there is still a problem with contamination. Selectman Deacon will ask Pierce Rigrod from DES about this when he speaks with the Planning Board next week.

Selectman Deacon stated that there is a reasonable expectation to be able to get to and from the public beach on Dr. True Rd easily in all seasons. Selectman Dick stated that it would cost hundreds of

thousands to pave Maple Circle and Dr. True Rd though he does understand the safety issue. Ray added that the engineering study does have a list of roads and a list of recommended spending per year; currently about \$750,000 a year is earmarked for roads and bridges but they recommend \$1.4 million as of 2018. Chief Dexter stated that the Highway Dept Director may not have the bandwidth to manage the contractors and projects that would happen if the budget was the increase substantially. Selectman Dick stated that Johnny needs to identify where the greatest needs are.

Maurice Twomey stated that he is a seasonal resident of Maple Circle and he does not want to see his road paved; he brought a petition to other Maple Circle residents last summer and found that 15 out of 20 of them did not want the road paved either.

b. Road maintenance quote request - Johnny stated that he has received a quote for paving from GMI for shim and overlay of Upper Bay Rd from Bay Rd to Steele Hill as the road is starting to come apart. Selectman Lambert stated that he is in favor of this to keep the road maintained and it will save money in the long run. Selectman Dick noted that there is still \$600,000 in the CRF for roads and bridges for FY22.

Selectman Dick made a **motion** to approve the quote from GMI for \$120,720 for funds to come from the Highway Block Grant and/or the Roads and Bridges CRF and to authorize Johnny Van Tassel with signing authority. Selectman Lambert **seconded** the motion and the motion passed unanimously.

Regarding the quote from GMI for the work on Perkins Rd for \$440,000, Selectman Dick stated that he would like to see what is remaining in the budget after the work to Upper Bay Rd is completed. He asked if there is anything planned for the remainder of the budget this year; Johnny explained that there are no major projects and he does plan on reclaiming several other roads but not this year. Ron Hilbrunner asked if there is federal money for roads and Selectman Dick stated that there is not, most of the money for infrastructure goes to State highways and bridges.

4. Town Administrator's report - A 2nd grader from Compass Classical Academy has written a letter to the BOS about road conditions; Trish will write him a letter back.

Trish stated that funds need to be reimbursed to the General Fund for severance for the two police officers that recently resigned; this is to pay out sick/vacation time. Selectman Dick made a **motion** for \$18,625.04 to be reimbursed to the General Fund from the Employee Expendable Trust Fund. Selectman Lambert **seconded** the motion and the motion passed unanimously.

NH Electric Co-op has sent a notice to the BOS about spraying herbicides around power lines; Trish will put this on the website.

Trish explained that the new payroll update from BMSI has not been a good experience and she is considering other companies including ADP, Paychex and Checkmate. She stated that she is not sure of costs yet but Checkmate is local and works with other municipalities. Selectman Deacon asked if there is a possibility of combining town and library payroll to get a better rate; Trish responded that there is a per-month charge on top of a per-employee charge so it would not be any cheaper.

5. Select Board reports – Selectman Lambert has spoken with Police Chief Steve Hankard about a possible candidate for the Police Dept. Selectman Lambert also met with the Recreation Commission where they discussed upcoming programs including Old Home Day, the Easter egg hunt, and swim lessons.

Selectman Deacon attended the Master Plan Update Committee meeting; there are six volunteers as well as one who will not be able to vote as he is not a registered voter in Sanbornton. Andy Sanborn is the Chair of the committee and the Planning Board has voted for Audry Barriault to take the minutes for the committee using the PB budget until FY23 starts. Selectman Deacon stated that he reiterated to the PB that he would like to see a checklist for applicants so that they know all the steps they need to complete before they can start building.

Selectman Deacon proposed standardized forms for minutes, agendas, etc. that can be used by all boards and committees for consistency.

Non-Public Session under NH RSA 91-A: 3 II (a) – *the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*

Motion to enter non-public made by Selectman Dick, **seconded** by Selectman Lambert; all in favor. Entered into non-public session at 8.39pm. Town Administrator Stafford was also in attendance; a discussion was held on a personnel matter; no votes were taken and no decisions were made. **Motion** to leave non public and return to regular session made by Selectman Dick, **seconded** by Selectman Deacon. **All in favor**, returned to public session at 9.28pm.

Respectfully submitted,

Audry Barriault, Secretary

Selectboard Clerk: _____

Approval Date 4.25.2022