

TOWN OF SANBORNTON
MEETING OF THE BOARD OF SELECTMEN
Sanbornton Town Office
573 Sanborn Road
Sanbornton, NH
6.22.22 – 5pm

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

1. Public Comment – None

2. New Business

a. Treasurer delegation – Selectman Dick made a **motion** to approve the addition of Town Administrator Trish Stafford to be signer for all accounts in iBusiness Banking for the Town. Selectman Lambert **seconded** the motion and the motion passed unanimously.

b. Temporary housing waiver extension request – Robert and Kiely Dubois explained that they were provided a waiver to the 30-day temporary housing limit by the Selectmen; they are behind schedule completing their house due to lumber prices and requested an extension through July 21, 2023 which is the expiration of their CZC. Selectman Dick asked what the timeline is for completion and Robert responded that if lumber prices continue to come down then they could be finished by the end of this year. Selectman Deacon asked if a progress report could be made by the end of the year; Selectman Dick suggested providing the extension through the end of this year and if more time is needed they can come back with another request. Trish asked if the RV being lived in is registered; Robert stated that it is, and added that he has a permanent address already as well. Selectman Dick thanked the couple for bringing this request to the Selectmen and for demonstrating good faith.

Selectman Dick made a **motion** to approve the waiver of the requirements under Article 4, Section E to allow the use of the recreational vehicle and to remain on the property at 760 State Rd until December 31, 2022. Selectman Deacon **seconded** the motion and the motion passed unanimously.

c. Outdoor air permit – Andy Sanborn stated that he has submitted an outdoor air permit application but listed the occupancy as 300 people which is not correct; there will probably be less than 100 people at this weekend's event and others through the summer. Phil Menard stated that he would like to add one more event for a meeting and social on July 23rd which will be far smaller. Trish stated that she can add that event to the existing permit application. Andy noted that he has been charged \$100 for an open air permit before which encompassed four events, but was charged \$400 this year. Trish explained that the application does state that each event is a \$100 fee; Andy noted that the fee would be to compensate for the time of the fire chief and police chief, zoning compliance officer, etc. to look over the application, but all the events are

essentially the same so only one application fee should be required. Selectman Dick noted that he is fine with approving a reduced application fee in this case but the Board should also look at a revising the policy for pricing for cases like this.

Selectman Dick made a **motion** to grant a waiver for the open air permit policy and reduce the license fee to the Dulac Land Trust for their 2022 events to \$100. Selectman Lambert **seconded** the motion and the motion passed unanimously.

d. Sewer warrant – Trish stated that the sewer warrant is due in July and she should have more information at the next meeting.

e. Highway quote – Trish explained that Highway Dept Director Johnny Van Tassel is requesting similar work to what was done on Perkins Rd, but with a 6-inch box out rather than 12-inch, on Hermit Woods Rd. Fabric would also be installed. Selectman Dick added that the area by the culvert on Hermit Woods is especially in bad shape during mud season and Johnny believes this will help with that. Selectman Dick made a **motion** to approve the quote from GMI Asphalt for work on Hermit Woods Rd and drainage culvert to the Eastman Hill Rd intersection for \$60,655. Selectman Lambert **seconded** the motion and the motion passed unanimously.

3. Old Business - None

4. Town Administrator's report – Trish stated that Mr. Williams of Hale Rd dropped off a letter thanking the Highway Dept for their work on Hale Rd and surrounding roads. She has purchased a SoundCloud account to load all the recorded minutes to and it is easy to navigate. Selectman Dick suggested putting the SoundCloud link of all recordings in one place on the town website and other members agreed.

The new payroll system will be live on October 1st at the beginning of the 4th quarter. Trish stated that the Selectmen need to sign the opt-out of the DRA's Inventory of Taxable Property form. The Recreation Commission has submitted their second installment of revenue reimbursement from the non-lapsing fund in the amount of \$31,424.

5. Select Board reports – Selectman Lambert stated that Old Home Day will be on July 16th. Next week swim rafts and lines will be installed and swim lessons start mid-July. The new Police Dept pick-up is currently being shipped; the new officer Ben Davis begins the police academy in August.

Selectman Dick explained that the Budget Committee met with Johnny Van Tassel about his five-year plan for roads and tasked him with writing down what roads need work the most, what the work is and what it will cost. This will allow to plan better in the future and the Town will know what larger projects they need to save towards. Selectman Deacon noted that it will be beneficial to have a list to refer to when someone calls and asks when their road will be worked on. Selectman Dick stated that the schedule for the Budget Committee will be discussed at the

next meeting and he would like to see any bigger requests from departments early in the budgeting process so there is adequate time for discussion.

Trish noted that she looked into junkyard licensure and learned that they need to be recertified every year, but this goes with the person and not the property itself. She stated that the town of Kingston has an easy-to-read application form for junkyards. Selectman Deacon noted that this was discussed at the Planning Board meeting and the Planning Board is requesting that Steve Laurin send a letter to the current owners of the Laughy property.

Selectman Deacon explained that the Historic District Commission is hosting virtual walking tour on June 23rd; there were two recent applications from residents in the Historic District for a chimney cap and a new garage. The Master Plan Update Committee discussed updates to the survey that will be hopefully handed out at Old Home Day and other spots around town. He stated that Barbara Whetstone had asked him who would send out an RFP for the grading work at the Town Park; Selectman Dick stated that the Selectmen would do the formal RFP but Trish will get a list of companies that do site prep work and that list can then be sent to the Town Park Committee so they can research to start.

5. Select Board signatures – Checks in the amount of \$234,279.37 for BPS, in the amount of \$5,430 for Avitar Associates, and in the amount of \$10,907.27 for Casella Waste were signed.

6. Approval of meeting minutes – Selectman Dick made a **motion** to approve the BOS minutes of 6/8/22 with any corrections. Selectman Deacon **seconded** the motion and the motion passed unanimously.

Meeting adjourned at 6:13pm. The next meeting is scheduled for Wednesday, July 6th at 5:00pm.

Respectfully submitted,

Audry Barriault, Secretary

Selectboard Clerk: _____

Approval Date 7.6.2022