

SANBORNTON BOARD OF SELECTMEN'S MINUTES

August 5, 2020

Town Office

The Board of Selectmen convened in regular session: in attendance were Selectman John Olmstead, Selectman Tom Salatiello, Selectman Jim Dick and Town Administrator Trish Stafford.

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

Public Comment—none

New Business—

Public Hearing – Barn Preservation Easement – Victor Mokler spoke on behalf of the Mokler family, owners of the property on 279 March Rd, Sanbornton. The Mokler family is seeking renewal of the barn preservation easement. Selectman Olmstead opened the public hearing on the barn preservation easement renewal application. Mr. Mokler was speaking on behalf of his deceased father. The BOS said they have done a lot of work on the barn. Selectman Salatiello said that historically, The Meader's were very generous of the land with extensive efforts to focus on the conservation of their property and suspect you are carrying forward what was started by Ralph and Olive Meader and would include the preservation of the barn and would support the application based on the history over a number of years. Selectman Salatiello made a **motion** to approve the continuation of the barn easement on 279 March Rd, Tax Map 27 Lot 20. Selectman Olmstead **seconded**. All in favor, ayes have it unanimously. **Motion carries**. TA Stafford said signatures are needed on the paperwork when Mr. Mokler is available to sign at the end of the month.

PUBLIC HEARING CLOSED at 5:08 pm

Voluntary Change of Address – Petition from David and Donna Percy to change address from 345 Roxbury Rd to 5 Harley Ranch Rd for emergency responders. Chief Dexter said in line with E911, simplicity for responders with shared driveways, there's a new house being built on Roxbury Rd. Chief Dexter has spoken with both owners and discussed the process of changing addresses and what is involved and will use 5 Harley Ranch Rd as their private road. Any change of address that occurs must be approved by the BOS, this is for the existing house at 345 Roxbury Rd. When this gets approved he can assign the other number for the new house and do the process of E911 and as always will order the signs, the town pays for it and will install and notify all necessary offices.

Selectman Dick made a **motion** to approve change of address from 345 Roxbury Rd to 5 Harley Ranch Rd. Selectman Salatiello **seconded**. All in favor, ayes have it. **Motion carries**.

Committee Appointment – Max Paganini wishes to serve as volunteer alternate to the Sanbornton Conservation Committee. TA Stafford discussed this with the insurance company and feels comfortable with it as the person is almost 18. Selectman Dick suggested the parents signing a waiver since he is under 18. Selectman Olmstead made a **motion** to

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accept and approve the volunteer form for Max Paganini to be appointed to serve on the Conservation Committee as an Alternate. Selectman Dick **seconded**. All in favor, ayes have it. **Motion passes**. TA Stafford will inform him to come in to be sworn in.

Old Business-none

Town Administrator's Report –

Highway Block Grant Payments – TA Stafford discussed the State of NH Dept of Transportation block grant payments. Selectman Dick said that the budget had \$143,000 in it, but he talked to Highway Director Van Tassel who said adjusting the plans for \$7,000 won't be a problem as \$136,640.58 is what they will be receiving for July 1, 2020 thru June 30, 2021. BOS discussed having done a road inventory and or updating it.

Town Office phones were down today due to yesterday's storm.

TA Stafford will be on vacation the week of Aug 17th and asked for Dept Heads info by Aug 14th to prepare for the next BOS meeting. Also discussed new upgraded phone system install coming soon.

Selectboard Report's- Selectman Olmstead is having a Planning Board meeting tomorrow night. He checked out the Artisan Group in town with good social distancing. We noticed the parking was a little scattered. We will be putting cones down to make parking easier. He was also concerned that they were selling food and with no food protections in place. TA Stafford bought a shop vacuum to be used for clean-up.

Selectman Olmstead has Rec Commission meeting in person next Tues at the Old Town Hall.

Selectman Dick had a Planning Board issue. Residents had applied for Certificate of Zoning Compliance for a deck on a property and it was denied, as it was too close to the wetlands. They want to build a second story deck with footings on the ground. The residents felt that the process for the denial did not seem stringent. Planning Assistant went out to look and walked around and decided it was too close without actually measuring. Selectman Dick talked to property owners and measured the drawings, and best case is 73 feet and requirement is 75 feet. The property owners have no problem following the variance process, but since they believe the drawings showed enough set back they felt that at a minimum a physical measurement should have been taken. Steve Laurin went back out and did actual measurement and the deck is too close to the wetlands. The owners said that they will apply for a zoning variance.

Talked to Johnny Van Tassel regarding the run off on Huse Rd and grading into Black Brook. Instead of calling the Town someone called State of NH DES to look at it this issue. Johnny met with the DES inspector and he found no violation. He suggested applying stone to help further runoff. This was a non-issue as there was no violation. However, if it would have been an issue, the Town would have had to pay out of the budget to solve or pay a fine. Selectman Dick wished that they would have gotten the chance to deal with it first before having to deal with the State Agent. Selectman Salatiello recommended that this be recorded in the meeting notes that if any residents have concerns, that they are asked to contact the

Town Administrator or any member of the Board of Selectman first as they would be happy to follow up with any concerns.

We were contacted by Health Trust, they will be participating in the NHMA annual conference this year. It will be held virtually and asked us if we wanted to participate in a session health planning and discussions. They thought that the efforts of the Health Insurance Study Committee was a good model for other towns who are facing similar decisions. Selectman Dick will support this effort and will see if HISC Chair Ray Masse can also participate.

We also received an anonymous letter expressing concerns about part time Rec Dept employees asserting they are still getting paid and that they were going to continue to get paid through the fall even if schools do not open. Selectman Dick thinks that they missed the part where we decided a few months ago, that we laid off part time employees. Rec Director currently has a full work schedule. We haven't talked about the fall yet we will have to see what that will look like for the before/after school programs. Bottom line is that we haven't made those decisions yet.

Selectman Salatiello said that the anonymous letter was inaccurate. A lot of day care centers are open and meeting the protocols. He suggested that the Town after school program follow the same guidelines that the Day Care Centers that would be ok. It's an important component for parents to have for the kids and think it's good for the kids and suggest the Rec Director gets the guidelines that the day care centers have. Selectman Olmstead said Rec Director is actually doing that. Selectman Dick is confident Rec Director is doing as much as she can even though it may not be as big a program as before. Selectman Olmstead said he will get more info from next week's meeting.

BOS discussed CCAG 5-year re-evaluation assessment concerns as some homeowners are saying that representatives are going to their homes unannounced. Selectman Dick wants to verify the facts and what process CCAG is using with respect to visiting homeowners. Reps are supposed to be wearing a badge, attempting to contact the homeowners when they arrive, and acknowledging who they are. The particular complaint came from a homeowner with video evidence that CCAG was on the property but never made an effort to ring the doorbell or knock to notify the homeowner. Selectman Salatiello wondered if homeowners are being assessed inside and outside the home. TA Stafford will contact CCAG with the details of this incident and reiterate that their employees must follow the established procedures.

There will be a joint meeting with the Board of Selectman and the Budget Committee next week, Wed, August 12th at 6:00 pm at the Sanbornton Town Office. There will be a dial-in also. Topics will be to come to an agreement on the COLA's, identify issues of step and grade increases with the matrix, policy for merit increases and how we envision that. Our budget then goes to them for review. They understood that merit increases will be discussed and then identify any priority issues that the Budget Committee or the Board has for Dept Heads to highlight this year for example, Highway Dept projects and to pre-plan the projects and have the details broken out.

Regarding the Transfer Station Manager's role for maintenance, he will make a list of tools needed for building maintenance. Selectman Dick said we will try to help him with that,

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especially power equipment.

Selectman Salatiello said at last meeting it was mentioned that we should encourage Johnny Van Tassel to go down and meet with people down at Dr. True and Maple Circle to come up with info and a plan.

Selectman Salatiello was approached about concerns on speeding on Morrison Road. The complainant has offered to work with the Town to keep the speeding down.

And last thing is to consider drafting a letter to editor for the local newspaper to be aware of the options regarding voting absentee ballot. Tax Collector currently has 63 requests for the general election. It will be a very busy time for the public and the Town. Chief Dexter discussed he will be picking up a truckload of PPE and asked if we can mandate wearing of masks. The Board members decided that any publicity on absentee ballots should be left to the Town Clerk.

Selectman Olmstead made a **motion** to enter non-public session. Selectman Dick **seconded**. Selectman Olmstead present, Selectman Dick present, Selectman Salatiello present. Roll call vote to enter non-public session, Selectman Olmstead, aye, Selectman Dick, aye and Selection Salatiello, aye.

Non-Public Session per RSA 91-A:3, II (a) – *the dismissal, promotion or compensation of any public employee or the investigation or disciplining of such employee 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 will be granted.*

Motion to enter into non-public session made by Selectman Olmstead, **seconded** by Selectman Dick. **Roll Call** vote to enter into non-public; Olmstead, yes; Dick, yes; Salatiello, yes. **Public tape removed at 5:58 pm**

Administrator Stafford and Fire Chief Dexter were also present. A discussion was held on a personnel matter.

Motion to leave non-public session made by Selectman Olmstead, **Seconded** by Selectman Dick. **Roll call vote** to leave non-public session; Olmstead, yes; Dick, yes; Salatiello, yes.

Motion made to seal the minutes made by Selectman Olmstead, **Seconded** by Selectman Salatiello. **Roll call vote** to seal the minutes; Olmstead, yes; Dick, yes; Salatiello, yes.

Exited non-public at 6.17pm.

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 July 29, 2020.

BOS signed checks for the following: \$775,000.00 to Winnisquam Regional School District, a check for \$10,108.28 to Northeast Resource Recovery and a check for \$135,038.88 to Franklin Savings Bank.

Approve Meeting Minutes- Members of the Board reviewed the BOS meeting draft minutes of July 22, 2020 with any corrections. Selectman Olmstead made a **motion** to accept and approve the draft meeting minutes with any corrections of July 22, 2020. Selectman Dick **seconded** the motion. All in favor, ayes have it. **Motion carries.**

Adjournment – Selectman Salatiello made a **motion** to adjourn the meeting at 6:35 p.m. Selectman Dick **seconded** the motion. Ayes have it and the **motion passes.**

Next Meeting(s) – The Board of Selectmen’s next meeting with the Budget Committee will be held at the Town Office on **Wednesday, August 12, 2020 @ 6:00 p.m.** at the Sanbornton Town Offices. The next regular Board of Selectman meeting will be **Wednesday, August 19th at 5:00 p.m.** at the Sanbornton Town Office.

Respectfully submitted,
Sue Smith, Administrative Specialist

Selectman’s Clerk _____
Approval Date 8.19.2020

(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 web-site www.sanborntonnh.org or are on file with the Town Clerk.)