

SANBORNTON BOARD OF SELECTMEN'S MINUTES

September 2, 2020

Town Office

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

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

Public Comment—During the Aug 19, 2020 meeting, there was an item concerning Michael Bean of Morrison Road suggesting installation of a speed bump or rumble strips. The BOS was presented with a Letter of Rebuttal by Will Ellis concerning the installation of speed bumps and rumble strips signed by 25 local area residents. They have also asked in the petition that Michael Bean refrain from parking construction equipment dangerously close to the road. Photos were provided along with the letter. Selectman Olmstead will take the appropriate action and thanked him for bringing it to their attention.

New Business –

Pat Consentino – Tilton MOU – Pat Consentino, Selectboard member from Tilton discussed a proposal for the Senior Center that was established 10 years ago. They embarked on a journey using a building that was abandoned to use as a senior center. Many seniors and disabled residents from Sanbornton utilize the center. Tilton recently appropriated funding to purchase a small bus to bring people to the Center and to appointments. Sanbornton residents would like to use the bus, because it was purchased with appropriated funds, some arrangement is needed to pay some of the cost for Sanbornton residents. She would like to sit down with Northfield, Sanbornton and Tilton and come up with an MOU to continue to provide these services as well as provide meals. Selectman Olmstead saw this worthwhile effort first hand and offered to sit down and discuss the MOU and asked her to put something together. Selectman Dick said he and TA Stafford went to the open house last year and agreed this would be a great opportunity and also we should connect with Sanbornton Connect as they are focusing on the same things. Various options were discussed to potentially put an MOU together with Town of Sanbornton and local area towns.

Doug Rasp Request – Doug Rasp from Black Brook Rd said that they recently lost a neighbor, Carmen Cioffi. He was a Marine and fought in Okinawa. They would like to have a ceremony in his honor. He contacted the Meredith Marine Corps Honor Guard to attend and it is scheduled for Sept 19 at either 9:00 or 10:00 am. He would like to see a member of the Sanbornton Board of Selectman there. Mr. Rasp will be the honored speaker, then a prayer and ceremony. He will put up banners and flags with a prayer at the end. The location will be at the bridge on Black Brook Rd. Selectman Dick and Olmstead requested Mr. Rasp request an open-air permit with Police Officer presence and provide a layout or drawing of where it will be before Sept 19, 2020.

Committee Appointments – We received 3 committee appointments, Audry Barriault for re-appointment to ZBA, Andrew Sanborn for Planning Board to replace Deborah Schneckloth and term to expire in March of 2021, and Thomas E. Lynch for the Planning

Board and term to expire in March of 2023.

Selectman Olmstead made a **motion** to approve the volunteer application for Thomas E. Lynch as an alternate position on the Sanbornton Planning Board with term to expire March 2023. Selectman Dick **seconded**. All in favor, ayes have it. **Motion carries**. Mr. Lynch was sworn in by Selectman Olmstead during the meeting.

Selectman Olmstead made a **motion** to approve the volunteer application for Andrew Sanborn for the Sanbornton Planning Board to be a regular member to replace Deborah Schneckloth to expire in March 2021. Selectman Dick **seconded**. All in favor, ayes have it. **Motion carries**. Andrew will be contacted to come in to be sworn in.

Selectman Olmstead made a **motion** to approve the volunteer application for re-appointment for Audry Barriault as an alternate position on Sanbornton Zoning Board Adjustment with term to expire March 2023. Selectman Dick **seconded**. All in favor, ayes have it. **Motion carries**. Audry will be contacted to come in to be sworn in.

RFP – Library Roof – TA Stafford received 3 bids. Selectman Dick said they received 1 bid in compliance and the other 2 were for lower amounts but cannot consider them as they were not official and within compliance. Selectman Dick suggested waiting until the spring as the roof is not in dire need. Selectman Olmstead said we will hold off until spring and open it again at that point and re-publish the RFP.

CCAG Contract – TA Stafford discussed the one-year contract for the next fiscal year. Their next contract will be for 5 years. Selectman Olmstead made a **motion** to approve the General Assessing contract from Cross Country Appraisal Group for one year from July 1, 2020 to June 30, 2021. Selectman Dick **seconded**. All in favor, ayes have it. **Motion carries**.

TA Stafford brought up the subject of a previous complaint regarding a CCAG rep. The rep said did not have a camera, it was a measuring device. TA Stafford was shown the device and said it does look like a camera but it's not. He said he did not ring the door bell, he knocked on the door--he knocks, steps back and waits. Rep said he was getting social media threats. TA Stafford advised him to contact Police.

Audit Representation Letter – TA Stafford requested that the BOS approve the audit proposal year end for 2020 audit from Vachon, Clukay and Co., for the amount not to exceed \$14,000. Selectman Olmstead made a **motion** to approve and accept the contract from Vachon, Clukay and Co, for one-year services not to exceed \$14,000 with the funds coming from Line 4150.301. Selectman Dick **seconded**. All in favor, ayes have it. **Motion carries**.

Old Business –

Morrison Road – Speeding Concerns- TA Stafford said during this past week she has put together things that we could potentially do about the speeding concerns on Morrison Rd. She discussed with Highway Director Van Tassel the speed bumps/speed humps/rumble strips and it was suggested a traffic study be done first and to discuss with the residents on the road. Director Van Tassel said that a speed hump is more rounded and takes up the entire road etc. TA Stafford also said that the Police Dept had been out there and did not find

anyone speeding. Selectman Olmstead said that in talking to NHMA it would be a liability issue for humps or rumble strips we could be deemed liable for creating a hazard. TA Stafford was thanked for putting the info together.

Town Office Re-Opening – TA Stafford asked the BOS on their thoughts on allowing people to enter the building during office hours. She suggested limiting the number of people in the lobby. Selectman Dick defaults to the employees that work here and what they are comfortable with. Selectman Olmstead suggested just keeping the lobby open. Selectman Dick said with winter coming the service window will be closed and maybe set a limit of 3 people in the lobby with social distancing along with proper signage posted. TA Stafford suggested residents making appointments as well.

Town Administrators Report –

Chief Dexter and TA Stafford has been working with the alarm company because Old Town Hall has not been monitored with the alarm. Chief Dexter has been taking the initiative on it. When there was a transition from the old company, they took over the monitoring then thought that he was clear with Capital Alarm that those 2 buildings had the alarm. It's a minor system. Fast forward to recently it is reading out low battery and Chief had not been alerted. Chief checked it out he has been in touch with the company to look at the system to replace the battery and take over the monitoring of the building. There will be an additional monitoring fee which he believes is a couple hundred dollars a year.

Health Trust Letter – There will be a dental contribution holiday amount expected return of \$1,325.72.

DES Letter – TA Stafford received a copy of a letter from Dept of Environmental Services that was sent to a home owner asking them to stop illegal digging.

TA Stafford received a thank you letter to the BOS from Community Action Program for a 2020 appropriation of \$2,200.00. She suggested going forward that any requests are consistent with having them fill out an application form. We also received a request from Lakes Region Mental Health Center and one other organization.

TA Stafford and Financial Officer met with BMSI about the new payroll system. We will be running 2 payrolls - a dummy and blind one. Company rep said if we had any specific needs to let him know and he will accommodate our needs.

Engineers from HL Turner were at Town Office today measuring areas and discussed space.

TA Stafford mentioned the plan to award the Boston Post Cane at Old Home Day. Candidate has already been identified. We should set up an appointment for a ceremony since Old Home day was canceled. TA Stafford will make sure the replica cane is returned by the family of the previous recipient.

Selectboard Report's-

Woodman Road Complaint – Selectman Olmstead said we have received letters from a resident on Woodman Rd complaining about a neighbor. He went to the area and took pictures. Selectman Dick said a neighbor has a homestead with animals and is complaining

of the noise and smell of raising livestock. Compliance and Zoning Officers have been out there looking and it is in the agricultural district and there are no violations. Received several questions on the intent and purpose of the land with questions on distances and requirements. Police Dept has been out to look and there are no issues to address as there are no violations. Olmstead said there are no noise ordinances on geese and chickens. Neighbor requested a warrant article to change Town zoning policies and procedure and the way they are going about it is incorrect, as it should be on the ballot for March. Selectman Dick suggested sending the complainant a written response and direct them to the proper channels. TA Stafford brought up what the current was. Selectman Dick said if she wanted to spearhead getting a noise ordinance that would be a warrant article going to Town Meeting. Changes to the zoning ordinance go through the Planning Board. Selectman Olmstead said the Planning Board is the one that writes them with a request to modify. Selectman Dick said we should address the issues raised, what was found, and what the proper avenue is to move forward. Note that the complainant is 341 Woodman Rd and 352 Woodman is the farm.

Selectman Olmstead had a Recreation Commission meeting last night. It was reiterated that volleyball and soccer are putting together a modified soccer program for K-5 with 17 people signing up. Pre-school would be on Sat from 9:15-10 and Grade 1 and up would be Tues 5:00-6 pm. They are still working on putting together a Trunk or Treat on for Oct 31st changing the area from the field to the rec park near the transfer station and games will be set up for the kids. Adult volley ball is a no-go. They received a \$1,000 check from Bournival to be put towards uniforms and t-shirts for different games and a thank you is being written. Selectman Dick asked what the status was for the before and after school care. Selectman Olmstead said because of the schedule of the classes ending at 1230 that there wasn't going to be any after school care but there was going to be before school care. TA Stafford said Rec Manager is going to need help at the field every night to prepare when they do go back potentially in October. Alternating staff for temp checks and monitoring distance.

The Planning Board and joint land use board meeting is tomorrow night.

Selectman Dick missed the Building Construction Committee meeting last week but they did meet with engineers from HL Turner and BPS Keith McBay. We've asked if they could have drawings ready by Oct 12 for feedback and explain options and proposals are and make a decision in January. The Building Committee will meet next week and focus on a plan and give people an opportunity to see things and what's being proposed and get their feedback.

Joint meeting next week with the Budget Committee for the first round and get thru Police, Fire, Highway and Transfer first. Manager Douglass does have growth in his budget due to increased cost for hauling and contract services. Get the budgets in by Monday so everyone has a chance to look at them and have productive conversations.

Selectman Dick got an inquiry from a resident on rectifying ditching for landscaping purposes on Upper Bay Rd. Director Van Tassel said the property owner agreed to put the culvert back in. The resident was concerned about the backup ice problem we had. Last year the problem was caused by culvert pipe was crushed and the water couldn't drain properly. and agreed to put the culvert back. Director Van Tassel had an engineer looked at it and it should be fine, but the work should not have - been done in the first place.

Chief Dexter wanted to go on record in thanking Ray Masse as the payroll spreadsheet was amazing. Moving forward with payroll and better retirement I applaud him for his efforts as the Fire Dept payroll is more complicated. He added other things to make it easier for me, so thank you Ray.

Tax Collector updated the Board on voting. Thank Dick Gardner for testing the ballots. He has been a huge help. 254 Sept absentee ballots and 289 for November already. We are done mailing as of today. We will do absentee ballots at the polls. Office open Monday 3-5 as it is a mandatory requirement the day before the polls are open. Masks will be available. Selectman Dick would like to check on guidance on what campaign material is.

Non-Public Session -

Motion to enter into Non-Public Session under *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 her/him unless the employee affected 1-has a right to the meeting 2- request that the meeting be open in which case shall be granted* made by Selectman Olmstead, **seconded** by Selectman Dick. **Roll call** vote to enter into Non-Public Session: Olmstead; yes, Dick; yes, Entered into non-public session at 7.08pm. TA Trish Stafford was also present. **Motion** made by Selectman Olmstead, **seconded** by Selectman Dick to seal the minutes as it would render the proposed action ineffective. **Roll call** vote to seal the minutes: Olmstead; yes, Dick; yes. Motion made by Selectman Olmstead to leave non-public session, seconded by Selectman Dick. **Roll call** vote to leave non-public session: Olmstead; yes, Dick; yes, Left non-public session at 7.26pm. While in non-public session, an employee issue was discussed – no decisions were made or votes taken.

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 August 26, 2020.

Selectman Olmstead made a **motion** to approve PAFS for McKayla Shaw, Dolly Elliott and Savannah Seavey. Selectman Dick **seconded** the motion. All in favor, ayes have it. **Motion carries.**

BOS signed checks for the following: \$13,637.44 to Pike Industries, \$6,624.00 Cross Country Appraisal Group, \$7,419.02 to Lakes Region Truck Service.

Approve Meeting Minutes- Members of the Board reviewed the BOS meeting draft minutes of August 19, 2020 with any corrections. Selectman Olmstead made a **motion** to accept and approve the draft meeting minutes with any corrections of August 19, 2020. Selectman Dick **seconded** the motion. All in favor, ayes have it. **Motion carries.**

Selectman Olmstead made a **motion** to accept the draft meeting minutes of the Sanbornton Budget Committee BOS joint meeting with any corrections of August 12, 2020. Selectman Dick **seconded** the motion. All in favor, ayes have it. **Motion carries.**

Next Meeting(s) – The Board of Selectmen's next meeting will be held at the Town Office on

09/02/2020

BOS **APPROVED** Minutes

Wednesday, September 16, 2020 @ 5:00 p.m. at the Sanbornton Town Offices and **joint meeting with the Budget Committee next Wednesday September 9th.**

Adjournment – Selectman Dick made a **motion** to adjourn the meeting at 7:58 p.m. Selectman Olmstead **seconded** the motion. Ayes have it and the **motion passes**.

Respectfully submitted,

Sue Smith, Administrative Specialist

Selectman's Clerk _____
Approval Date 9.16.2020

(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.)