



Warner Board of Selectmen

Meeting Minutes
Tuesday, May 13, 2014
UNAPPROVED

Chairman Hartman opened the meeting at 6:05 p.m.

In Attendance: Selectman David E. Hartman – Chairman, Clyde Carson – Selectman, Allan N. Brown – Selectman, and Jim Bingham – Town Administrator

Others present: Martha Mical, Stephen Hall, Alli Mock, John France, Tim Wallace – Forester, Clayton Platt – Surveyor, Pete Newman – Commissioner, Peter Savlen – Commissioner, Barbara Annis, John Leavitt

1. Tax Warrant

Assessing Clerk, Martha Mical, provided the warrant book and the warrant to the Selectmen in the amount of \$3,707,703.47. The Warrant Book shows the amount of taxes that will be collected in the next billing.

Board Action

Selectman Brown moved to accept/sign the warrant and warrant book in the amount of \$3,707,703.47. Selectman Carson seconded the motion; all were in favor, the motion passed.

2. Chandler Reservation Committee – Town Forest Survey

- A. Chandler Reservation Committee members Stephen Hall, Ali Mock and John France as well as the Town Forester, Tim Wallace and surveyor Clayton Platt met with the Board to present their solution to some boundary disputes regarding the Town Forest.
- B. It was explained that the Committee met on May 8 and agreed the survey is accurate per the information that is available on where the town line should be which would effect Carroll Thomas's property (Map 18 Lot 18). The discrepancy between Ted & Gary Young's property and the Town Forest, Mr. Young told the Chandler Reservation Committee that he is fine with Mr. Platt's findings (7 acres was proven to actually belong to the Town Forest). And the last discrepancy was along Magdalen College bound and they feel it is non-issue.
- C. Selectman Brown asked if anyone has spoken to Mr. Thomas. Clayton said no, he would like to speak with Jeff Evans (Mr. Thomas's surveyor) first, and then he will contact Mr. Thomas. The Town Administrator sees two options, one to meet with both Mr. Evans and Mr. Thomas to discuss the survey evidence at hand to see if something could be agreed upon and the second option would be to settle the discrepancy in court. The Town Administrator asked Clayton Platt if there are any gray areas regarding the difference between what he surveyed and what Jeff Evans surveyed. Clayton said the crux in the disagreement is the deed, and in his opinion the deed is clear as to where the corner is in relation to the Town Forest and Mr. Thomas's property.

Action

Mr. Platt will first send a letter to Mr. Thomas about the discrepancy, a copy of the letter will be provided to the Selectmen.

3. Warner Village Water District

- A. WVWD Commissioners Pete Newman and Peter Savlen met with the Selectmen and talked about maintaining communications between the Town and the Water District; the Town Administrator recently attended a Commissioners meeting and spoke to them about the round-about and the Fire Station.
- B. Chairman Hartman asked if the Water District is prepared to deal with a contamination problem at the existing well site. Peter Savlen said there's the Hazard Mitigation Plan and he explained how the system would be monitored during an emergency.

- C. Pete Newman explained that the engineer firm that is working on the round-about has contacted their supervisor about the water/sewer system in that area. Pete said there is a sewer line that runs over to the Shell Station; there is no line for the water because the Shell Station has its own well. Chairman Hartman asked if that same line can handle increased development next to the Shell Station. Pete said it's not the line it's the pump station at McDonalds that needs to be replaced. Pete Newman said any further new development at Exit 9 would need to have their own pump station built.
- D. Selectman Brown asked if the Water District has thought about adding a water line over to the Shell Station during the round-about construction. Peter Newman said the water line would probably come down the hill rather than under route 103.
- E. The next project the Water District would like to undertake is adding another well.
- F. The Town Administrator said the Hazard Mitigation Plan and the Emergency Operations Plan are both highly critical. Currently the Emergency Operations Plan is being revamped to bring it more in line with what's going on in Warner specifically. It's important that these plans are understood by a team who can move quickly during an emergency. The Town will contact the Water District's supervisor for the next EOP meeting.

4. Waldron Hill Road – Reconstruction Cost

- A. The Director of Public Works, Matt Waite, met with the Board to discuss Waldron Hill Road reconstruction. Matt presented a cost of \$105K for paving and \$450K for dirt work (6/10ths of a mile).
- B. Selectman Brown said the Budget Committee had some questions about:
 - Doing Waldron Hill and not doing Red Chimney
 - Using the Road Construction Capital Reserve as a bank during the Exit 9 round-about construction. Does this make more sense than borrowing?
- C. Selectman Carson asked if depleting the Highway operating budget (paving) is wise because the Town may need to react quickly to an unexpected expense, such as the Fire Department site. Selectman Brown said Matt could save paving money by not applying the top coat this year. The Town Administrator wants the Board to look at how the Town is budgeting. With this project the Town is putting itself in a hole because the Town wants more work done on the Fire Station but the money was not made available, this is not good planning when the Board is looking to pull money from another Department. Now Matt is before the Board with a plan to complete a major project and remove one of the top roads that needs to be reconstructed off the road list at a lesser cost than originally quoted (\$750K). Selectman Carson said the Board needs to prioritize and if the goal is to present to the voters a recommendation for a new Fire Station in 2015 and funding is needed to pull it together he feels the Town needs to get it done regardless of the budgeting process.
- D. Martha Mical spoke to the Board as a tax payer and said she would like to see the project fully completed. She also said at Town Meeting the voters said they didn't expect the Fire Station; the \$25K provided was to be spent on the current Fire Station roof, not on any engineering to do with the site. All the Board needs to do is present the site selection at Town Meeting.
- E. Barbara Annis said her problem with this is, the Board has a group of people that worked on the Capital Improvement Program and if the Board is going to keep going off of that schedule she questions why have a CIP. Chairman Hartman is aware of the CIP, but situations and opportunities arise, and if Waldron Hill Road can be completed in 2014 instead of 2015 he does not see this project as a huge wavering from the CIP schedule.
- F. Selectman Brown feels the project should be from Flanders Road up instead of from the beginning to save some money.
- G. Since gravel needs to be produced first the Board will revisit this project at a later date but in time for the construction season.

5. Crushed Gravel Contract – Motion to Approve

- A. Selectman Brown moved to approve the gravel crushing contract with F. L. Merrill (Pembroke, NH) in the amount of \$36K. Selectman Carson seconded the motion; all were in favor, the motion passed.

- B. Judy Newman-Rogers asked if this contract need to go out to bid. Selectman Brown said in a circumstance such as this, there are not too many construction companies that crush gravel and it's good to stay with local entities because it costs \$125.00 per hour to truck the crusher to the gravel pit.

6. Electronic Recycling

Matt Waite presented a proposal for recycling electronic waste from East Coast Electronics Recycling which is out of Shirley, MA. A box will be provided and once filled it will be picked up costing \$685.00 per pull; the Northeast Resource Recovery also recommends ECER.

Board Action

Selectman Carson moved to accept the proposal from East Coast Electronics Recycling in the amount of \$685.00 per pull effective immediately. Selectman Brown seconded the motion; all were in favor, the motion passed. Selectman Brown would like to see the fees monitored to see if they cover the expense of the container.

7. Glass Crushing

Matt provided information on the current glass crushing operation.

8. Geneva Street

Selectman Brown informed the Director of Public Works that the split rail fence on Geneva St. over the culvert is the Town's and it needs to be replaced.

9. Annual Mountain Demo

Matt was contacted by the individuals who arrange the Mountain Demo and asked him if he could display the 10-wheeler at the event. Matt asked the Board for permission to display the 10-wheeler at the Annual Mountain Demo that is being held at Mt. Sunapee this year; the Board granted permission.

10. Runnels Loop Culvert

A culvert was disconnected by a resident that wanted the water diverted onto his property on Runnel Loop, now that owner no longer lives on Runnels Loop; it was decided that the Highway Department will reconnect the culvert for proper drainage.

11. Safe Routes to School

- A. The Town Administrator informed the Board that the project has been closed and the Town will only be reimbursed for \$5K. When the Town Administrator was hired the project was in a limbo state. It became clear during the design phase of the project that the Federal Government clamped down on all the States because there was some misuse of funds and developed Local Administrator Guidelines which was imposed immediately and in some cases retroactive. With the new guidelines with respect to documenting and submitting invoices that the engineering firm was not fully aware of, it was found that the engineering firm did not document per the procedures. The Town Administrator tried to rebuild the documentation, it was submitted and rejected. Three other attempts were also made and rejected. Lastly, one more attempt was made with invoices per the rules and at the same time a decision was made to close the project. Overall, the State is asking the Town to fill out a form that says the project is closed and completed and the Town Administrator said in all good faith the Town can't sign the form. So a letter is before the Board in lieu of the close out form. The Town Administrator feels the State could have been much more grantor friendly to help the Town get through the process. Originally, the school initiated this project, but they needed the Town to apply for the grant and then soon abandoned the project when the Kearsarge Children Center closed.

- B. Selectman Carson asked if the engineering firm has any responsibility for this. The Town Administrator said the firm has put in a lot of hours that was not paid for by the Town to try to salvage this project and the Town needs to look at how this project languished. Originally this project was supposed to be championed by the school district and it didn't happen. The Town has spent a total of \$22K on this project.

12. Round-about

The Board needs to schedule a work session to begin discussions on what the Board wants to see addressed as part of the round-about project. The Board will meet on Tuesday, May 20th at 2:30 pm for such a discussion.

13. TDS Franchise Agreement

The Town Administrator and Selectman Carson will begin discussions with TDS regarding the upcoming franchise agreement that expires this year on Wednesday, May 21st.

14. Compliance Officer

Chairman Hartman will be on the selection committee when interviewing is scheduled.

15. Exterior Door – Old Graded School

Two quotes have been provided, one from Granite State Glass in the amount of \$3,150 and the other from Northeast Door in the amount of \$3,578.74. Both quotes include installation and clean-up. The Town Administrator said Building Maintenance is recommending Granite State Glass. Selectman Carson asked if the quotes are still valid because they are dated from last fall. The Town Administrator felt if there was a change in cost it would be minimal.

Board Action

Selectman Carson moved to accept the quote submitted by Granite State Glass for replacing the handi-cap accessible door on the east side in the amount of \$3,150.00 provided the quote is still valid. Selectman Brown seconded the motion, all were in favor, the motion passed.

16. Fire Station Alternate Sites Committee General Public Representative

- A. Currently on the Committee is Budget Committee member Alfred Hanson, the Fire Chief and another representative from the Fire Department staff, Mike Amaral from the Conservation Commission, the Town Administrator and Selectman Allan N. Brown.
- B. Two individuals have come forward, Howard Kirchner and Ken Milender. The Board chose Ken Milender as their first choice and if Ken cannot commit to weekly meetings up to July 1st then Howard Kirchner would be the alternate.

17. Town Administrator's Report

New Fire Station Alternate Sites Committee:

First scheduled meeting of this Committee will be on Wednesday, May 21 at 6 pm at the Town Hall downstairs meeting room. Mike Amaral will represent the Conservation Commission and Alfred Hanson will sit on the Committee from the Budget Committee. Fire Department members will be Chief Ed Raymond and another member of the Fire Department that is to be named. Two citizens have expressed interest in joining the Committee as the 'citizen at large' member.

Warner Police Department:

- A. Officer Ben Tokarz has been selected to participate in a four day training event in computer forensics investigation techniques. Officer Tokarz applied for this training through a competitive grant program that pays 100% of the cost of attending this training including hotel and air fare; the training is in late July. Officer Tokarz is attending a training session in Concord in early June to become a prosecutor for the Town of Warner.
- B. With the resignation of Officer Leppard, Chief Chandler is starting the search for a replacement. Officer Leppard's shift will be covered in part by Officers Foote and Tokarz and the State Police. Martha Mical asked if the Board has considered not filling the now vacant full time position? Chairman Hartman said the Board has not considered that but is willing to look into the suggestion. The Town Administrator will arrange for the Board to meet with the Police Chief to discuss Martha's suggestion.

Old Graded School:

- A. The Warner Fall Foliage Festival Committee has accepted the Town's offer of office space on the third floor of the Old Graded School building, which will allow the Committee to have a permanent office and meeting space. The WFFF Committee will move in at the end of June.

- B. The "Gear-Up" homeschoolers group has requested expanded use of their space, two large rooms on the third floor. Presently the group holds teaching sessions on Fridays but would like to add additional days. We are waiting for their proposal and will generate a new Memorandum of Understanding, including a change in fee for the Board to review. Selectman Brown asked how much they pay in rent. The Town Administrator said "Gear-Up" has their own insurance, they provided a \$250.00 deposit and they were charged \$100.00 for 6 months of use (Friday afternoon).
- C. Emergency Management Director, Ed Mical, recently met with the organizations using the OGS, which include Head Start, Warner Community Preschool Program and Gear Up homeschoolers, to review emergency procedures and evacuation plans.

Hazard Mitigation Plan Committee: This Committee met on May 1 to go over FEMA's evaluation response of the Town's updated version of the plan that was submitted in 2013. Overall evaluation was positive, with some recommended action items for the Committee to address, which the Committee reviewed at the meeting. Emergency Management Director, Ed Mical, will update changes to the text and follow-up on those items that need further work.

18. Selectman's Other Business

- A. Selectman Carson reported that the Energy Committee is focused on a solar array project. The Committee is arranging a public information session on Thursday, June 12th which will be located at the Town Hall. The Town of Barrington is also moving in this direction as well. John Leavitt said unless you have government credits and grants, solar energy does not pay.
- B. Selectman Brown said he called Judy Pellitteri at Simonds School in regards to the Odd Fellows Building in an effort to see how she felt about giving up some of the schools parking area for the building. Selectman Brown said Judy was open to the idea. Selectman Brown will now approach the Superintendent to see what can be done.

The Town Administrator is working on the wording on the option agreement with Bill Irving who is interested in rehabilitating the building.

19. Manifest

Selectman Brown moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 3118-3136 in the amount of \$33,380.01 (including 20 direct deposits) and Accounts Payable check numbers 49659-49700 in the amount of \$82,080.95. Chairman Hartman seconded the motion; all were in favor, the motion passed.

20. Consent Agenda

Selectman Carson moved to approve the Consent Agenda for May 13, 2014:

- Permanent Application for Property Tax Credit/Exemptions for:
 - Map 14 Lot 39 (previously signed)
 - Map 12 Lot 18 (previously signed)
 - Map 20 Lot 20 (previously signed)
 - Map 21 Lot 5 (previously signed)
 - Map 30 Lot 016 (previously signed)
 - Map 19 Lot 2-2 (previously signed)
- Timber Tax Levy in the amount of \$7,828.22
 - Certification of Yield Taxes Assessed for Map 09 Lot 009 in the amount of \$775.78
 - Certification of Yield Taxes Assessed for Map 18 Lot 037 in the amount of \$561.83
 - Certification of Yield Taxes Assessed for Map 07 Lot 064 in the amount of \$652.86
 - Certification of Yield Taxes Assessed for Map 22 Lot 021 in the amount of \$995.97
 - Certification of Yield Taxes Assessed for Map 31 Lot 048 in the amount of \$1,728.80
 - Certification of Yield Taxes Assessed for Map 9 Lot 12 & 23 in the amount of \$1,383.18
 - Certification of Yield Taxes Assessed for Map 08 Lot 006 in amount of \$1,040.20
 - Certification of Yield Taxes Assessed for Map 15 Lot 043 in amount of \$364.21
 - Certification of Yield Taxes Assessed for Map 11 Lot 027 in the amount of \$202.74
 - Certification of Yield Taxes Assessed for Map 07 Lot 033-2 in the amount of \$122.65

- Timber Tax Abatement in the amount of \$113.19 for Map 15 Lot 16 (previously signed)
- Building Permit for Map 13 Lot 34
- Intent-to-Cuts for:
 - Map 12 Lot 43
 - Map 19 Lot 24
 - Map 16 Lot 42

Selectman Brown seconded the motion; all were in favor, the motion passed.

21. Meeting Minutes

Selectman Carson moved to approve nonpublic meeting minutes dated:

- February 19, 2014
- March 4,6,18 and 25, 2014
- April 15 and 22, 2014
- May 5, 2014

and meeting minutes dated April 29 and 30, 2014 and May 5, 2014. Selectman Brown seconded the motion; Selectman Brown supplied his corrections to the April 29th meeting minutes. All were in favor, the motion passed.

22. Adjournment

A motion was made to adjourn at 9:17 pm.

Board of Selectmen
David E. Hartman – Chairman
Clyde Carson
Allan N. Brown

Respectfully submitted,
Mary Whalen
Recording secretary