



**Warner Board of Selectmen
Meeting Minutes
Tuesday, June 7, 2016
APPROVED**

Selectman Carson opened the meeting at 6:00 pm.

In attendance: Selectman Clyde Carson - Chairman, Selectman Allan N. Brown, Selectman John Dabuliewicz, Town Administrator – Jim Bingham

Others present: Tim Wallace – Town Forester, Martha Mical, Peter Holden – Holden Engineering, Tim Allen – DPW, Varick Proper – Transfer Station Foreman, John Leavitt, Jason Labbe, Judy Newman-Rogers

1. Chandler Reservation

- A. Town Forester, Tim Wallace, provided 2 bids for a proposed sale on Bean Road:
- | | |
|--|------------------------------------|
| HHP - Weare, NH | RM Timber Harvesting, LLC - Warner |
| Beech \$100 | Beech \$200 |
| Red Maple \$150 | Red Maple \$200 |
| Red Oak \$425 | Red Oak \$400 |
| Hemlock \$70 | Hemlock \$70 |
| Hard Maple \$250 | Hard Maple \$300 |
| White Birch \$100 | White Birch \$100 |
| Yellow Birch \$175 | Yellow Birch \$200 |
| Ash \$175 | Ash \$200 |
| Hardwood Pallet \$40 | Hardwood Pallet \$100 |
| Hardwood & Hemlock Pulp \$4.00 per ton | Hemlock Pulp \$6.00 per ton |
| | Hardwood Pulp \$8.00 per ton |
| | Hardwood \$15.00 per cord |

- B. The bids were open in public and reviewed by the Selectmen and will then be reviewed and chosen by the Chandler Reservation Committee.

2. Shock-crete

- A. Peter Holden, from Holden Engineering talked about refurbishing a culvert with shock-crete, Peter showed examples to the Board. The State of Maine uses this technique because of how durable it is. Chairman Carson asked if there is any environmental impact. Peter said it's just cement and course sand.
- B. Selectman Dabuliewicz asked how does the cost compare to the traditional method. Tim Allen said he hasn't come up with figures yet, the culvert completed on North Road using the same technique amounted to about \$27K, but, he is not sure if that figure included the cost for an engineer and the labor from the Highway Department.
- C. John Leavitt asked what the life expectancy is for shock-crete versus traditional concrete method. Peter said about the same as concrete except if there is a lot of high water up on the pipe instead of the concrete. Martha Mical asked why isn't the culvert being replaced? The Board explained the bottom needs repair, the structure is still in good shape.
- D. Tim will return to the Board on June 21 with bids for repairing the North Village Road Bridge.

3. Transfer Station

- A. Director of Public Works, Tim Allen, presented quotes for a new bale loader for the Transfer Station. Tim said he has put a fair amount of money into the existing Bobcats in the last two years. Varick Proper, foreman at the Transfer Station checked out some machines last year and came up with the JCB. One of Tim's concern is being able to see behind the machine and the ease of access into the drivers seat. The JCB has a side entry door instead of crawling over the bucket and it has 260° visibility, and there's a one piece boom with a lifetime warranty.

- B. Tim said originally when the conversations first began about replacing the Bobcat he suggested to Varick to look into a compact loader. Varick tried one and didn't feel it fit well inside the building.
- C. The 3 quotes are as follows:
- JCB \$48K with a 5 year full warranty and a set of forks
 - Bobcat \$48,100 which is a return from rent machine, has less than 100 hours on it with a 3 year 3,000 hour warranty.
 - Caterpillar \$46,500, 5 year, 2,500 hour warranty, foam filled tires and a set of forks. The Caterpillar machine has visibility and ease of entry issues.

Tim is recommending the JCB.

Board Action

Selectman Brown moved to purchase the JCB. Selectman Dabuliewicz seconded the motion. David Hartman who attends Northeast Resource Recycling Association meetings said an item that has been brought up in a meeting is to be able to pick up bales cross ways and length wise. Tim said the forks are adjustable. Varick said it's more contingent on the length of the bale. David asked if the JCB can be equipped with a set of long forks. Varick said yes. The motion passed 3-0.

- D. Tim presented 3 quotes for painting the Transfer Station building, \$4,200, \$5,000 and \$5,500, the cost of material is not included in the first two quotes. The cost of material has not been firmed up. Jason Labbe, who is one of the bidders explained the building is very dry, some spots that are in the sun all the time will absorb more than other areas. He would start with 20 gallons and see how the wood is absorbing the stain and then increase if necessary from there. He said at the minimum it will take 30 gallons. Jason's quote does not include material.

Board Action

Selectman Brown moved to award Jason Labbe the bid to paint the Transfer Station for \$4,200 plus the cost of materials. Selectman Dabuliewicz seconded the motion, motion passed 3-0. The Town Administrator offered that Jason also contributed his painting talents at the Old Grade School, he painted the trim work on the top floor.

4. Town Hall Front Lawn

- A. Chairman Carson said the low quote to do the front lawn came from Tyler Lawn Care for \$4,200 with a \$500 discount, the irrigation would be done by Steve Bridgewater for cost which is estimated at \$500. Removing the trees is still a question. He also found out the Warner Historical Society has also made a generous donation which brings the project closer to the overall cost with the exception of replacing the trees. Chairman Carson said there are still requests out to the Kearsarge Trail Snails, Men's Club and Sugar River Savings Bank. Chairman Carson recommends considering getting the project organized. Tim wants to rewire the fountain so the outside switch shuts it off. Chairman Carson would like to see the water bubbler reinstalled on the fountain as well.
- B. Chairman Carson would like to see the project coordinated as soon as possible with Tim being the coordinator. Tim said the trees will take a couple of days to come down. Once the trees and the stumps are removed the entire area will have irrigation installed and then sod will be laid.

5. Abatements

- A. Assessing Clerk, Martha Mical said this is the beginning of the abatement requests from 2015 revaluation. Martha is in agreement with the Assessor on the abatements and denials being presented to the Board this evening. The total amount that will be paid out with interest is \$839.85.

Board Action

Selectman Dabuliewicz moved to deny abatements for: Map 14 Lot 7, Map 0 Lot 300, Map 18 Lot 22. Selectman Brown seconded the motion, motion passed 3-0.

Selectman Brown moved to approve abatement for: Map 22 Lot 14, 16 & 17 which are being gifted to the town. Chairman Carson seconded the motion, motion passed 3-0.

Selectman Brown moved to approve abatement for: Map 25 Lot 38, Map 11 Lot 18, Map 8 Lot 6-009, Map 9 Lot 001, Map 14 Lot 22, Map 8 Lot 006-096, Map 11 Lot 65. Selectman Dabuliewicz seconded the motion, motion passed 3-0.

6. Town Hall Handicap Lift

- A. Two bids received were from Accessibility Systems from Claremont NH, which installed the lift at the State House and Always Accessible from Concord, NH. The Town Administrator, Mel Furbush - Building Maintenance, and David Hartman toured various areas and looked at them directly as well. A carpenter will be needed to re-frame the doors, trim and cosmetic work as well as a licensed electrician.
- B. Always Accessible came in at \$29,525.40 and Accessibility Systems at \$26,652.00, this cost is for the lift installation and removal. The Town Administrator has contacted a local carpenter who will price out the finish work.
- C. Selectman Brown confirmed that both systems have a chain drive. Selectman Dabuliewicz asked about the emergency lighting not included in Accessibility Systems. The Town Administrator said the emergency lighting is included by both, Always Accessible was suggesting an interior light to be installed in addition to the emergency lighting.
- D. Martha Mical asked if the control will have floor 1,2 or 3 instead of a toggle that requires constant pressure until you reach your desired level. Selectman Carson said if it's like the lift at the State House, it's easy to operate. Martha asked if the new lift will still go from the bottom floor and pause at the second floor before you can move on to the main floor? The Town Administrator was not sure, he will check. Chairman Carson asked what will happen if someone is in the lift during a power outage. The Town Administrator said the new lift has a battery back-up plus the Town Hall has a stand-by generator. He also said there is an outside chance the cost may increase because Accessibility Systems is not sure the wall can hold the weight of the chain drive tower, he contacted the other vendor about this who said the bulk of the tower weight sits in the pit at the bottom and is braced against the wall to keep it vertical, so he's thinking there will be no extra cost.
- E. David Hartman said he and Mel Furbush looked at the Accessibility Systems installations and feels the Board should accept the low bidder.

Board Action

Selectman Brown moved to accept the from Accessibility Systems for \$26,652.00. Selectman Dabuliewicz seconded the motion. Chairman Carson said additional costs will include carpentry and electrician costs. All were in favor, motion passed 3-0.

- F. David Hartman recommended nicknaming the lift Fred, after Fred Creed who used the lift regularly. David checked with Fred's wife who was in agreement of the nickname.

7. Odd Fellows Building

- A. The Town Administrator has a proposal ready to go to the school district Facility Manager to present to the Facilities Committee and once approved the proposal will move on to the School Board for approval. The proposal gains property for the Town Hall and Odd Fellows Building. Martha Mical stressed the importance of recording the final proposal.
- B. The Town Administrator reported the proposed developer of the building, Bob Irving, is still researching funding options and has had productive meetings with CATCH. CATCH would own the building, being the non-profit organization. There will limited residential units on the upper floor and the main floor will be for training, community development and business incubation. CATCH would also go out and find the funding to rehab the building.

8. Roundabout – Status

- A. Selectman Dabuliewicz said at the Planning Board meeting Mr. Matthews from Market Basket indicated that they were looking favorably at the request to help fund the towns portion to complete the roundabout. The needed amount is \$44K.

- B. John Leavitt said there was a question at one of the meetings asking if the town received that money from Market Basket would the state be looking for 2/3rds of that. Chairman Carson said the money would come into a fund that's there just for the roundabout, a donation to the town.
- C. Chairman Carson said if the town hears back from Market Basket before our next meeting the Board should be prepared to do something. Selectman Brown said we have to, because the contractor needs to be notified, and we have to award the bid. Chairman Carson said we need to prepare for an alternative plan in case we don't hear back from Market Basket on what we want to do.

9. Economic Development Committee

- A. Selectman Dabuliewicz reported the committee members will be notified this week that they have been appointed. The Selectman's office will create the minutes from an audio. He will also be meeting with the Chair of the committee next Monday.

10. Police Department Surveillance System

- A. Still waiting for another quote.

11. Fire Department

- A. Selectman Brown reported the Fire Station Building Review Committee will be touring the Sunapee facility and he still obtaining quotes for a survey and a geo-technical assessment.

12. Personnel Policy

- A. Selectman Dabuliewicz reported that the first 3 sections have been reviewed and he will complete the next section before presenting it to the Board.

13. Employee Wage Study

- A. The Town Administrator said he will begin revamping the wage scale. Chairman Carson said the Board needs to make this a priority in order to be ready for budget season.

14. Town Administrator's Report

Bartlett Loop: The Town received the reimbursement check from NHDOT in the amount of \$132,731.12. The town will receive an additional small amount from NHDOT for 2/3rds of the retainage that has just been released to Morello Construction, Inc. Chairman Carson asked if the guardrail can be moved. The Town Administrator recommends waiting a year. Martha Mical said people are pulling in, there's a space that used to be there and someone is going to land in the brook.

Emergency Management: Emergency Mgmt. Director, Ed Mical, volunteer John Leavitt and I are attending the annual Emergency Preparedness Conference this Thursday in Manchester. The conference offers a number of breakout work sessions that will assist us in developing the Warner Emergency Operations Plan.

Parks and Recreation Commission: Parks & Rec. Commission has installed a new digital video surveillance system at Riverside Park. The system has 5 mounted vandal resistant cameras, a 16 Channel network video recorder with 21 inch monitor, mouse, keyboard and 4 Terabyte hard drive. The system, installed, cost \$5,595. Chairman Carson asked if this can be monitored from the Police Station. The Town Administrator said that's the next step. Judy asked where is the monitor, keyboard and hard drive located. No one is sure right now.

15. Property Liability Insurance

- A. The Town Administrator explained Property Liability Trust is closing their doors as of July 1, 2016. At this time Primex is the only provider.
- B. Selectman Brown said the Fire Department is beginning to store items in the garage at 149 Main St. he wants to make sure those items are covered under the insurance. The Town Administrator asked Selectman Brown for a list of items going in the garage.

Board Action

Selectman Brown moved to sign up with Primex for the town's property liability insurance. Selectman Dabuliewicz seconded the motion, motion passed 3-0.

16. Meeting Minutes

Selectman Brown moved to approve meeting minutes dated May 18, 2016. Selectman Dabuliewicz seconded the motion, motion passed 3-0.

17. Manifest

Selectman Dabuliewicz moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 4178 ~ 4196 in the amount of \$33,144.49 (including 21 direct deposits) and Accounts Payable check numbers 52358 ~ 52389 in the amount of \$182,386.13. Selectman Brown seconded the motion, motion passed 3-0.

18. Consent Agenda

Selectman Brown moved to approve the Consent Agenda for June 7, 2016:

Building Permit for: Map 9 Lot 001, Map 7 Lot 29, Map 11 Lot 060-8, Map 14 Lot 39, Map 14 Lot 37 and Map 31 Lot 063-2

Solar Tax Credit/Exemption: Map 30 Lot 56, Map 3 Lot 004-2

Selectman Dabuliewicz seconded the motion, motion passed 3-0.

19. Selectman's Other Business

- A. Chairman Carson reported the Energy Committee will become active again regarding a solar array. The solar array at the precinct is almost complete. John Leavitt said something is going to have to change to convince people to change their minds about the solar array. The people he spoke with were concerned the cost benefits were too close and not enough to run the risk of expending the money when a lot of the data was based on the states promises that could change at any moment. Chairman Carson said he doesn't know how to address that, he still feels the solar array would benefit the town.
- B. Chairman Carson said there was a car for sale at the Transfer Station. He feels there should be a policy in place. Selectman Brown does not feel the Transfer Station is the place for such sales.

20. Nonpublic Session

Chairman Carson moved to go into nonpublic session at 8:43 pm under RSA 91-A:3 II (d), consideration of acquisition, sale or lease of real or personal property. Motion was seconded by Selectman Brown. A roll call vote was taken: Selectman Dabuliewicz – yes, Selectman Brown – yes, Selectman Carson – yes.

Present: Selectman Clyde Carson – Chairman, Selectman John Dabuliewicz, Selectman Allan N. Brown, Jim Bingham – Town Administrator

Chairman Carson moved to come out of nonpublic session. Selectman Dabuliewicz seconded the motion. Roll call vote was taken: Selectman Dabuliewicz – yes, Selectman Brown – yes, Selectman Carson – yes.

21. Seal and Restrict

Chairman Carson moved to seal the June 7 nonpublic minutes for one year. Selectman Dabuliewicz seconded the motion. All were in favor the motion passed 3-0.

22. Summer Help – Highway Department

- A. The Town Administrator informed the Board that the DPW will be hiring some temporary summer help. The DPW has one person in mind, the Board agreed the DPW should handle the temporary hiring.

23. Adjournment

A motion was made and seconded to adjourn at 9:15 pm.

Board of Selectmen
Clyde Carson
Allan N. Brown
John Dabuliewicz

Recorder of the minutes: Mary Whalen