



Warner Board of Selectmen

**Meeting Minutes
Tuesday, June 27, 2017
APPROVED**

Chairman Dabuliewicz opened the meeting at 6:00 pm

Attendance: Selectman John Dabuliewicz – Chairman, Selectman Clyde Carson, Selectman Kimberley Edelman and Town Administrator – Jim Bingham

Others present: Judy Newman-Rogers, Martha Bodnarik, John Leavitt, Barbara Annis, Marianne Howlett, Faith Minton, Ed Mical, Martha Mical, Ed Raymond, John France, Rebecca Courser, Larry Sullivan, David Hartman, Nancy Cogswell, Ken Cogswell

1. Town Hall Front Lawn Discussion

John first spoke about a notice that was circulated by an unknown author advertising the Town Hall front lawn would be discussed at 6:00 pm this evening, there was no communication about this with the Selectman's office and the Town Administrator scheduled an appointment for that time. Clyde said he put the notice up because the Selectman's meeting begins at 6:00 pm. John asked Clyde to coordinate with the Selectman's office in the future. Clyde said he did. Jim said the office never new about the notice for 6:00 pm until it was observed on the window at the Town Hall. Jim said Clyde called him and said the discussion should be at 7:00 pm. John explained to the audience that the discussion about the Town Hall lawn will take place after the appointments.

2. Emergency Management – Status Report on Projects

- A. Ed Mical, Emergency Management Director, provided a report to the Board. There will be a table top exercise on Wednesday, June 28, starting sometime in the morning.
- B. Clyde asked if there is any required training on-line. Ed said there is the Incident Command System training which from what he can see Kimberley will need to complete, Ed said he will get with Kimberley about the training.
- C. Ed said he is looking to do an on-line training session in Warner instead of going to Concord. Ed said if the Board is interested he could arrange that by asking the folks at the Emergency Operation Center in Concord.
- D. Kimberley will be the Selectman's representative for the table top exercise.
- E. Ed said he was at a seminar and was able to speak to a rep. from FEMA specifically about the application in process for the new fire station site, he learned they are moving forward, but they are looking for the Architectural Historian to do her part to be submitted to the State for review. Ed said she is coming on Thursday at 11:00 am.

3. Projects

- A. Jim provided the Board with an updated dashboard with changes highlighted.
- B. Solar Array Construction: Clyde reported the site work has been approved by Harmony, the equipment has been ordered which should arrive around July 4, after which construction will begin. The construction will take less than 2 weeks.
- C. Corrective Action Plan: Jim reported there are two electrical quotes for installing the EXIT signs and all that is involved. One quote was incomplete. The Board wants Jim to contact the entity with the incomplete quote to give an opportunity for them to provide a complete quote before the Board considers the two

quotes. The quotes received were from Harry O for \$3,825 and the other was from JLD for \$2,800. Martha Mical said one the vestibule doors needs to be repaired because it remains locked, this happened after the emergency paddles were installed. Jim said we are aware and the company will be returning to repair the door. John said he's not sure that's the kind of thing the Board needs to hear if it's already being dealt with.

- D. Economic Development Committee: Nothing new to report this week.
- E. Job & Wage Analysis: Employee orientation is scheduled for Thursday, June 29 beginning at 1:30 pm. Jim has the final version of the work services agreement. Jim and Kimberley created a list of towns for the comparisons which will be discussed later in this meeting. Job descriptions have been sent to Thornton Associates.
- F. New Fire Station Site: The Fire Station Building Review Committee will be meeting on Thursday, June 29 beginning at 6 pm. Jim said he contacted North Branch and he told them they would probably have to meet to go over the contract. John said for the record he had changes made in the agreement part a couple months ago working with Ken from North Branch, Ken may have been surprised to hear there are a lot of questions about the general agreement. Kimberley said the contract is massive and complex and financially there is a lot of money involved so we are being extra careful.
- G. Personnel & Town Policies: Kimberley had nothing new to report.
- H. Selling Town Parcels: Jim said he needs to get together with the Assessing Clerk, Martha Mical who has reviewed the inventory that Jim sent to her and then both will select 4 to 6 properties for the Selectmen to consider.

4. Replacement Fire Truck

- A. Fire Chief Ed Raymond, along with Second Deputy John France, presented information on the stock replacement vehicle. The price is \$441,662, manufactured by Pierce, which will be covered by the insurance, no money will be expended from the budget. The vehicle will be inspected first before accepting delivery.
- B. Clyde confirmed that the town will continue to pay on the original loan. Jim said yes. Martha Mical said she feels the loan should be paid off. This loan is for a fire truck that isn't with the town any longer. She said pay the balance of the loan which is about \$220K from the insurance payment and use the remaining insurance money and capital reserve money to pay for the replacement. John said the fire truck is still with the town because it's been replaced without paying anything for the insurance, he doesn't see a good reason to pay off the loan. Martha feels it's wrong to pay on a loan for a truck the town no longer has. Jim explained paying off the loan using the insurance money and capital reserve money will jeopardize the equipment purchase schedule, a new truck is scheduled to be purchased next year. The loan is already part of the operating budget.
- C. Clyde wondered if it would be worth while to check out the current interest rate on the loan compared to today's rates. John asked Clyde to report back to the Board at their next meeting.

Board Action

Selectman Edelmann moved to accept the bid from Pierce in the amount of \$441,662. Selectman Carson seconded the motion, motion passed 3-0.

5. Filling Committee and Board Vacancies

- A. John said the current vacancies that need to be filled are a representative for Central NH Regional Planning Commission, a voting member for the Conservation Commission, a Planning Board alternate and a voting member, and the Zoning Board of Adjustment needs an alternate member. At the last meeting John recommended moving Peter Anderson who is an Alternate Planning Board member to a voting status and he was asked to check with the ZBA Chairman which he did and is in favor of the move.

Board Action

Chairman Dabuliewicz moved to appoint Peter Anderson as a full voting member on the Planning Board which will leave an alternate position vacant. Selectman Carson seconded the motion, motion passed 3-0.

6. Thornton Associates Service Agreement

- A. John said the Board asked for more specifics from Gary Thornton on the classification system, which was provided at no extra cost.
- B. Clyde asked if the Library is included in the analysis. Jim said the Librarian was included. Clyde asked if there is an extra cost and Jim said he was able to include the Librarian at no extra cost and is waiting to hear if there will be an additional cost for the Children's Librarian. Clyde said the Library may not be able to afford the extra cost if there is any. Jim is confident Gary will be able to include the Children's Librarian. John said the Board never received any feedback on this from the Library Trustee's directly. The Board wants clarification if Thornton will include the Children's Librarian as well and if so, there will be no extra cost to the Library. The Board also agreed if there is an additional cost to still include the Children's Librarian in the study at no additional cost to the Library. Jim said if it's not included in the current contract the cost will be about \$400 more. The Board agreed to the additional cost.

Board Action

Selectman Carson moved the Board accept the service agreement for Thornton Associates to complete the wage analysis in the amount of \$8,500 which may include an additional \$400. Selectman Edelman seconded the motion, motion passed 3-0.

7. Town Hall Front Lawn

- A. Clyde explained last year the town received donations to re-do the front lawn at the Town Hall with sod and irrigation. The project was put on hold because of a drought and since then a committee was formed to re-look at the plan. The committee has met twice, members are Bob Bower from the Farmers Market, Ray Martin from the Fall Foliage Festival, Tim Allen – Director of Public Works and Marianne Howlett from the Town Hall. There was a request to also have a member from the Historical Society which will be Ralph Elwell. Clyde showed the audience some slides of the Town Hall from 1903 to present. There is about \$4,800 in the Beautification Fund to work on the project.
- B. The thought is to make the front a green space by removing the trees and relocating the flag pole. Clyde said the project is ready to move forward, what's holding the project up is decisions on the whether to bring a water main from Main St. or Church St. for the fire sprinkler system at the Town Hall.
- C. Public Comments
 - Martha Bodnarik: Why isn't the fountain on?
 - Clyde: The fountain needs a repair which was going to be completed last year along with the lawn project, which was on hold. The Public Works Department was going to repair it this year but was told to hold off until everything is known on the lawn project.
 - John Leavitt: The building would be more inviting if you removed the fence and add a walk way up the middle from the water fountain. He also thinks the flag pole is too high.
 - Faith Minton: She likes the arch of the walkway, the fence appears to be a barrier, likes the idea of keeping the fountain, the plantings, seats. I think getting a professional opinion is important, the tennis courts placement is a good example of getting and using the professional help. The courts were sited by a professional north and south, then Parks & Rec. had the courts resited going east to west which causes a problem with the sun.
 - Larry Sullivan: Talked about the fountain when it had a light on top it would water horses on top, dogs on the bottom and kids on the side with a bubbler. Larry will provide a copy of the information.
 - Martha Bodnarik: Recommended hard scaping the half circle area adding benches and planter boxes.
 - Nancy Cogswell: Nancy asked after the trees are removed is there any guarantee the lawn will grow, if the lawn doesn't grow two beautiful trees were destroyed. There's no reason why those trees can't be trimmed to allow the lawn to grow.
 - Rebecca Courser: Likes the arched walkway and agrees with Martha B. making the inside of the arch walkway the same as the walkway. She likes trees, but, agrees the oak trees need to come down, the acorns can be dangerous. She would like to see other trees that don't drop pods, acorns, seeds etc. She likes the idea of the additional functions for the fountain as well as the light.
 - Ed Mical: Would like the Lawn Committee to consider snow removal and what effect it will have on the front lawn.

Faith Minton: Likes Martha B's suggestion on hard scaping the arch. Use the space for an area to congregate.

Martha Mical: Likes the hard scape idea, but, if grass is decided take down the trees and the fence and keep the fountain with the light.

David Hartman: He observed what happens to a lawn that has full exposure to sun light, has a working sprinkler system, no trees and is the face of Warner for a whole lot of people that come to visit the village area, it's at the Police Station, it's a disgrace today. David likes the hard scape idea for the Town Hall too. David said you can't have shade trees and expect grass to grow as well. He thinks the fountain is a nice focal point for the Town Hall too.

Jim Bingham: Suggested if the fence is going to be removed the Lawn Committee should find another place for it.

John Leavitt: He would like to see the landscape accentuate the building, which means the trees need to be removed. John said he loves trees, they are just too big for the building.

Martha Mical: She said if you take down the rails on the fence you can recycle the granite posts into hitching posts by the trough.

- D. Clyde said the Lawn Committee will discuss these comments at their next meeting.
- E. Martha Bodnarik suggested what ever is proposed for the lawn is brought before Town Meeting.
- F. Kimberley wanted David Hartman to know the Police Station lawn is being worked on by the Public Works Department. Martha B. suggested a ground cover for the slope.

8. Boston Post Cane

- A. Rebecca Courser met with the Board to arrange the presentation of the Boston Post Cane.

9. Sealed Bid for House on Fire Station Site

- A. The town received one bid from Bob Irving in the amount of \$337.00. The intent is to move the house to a site on Kearsarge Mt. Rd. The next step is to obtain a time table from Bob.

Board Action

Chairman Dabuliewicz moved to accept the bid price conditionally upon reaching the agreement that is covered in the ad. Selectman Carson seconded the motion, motion passed 3-0.

10. Sheer McCrystal Palson Architecture (SMP) Contract

- A. Jim explained that he and John went over the contract with Jason and Anthony from SMP in detail. Included in the discussion was the contract from Ransom who is the geotechnical firm working under SMP. Jim is recommending the Board accept the contract and sign off on it.
- B. Clyde said the Fire Station Building Review Committee is meeting this coming Thursday where energy saving issues will be brought up, would any decisions made on Thursday impact the contract? John said no, because SMP is taking direction from the town. Clyde asked would the contract price change depending on what is decided upon. John said the contract doesn't nail that down, but he believes the contract is open ended. Clyde said there will be a letter coming from the Energy Committee with recommendations.

Board Action

Selectman Carson moved to accept the contract from SMP in the amount of \$174,490, construction phase services in the amount of \$47,310 with the understanding energy conservation will be considered. Selectman Edemann seconded the motion, motion passed 3-0.

11. Compensation Study – Review List of Towns

- A. John read a list of towns that were considered as follows: Andover, Boscawen, Bow, Bradford, Canterbury, Henniker, Hillsborough, Hooksett, Hopkinton, New London, Newbury, Northfield, Salisbury, Sanbornton, Sunapee, Sutton, Thornton, Tilton, Tuftonboro, Weare, Webster and Wilmot.
- B. The recommended towns are as follows: Bow, Concord, New London, Newbury, Sunapee, Bradford, Dunbarton, Henniker, Hopkinton, Sutton and Webster. Kimberley explained the reason for some of the

bigger towns is not to necessarily to compare salaries, it's in terms of job descriptions. Jim added the other aspect about larger towns is their ability to pay based on total assessed value of each of the towns. There may be a town similar to Warner in population but because of unique towns such as Newbury and Sunapee with expensive vacation homes, their assessed value is greater than Warner and are able to compensate at a higher rate than Warner. The goal is to have complete job descriptions, good classification within a pay range and be in a competitive market.

C. The Board decided to add Hillsborough to the list.

D. Some public comments:

John Leavitt: John feels if the Board is picking town's so far out of Warner's scope then your also picking towns our employees may look at to go to.

Judy Newman-Rogers: She said it is being assumed that town's with a high assessed value are paying more, she doesn't feel this is true because they have tax dollars to do other things such as they may have a school. She thought to look at the percentage of the budget that goes toward payroll may be more equal.

12. Meeting Minutes

Selectman Edelmann moved to approve meeting minutes dated June 6 nonpublic, June 7 public & nonpublic, June 12 public & nonpublic, June 14 public. Selectman Carson seconded the motion, motion passed 3-0.

13. Other Business

A. A request to waive the Town Hall rental fee was submitted by the Kearsarge Conservatory of the Performing Arts. Jim read the letter into the record:

Dear Selectmen:

I hope this letter finds you and yours well and happy.

The purpose of this letter is to ask for your help in support of the local arts in our community. KCPA is growing and therefore we need to purchase our facility. We have been approved for a loan by sugar River Bank with a down payment of \$22,000.00; that does not include an additional \$28,000.00 for renovations.

Beginning this summer, we are having a **big push** for fund raising! We are requesting the Town of Warner Selectmen to please consider waving the Town Hall Rental Fee for our Drama Camp Production of "Bye, Bye Birdie" (July 15 & 16). That way every penny we make will be put toward purchasing the facility and furthering the arts.

Thank you so much for your time and consideration. I look forward to hearing from you.

Sincerely,
Angela Tarleton

Board Action

Selectman Carson moved to waive the Town Hall rental fee for \$100 for the Kearsarge Conservatory of the Performing Arts. Chairman Dabuliewicz seconded the motion, motion passed 2-1.

B. Regarding the Dragonfly Indoor Shooting Range, John reported he went to the court hearing for the Zoning Board of Adjustment and was told Judge Tucker recused himself because he lives in Hopkinton. Judge McNamara took Tucker's place. There were several motions made, one to (not audible) which they had an emergency conference by telephone on Friday afternoon with all the lawyers, there was a motion to re-man partially the Zoning Board of Adjustment to let Hopkinton and Central NH Regional Planning Commission have their input if it was found to be a project of regional impact which the Planning Board found that it was. And then there was a motion to enlarge the record by Magtech's attorney's because it doesn't include all the items that went before the Planning Board. The Judge took everything under advisement, and now waiting for the outcome and after that we can have the actual hearing on the merits. John said the legal budget is going to be substantially overspent. There is an expectation there will an appeal on the Planning Board's decision as well.

- B. Kimberley said the Board received an email from Faith Minton about House Bill 237 which was amended in conference committee to do something about the ATV traffic in the Minks. Clyde who is a State Representative as well and is heavily involved in this said there's divided opinions on what this bill does on both sides. It deals with land in Henniker that's adjacent to Warner. In the email Faith requested people to call or write the Governor's office to veto this bill. Clyde said he has a request to the Governor's office to hold off on signing the Bill until research done and there's an understanding about the dynamics and the impacts.

14. Public Comments

- A. Ken Cogswell asked the Board if they want the emails about House Bill 237 forwarded to them. John said Clyde will keep the Board informed.

15. Nonpublic Session

Chairman Dabuliewicz moved to go into nonpublic session at 9:45 pm under RSA 91-A:3 II (d) acquisition/sale of personal or real property. Selectman Carson seconded the motion. Roll call vote was taken: Selectman Carson – yes, Selectman Edelman – yes, Selectman Dabuliewicz – yes.

Present: Selectman John Dabuliewicz – Chairman, Selectman Clyde Carson, Selectman Kimberley Edelman, Jim Bingham - Town Administrator

Chairman Dabuliewicz moved to come out of nonpublic session 8:50 pm. Selectman Edelman seconded the motion. Roll call vote was taken: Selectman Dabuliewicz – yes, Selectman Edelman – yes, Selectman Carson – yes.

16. Seal and Restrict

Chairman Dabuliewicz moved to seal the June 27 nonpublic minutes for 1-year under RSA 91-A:3 II (d) acquisition/sale of personal or real property. Selectman Edelman seconded the motion. All were in favor the motion passed 3-0.

17. Adjournment

Meeting adjourned at 8:50 pm.

Board of Selectmen
John Dabuliewicz – Chairman
Clyde Carson
Kimberley Edelman

Recorder of the minutes: Mary Whalen