



Warner Board of Selectmen

Meeting Minutes
Tuesday, October 3, 2017
APPROVED

Chairman Dabuliewicz opened the meeting at 7:00 pm

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

Others present: Elizabeth Labbe, Samuel Bower, Janice Loz, Barbara Annis, Judy Newman-Rogers, Peter Wyman

1. Zoning Board of Adjustment – Alternate Vacancies

- A. Samuel Bower is before the Board to express his interest in becoming an alternate member on the ZBA. Samuel said he has lived in Warner for 28 years, born and raised. He wants to see Warner prosper, and remain healthy, happy and it's a terrific place to raise a family. For him, it feels like it's time to volunteer. Clyde said he has known Samuel for a number of years and supports his effort to volunteer. John has known Samuel for a while as well and asked Samuel what is his understanding of the role the ZBA plays in the governance of the town. Samuel said not paying attention to his opinion but rather what appears to be okay by the books, he said it will be a learning curve for him. John asked is there any particular issue you believe is important of the ZBA to be cognizant of? Sam said he tends to think with his heart more than his head at times and sometimes when listening to responses he may pick up on slightly different things than most people pick up on like intentions, other than that he doesn't think there's nothing too quirky about him. John then asked if there is any personal circumstance that might interfere with your ability to attend meetings. Samuel doesn't see a problem and is willing to go to some training.
- B. Janice Loz, ZBA Vice Chair, said it's a 3 year commitment, the training is once or twice of year, and it's a learning process. There are processes to follow for every application. John said the main thing is to be impartial.
- C. Kimberley asked if they know what quasi-judicial is. Janice said it means not exactly like a court room but runs along those guidelines. You serve as a decision maker.
- D. Elizabeth Labbe spoke about herself and feels she needs to begin engaging in a more active level. She is familiar with the parliamentary procedure but not the municipal procedure so much. Kimberley said nobody was born knowing how to be a ZBA member, there is a learning curve for everyone. Clyde said he has known Elizabeth for several years, she'll be a great member and is very active in the home school community in Warner.
- E. John asked Elizabeth what is her understanding of the role the ZBA plays in the governance of the town. Elizabeth wasn't sure. John said what the ZBZ does is settle situations pertaining to the Zoning Ordinance on what is not allowed all based on the guidelines. Janice recommended to go to the town's website and read what is required in an applications, this will give a good idea what the ZBA is looking for. Kimberley recommended reading the Zoning Ordinance as well.
- G. John asked is there any particular issue you believe is important of the ZBA to be cognizant of? Elizabeth is not sure. John then asked if there is any personal circumstance that might interfere with your ability to attend meetings. Elizabeth said no and is also available to attend any training.

- H. Janice asked what are both of their backgrounds. Samuel explained that he is an organic farmer in town and Elizabeth networks her husbands painting company, she opened Gear Up! Homeschoolers which is a local nonprofit for alternative education.
- I. Clyde asked if Elizabeth is familiar with ZBA meeting that is scheduled for next week. Elizabeth said she didn't understand what she was signing up for but she said she is not scared. John said he made sure they both didn't have any positions on the situation, which either one of them has.

Board Action

Selectman Edelman moved to increase the number of alternate's on the Zoning Board of Adjustment from 3 to 4 members. Chairman Dabuliewicz seconded the motion. Clyde asked why not 5, there seems like a need. Kimberley withdrew her motion.

Selectman Edelman moved to increase the number of alternate's on the Zoning Board of Adjustment from 3 to up to 5 effective immediately. Selectman Carson seconded the motion, motion passed 3-0.

Selectman Carson moved to appoint Samuel Bower and Elizabeth Labbe to be Alternate members until 2020. Selectman Edelman seconded the motion, motion passed 3-0.

2. Solar Array Budget

- A. Both Jim and Clyde met earlier and went over the budget for the solar array. The Board reviewed the budget. Clyde said we are approved for financing through Community Development Block Grant in the amount of \$273K. When we applied for the Rural Development Grant (\$43K) we lowered the financing amount by the expected amount of the RDG to say we would have a budget of \$230K for the CDBG. Clyde said we have added some things the grant allowed us to do such as signage and landscaping. Based on the budget that was put together in June we would be borrowing \$248K from CDBG, if we don't spend everything that's in the budget we get to reduce the principal of the CDBG without a penalty. Clyde said he put in \$248,525, but for discussion purposes he put into the budget our anticipation to borrow \$250K because it's easy to talk to. John asked if that impacts the USDA that says we have to spend all the RDG money first. Clyde said we will spend it, whether it's \$248K or \$250K.
- B. Clyde explained the signage, one sign at the entrance on Route 103 will identify the entities and locations of the Public Works Dept., Transfer Station and Solar Array. The second sign would be at the Solar Array explaining the array and recognizing the contribution of CDBG and Rural Development.
- C. Clyde expects construction to be completed this week. The next thing that happens is Eversource needs to commission the array which may take some time because there is a backlog on the Eversource side.

Board Action

Selectman Carson moved to set \$250K as the amount to be borrowed notifying rural development that is the borrowing target and approve the budget as submitted for the Solar Array Project. Selectman Edelman seconded the motion, motion passed 3-0.

- D. Clyde will meet with the Director of Public Works regarding the signage design.

3. Architects Plans for the New Fire Station

- A. Kimberley who is now the Chair on the Fire Station Building Review Committee and along with FSBR member Peter Wyman explained that the architect from SMP sent a letter that reads as follows:

After our presentation and discussion on Wednesday we came away with a direction that we're to stay on the project schedule and proceed with building plan version 1 and the approved scope reductions that the Committee endorsed that is a \$2.7 million construction cost with \$2.9 million as the soft cost total which includes an owners contingency. This course of action raises the priority of a functional fire station above the priority of meeting the desired construction budget of \$2.5 million or less.

- B. Kimberley explained SMP is at the point where they need the Selectmen to make a decision about whether or not we should hold them to \$2.5 million budget or to say yes to the new figures. The Committee has a drawing that they are pleased with, it meets all of the needs, but they had to go through an exercise of reducing the budget by \$100,000. John said for the record, the money that is being talked about is based on schematic drawings only. There isn't any guarantee that when the time comes to go out to bid, they may not be able to come in at that level. Kimberley said they will be bidding out to sub-contractors and the FSBRC has stressed is to aim to get some local contractors.
- C. John said his understanding is you still have to meet with the engineer about the mechanical aspects. Peter Wyman said the mechanical engineer has to work out the locations of the heat pumps and other mechanicals, this has not been done because the Committee has not voted on the type of heating system. At the last meeting the Committee did vote on the mechanicals for a propane boiler with radiant heat in the bays and heat pumps in the office areas. They voted on non-opening windows as well. Some of the Committee members thought if they went with the heat pump system, which is electric driven, and if the building goes solar that will off-set the operation costs. The new fire station can be added to the solar array net group.
- D. Clyde asked what is the projected life of the building. Peter said at least 40 years, but if for some reason in the future it is not designed to include a full ambulance system. The exception to the 40 years is roof shingles, a metal roof is twice the cost of shingles. The building will also be able to store all the Fire Departments equipment. Clyde asked will the building cost more to operate because we are going for a lower price building than if we went for a higher price building that will give us a lower cost for operation. Peter said the heat pumps with solar is the cheapest way to go, an alternative fuel method is very expensive and in his opinion there would be other issues with alternative fuel because it's not a full time department. John asked if the solar is part of the figure. Kimberley said no, the electrical system will be designed to add solar.
- E. Clyde talked about the need for the building to blend in with the neighborhood, a building the town will be proud of. Kimberley said the esthetics is a high priority, that came from the citizen's. Clyde said if we are at \$2.7 million, his question is why wouldn't you want to do anything else to try to reduce the cost further. Kimberley said she can't see any reason why we would want to sacrifice anything at this point. Peter said with soft costs, it will be \$2.9 million. Soft costs are non-construction materials. Jim explained that there is a strong effort in trying to reduce the cost. He said what money that is left in the New Fire Station Capital Reserve will be applied towards the soft costs. Ed Mical is working on a grant that will help furnish the facility and is looking for other grants. Jonathan Lord is also researching available grants. Jim said in order to achieve the \$2.5 million, square footage will need to be cut. Kimberley said there was discussions about square footage and removing a bay, this would result in keeping the other fire station for storage. You would need to take away at least 3 bays to make a significant impact, taking away one bay is saving \$99K.
- F. Clyde said he has read the meeting minutes from the Fire Station Building Review Committee and the sense he gets is the Committee has been very conservative and strict in terms of the design. Clyde's concern is when we are all set with the conservative thoughts do we still have a building that's going to last for 40 years and meets all the needs of the fire department. Kimberley said as long as we don't change anything any further. Clyde feels the biggest risk is the cost of materials. Peter said there is a 15% contingency built into the cost as well.
- G. Kimberley showed the Board a draft brochure that Janice Loz created at no cost to the town and will be handed out at the Fall Foliage Festival. Kimberley also informed the Board that Allan Brown has stepped down from the Committee and she is now the Chair. At this point once the Board approves the design it won't be until January when the Board learns the final cost.

Board Action

Selectman Carson moved to accept the recommendation from the Fire Station Building Review Committee to move forward with the design priced at an estimated \$2.7 million. Chairman Dabuliewicz seconded the motion, motion passed 3-0.

4. Other Business

- A. Jim informed the Board that the Bradford Selectboard would like to meet with them to talk about the Bradford warrant article which talks about moving the town line. John recommends contacting Bradford and explain because of the meeting schedule at the present time, nothing can be scheduled and Warner would like Bradford do more research on their proposal.

5. Adjournment

A motion was made and seconded to adjourn at 8:45 pm.

Board of Selectmen
John Dabuliewicz – Chairman
Clyde Carson
Kimberley Edelmann

Recorder of the minutes: Mary Whalen