



Warner Board of Selectmen

Meeting Minutes Tuesday, October 24, 2017 APPROVED

Chairman Dabuliewicz opened the meeting at 6:00 pm

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

Others present: Martha Mical, John Leavitt, Barbara Annis, Marianne Howlett, Patricia Violette, Tim Blagden, Judy Newman-Rogers, Varick Proper, Ken Cogswell

1. Solar Array

- A. Clyde reported on Friday, Eversource installed the net meter and is now generating electricity. Certification needs to be completed to make sure the array is producing the way it was advertised to produce. Tentatively on Saturday, November 18, will be a ribbon cutting. The website will eventually have a statistic link. Landscaping will take place next year. Clyde is still working on signage.

2. Town Hall Corrective Action

- A. Jim said the Fire Chief is satisfied with the corrective actions to the point of approving occupancy limits for the lower meeting room and the auditorium. The only item left to remedy is a sprinkler system which is slated for either next year or the year after. Clyde asked what are the rules for Spring into Warner and the Fall Foliage Festival etc. Jim said the lower meeting room capacity is 50 people and the auditorium 257 people, those events would need to be clarified by the Fire Chief. The assembly permits are framed and will be hung for viewing and also filed.

3. Economic Development Advisory Committee

- A. Clyde reported that he mentioned to both Committee members Charlie Albano and Christine Frost that the Board wanted to meet with them at the November 7 meeting. Charlie responded back to Clyde that he can't make that meeting but can meet with them on November 21.

4. Compensation Study

- A. There will be a future discussion.

5. New Fire Station Site

- A. Kimberley reported the site for the house is being prepared. She met with Tom Dombrowski, a surveyor, last week and worked with Tom to get the information the Civil Engineer needs as soon as possible. Kimberley is also researching financing at this time.

6. Town Policies – Review

- A. No report at this time.

7. Selling Town Parcels

- A. Jim will be meeting with two realtors regarding the property on Horne St.
- B. Martha said that she read somewhere that you have to notify the previous owners 90 days for the right to repurchase before you put the property on the market. Jim said right now at this stage we were looking to see if there is any interest from the two realtors listing the property and the feasibility of selling it in the condition that it's in. The statute is called the right to repurchase.

8. Town Hall Front Lawn

- A. Clyde reported he is still waiting to hear back from George Pellettieri on when he will be trimming the trees. Clyde said the Director of Public Works has talked to a couple of local contractor's in terms of doing the brick work and the cost for doing that exceeds what is in the Beautification Fund. Jim asked what the cost is, Clyde said the low bid was \$60K, the high bid was \$80K, to make everything look uniform. Clyde said we should still look at getting the front lawn done to withstand traffic.

9. Harriman Statue

- A. Martha said the group that was caring for the statue plantings are no longer able to do so. She said there are three trees that need to be removed because the foundation is being pushed out. Martha asked for the Board's permission to ask the Public Works Department to remove them now instead of in the Spring. **Kimberley will take this on as an action item.** Until someone is found, Martha will care for the plantings at the statue.

10. Indian Museum – Request for a Waiver

- A. John said since the last meeting with the Museum, Pat Violette filed the necessary paperwork and made a \$500 payment. John said to Pat at the last meeting to show good faith, she said she would pay half of the bill this year if the Board would forgive the other half. Pat said the Museum wants to reassure the town that we want to continue to pay, we are just having a hard time at this time. John said if the Board agrees to forgiving half of the payment in lieu of taxes we would want to start off fresh in 2018 in terms of the agreement. The forgiveness is for one year. John confirmed that the Museum will pay the remaining amount on the half payment by the end of this year. Pat said she agrees.

Board Action

Selectman Edelmann moved to allow payment on half the amount of the original payment in lieu of taxes for this year and the Board will reconsider 2018. Chairman Dabuliewicz seconded the motion. The Board wants Pat to come back after Town Meeting on March 20. Martha said she will assist Pat so she is ready for the March 20th meeting. All were in favor of the motion, motion passed 2-0. Because Selectman Carson is a Board member at the Museum, he recused himself from voting.

11. Tax Rate Status

- A. Jim provided the Board with a copy of the MS-535 which was completed by the auditor's late this afternoon. The form was uploaded to the Department of Revenue for their review. Jim said the auditor's completed the MS-535, the Bookkeeper reviewed it and had some questions and reconciled with the auditor. The next step is to have the Board sign the sign copy, after that it will be uploaded to DRA so they have a signed copy for their records. Jim asked the DRA representative to contact him tomorrow and hopefully the representative will have a proposed tax rate in time for review. The Board is meeting on Thursday, his goal is to have the rate reviewed by the Board and changed as appropriate, approved, and then it will be sent back to DRA. John asked Jim if he is sure that will happen on Thursday because he understands there was some delays between DRA and the auditor. Jim said everyone is working towards getting the tax rate set for Thursday.
- B. Marianne made a statement, the MS-535 is due on September 1 and feels the town could be more timely on submitting the needed paperwork.
- C. Kimberley said the one thing that strikes her on the MS-535 is it shows the actual expenditures to be more than what was appropriated, the difference is over \$100,000. Martha said that might the \$102,000 applied from surplus for the fire station, transfer station and something else. Kimberley said on page 2 there are explanation notes that may add up to the \$100K plus. Jim said those are the adjustments made by the auditor. John said the auditor's need to be pressed to have the form ready by September 1. Barbara Annis feels if the auditor's are constantly late, it's time for a new auditor. Martha said it's usually the School District that's late. John said the town will be going out to bid for an auditor next year.

- D. Jim said the encumbered funds from 2015 would make the actual expenses in 2016 greater than what was budgeted.
- E. Barbara said the auditor's report in the Town Report hasn't changed, the verbiage is exactly the same, just the numbers change. Jim said it has to change because they are looking at a new year, the comments and recommendations change.
- F. Clyde asked Jim if the MS-535 is being submitted even if there are still questions. Jim said the questions have been resolved between the Finance Office and the auditor. Kimberley said we just need to understand it.
- G. Marianne said what would be helpful is meeting with the auditor after the audit. If the Board is going out to bid she would recommend to have a meeting as part of the process.

12. Bid Opening for Used Public Works Equipment

- A. 7 bids were received as follows:

	Massey Ferguson Tractor	1964 Fire Pumper
Nate Brown	\$777.77	\$453.17
Dale Mathews	\$1,525.50	\$725.05
L. Caron	\$756.00	\$501.50
Dan Cilley	\$1,035.50	\$000.00
David Foster	\$000.00	\$2,000.00

Board Action

Chairman Dabuliewicz moved to accept the 2 high bids. Selectman Carson seconded the motion, motion passed unanimously.

13. Landuse Secretary

- A. An offer has been made to Diane Ricciardelli and has accepted.
- B. Martha recommended starting Diane with the Zoning Board of Adjustment and pick up Planning Board afterward. John said he spoke with Judy about continuing handling the current Zoning Board case at this time instead. Jim said we still need to work out the particular's, Lois, the previous secretary may also be called upon to help.

Board Action

Chairman Dabuliewicz moved to hire Diane Ricciardelli at \$15.00 per hour. Selectman Carson seconded the motion, motion passed 3-0.

14. Barn Easement for Gail and Steve Holmes

- A. The Selectmen have visited the site and completed their scoring. The average score came out to 40 which would qualify up to a 40% adjustment in the assessment of the barn.

Board Action

Selectman Edelmann made a motion to work with 40% of the taxable value. Martha recommended 50% of the taxable value based on the other barns that have been granted. Kimberley disagrees, the Board should stick to the scoring that was established. Selectman Carson seconded the motion, motion passed 3-0.

- B. The next step is to create the easement document. Martha said the document needs to be completed by March 1, 2018

15. Town Administrator's Report

- A. The Old Grade School has been going through renovations by the Headstart program. The tile floor was replaced, they painted and they added a new bathroom cabinet. They have also raised money for a new playground set and have met with the Public Works Department to go over the placement of the equipment. There will be \$2,900 worth of maintenance repairs to the sprinkler system.
- B. Jim is working with IT to come up with a 2-3 year plan to gradually replace lap tops and PC's, Windows 7 will expire in 2020.

16. Minutes

Selectman Edelman moved to approve meeting minutes dated October 10, 2017. Selectman Carson seconded the motion, motion passed 3-0.

17. Manifest

Selectman Carson to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 4997-5010 in the amount of \$31,330.60 (including 20 direct deposits) and Accounts Payable check numbers 54253-54309 in the amount of \$226,248.52. Selectman Edelman seconded the motion, motion passed 3-0.

18. Consent Agenda

Selectman Edelman moved to approve the Consent Agenda for October 24, 2017:

1. Veterans' Tax Credit for Map 12 Lot 50
2. Request for funds in the amount of \$40,730.50 from the New Fire Station Site and Design Capital Reserve Fund which covers invoices from SMP and Paula Sagermen. Chairman Dabuliewicz seconded the motion, motion passed 3-0.

19. Selectman's Other Business

- A. Clyde recommended to the Board to reimburse Dan Watts for the camera he installed at the Public Works Department that looks out at the solar array and part of the driveway plus an \$88.00 drive that would capture video for up to 3 weeks.

Board Action

Selectman Carson moved to reimburse Dan Watts for the camera plus purchase the additional storage. John said wasn't the camera installed to view the progress of the solar array construction? Clyde said it was coincidental, if you talk to the DPW, he was looking for some sort of visibility of traffic going in and out. John said he doesn't remember seeing that in the email Clyde sent about this issue. Clyde said he was looking at it from the perspective of the solar array because it does provide some security during the daylight hours. He talked with the DPW, who believes it provides some security and gives him some visibility on what's going on at the Public Works Department. Jim asked what can be done for evening viewing. Clyde said maybe a motion light. Kimberley said the current camera does not have a high resolution, if we want a security camera we need to invest in a high resolution camera. She said she has no problem reimbursing Dan for what he did. She also feels the Police Department should have a say about the camera. Kimberley doesn't feel the current camera will be a good security camera. John said his original understanding was the camera was going up for the solar array so people could see the progress. John doesn't recall discussing it being a security camera. John said if we don't do this what happens. Kimberley said Dan can take it down. Clyde said this is the last time he will bring this up. Kimberley recommended obtaining the Police Chief's opinion on the camera. John tabled further discussion until the opinion is obtained and asked for the topic to be placed on the next agenda.

- B. Clyde reported that he met with the Department of Transportation regarding signs promoting downtown Warner from the roundabout. He learned that the DOT would approve a sign that's called a billboard that can be placed at the other side of Evan's driveway towards downtown. Clyde said it could be a Chamber of Commerce gateway to downtown Warner. Barbara asked Clyde who he spoke with at DOT. Clyde said he started with the Commissioner, then he called William Foss who sent him to the people who approve signs. Kimberley asked Clyde if he is doing this as a Selectman or as a member of the Economic Development Advisory Committee. Clyde said he did it as a State Representative.

20. Public Comments

- A. Cemetery Trustee, Ken Cogswell asked the Board what they will be looking for at the budget discussion with the Cemetery Trustee's. Jim asked Ken to get together with him first.

21. Adjournment

A motion was made and seconded to adjourn at 8:05 pm.

Board of Selectmen
John Dabuliewicz – Chairman
Clyde Carson
Kimberley Edelmann

Recorder of the minutes: Mary Whalen