



Warner Board of Selectmen

Meeting Minutes Tuesday, March 27, 2018 APPROVED

Chairman Dabuliewicz opened the meeting at 6:15 pm

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

Others present: Tim Allen, Martha Mical, Emma Bates, Marc Violette, Ginger Marsh, Judy Newman-Rogers, Rhonda St. James

1. Public Works Department Plans for 2018

A. Director of Public Works, Tim Allen, presented his proposed projects for 2018, he said these are projects that need to get done this year because some of them have been put off for a couple of years.

2018 Season Work Load

1. Spring Clean-up town wide.
2. Winter Sand - 4,000 yards.
3. Curb Repair - 10 locations in the village area.
4. Spring maintenance of equipment, plows, wings, and spreaders.
5. Gravel pit prep for crushing gravel and making the cold patch.
6. Lange Bridge repairs - W bean rail needs to be bolted, rub rail replaced on the west side. Retaining wall work and a pine tree removed.
7. Drainage repair on Dalton Covered Bridge.
8. Drainage project Waterloo and Newmarket.
9. Courser corner on Schoodac Rd.
10. Town Hall water entrance on Burnt Hill Rd (2,000' of reconstruction).
11. Drainage issue on Poverty Plains Rd.
12. Price out multi-plate repair at Silver Lake.
13. Grade and gravel dirt roads (2,500 - 3,000 yards).
14. Overlay Highway, Transfer Station driveway, Dustin Rd. and repair and seal coat Police Dept. parking lot.
15. Basic maintenance.

- B. Clyde talked about adding the lawn sprinkler system at the Town Hall as well as expanding the brickwork and at the solar array, moving the salt shed and adding a pollinator mix in between the array rows. Clyde has spoken to some beekeepers that would like to keep some hives at the array as well, Clyde called it an educational center. The liability question regarding the hives needs to be answered.
- C. Jim wanted to talk about the manpower needed to accomplish Tim's list, there is also facility work that needs to be done, what would be the approach to obtain seasonal help. Tim said he will have the Facility Supervisor create his plans. Parks & Recreation has \$2,600 for 200 hours, Tim said we will need to find someone to fill that. Clyde said Parks & Rec is creating a work schedule on what is needed to be done, the direction of this person needs to be determined as well. Jim and Tim will look at the manpower to address what needs to be done.
- D. John asked Tim if he set priorities on his list. Tim said the drainage issues at the covered bridge and Waterloo/Newmarket, he would like to complete in 2018 and he will be concentrating on Courser's corner. There is a 2-month window to do the water for the Town Hall. The rest of the list is yearly maintenance.
- E. Tim talked to the Board about modifying the sidewalk plow with a blower and a sander on the back using \$6,000 from the Equipment Capital Reserve. A public hearing will need to be scheduled to expend from the reserve.

- F. Tim asked Clyde for clarification on the sidewalk work. Clyde said the part of the front lawn that allows for the Farmer's Market.

2. Economic Development Advisory Committee - Membership

- A. There are 3 interested candidates that would like to participate as an EDAC member, Marc Violette, Emma Courser and Sarah Hansen. Of the 3, Emma and Marc are present before the Board. John asked why are they interested and what would be their contribution. Marc said he wants to see the commercial areas grow, and there is also a lot of town land in surplus that could be sold. Emma is concerned about young people, out of school, leaving the town, she thinks a better job could be done to provide opportunities for young people to stay. The Selectmen's office will contact Marc, Emma, and Sarah when they are appointed.

3. Job & Wage Analysis

- A. Clyde feels the Board needs to have a strategy discussion.
- B. Kimberley feels the Board needs to make a decision about what they are doing with the wage study, compensation program, wages long and short term by the beginning of September 2018 as a goal.
- C. The Board will meet on April 3 to begin setting a schedule on addressing the analysis.

4. New Fire Station Site

- A. The garage on the site will go to Bob Irving, the purchaser of the house.
- B. The Fire Station Building Review Committee will meet on March 28. This could be the Committee's last meeting.
- C. Clyde asked who is managing the project for the Selectmen. Kimberley said her and Jim.

5. Selling Town Parcels

At the next Selectmen's meeting, two letters on specific properties will be presented to the Board. Clyde said there was an interesting Bill before his committee on the State level. It had to do with allowing a deeded property to be sold through a Realtor. It's not in statute today that the towns can do that, but a lot of towns are doing it. A Judge has recently ruled that it is not legal and titles for those pieces that have been sold in the past through a Realtor are in question. There is a Bill before Clyde's committee at least moving forward to give towns the option to use a Realtor to sell deeded properties.

6. Sealed Nonpublic Meeting Minutes

Selectman Edelman made a motion to unseal nonpublic meeting minutes. Selectman Carson seconded the motion. Chairman Dabuliewicz read the minutes into the record as follows:

1. July 7, 2009
2. August 17, 2010
3. July 22, 2014 (a) & (b)
4. September 23, 2014
5. November 10, 2014
6. December 16, 2014
7. April 30, 2015
8. April 12, 2016
9. June 21, 2016
10. July 5, 2016
11. July 26, 2016
12. September 14, 2016
13. October 6, 2016
14. November 29, 2016

All were in favor, the motion passed unanimously.

7. Nomination of Selectboard Chair

Selectman Dabuliewicz nominated Selectman Edelman to be Chairman. Selectman Carson seconded the motion, the motion passed unanimously.

8. Selectmen Assignments to Committee's and Boards

- Representation to the Budget Committee will be determined at the April 3 meeting.

Board Action

Selectman Carson made a motion to dissolve the Town Hall Lawn Committee. Selectman Dabuliewicz seconded the motion, the motion passed unanimously.

Selectman Carson made a motion to dissolve the Odd Fellows Building Committee. Selectman Dabuliewicz seconded the motion, the motion passed unanimously.

- Clyde - Energy Committee and Economic Development Advisory Committee
- John - Planning Board and Parks & Rec.
- The rest of the assignments will stay as they were except for the Budget Committee, representation will be determined at the April 3 meeting.

9. 250th Birthday of Warner, NH

Kimberley is recommending establishing a committee for the 250th birthday of Warner that is 6 years away. Sunapee is already planning theirs. More discussion will take place at their next meeting.

10. Economic Development Advisory Committee - Appointments to

Selectman Dabuliewicz moved to appoint Marc Violette until April 1, 2021, and Sarah Hansen and Emma Bates until April 1, 2019. Selectman Carson seconded the motion, the motion passed unanimously. The Selectman's office will keep track of the terms.

Selectman Dabuliewicz amended his motion to include reappointing Peter Anderson until April 1, 2021. Selectman Edelman seconded the motion, the motion passed unanimously.

11. Expiring Terms of Board/Commissions/Etc.

Selectman Carson made a motion to appoint the following to a three-year term expiring April 1, 2021:

Appointed Position	Appointee	Term
Deputy Town Clerk	Michele Courser	2021
CNHRPC Rep.	Vacant	2020
Conservation Commission	Michael Amaral	2021
	Russ St. Pierre	2021
Concord Regional Solid Waste Rep.	David Hartman	2021
CRSW - Alternate	Tim Allen	2021
Compliance Officer	Peter Wyman	2021
Parks & Rec	Griffin Manning	2021
	Mark Allen	2021
Planning Board	Peter Anderson	2021
Planning Board Alt.	James Gaffney	2021
Zoning Board	Beverly Howe	2021
Economic Development Advisory	Peter Anderson	2021

Selectman Edelman seconded the motion, the motion passed unanimously.

12. Pillsbury Free Library - Alternate Trustee

Selectman Carson made a motion to appoint Mary Pelkey as a Library Trustee Alternate for a 1-year term. Selectman Edelman seconded the motion, the motion passed unanimously.

13. Bartlett Fund Request

- A. Simonds Elementary School submitted a request in the amount of \$745.00 for the students to attend a session about bullying. Jim read the request into the record. The Bartlett Fund is intended for such an activity. Martha Mical asked if other schools will be attending the same program, if they are the district should be funding the activity, not the Bartlett Fund. Martha asks this question every year and when the

school is asked it is always learned that the activity is strictly for Simonds Elementary and that they are aware of the guidelines for using the fund.

Board Action

Selectman Carson made a motion to grant the request, provided the school district is not paying for other schools to do the same activity. Selectman Edelmann seconded the motion, the motion carries with the condition.

14. Town Administrator's Report

Parks & Recreation: On behalf of the Parks & Recreation Committee, Alan Piroso submitted an application for a migratory bird depredation permit with the NH Fish and Game Service to address the nuisance issue of the geese leaving droppings on the soccer and baseball fields. This infestation has plagued the town for a number of years and other types of interventions have not been successful.

The plan is to shoot one or two of the flock. Apparently, that should be enough to keep the rest of the flock away for good. The permit sets 5 as the maximum "kill" number and shooting will only occur when the fields are not in use and Warner PD has an officer present. The remains of the sacrificed birds will be buried as part of the permit requirements. The permit has been granted. The intervention will be conducted in late May or June. A copy of the permit and the backup documentation is in the Selectmen's read folder in the office. Clyde said in the past to keep the geese off the field it was limed.

Selectmen's Office: The office posted an employment ad for a part-time Assessing Clerk. The ad ran in the Intertown Record and Concord Monitor. It was posted on the town website and the NHMA statewide website and around town. We have received over 16 applications for the position.

NRRA: David Hartman has reported to me that the Town will receive a reimbursement from NRRA of approximately \$13,000 as part of their divesting of certain assets. The payment should come by July. This is unanticipated revenue.

Town Report: The cost of the Town report including mailing was \$3,634.07, 925 copies were printed.

Public Works Dept: Mel Furbush has been working with a heating contractor to make improvements to the smaller propane furnace that heats the offices at the town garage and the water heater. The water heater was not vented properly and has been emitting CO into the building. The crew is making preparations for spring cleanup, hopefully, to start next week.

John asked Jim to ask the Fire Chief for his opinion on the gas stove/oven in the Town Hall. Should there be a monitor for the propane?

15. Community Revitalization Tax Relief Incentive Application (RSA 79-E)

- A. John pointed out under RSA 79-E 5 I, *The governing body may grant such tax assessment relief for a period of up to 5 years, beginning with the completion of the substantial rehabilitation.* The Board is not sure the interested applicant is aware that the relief begins after the rehabilitation is completed. Jim said he told the applicant he would meet with him after this meeting to go over what his plans are and how the plans will pertain to the application. Clyde feels the goal is to help the applicant become successful in rehabilitating the Odd Fellows Building. Jim will also contact Goffstown where the application originated from for more information on the process. The statute also allows for fees. Jim recommended a fee that covers the cost of recording the document at the registry. If the application is not accepted, then no fee is assessed. If an application is approved and the incentive granted, the covenant stays with the property in perpetuity.
- B. Kimberley asked if there are other options for a citizen to request property tax relief. John said with an abatement.

Board Action

Selectman Carson made a motion to accept the Community Revitalization Tax Relief Incentive Application (RSA 79-E) with the modifications as discussed. Selectman Edelmann seconded the motion. John said for the record included is a \$50 fee on the form, a definition of affordable housing to be added and a correction on page 1 title. The motion passed unanimously.

16. Meeting Minutes

Selectman Carson made a motion to approve meeting minutes dated February 6, 9, 13, 22, 27. Selectman Edelman seconded the motion, the motion passed unanimously.

17. Manifest

Selectman Carson made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 5260-5278 in the amount of \$34,671.97 (including 20 direct deposits) and Accounts Payable check numbers 54838-54885 in the amount of \$116,995.99. Selectman Edelman seconded the motion, the motion passed unanimously.

B. Kimberley asked if Landuse is still using extra help. Jim said yes, he sent an email to the two Chairs to discuss if there is still a need at this point.

18. Consent Agenda

Selectman Carson made a motion to approve the Consent Agenda for March 27, 2018:

- 1) Application for Current Use for Map 11 Lot 38
- 2) Veteran's Tax Credit for:
 - Map 16 Lot 6-2
 - Map 7 Lot 15
 - Map 11 Lot 42-4
- 3) Elderly Exemption for Map 20 Lot 5-1-2
- 4) Building Permits for:
 - Map 30 Lot 22
 - Map 16 Lot 32

Selectman Edelman seconded the motion, the motion passed unanimously.

19. Other Business

- A. Clyde said there is a Bill coming to the State House on Thursday from the Senate on who's governing postponement of town elections. At this time it's the Secretary of State. The Bill is an amendment that reaffirms the Town Moderator will have the authority to postpone town elections. Warner's Moderator will be speaking in favor; the Town will send a letter of support for the Moderator to make the call. Judy asked Clyde if the Bill includes anything about changing the time to accept absentee ballots? Clyde said the amendment does deal with absentee ballots because that too was confusing. John said the ballots received prior to the postponement are still good, it has to be at least two weeks later when the town election needs to be scheduled.
- B. Kimberley asked if the town will have another Saturday Town Meeting. John feels another year is needed to see what the feedback is.
- C. Clyde said the EDAC has been interviewing website designers, they interviewed two local suppliers and 1 regional and 1 national provider. The EDAC would like the Selectmen to attend the EDAC meeting when the committee chooses the final 2. Kimberley said she was asked why the town did not advertise, she said she had no answer. John said the money involved (\$3,000) does not require a bid process.
- D. Jim reported that the Library will be holding a public event later this spring to recognize the renovations to the building supported by the Land Community and Heritage Investment Program.

20. Public Comments

- A. Judy presented notices to the Selectmen for after Town Meeting to move surplus money that was approved by the voters into designated Capital Reserve Funds. John asked Judy if she would do this ahead of time through the Selectmen's office in the future instead of waiting until the end of the meeting. Judy said she would.

21. Nonpublic Session

Selectman Dabuliewicz made a motion to enter into nonpublic session in accordance with RSA 91-A:3, II (b) hiring. Selectman Carson seconded. Roll call vote: Dabuliewicz – yes, Carson – yes, Edelmann – yes. The motion passed 3-0.

Present were the 3 Selectmen and Jim Bingham.

The Board discussed the Assessing Clerk's position, the dynamics of the position and the received applications.

Selectman Dabuliewicz moved to come out of nonpublic session. Selectman Carson seconded. Roll call vote: Dabuliewicz – yes, Carson – yes, Edelmann – yes. The motion passed 3-0.

22. Nonpublic Session

Selectman Dabuliewicz made a motion to enter into nonpublic session in accordance with RSA 91-A:3, II (a) personnel. Selectman Carson seconded. Roll call vote: Dabuliewicz – yes, Carson – yes, Edelmann – yes. The motion passed 3-0.

Present were the 3 Selectmen and Jim Bingham.

Jim provided a timeline.

Selectman Dabuliewicz moved to come out of nonpublic session. Selectman Carson seconded. Roll call vote: Dabuliewicz – yes, Carson – yes, Edelmann – yes. The motion passed 3-0.

23. Adjournment

Meeting adjourned at 9:21 pm

Board of Selectmen
John Dabuliewicz – Chairman
Clyde Carson
Kimberley Edelmann

Recorder of the minutes: Mary Whalen