



Warner Board of Selectmen

Meeting Minutes Tuesday, April 10, 2018 UNAPPROVED

Chairman Edelmann opened the meeting at 6:02 pm

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

Others present: Martha Mical, Marianne Howlett, Emmons Cobb - Acting Director of the Indian Museum, Judy Newman-Rogers

1. Manifest

Selectman Dabuliewicz made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 5279-5295 in the amount of \$33,171.02 (including 21 direct deposits) and Accounts Payable check numbers 54836-54947 in the amount of \$329,451.46 (includes KRSD check in the amount of \$201,002.67). Selectman Carson seconded the motion. This change is because the Treasurer is requesting the Board's approval first before signing the checks. The funds to cover payroll are in accounts payable that needs to be deposited in time to cover the direct deposits and payroll. The motion passed unanimously.

2. Tax Deeding

- A. Tax Collector, Marianne Howlett, said on March 23 notices were sent to taxpayers about possible deeding of their property. A list was provided to the Board. If the return receipt was not received for a property a second notice was sent by Priority Mail yesterday. Mortgage companies have been notified as well. Deadline is May 11. Two of the properties on the list have IRS liens which are unique.
- B. Marianne also provided the Selectboard with information regarding the selling of property the town has taken.

3. Kearsarge Indian Museum

- A. Emmons Cobb, acting director of the Indian Museum, met with the Selectboard and thanked them for allowing the Museum to pay half of the taxes owed last year. There are still a number of projects that need to be done, one is an addition to the building with a \$40,000 cost, the building needs to be painted, needs a new roof as well as other projects and the museum does not have the funds to do it. Emmons asked the Selectboard if the taxes could be abated for couple of years to help the museum. John told Emmons that he will need to submit an application for an abatement which can only address one year at a time. Martha Mical explained the abatement process to Emmons so he can start the process. Emmons said he would submit an abatement request by the end of this week. John said for the record, Clyde will not be voting on the request because he is a Museum Board member.

4. Wage Analysis

The Selectboard will meet on April 16 at 3:30 pm for a work session.

5. New Fire Station

- A. Kimberley reported the Fire Station Building Review Committee met on March 28th, and celebrated the voter approval. A recommendation was made by Committee member David Hartman, the Selectboard should vote to disband the Committee. Any decisions from this point on will be done by one key point of contact from the town which is Kimberley and Ed Raymond, Ed Mical and Jim Bingham will make decisions along the way. Construction begins on April 24.

Board Action

Selectman Carson made motion to disband the Fire Station Building Review Committee and thanked the Committee for a job well done. Selectman Dabuliewicz seconded the motion, the motion passed unanimously.

B. The Selectboard now needs to authorize someone to sign contracts and invoices.

Board Action

Selectmen Dabuliewicz made a motion to authorize Chairman Kimberley Edlmann to sign contracts and invoices. Selectman Carson seconded the motion, the motion passed unanimously.

C. There will be a kick-off meeting at North Branch Construction on Friday, April 13 at 8:00am.

6. Sealed Nonpublic Minutes

Kimberley has read through the minutes, the other Board members need to as well.

7. Schoolhouse Lane

Mr. Lux sent a request to the Selectmen asking to do upgrades to Schoolhouse Lane. Research was completed by Allan N. Brown on the discontinuation of $\frac{3}{4}$ of a mile of Schoolhouse Lane that Mr. Lux is referring to.

Board Action

Selectman Dabuliewicz made a motion to deny Mr. Lux's request. Selectman Carson seconded the motion, the motion passed unanimously.

Selectman Dabuliewicz made a motion to send a denial letter to Mr. Lux. Selectman Carson seconded the motion. A copy will be sent to the abutter. The motion passed unanimously.

8. Deputy Fire Warden

Selectman Carson made a motion to appoint Ernie Nichols as Deputy Fire Warden. Selectman Dabuliewicz seconded the motion, the motion passed unanimously.

9. New Fire Station - Materials Testing

A. The Selectboard received 3 bids for the testing of material such as concrete.

Board Action

Selectman Dabuliewicz made a motion to hire Miller Engineering and Testing Incorporated based on their April 3, 2018 scope of work for \$16,440. Selectman Carson seconded the motion, the motion passed unanimously.

B. The remaining bidders were:

- S W Cole Engineering
- John Turner Consulting

10. Central NH Regional Planning Commission Representative

Selectman Carson made a motion to appoint Benjamin Inman as Warner's representative to Central NH Regional Planning Commission. Selectman Dabuliewicz seconded the motion, the motion passed unanimously.

11. Meeting Minutes

Chairman Edlmann made a motion to approve meeting minutes dated March 5, 13, 26, & 27. Selectman Carson seconded the motion, the motion passed unanimously.

12. Consent Agenda

Selectman Carson made a motion to approve the Consent Agenda for April 10, 2018:

Previously signed by the Board are the following:

- 1) Solar Exemption for Map 14 Lot 39 & Map 7 Lot 57-1-2
- 2) Intent to Cut for:
 - Map 7 Lot 60
 - Map 3 Lot 59
- 3) Junk Yard License for Wade Locke
- 4) Letter to Bob Irving confirming he owns the garage
- 5) Building Permit for:
 - Map 30 Lot 22
 - Map 16 Lot 32

To be signed by the Selectboard are the following:

Selectman's Meeting Minutes

- 1) Jeopardy Checklist for 339 Poverty Plains Rd.
- 2) Intent to Cut for Map 3 Lot 84-10A

Chairman Edelmann seconded the motion, the motion passed unanimously.

13. New Fire - Builders Risk Insurance

Kimberley explained the Selectboard received 2 quotes from Zurick for \$5,720 and Arcadia Marine for \$4,240. The town cannot obtain the insurance through Primex because they don't offer the full version. The insurance needs to cover the builders, the town, subcontractor's etc. This insurance is a requirement before construction can begin. The cost will be paid from the New Fire Station capital reserve that has an approximate \$20,000 balance.

Board Action

Selectman Carson made a motion to accept Arcadia as the Builders Risk Insurance provider in the amount of \$4,240 to be paid from the New Fire Station capital reserve. Selectman Dabuliewicz seconded the motion.

14. Other Business

- A. Clyde reported there is a hearing on the state level on SB365, electric companies have to purchase power from local producers. The agreement between Eversource and Concord Regional Waste is coming to a close so there will be no agreement in place that Eversource has to buy power that's produced at Concord Regional Waste and if that is the case the facility could close and waste would need to be taken elsewhere at a higher cost. The extra cost could be as high as \$8,000 a year. Clyde had agreed to testify in favor of SB365 and has created a letter of support from the Board.

Board Action

Selectman Carson made a motion to have the Selectboard send a letter of support for SB365. Selectman Dabuliewicz seconded the motion, the motion passed unanimously.

- B. Clyde will talk to Steve Bridgewater to see if his offer still stands regarding irrigating the Town Hall front lawn and if it does still stand would like to move forward with the installation involving the Director of Public Works. The Selectboard asked Clyde to talk to Steve first. Marianne informed the Selectboard that there has been \$2,700 paid out from the Beautification Fund and had asked the Bookkeeper what that pay out was for, the Bookkeeper told Marianne she will look into the expenditure. Marianne would also like to see the fountain up and running instead of another year sitting unused. Martha M. feels there should be a plan before talking to Steve.
- C. Kimberley said the Library is asking if the Selectboard has made a formal decision whether their Library will be invoiced for their portion of property liability insurance, there was discussion of the town covering that cost because it is a town building. Before a decision can be made the Selectboard needs to check if that cost was budgeted, the Selectboard will check with the Bookkeeper first. Martha M. said the town provides the Library with over \$180,000 every year to run the Library and she feels paying for insurance is part of running the Library.

Board Action

Chairman Edelmann made a motion for the town to pay property liability insurance for the Library as long as the money has been budgeted for in 2018. Selectman Carson seconded the motion, the motion passed unanimously.

15. Resolution to Authorize Issuance of a General Obligation Bond in the Principal Amount of \$2,500,000 for Construction of a Fire Station

Selectman Dabuliewicz explained basically it's authorizing all the various steps involved in a bond issuance for the follow-up thereof.

Board Action

Selectman Dabuliewicz, I move that the Resolution entitled, "Resolution to Authorize Issuance of a General Obligation Bond in the Principal Amount of \$2,500,000 For Construction of a Fire Station," be approved in form presented to this meeting. Selectman Carson seconded the motion, the motion passed unanimously.

16. Committee Representation

- A. John volunteered to be the Selectman's representative to the Budget Committee.
- B. Kimberley will be Parks & Rec. representative.

C. Clyde will be the Planning Board rep. And John will be the alternate.

17. Public Comments

A. Martha asked about the timeline for hiring an Assessing Clerk. Kimberley said calls for interviews will be arranged this week and is expecting to hire for May 1. Martha said she wouldn't mind sitting in on the interviews but does not want to be involved in the hiring committee. Marianne said the one thing the new hire must have is calmness and compassion.

18. Nonpublic Session

Selectman Dabuliewicz made a motion to enter into nonpublic session in accordance with RSA 91-A:3, II(c), reputation request for hardship abatement. Chairman Edelmann seconded. Roll call vote: Dabuliewicz – yes, Carson – yes, Edelmann – yes. Motion passed 3-0.

Present were the 3 Selectmen and Marianne Howlett.

A Hardship Abatement application was discussed for Map 3 Lots 45 & 46.

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

19. Nonpublic Session

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

Present were the 3 Selectmen.

The Selectboard reviewed employment applications for the Assessing Clerk position.

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

20. Employment Opportunity - Interviews

Kimberley will contact the candidate's that have been chosen for interviews.

21. Adjournment

Meeting adjourned at 8:29 pm

Board of Selectmen
John Dabuliewicz – Chairman
Clyde Carson
Kimberley Edelmann

Recorder of the minutes: Mary Whalen