



Warner Board of Selectmen

**Meeting Minutes
Tuesday, September 11, 2018
APPROVED**

Chairman Edelmann opened the meeting at 2:00 pm

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

Others present: None

1. September 10 Planning Board Meeting

- A. Clyde reported that he attended the Planning Board meeting last evening. One of the items before the Planning Board is a sub-division on West Joppa. He believes the Planning Board has sent a letter to the Selectmen saying there are 2 options and asked what are the Selectman's preference. The question came up at the Planning Board meeting on what the Selectman's preference is and Clyde reported the Selectmen have not discussed it. Clyde suggested at the Planning Board meeting that the Selectmen could do a site visit for an explanation from the property owner on what he wants to do. The Selectman's Office has no record of receiving a letter from the Planning Board. Clyde will arrange a date for the site visit.
- B. Norm Carlson presented a proposal at the Planning Board meeting to expand Madgetech. Norm also purchased Judge Souter's Farm in Weare and is planning to move the structures on the lot next to Madgetech for a restaurant and country store.

2. Manifest

- A. Selectman Carson made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 5485-5535 in the amount of \$42,604.30 (including 22 direct deposits), Accounts Payable check numbers 55455-55489 in the amount of \$593,197.00 and Fire Station Loan Fund Accounts Payable check numbers 113-114 in the amount of \$17,386.20. Chairman Edelmann seconded the motion, the motion passed unanimously.
- B. Clyde asked if some of the contingency fund for the new fire department was used. Kimberley explained yes, because a lot of soil material was removed from the site to get to a buildable surface, the town still owns the material. Also, a propane tank was buried on-site. Kimberley said the project itself is under budget. Move in date is January 2019. An article for the Newsletter will be created by Kimberley providing an update

3. Consent Agenda

Selectman Dabuliewicz made a motion to approve the Consent Agenda for September 11, 2018:

1. Building Permits for :

- Map 10 Lot 96
- Map 12 Lot 48
- Map 31 Lot 61
- Map 31 Lot 60

2. Fall Foliage Festival - Beer tent acknowledgment

Selectman Carson seconded the motion, the motion passed unanimously.

Clyde asked if there is any conflict with the building permit for Map 31 Lot 61 because of the civil dispute with Map 31 Lot 60. Jim said not at all, the permit for a porch on Map 31 Lot 61 is located on the east side of the property. Kimberley asked Jim the status on the Wingdoodle deed discrepancy. Jim said he is working on the towns role in it and then he will send the information to town council. At this point it is up to the two landowners.

4. Roundabout

- A. Jim reported the State portion owed to the town has been agreed upon and a check is forth coming. John asked where does the town stand with the warranty work by Merrill. Jim said he has to follow up with the State. John asked why the State. Clyde said he had a conversation with McFarland Johnson (engineer of roundabout), their perspective on the warranty work is they will keep contacting Merrill and Clyde said he will call Sue Merrill as well. Clyde said McFarland Johnson said they would take it up with the Department of Transportation as well to see if they could leverage the warranty work.
- B. Jim said William Rose from the State DOT asked for the email acknowledging the need for warranty work and Merrill was trying to get the contractor to commit to a time to do the warranty work on the main apron. Jim said there are other issues in terms of clean-up, the silt fences are still in place.
- C. Clyde asked if the Board has any objection having Deb Barry plant a hydrangea in the roundabout? Clyde said the Director of Public Works has coordinated with the family (Barbara Annis Family) to pick a location and the DPW will organize it. Kimberley expects safety to be taken into account.

5. Solar Array

- A. Jim said regarding the loan principal & interest for the Solar Array, when the Finance Office reviewed the year to date activity in the account, and what is owed for the entire year, there will be a surplus of \$4,763.00.
- B. The Solar Array Fund used to build the Solar Array, which is a restricted fund within the general fund is still open. The Solar Array Fund includes funding from three sources, Community Development Finance Authority, Public Utilities Commission Rebate and the Rural Development Grant. Finance is working to update a spreadsheet to find what remaining the balance is. The balance in the fund could be used to cover remaining cost of the landscaping at the Solar Array. Jim said Clyde is going to get costs for a sign and there was discussion about a kiosk. Clyde said he would like to treat this as two items because right now is the season to seed. Clyde said Peter Ladd is working on the design for the kiosk and is not sure Peter has an estimate ready. John said approval for landscaping in the amount of \$5,000 was already approved by the Board, so that part can move forward, but how are we going to pay for everything else if there is not enough money to cover what was budgeted for the landscaping and the sign. Jim said the DPW is coming up with the numbers for landscaping, rough estimate is \$3,500. Clyde said he sees extra money from the Solar Array Fund that could be used before the fund is closed out, take that money and pay down the principal on the CDFA loan which was the original intent.
- B. John asked what about the money being transferred to the DPW budget that shouldn't have been transferred out of this restricted account. Jim explained the auditor's said when you have a project like the Solar Array you want to capture all the actual costs of the project. The Public Works Department provided rental equipment and material which needs to be included in the Solar Array cost but was returned to the DPW budget. And then it was determined those costs should not be moved back into the DPW budget. John asked who determined that. Jim was not sure, it may have been the auditor's for transparency. John confirmed there needs to be Selectboard action to move the money back into the DPW budget. Clyde said if the Board is talking about using funds received for the project to cover the DPW's labor expense, Clyde has a problem with that. Jim said not the labor, it's the machine rental and material used to do the site. Clyde recalled a separate check from Harmony for the machine rental cost (\$6,500). Jim feels a discussion is needed so all the Board members understand what was done and what was agreed upon to be on the record because people are still questioning what the real cost is for the Solar Array and Jim can't provide a real answer at this point. Jim is trying to achieve clarity on the Solar Array project. The Finance Office will verify the surplus in the Solar Array Fund, which will likely be more than \$5,000. Then the remaining signage, kiosk and landscaping costs can be covered. What to do with the remaining balance in the fund can be determined by the Selectboard.

6. 2019 Operating Budget

Jim reported the Department Heads are creating their 2019 operating budget. He is having a meeting with the Department Heads on Thursday, September 13 at 8:30 am at the Police Department and the following Thursday with the Town Hall staff. Jim will create a suggested meeting schedule for budget review. Kimberley asked to have the meetings posted on the meeting calendar.

7. Construction of Fire Station

Kimberley reported there will be an on-site meeting on Wednesday, September 12. The wiring from the FEMA grant will be worked out. The radiant heat will be discussed as well.

8. Adjournment

Motion to adjourn at 2:50 pm

Board of Selectmen
Kimberley Edelman – Chairman
Clyde Carson
John Dabuliewicz

Recorder of the minutes: Mary Whalen