



# Warner Board of Selectmen

Meeting Minutes  
Tuesday, October 15, 2013  
APPROVED

Chairman Hartman opened the meeting at 6:00 p.m.

In Attendance: Selectman David E. Hartman – Chairman, David Karrick, Jr. – Selectman, Clyde Carson – Selectman and Jim Bingham – Town Administrator

Others present: Martha Mical, Barbara Annis, Judy Newman-Rogers

## **1. Planning Board Resignation**

Planning Board member Dan Watts has submitted his resignation effective immediately.

### **Board Action**

Selectman Carson moved to accept Dan Watts resignation from the Planning Board effective immediately. Selectman Karrick seconded the motion adding to send a thank you letter for Dan's service. All were in favor, the motion passed.

## **2. 2014 Capital Projects**

The Town Administrator presented to the Board a history of capital funding. Chairman Hartman would like to see the current balance on all the reserve funds.

- A. Historically the capital budget has been running at about 1/3 the total budget.
- B. The Library will be financing their energy lighting through Public Service of NH (\$15,000). The Town Administrator advised the Librarian that the Library Trustees should meet with the Selectmen to begin discussion on what is needed for the building.
- C. Conservation Commission is asking for \$50K, there is a current balance of \$77K and there is no future project identified as of this date. The Board would like to meet with the Commission before making a decision.
- D. Police Vehicles – The next planned purchase is for 2015, there is currently about \$17K, \$15K is being asked for both 2014 and 2015. If the reserve is funded this way after the planned purchase there will be about \$12K left in the reserve in the year the cruiser is purchased. Chairman Hartman recommends funding \$10K for both years instead of \$15K.
- E. Police Station Building Improvements - \$10K is recommended for building improvements for new siding and repairs to the wash-bay. Selectman Carson said during the CIP presentation it was stated that the police could use the wash-bay at the Highway Department. The Town Administrator said the Highway wash-bay is for vehicles that have a lot of sand and salt on them. The Police Department wash-bay will cost about \$5,200 to repair, waterproof material needs to be added to the bay. Chairman Hartman suggests using the Contoocook car wash for \$10 per wash in lieu of repairing a garage that was not designed for washing vehicles. Selectman Carson recommends first looking into a fleet program at the Contoocook Car Wash versus the cost of rehabilitating the garage bay at the Police Department.

Martha Mical asked if the sheet rock would still need to be repaired anyway and the Town Administrator said yes, repair is still needed.

- F. Highway Road Construction Projects – The next project is Waldron Hill which is estimated to cost \$675K. At the end of 2013 there will be about \$267K in the reserve. The Board talked about putting Waldron Hill off one more year but would first like to discuss options with the Director of Public Works before deciding upon a funding figure.
- G. Highway Equipment – A new grader is scheduled for 2015. Currently lease options are being researched. Some history of the fleet was discussed. More discussion will take place with the Director of Public Works because Selectman Carson recalled adding \$60K to the reserve last year would still keep the equipment purchases on schedule, right now it does not appear to be so. Chairman Hartman said tentatively he is pegging \$85K for equipment.
- H. Bridges – Currently there is about \$61K in the reserve. The Board decided to present a \$50K warrant article.
- I. Highway Department Wood Furnace – The estimated cost is \$22.5K, Selectman Carson is in favor of this project but is not sure 2014 would be the year to fund it.
- J. Transfer Station Inquisition/Improvement – Currently there is \$10K in reserve. One project is rebuilding and paving the compost area as well as the demolition area.
- K. Transfer Station Equipment – A new down stroke baler and bobcat is scheduled in the Capital Improvement Program for 2015.
- L. Selectman Carson asked if the Town will be hosting a Household Hazardous Waste Day. The Town Administrator said because the budget was cut the Transfer Station is looking at joining with another town to minimize the cost, a date has not been established yet.
- M. Town Hall Building Improvements – A new lift is being proposed for 2015 which will cost about \$50K. The request for 2013 is \$15K. Other sources of funding the project are being looked into as well.
- N. Property Revaluation – The request for 2014 is \$25K and there is \$129K in the reserve. The last revaluation cost about \$120K.
- O. Fire Department Equipment – The request for 2014 is for \$90K for replacing a 1996 great liner pumper for \$350K in 2016 and refurbishing the forestry truck for \$15K. The truck needs to be custom built in order for the vehicle to fit into the station. Selectman Carson asked what the cost would be for a non-custom truck and the Town Administrator did not have a figure but it is known to be less. There is currently \$100K in the reserve fund.
- P. Fire Department Bldg./Renovation – The request for 2014 is \$280K which includes the cost for the first year bond payment as well as \$27K for an architect in 2014. The proposed estimated cost for the Fire Department is \$2million but the Board at this time is waiting for an updated cost. There are other variables as well which is the cost for a green heating source which could increase the cost.
- Q. Kearsarge Mountain Alternative Road – The request for 2014 for \$5K.
- R. PSNH – Selectman Carson talked about how the appeal process may impact the Town monetarily and should the Town be setting aside money in preparation. And he talked about establishing a contingency fund in general which now needs approval from the voters. Chairman Hartman added that the Odd Fellows Building may need to be looked at as well, at this time the Town is waiting for the cost for hazard mitigation.

### **3. Energy Committee**

- A. Selectman Carson reported at the last Energy Committee they looked at a map of Bagley Field for a solar project that would supply all the municipal buildings. The site needs to be about the size of a soccer field. Selectman Carson added that the Energy Committee is anxious to take this project on.
- B. The Town Administrator asked if the Energy Committee would be up for researching grant opportunities for green heat source for the new Fire Department. Selectman Carson is not sure what the resources are on the

committee to research grants. He feels the architects would have more information on green heat. Members of the Board will be meeting with Warren Street Architects on October 30<sup>th</sup> about alternate heating source which the Energy Committee initiated. Chairman Hartman asked what the cost for this meeting is. The Town Administrator did not know the cost but he expects the meeting will not be more than an hour. Chairman Hartman recommends obtaining this cost. If the Board wants Warren Street Architects to re-look at the mechanical's there will be a potential cost of \$20K. The Town Administrator will contact Warren Street Architects and will discuss what the meeting will entail, he will also contact the Fire Department about the Board looking at what is currently being proposed or has green efficiency been over looked with the current design.

#### **4. Town Administrator's Report**

**Exit 9 Roundabout Project:** Gene McCarthy of McFarland and Johnson attended the 10/8 Board of Selectmen work session meeting to discuss the Roundabout project Draft Engineering Study and the next steps for the project. The Selectmen's office will be sending a letter to the abutters of this project providing a status report on the project.

**Safety Committee (JLMC):** The Safety Committee met on Thursday, Oct. 3<sup>rd</sup> at 9 am at the Police Station to review incident reports and conduct an inspection of the Police Station and the Hwy Garage.

**Old Graded School Building:** Representatives from the Community Development Finance Authority inspected the new double boiler furnace on Friday Oct. 4, at 11 AM. The Town Administrator will be contacting Donna Lane in regards to a possible grant for energy upgrades as well.

**Odd Fellows Building:** The Town Administrator spoke to Mike McChesney this week, informing him that he had contacted PSNH and TDS to reserve time for engineers/line technicians to accompany Mike and his moving company on a walk through the proposed route used to move the Odd Fellows Building. The Town Administrator asked Mike to get back to Jim McLaughlin or himself with some dates to set a time to conduct this walk through with in the next few weeks. PSNH and TDS informed the Town Administrator that it will take a few weeks for their technicians to develop a plan and establish costs for accommodating this proposed move after the walk through is completed.

- **Toxicity Characterization Leaching Process:** The NH Department of Environmental Services recommends that the Town needs to conduct a Toxicity Characterization Leaching Process Test (TCLP). This test will determine percentage of building material that is contaminated with lead based paint to the total amount of material comprising the building. This test is required in determining the procedures and costs for demolishing the building. The Town Administrator is requesting the Board to give approval for conducting this test. The test will cost about \$600.00.

#### **Board Action**

Chairman Hartman moved to approved the \$600 expenditure for a TCLPT. Selectman Carson seconded the motion; all were in favor, the motion passed.

**Proposed Fire Station:** Rhonda Rood from Country Homes Real Estate completed a comparative market analysis for the Town on the NH Department of Transportation .4 acre tract of land bordering the Town parcel for the proposed Fire Station. This market analysis estimated the value of this tract at \$2,000, due mainly to a drop in land prices in the past two yeas and the fact that is an unbuildable tract as it is. The State placed a value of \$5,000 on this parcel. Surveyors are scheduled to stake out the dimensions and elevation of the proposed fire station and a meeting at Warrenstreet Architects is being scheduled for Oct. 23<sup>rd</sup> or 30<sup>th</sup> to discuss alternate self-sustaining heating systems for the building. Members of the Energy Committee, Fire Dept and Selectboard will be attending.

**Road Surface Monitoring Software (RSMS):** The request form for RSMS has been submitted on behalf of the Warner Highway Dept. to the Central NH Regional Planning Commission for a trial use of this software program. The Town Administrator has followed up with an email to CNHRPC for details and next steps in this project.

**Warner Rail Trail:** A request letter for \$13,000 in grant funding to begin work on the first section of the proposed Warner Rail Trail was submitted by the Selectmen's office on behalf of the presently forming "Friends of the Warner Rail Trail" on Oct 9<sup>th</sup>. If selected, the Town will then complete a grant application to the NH Bicycle and Pedestrian Grant Program. The grant is to clear and rehab the ¾ mile section of the Town owned rail corridor adjacent to Bagley ball fields on Rte. 103. Selectman Carson said he walked the trail from Bagley Field to the Fire Station site.

Selectman Carson said Peter Ladd informed him that if the abutments are kept clean under the bridge it would help to prolong the life of the bridge.

**October 16<sup>th</sup> Presentation:** Reminder that there will be a presentation on the Affordable Care Act by the NH Insurance Commission on Wednesday, Oct. 16 at 7 pm at the Town Hall auditorium.

**Bartlett Loop Project:** The review committee, Town Administrator, Matt Waite and Chairman Hartman, met last week to evaluate the Letters of Qualifications from four engineering firms. Interviews are scheduled for Wednesday Oct. 16, starting at 4 pm at the Selectman's office.

### **5. Manifest**

Selectman Carson moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 2793 – 2820 in the amount of \$35,195.61 (including 17 direct deposits) and Accounts Payable check numbers 48866-48904 in the amount of \$119,321.73. Selectman Karrick seconded the motion; all were in favor, the motion passed.

### **6. Consent Agenda**

Selectman Karrick moved to approve the Consent Agenda for October 15, 2013:

- MS-5 (Signed)
- Cemetery Deed for Ken Cogswell Family
- Building Permits for:
  - Map 28 Lot 6
- Intent to Cut for Map 19 Lot 24
- Certification of Yield Taxes for Map 22 Lot 001
- Warrant to Collect Timber Tax Levy in the amount of \$2,191.19 for Map 22 Lot 001
- Letter of support for a Resource Officer addressed to the School Board

Selectman Carson seconded the motion; all were in favor, the motion passed.

### **7. Meeting Minutes**

Selectman Karrick moved to approve meeting minutes dated October 1, 2013. Selectman Carson seconded the motion; all were in favor, the motion passed.

### **8. Nonpublic Session**

Chairman Hartman moved to go into nonpublic session at 9:11 pm. under RSA91-A:3 II (c), reputation. Motion was seconded by Selectman Carson. A roll call vote was taken. Selectman Karrick – yes; Selectman Carson – yes; Selectman Hartman – yes.

In attendance: Chairman Hartman, Selectman Carson, Selectman Karrick, Town Administrator – Jim Bingham

Personnel matters were discussed.

Chairman Hartman moved to come out of nonpublic session at 9:20 p.m. Motion was seconded by Selectman Carson. A roll call vote was taken. Selectman Karrick – yes; Selectman Hartman – yes; Selectman Carson – yes

### **9. Adjournment**

A motion was made to adjourn at 9:20 p.m.

Board of Selectmen  
David E. Hartman – Chairman  
David Karrick, Jr.  
Clyde Carson