



Warner Board of Selectmen

Meeting Minutes
Tuesday, June 25, 2013
APPROVED

Chairman Hartman opened the meeting at 6:05 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, David Marazoff, Varick Proper, Matt Waite, Mike Cutting, Barbara Annis, Ed Mical, Gerry Marsh, Rick Davies, Judy Newman-Rogers

1. Marazoff Assessing Services

An Assessing Contract and cost was provided by David Marazoff for the Selectmen to consider. Both the Town Administrator and the Assessing Clerk reviewed the contract and made some changes regarding the pricing, billing, clarified that a certified NH Assessor will support the values established for the revaluation, door tags will be left on properties when no one is home on the first attempt and will include properties under construction as of April 1, 2015.

Selectman Carson asked how the utilities will be assessed. Assessing Clerk, Martha Mical said the Town will not know what to do with utilities until the Board of Tax and Land Appeals decides how to assess them; this information should be available in June 2014. Martha said the Town may be told to hire an additional assessor for the utilities by the BTLA which would result in additional costs. Verbiage will be added to the contract to include a certified NH Assessor for the utilities not to exceed \$250 per hour.

Board Action

Selectman Carson moved to approve the contract as amended with Marazoff Assessing Services in the amount of \$103,360 for the upcoming revaluation. Selectman Karrick seconded the motion. Selectman Carson asked with regard to sharing assessing services would this contract preclude that and the Town Administrator said yes because the Board is committing. The Town Administrator also said the towns that were discussing sharing services are on a different schedule than Warner. All were in favor of the motion; the motion passed.

2. Concord Regional Solid Waste Contract

Chairman Hartman reported that Concord Regional Solid Waste is in negotiations with Wheelabrator which runs the incinerator located in Penacook. There are 24 towns involved; the City of Concord has gone out for bid and has given voting authority to their representative who is the Director of Public Works to vote either for or against the contract at the next Co-op meeting on June 26th. Mike Durfor from Northeast Resource Recovery Association provided data to the Selectmen at a previous meeting that shows Warner, at this time, could go either with the Co-op or on its own without any cost difference. Also, if Warner's representative's vote (Chairman Hartman and Varick Proper) to stay with Concord Regional Solid Waste the Town will realize a \$26K credit, at this time Chairman Hartman feels the Town should stay with Concord Regional Solid Waste.

Board Action

Selectman Carson moved to authorize Chairman Hartman to vote his position at the June 26th Concord Regional Solid Waste voting session. Selectman Karrick seconded the motion; all were in favor, the motion passed.

3. Public Hearing – Highway Equipment

Chairman Hartman opened the hearing at 6:30 pm.

Through a motion on the Town Meeting floor a couple of years ago, it was unanimously voted to hold a public hearing for any Highway Department equipment purchases.

Matt Waite, Director of Public Works is before the Selectman asking for their permission to replace the 1986 Mack dump truck. Matt presented two options, a 2014 Freightliner 10 wheeled dump truck for \$186,885 complete with plow, wing and sander or a 2014 Freightliner 6 wheeled dump truck for \$163,663, also complete.

Information regarding the options is as follows:

Considerations: A 10 wheeled truck body is 14' long and is capable of hauling 15-16 yards of winter sand. A six wheeler is 10' long and capable of hauling 8 -9 yards of winter screened sand. Both trucks are capable of plowing on all designated plow routes. The advantage of a 10 wheeler traveling to the same destination is that it has the capacity to deliver up to two times the amount of material.

The 6 wheeled trucks that the Town already owns average 5 mpg. The 10- wheeled truck being considered averages 4-5 mpg. To operate one large capacity truck for an 8 hour day that can do the work of one and 1/2 of our current trucks and, at the same fuel mileage, is more cost effective using less fuel and time to haul the same tonnage.

The price includes not only a new truck, but also replaces a 25+ year old sander, wing and two way front plow. The Town has five 6 wheeled dump trucks that range from 7-13 years of age. The 12 year old truck (2001 Mack) has already had a motor replaced which cost the town \$26,000.00. The more rugged 10 Wheel Truck will enable the highway crew to ease the pace of use of the 4 other six wheelers, thus reducing the rate of wear and tear on these vehicles and extending their useful life.

The one time cost of registering a 10 wheeler will be greater than that of a 6 wheeler. Any truck from 2010 to current needs a fuel additive called Urea, therefore we would need to purchase more of this fuel additive.

Advantages of purchasing a larger capacity 10 wheeled truck:

- A 10-Wheeled truck will be used on many jobs that normally take two trucks. We will only need one truck driver making material runs that previously would take two drivers. This will enable us to create smaller crews to work on more projects each week.
- During an average snow event, each six wheeler plow route puts out 3 to 7 yard loads of sand which takes several trips and six hours to complete. A 10 wheeler holding 15 yards will be able to do the same route in two trips in less time and be able to help with other truck routes, saving time and operator hourly wage.
- While traveling over back roads a 10 wheeled truck displaces the weight more evenly through ten tires instead of six tires, reducing road damage.
- As a heavier, sturdier vehicle, a 10 wheeled truck is able to do the work of 2 of our 6 wheeled trucks more cost efficiently. A 10 wheeled truck will allow us to efficiently rotate the use of the four older 6 wheeler trucks, thus prolonging the life of each truck making the 15 year replacement policy more feasible.

	10 Wheeler	6 wheeler
Make & Model	Freightliner 114 SD	Freightliner 14 114 SD
Dump Capacity	15 yards	8 yards
Base Price	\$ 115,699	\$ 101,178
Extended Warranty	\$ 3,270	\$ 3,270
Plow, wing, dump body & sander –fully assembled	\$ 67,916	\$59, 215
Total Cost	\$ 186,885	\$163,663

Difference in total cost is \$23,222.

Example: Hauling 1,250 cu. yards of sand from the gravel pit to the town garage

	MPG	Trip Dist.	Load Cap.	# of Trips req.	Total Miles	Fuel Cost @ \$3.50/gal
10 Wheeler	5	16 mi.	15 cu. Yds.	83	320	\$ 931.84
6 Wheeler	5	16.mi	9 cu.yds.	139	528	\$1,536.25
					DIFF.	\$ 604. 41

Cost in Labor: Hauling Sand

	# of Trips	Trip time	# hours	Labor cost @ \$15/hour	
10 Wheeler	83	45 min	62.25	\$ 933.75	
6 Wheeler	139	45 min	104.25	\$1,563.75	
Difference				\$630	

1,250 cu yards = approx. 1 ton of sand. Using a 10 wheel dump the town saves \$1,234.41 over a 6 wheeler for every ton of sand it hauls to the garage for winter stock piling.

Chairman Hartman asked Matt why a Freightliner instead of a Mack. Matt said the last few Macks that were purchased he has not been pleased with. Matt obtained different quotes and Freightliner came up with the best price and he feels it would be a good choice; the Fire Department also has Freightliners.

Martha Mical asked what the life expectancy is for the Freightliner compared to Macks. Matt said they are all the same, but he said after 10 years he has experienced major repairs on the Macks.

Barbara Annis asked if this is the beginning of a 10 wheeler fleet. Matt feels the Town will benefit from the 10 wheeler and he said there are other towns that have begun the same change and its working. Matt does not feel an entire fleet is needed.

Judy Newman-Rogers asked what is the difference in savings using a 10 wheeler to haul the sand. The Town Administrator said the Town will save over \$1,000 for every ton of sand it hauls for the winter stock pile.

Ed Mical asked if going with a Freightliner is going to create the need for different parts. The Town Administrator said the Highway Department does not stockpile parts, parts are ordered as needed.

Budget Committee member, Mike Cutting, said the 10 wheeler was brought before the Budget Committee last year. He said the position of the Budget Committee was not against a 10 wheeler it was against spending the money this year (additional \$23K). Mike said the original warrant article for Highway Equipment was for \$60K which was not recommended by the Budget Committee. The Town voted and approved instead \$30K which he feels in essence was a vote by the Town not to purchase a 10 wheeler. He understands the benefits of a 10 wheeler but does the Board want to change what Town Meeting voted.

Barbara Annis asked if the 10 wheeler is purchased what will that do to the capital reserve for the long range. The Town Administrator explained the strategy is to extend the life of the next 6 wheeler that is scheduled to be replaced. Other communities have added a 10 wheeler to their fleet because it adds life to the rest of the fleet and is cost effective. Mike Cutting confirmed that the next 6 wheeler scheduled for replacement in 2014 will be extended and the Town Administrator said he has not reviewed the Capital Improvements yet but is confident in saying yes, the next scheduled vehicle will be moved out at least 1 year, Matt agreed.

Gerry Marsh feels if the Town buys a 10 wheeler he will be paying more in taxes.

Ed Mical asked what will happen to the 1986 Mack. Matt said the trade in value is \$3K.

Gerry Marsh commented about the amount of sand a 10 wheeler can spread during a snow storm compared to a 6 wheeler, he feels there is not much more difference because of the sanders slant. The Town Administrator said the 6 wheelers sanders have the same slant, but due to the size of the 10 wheeler it will hold more sand.

Mike cutting asked if there will be an extra cost for storing the sander because it is larger. Matt said storing the sander will require slight modification, he did not feel there would be a cost impact.

Chairman Hartman closed public comments

Selectman Carson asked if the Board should wait to take action until after reviewing the Capital Improvement Plan along with this project looking at the funding level. Chairman Hartman said the Board has been debating replacing the 1986 for a year and he feels it's time to make a decision. There is lead time needed for either vehicle to become ready for the next snow season.

Board Action

Chairman Hartman moved to purchase the 10 wheeler Freightliner 114SD in the amount of \$186,885. Selectman Karrick seconded the motion. Discussion: Selectman Carson said he likes the idea of the 10 wheeler, his concern is the Board may not be looking at trying to postpone the next replacement truck in 1 year but maybe 2 or 3 years based on what the demands are. Chairman Hartman agrees, the balance in the reserve after this purchase will be almost depleted. Selectman Karrick also agrees that it is time to make a decision. The Town Administrator said the opportunity for the Highway Department to get a more efficient 10 wheeler will be less likely a year from now than it is now. Chairman Hartman called for the vote, Chairman Hartman – yes, Selectman Karrick – yes, Selectman Carson – abstained. Vote passes 2-1.

4. Town Administrator's Report

Town Hall Steps: Work is progressing on the repair of the front steps. They have started to place the granite steps. The work on the steps should be completed by the first week in July. Foreman, Tim Allen, is making sure the steps will be at a slight slant for drainage purposes. Chairman Hartman asked if Provan & Lorber has been by to check on the progress. The Town Administrator said he knows Provan & Lorber has been involved in all the key decisions and he knows options were discussed about setting the steps.

Budget Committee: Budget Committee Chairman, Mike Cutting has presented a final revised Budget Committee meeting schedule based on the review of the schedule during their last meeting. A new schedule has been sent to the Board and Department Heads.

Old Graded School: All the necessary paperwork pertaining to the Community Development Block Grant contract has been submitted to Donna Lane, the grant administrator. The pricing on the dual oil boiler system stated in the quote from H.R. Clough Heating is good until June 24, after which it may increase by up to \$2,000. The Town Administrator placed a call into H.R. Clough and requested the status of our contract from the grant administrator.

Towns of Warner & Webster vs. Mr. Gamil Azmy & Mrs. Lois Azmy: The Select Boards from the Towns of Warner and Webster are scheduled to meet with the attorney on Monday, July 1, at 8 am in Concord to discuss next steps.

Local Government Center - NH Municipal Managers Meeting: On Friday, June 21, the Town Administrator attended a meeting where LGC Health Trust representatives presented a Healthcare Reform Update, highlighting coming changes from the Affordable Care Act and responsibilities of Employers offering Health Insurance coverage.

Capital Improvement Plan Process: The Town Administrator has met with Department Heads to review and update the projects from the prior year. These updates are due on Thursday, June 27 at the Land Use Office.

Dept. Heads Meeting: The Town Administrator met with Department Heads on Monday to review progress with CIP updates. Varick Proper reported heavier than normal traffic and dumping at the Transfer Station this weekend. Chief Chandler gave a report of the contacts and discussions with the organizers of Camp & Jam Music Festival to be held in Davisville next weekend (6/28-6/30). Approximately 160 tickets have been sold and up to 500 are expected to attend. Barbara Annis asked why this event did not become before the Planning Board. The Police Chief is working out the details with the event holders.

New Fire Station: The Town Administrator met with Rich Stanley, Ed Raymond and Ernie Nichols to review plans for the new fire station and discuss next steps to place it on the Town Warrant.

Martha Mical asked if the new officers are in favor of the current site for a new station. The Town Administrator said yes, they are also interested in the State parcel that has been offered to the Town. There was discussion about other properties, but the properties they are interested in have homes on them. The current site has been through all the permitting process and the officers are ready to move forward. Chairman Hartman said he voted against the current site, he is not comfortable with it unless it can be proven that the property will not be washed out in the 500 year flood. Martha Mical feels this site is limited, it doesn't allow for a drive-through station, she feels it would be better to spend the extra money and purchase a property that will provide exactly what is needed for a new fire station.

The Town Administrator said that the officers were disappointed that a warrant was not placed last year and are looking for direction from the Selectmen for next year. Chairman Hartman said in keeping with the Capital Improvement Program the target was 2015 for the station to be built. Martha Mical said the Fire Department is probably thinking that it will take at least 3 years before the warrant is passed by the voters, history shows that major expenses takes about 3 years on the warrant.

Audits: Vachon, Clukay & Co. will be at the Town Hall on July 1 to begin an audit of 2012 financial records. As part of preparing for this audit the Auditors recommend that the Board of Selectmen adopt a Fund Balance Policy.

NH Retirement System is beginning their audit process of the town's payroll and related records.

5. Selectmen's Capital Improvement Plan

The current capital expenses in the CIP are improving the lift, town record storage and the revaluation. Mike Cutting said there are substantial energy upgrades needed at the Old Graded School. CIP updates are due to the CIP Committee on June 27 and new submissions are due on July 18.

6. Consent Agenda

Board Action

Selectman Karrick moved to approve the Consent Agenda for June 25, 2013:

- Building Permits: Map 10, Lot 89-1, Map 26, Lot 9
- Intents to Cut: Map 15 Lot 49, Map 15 Lot 24-1

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

7. Manifest

Board Action

Selectman Carson moved to authorize the Selectmen to sign manifests and order the Treasurer to sign:

- Payroll check numbers 2651 – 2667 in the amount of \$30,003.57 (including 16 direct deposits)
- Accounts Payable check numbers 48471 - 48528 in the amount of \$287,841.60. (Includes payment to Kearsarge Regional School District for \$184,948.59)

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

8. Meeting Minutes

Board Action

Selectman Karrick moved to approve meeting minutes dated May 20 and June 11, 2013. Selectman Carson seconded the motion; all were in favor, the motion passed.

9. Selectmen's Report

Selectman Carson reported that he met the individual who will be recycling electronics (a specific list was provided) at the Transfer Station for no charge.

Selectman Carson said the Silver Lake project has been completed and residents are using the beach area. The Board thanked the efforts of the Parks & Recreation Commission on the tree removal and clean-up.

Barbara Annis asked about the status on an Economic Development Committee and the Town Administrator said that topic will be discussed with the Selectman's goals.

Barbara Annis asked the Town Administrator if he received an email she forwarded to him from the Transportation Advisory Committee asking if the Town has any dangerous intersections and if so submit a list by July 1 to the Committee. State funding may be available for correction of an intersection. The Town Administrator acknowledged that he received the email and will respond by July 1.

10. Goals and Objectives

I. Management of Town Resources:

- A. town facilities
- B. Town Land, forests & water
- C. Roads & bridges
- D. Town personnel
- E. Inventory of town equipment & vehicles

II. Town Governance, Administration & Communication:

- A. Interdepartmental communication
- B. Communication with/between Town Boards and Committee's
- C. Police, Fire Protection & Emergency Management
- D. Health, Safety & Property Liability Management

III. Information Management:

- A. Records retention/preservation management
- B. IT management/disaster recovery

IV. Economic Development/Community Development:

- A. Exit 9 project
- B. Exit 7 Planning Board sub-committee (Davisville Development)
- C. Economic Development Committee
- D. Central NH Regional Planning Commission

Board Action

The Selectman had a general discussion for about 15 minutes and decided for each to prioritize a list for further discussion at the July 9th meeting.

11. AT&T Lease Agreement

The Town Administrator reported that verbiage was added to the lease agreement pertaining to the access road on the interested site. The Town wants to make sure that the landing on this access road will be available if needed during the 25 year lease. At this time the Town Administrator is waiting to hear back from Town Counsel. The Chandler Reservation Committee wants it well defined that an access will still be available for the Carriage Trail Acres.

12. Adjournment

A motion was made to adjourn at 8:49 p.m.

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

Respectfully submitted,
Mary Whalen
Recording secretary