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## Town of Sandown, NH Board of Selectmen Minutes

Meeting Date: Monday, January 10, 2011

Type of Meeting: Regular meeting

Method of Notification: Public Posting – Two locations at Town Hall

Meeting Location: Sandown Town Hall

Present: Selectpersons: Brenda Copp (Copp), Stephen Brown (Brown), Tom Tombarello (Tombarello), Lynne Blaisdell, Office Manager and Cynthia J. Robinson, Recording Secretary

Absent: Hans Nicolaisen (Nicolaisen) and Nelson Rheume (Rheume)

Late to arrive:

Call to Order: Acting Chairman Brown called the meeting to order at 7:00 P.M.

Pledge of Allegiance

18 This section of the meeting did not record. Minutes are based on the Recording Secretary's hand written notes.

### Review of Minutes of previous meetings

- 23 • Board members reviewed the Minutes of December 13, 2010. **MOTION:** Selectwoman Copp moved to accept the Minutes of December 13, 2010 as written. Selectman Tombarello seconded. Motion passed unanimously.

27 Board members reviewed the Non-Public Minutes for December 13, 2010. **MOTION:** Selectwoman Copp moved to accept the Non-Public Minutes for December 13, 2010 as written. Selectman Tombarello seconded. Motion passed unanimously.

32 Board members reviewed the Minutes for December 20, 2010. **MOTION:** Selectwoman Copp moved to accept the Minutes of December 20, 2010 as written. Selectman Tombarello seconded. Motion passed unanimously.

36 Board members reviewed the first set of Non-Public Minutes for December 20, 2010. **MOTION:** Selectwoman Copp moved to accept the first set of Non-Public Minutes for December 20, 2010 as written. Selectman Tombarello seconded. Motion passed unanimously.

41 Board members reviewed the second set of Non-Public Minutes for December 20, 2010. **MOTION:** Selectwoman Copp moved to accept the second set of

43 Non-Public Minutes for December 20, 2010 as written. Selectman Tombarello  
44 seconded. Motion passed unanimously.  
45

46 **Public Comment**  
47

- 48 • Brian and Cindy St. Amand came before the Board to provide them with updated  
49 website information on the Yoga Matters business on Rowell Lane. Mr. St.  
50 Amand stated the business has increased since Thanksgiving. Acting Chairman  
51 Brown asked Ms. Blaisdell to check with the Building Inspector/Code  
52 Enforcement Officer to see if a final inspection was performed. Mr. St. Amand  
53 stated he and his wife are before the Board to ask them to issue a Cease and  
54 Desist Order. Ms. Blaisdell will check with the Building Inspector/Code  
55 Enforcement Officer as to the status of this issue. Fred Murray approached the  
56 Board and reiterated the comments made by Brian and Cindy St. Amand.  
57
- 58 • Ms. Blaisdell informed the public baseball signup would take place on Thursday,  
59 January 13, 2011 from 6:00 P.M. to 8:00 P.M. and on Saturday, January 15,  
60 2011 from 9:00 A.M. to noon at the Recreation building.  
61

62 *This section of the meeting began recording with Acting Chairman Brown asking Ms.  
63 Gulla to explain what a Special Warrant Article is.*  
64

65 **Review of warrant articles to determine designation, recommendation and  
66 placement on ballot**  
67

- 68 • Paula Gulla, Selectmen's Secretary was part of this discussion. Acting Chairman  
69 Brown asked Ms. Gulla to explain what a Special Warrant Article is. Ms. Gulla  
70 stated a special warrant article is deemed special by way of the category it falls  
71 under; a) a petition warrant article that has an appropriation associated with it is a  
72 special warrant article, b) any warrant article that calls for a bond or note, c) any  
73 warrant article that appropriates funds to a capital reserve or trust fund or d) any  
74 warrant article that the Board decides is a special, non-lapsing or  
75 nontransferable. Ms. Gulla stated this means the money appropriated in the  
76 special warrant article cannot be used for any other purpose but it can be  
77 encumbered at the end of the year if the funds have not been fully expended.  
78

79 Ms. Gulla stated she would need a roll call vote from the Board as to whether  
80 they recommend or do not recommend each warrant article. Warrant Articles  
81 were voted on as presented tonight (1/10/11) with possible amendments. Chief  
82 Joseph Gordon joined the discussion at this time. Acting Chairman Brown began  
83 the discussion with the warrant articles being proposed by the Police  
84 Department.  
85

86 Special Warrant Article to raise and appropriate \$176,000.00 for the Police  
87 Station Capital Reserve Fund. Roll call vote to recommend this Special  
88 Warrant Article: Tombarello – yes, Brown – yes and Copp – yes. 3-0 to  
89 recommend.

90  
91 Chief Gordon explained the reason for Warrant Articles C & D noting that  
92 these warrant articles go together. Chief Gordon would like C rescinded and  
93 replaced with D. Ms. Gulla explained the wording change to Warrant Article  
94 D. Ms. Gulla noted the need for a public hearing for Warrant Article C.  
95 Selectman Tombarello noted that this warrant article is for funding and  
96 maintaining OHRV gear and equipment only. Chief Gordon noted wages do  
97 not fall under this warrant article.

98  
99 Warrant Article C. Roll call vote to recommend Warrant Article C: Tombarello  
100 – yes, Copp – yes and Brown – yes. 3-0 to recommend.

101  
102 Warrant Article D. Roll call vote to recommend Warrant Article D: Tombarello  
103 – yes, Copp – yes and Brown – yes. 3-0 to recommend.

104  
105 Board members reviewed the legal noticing information pertaining to the  
106 public hearing notice for Warrant Article C. Ms. Gulla went over the noticing  
107 dates and asked the Board if they approve them. Consensus of the Board is  
108 they agree with what was presented. Chief Gordon recommended the order  
109 for these three warrant articles be as follows: first – Special Warrant Article for  
110 the police station capital reserve fund, second Warrant Article C and third  
111 Warrant Article D.

112  
113 Chief Gordon noted that if Warrant Article D passes everything else is voided.  
114 Chief Gordon stated that if Warrant Article D fails he will still want Warrant  
115 Article B and if “B” fails he will still be asking for Warrant Article A as he still  
116 wants a new machine (OHRV). Chief Gordon explained his intent for Warrant  
117 Articles A & B. Selectwoman Copp explained where the Budget Committee  
118 stands on these two warrant articles relative to their suggesting Chief Gordon  
119 not put in “A” only “B” so that depending on the vote he will be able to make  
120 repairs to this equipment out of his operating budget. Chief Gordon noted  
121 that his proposed budget is “drawn down pretty tight”. Chief Gordon noted for  
122 the public that this money is already appropriated and will not have an impact  
123 on the tax base.

124  
125 Warrant Article A. Roll call vote to recommend Warrant Article A: Tombarello  
126 – yes, Brown – yes and Copp – abstain. 2-1 to recommend.

127  
128 Warrant Article B. Roll call vote to recommend Warrant Article B: Tombarello  
129 – yes, Copp – yes and Brown – yes. 3-0 to recommend.

130 Board members discussed the order in which these five (5) warrant articles  
131 should be presented to the voters. Consensus of the Board was to separate  
132 the Special Warrant Article for the police station from Warrant Articles A, B, C  
133 and D. Warrant Articles will be presented on the warrant in the following  
134 order: first C, second D, third B and fourth A. Chief Gordon left the meeting at  
135 this time.

136  
137 The following warrant articles were read aloud before Board members voted.

138  
139 Warrant Article 2. Selectwoman Copp noted this is not a final number it could  
140 change. Roll call vote to recommend Warrant Article 2: Tombarello – yes,  
141 Copp – yes and Brown – yes. 3-0 to recommend.

142  
143 Ms. Gulla noted from this point on the Board could vote as to whether to  
144 make the warrant article a special warrant article.

145  
146 Special Warrant Article to create an expendable trust fund for the Old Home  
147 Day celebration in the amount of \$6,000.00: Roll call vote to recommend  
148 Special Warrant Article as presented: Tombarello – yes, Copp – yes and  
149 Brown – yes. 3-0 to recommend.

150  
151 Warrant Article to appropriate \$6,000.00 for the annual Old Home Day  
152 Celebration. Roll call vote to recommend as presented: Tombarello – no,  
153 Copp – no and Brown – no. 0-3 to not recommend.

154  
155 Special Warrant Article to appropriate \$241,000.00 for the Road Improvement  
156 Capital Reserve Fund. Roll call vote to recommend as presented:  
157 Tombarello – yes, Copp – yes and Brown – yes. 3-0 to recommend.

158  
159 Warrant Article to appropriate and authorize the Board of Selectmen to accept  
160 a Highway Block Grant in the sum of \$156,266.00 for the road improvement  
161 programs. Board members discussed the use of the terms “offset” v.  
162 “supplied” and consensus of the Board was to use the term “supplied” based  
163 on information from legal counsel dated 12/27/10. Roll call vote to  
164 recommend as amended: Tombarello – yes, Copp – yes and Brown – yes.  
165 3-0 to recommend.

166  
167 Warrant Article to appropriate \$25,000.00 for mosquito surveillance and  
168 control program. Board members noted the quote was reduced by \$1,000.00  
169 for next year and consensus of the Board was to reduce this warrant article to  
170 \$24,000.00. Roll call vote to recommend this warrant article as amended:  
171 Tombarello – yes, Copp – yes and Brown – yes. 3-0 to recommend. Board  
172 members discussed whether this article should be a special warrant article.

173 Consensus of the Board was to make this a special warrant article as has  
174 been done in the past.

175  
176 Special Warrant Article to appropriate \$16,078.00 to add to the Town Disaster  
177 Management Expendable Trust Fund. Roll call vote to recommend:  
178 Tombarello – yes, Copp – yes and Brown – yes. 3-0 to recommend.

179  
180 Warrant Article to appropriate \$75,350.00 to remove and replace the 40 year  
181 old tank on the 2001 tanker truck with a 3,500 gallon poly-elliptical tank. Roll  
182 call vote to recommend: Tombarello – yes, Copp – yes and Brown – yes. 3-0  
183 to recommend. Selectwoman Copp noted the importance of the placement  
184 and designation of this warrant article on the warrant. Consensus of the  
185 Board was to make this a Special Warrant Article.

186  
187 Petitioned Warrant Article to require the Planning Board to notify in writing  
188 property owners being impact by zoning changes. Selectwoman Copp  
189 explained the cost factors associated with this warrant article. Roll call vote to  
190 recommend – Tombarello – no, Copp – no and Brown – no. 0-3 to not  
191 recommend.

192  
193 Petition Warrant Article to establish a Town Forest on a parcel identified as  
194 Tax Map 9 Lot 16 and Tax Map 13 Lot 20. Roll call vote to recommend:  
195 Tombarello – yes, Copp - yes and Brown – yes. 3-0 to recommend.

196  
197  
198 **Non-Public discussion under RSA 91A:3 II (e) Legal Matters**

199  
200 • **MOTION:** Selectman Tombarello moved to go into Non-Public Session per RSA  
201 91A:3 (e) Legal Matters. Selectwoman Copp seconded. Roll call: Copp – aye,  
202 Brown – aye and Tombarello - aye. Motion passed unanimously.

203  
204 **MOTION:** Acting Chairman Brown moved to come out of Non-Public Session.  
205 Selectwoman Copp seconded. Motion passed unanimously.

206  
207 Acting Chairman Brown announced that while in Non-Public Session the Board  
208 voted to seal the Minutes.

209  
210 **This section of the meeting did not record. Minutes are based on the Recording**  
211 **Secretary's hand written notes.**

212  
213 **Review of warrant articles to determine designation, recommendation and**  
214 **placement on ballot (cont)**

215

216 ➤ Acting Chairman Brown announced that the Town of Sandown has reached a  
217 tentative agreement with the Teamster’s Local #633. **MOTION:** Selectman  
218 Tombarello moved to ratify an agreement and approve the cost items included  
219 in the collective bargaining agreement reached between the Town of  
220 Sandown Board of Selectmen and the Union representing the Police and  
221 Animal Control Officers, the Teamsters Local 633 Union which calls for the  
222 following increases in salaries and benefits at the current staffing level:

Contract Year	Estimated Increase
Year 2011	Amount - \$4,677.43
Year 2012	Amount - \$7,768.39
Year 2013	Amount - \$9,393.93

229  
230 and further to raise and appropriate the sum of \$4,677.43 for the current fiscal  
231 year beginning January 1, 2011 and ending December 31, 2011, such sum  
232 representing the additional cost attributable to the increase in salaries and  
233 benefits over those of the appropriation at current staffing levels paid in the  
234 prior fiscal year. Selectwoman Copp seconded. Motion passed unanimously.

235  
236 Special Warrant Article to approve cost items included in the collective  
237 bargaining agreement between the Board of Selectmen and the Union  
238 representing the Police and Animal Control Officers. Roll call vote to  
239 recommend the warrant article as amended: Tombarello – yes, Copp – yes  
240 and Brown – yes. 3-0 to recommend.

241  
242 Warrant Article in the event Special Warrant Article to approve cost items in  
243 the collective bargaining agreement is defeated. Roll call vote to recommend  
244 this warrant article as presented: Tombarello – no, Copp – no and Brown –  
245 no. 0-3 to not recommend.

246  
247 **Review of substantial completion package from Keach-Nordstrom & Associates**  
248 **for the 2010 Road Improvement Plan**  
249

- 250 • Board members reviewed the information in their packet pertaining to the 2010  
251 Roadway Improvement Program for Hawkewood Road and Morrison Lane. Ms.  
252 Blaisdell noted that 99% of the project was complete and she pointed out the  
253 correspondence from Keach-Nordstrom, Busby Construction and Brox Industries  
254 regarding the Town’s concerns about the wearing course of pavement. Patrick  
255 Colburn of Keach-Nordstrom is comfortable with the Town making the final  
256 payment of \$72,133.81, which will leave a 10% retainer of \$32,388.62 until the  
257 above concerns are resolved. Consensus of the Board was it is okay to sign off  
258 on the Certificate of Final Completion.  
259

260 **Discussion regarding drafting of Selectmen's Report and**  
261 **Assessing Report for 2010 Annual Report**  
262

- 263 • Ms. Blaisdell reminded the Board their reports for the Board of Selectmen and  
264 Assessing Department for Town Report are due. Ms. Blaisdell will ask Chairman  
265 Rheaume if he would write the Board of Selectmen Report and if he is unable the  
266 report will default to Selectmen Brown and Nicolaisen. Ms. Blaisdell will check  
267 with MRI for the Assessing Department report.  
268

269 **Old Business**  
270

- 271 • Selectman Tombarello spoke highly of the Eagle Scout Court of Honor he  
272 attended for Andrew Robinson noting there was a large turn out in support of  
273 Andrew's achievements.  
274

275 **Correspondence**  
276

- 277 • Memorandum from Municipal Resources regarding the DRA Sales Ration  
278 Survey. The Town's assessment to sale median ration is 115.1% for the 2010  
279 tax year with the COD at 9.3 and PRD at 1.02.  
280
- 281 • Town received a letter from the Dept. of Health and Human Services approving  
282 the 2010 application for financial assistance for mosquito control activities in the  
283 amount of \$3,638.75.  
284
- 285 • The list of open Town positions for 2011 has been posted.  
286

287 **Department Liaison Report**  
288

- 289 • Ms. Blaisdell informed the Board the Fire Department would like to build a small  
290 lean-to over the outside tanks to prevent water from getting into the tanks. It  
291 appears the gauges were damaged and water entered the tanks. The Fire  
292 Department has found volunteers who will build the structure and material cost is  
293 \$663.17, which would come out of the Government Buildings account.  
294 Consensus of the Board is it is okay to build the structure.  
295

296 **Non-Public discussion under RSA 91A:3 II (b) Hiring**  
297

- 298 • **MOTION:** Selectman Tombarello moved to go into Non-Public Session per RSA  
299 91A:3 (b) Hiring. Selectwoman Copp seconded. Roll call: Copp – aye, Brown –  
300 aye and Tombarello - aye. Motion passed unanimously.  
301

302 **MOTION:** Selectman Tombarello moved to come out of Non-Public Session.  
303 Selectwoman Copp seconded. Motion passed unanimously.

January 10, 2011

304 Acting Chairman Brown announced that while in Non-Public Session the Board  
305 voted to seal the Minutes.

306  
307 Acting Chairman Brown adjourned the meeting at 10:30 P.M.

308  
309 Respectfully Submitted,

310  
311  
312  
313 Cynthia J. Robinson  
314 Recording Secretary