

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19

Town of Sandown, NH Board of Selectmen Minutes

Meeting Date: Monday, February 14, 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), Nelson Rheume (Rheume), Stephen Brown (Brown), Tom Tombarello (Tombarello), Lynne Blaisdell, Office Manager and Cynthia J. Robinson, Recording Secretary

Absent: Hans Nicolaisen (Nicolaisen)

Late to arrive:

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

Pledge of Allegiance

Review of minutes of previous meetings

- 20
21
22
23
- Board members reviewed the Minutes of January 31, 2011. **MOTION:** Selectman Tombarello moved to accept the Minutes of January 31, 2011 as written. Selectwoman Copp seconded. Motion passed unanimously.

24
25
26
27

MOTION: Selectman Tombarello moved to accept the Non-Public Minutes of January 24, 2011 as written. Selectman Brown seconded. Motion passed unanimously.

28
29
30
31

MOTION: Selectman Tombarello moved to accept the Non-Public Minutes of January 31, 2011 as written. Selectman Brown seconded. Motion passed unanimously.

Public Comment

- 32
33
34
35
36
37
38
39
40
41
42
43
- Brian and Cindy St. Amand and Rick Funai came before the Board to see if there was anything new concerning Yoga Matters. Chairman Rheume stated there is nothing new to report at the time and they would be notified when a decision was made.
 - Chief Joseph Gordon came before the Board to discuss the quotes he has for the repair of the sill at the back door to the Police Department. Chief Gordon went over the details of the quotes he received from Home Depot and East Coast Lumber. Chief Gordon stated he would be willing to come in over the week-end

44 and install the door unless the Board wants to utilize someone else. Chairman
45 Rheame asked Ms. Blaisdell if there were funds in the Government Buildings
46 Account. Ms. Blaisdell answered in the affirmative. Chief Gordon noted that the
47 hardware would be transferred over to the new door. Consensus of the Board
48 was Chief Gordon could move forward with this repair.
49
50

51 **Public Hearing on 2011 Proposed Warrant Article 11 as required by law to rescind**
52 **the Police Department Safety and Enforcement Special Revenue Fund**
53

- 54 • Chairman Rheame opened the Public Hearing. Ms. Blaisdell explained that a
55 public hearing is required with notice in the newspaper whenever the Town wants
56 to rescind a special revenue account so that the public has the opportunity to
57 come in and express any concerns or ask questions regarding this proposal. Ms.
58 Blaisdell explained that Chief Gordon would like to close out the existing account
59 that requires him to come to the voters each year to request funds and replace it
60 with a revolving account where he can go through the normal process for
61 expending funds. Chairman Rheame questioned the last sentence that states;
62 "Should Special Warrant Article 12 fail, this article shall be null and void" does
63 this mean the process would go back to the old system? Ms. Blaisdell stated
64 yes. Selectwoman Copp stated that these two articles would be right next to
65 each other and if the voters approve of this change they have to vote yes on both
66 articles.
67

68 Ms. Blaisdell stated that the public hearing could remain open for an hour or so
69 to allow members of the public to come in and ask questions. Chief Gordon
70 stated a question came up at the Deliberative Session as to when this account
71 was established; in 2005 the account as it stands today was established. Chief
72 Gordon added that in 2009 he came before the voters asking for \$5,000.00 for
73 maintenance on the OHRV and was turned down, which can make it difficult to
74 maintain these vehicles, and in 2010 he asked for \$3,000.00 and 792 said yes
75 and 427 said no. Chief Gordon feels the public now understands what the
76 account is for and he hopes it will be changed over to a regular budgeting
77 process.
78

79 The public hearing will be open for one hour.
80
81

82 **Barbara La Chance, Librarian**
83 **Discussion regarding Granite State Telephone Contract**
84

- 85 • Barbara La Chance, Librarian was present for this discussion. Ms. La Chance
86 came before the Board to ask them to release the library's three telephone lines
87 from the Town's contract with Granite State Telephone. Ms. La Chance

88 explained that the library has the opportunity to apply for a federal grant for a
89 discounted rate on their telephone bill but they cannot be under a current
90 contract. Ms. La Chance explained what the grant is based on and according to
91 the numbers she was provided with the Town can get up to a 50% telephone
92 reimbursement from the grant. Ms. La Chance spoke to a representative at
93 Granite State Telephone and there would be no penalties but the monthly cost
94 for the libraries three lines will be more. Ms. La Chance stated based on this
95 information the Library Trustees authorized her to come before the Board with
96 this request.

97
98 Selectwoman Copp questioned the logic behind the request. Following some
99 discussion it was agreed that the library would be reimbursed half of the
100 \$32.00/month they would be paying for their telephone lines. Selectwoman Copp
101 asked Ms. La Chance if taking off the three lines would place the Town in a small
102 group causing an increase in the Town's rate. Ms. La Chance did not know the
103 answer. Ms. Blaisdell will look into this. Ms. La Chance stated this grant has to
104 be applied for each year. **MOTION:** Selectwoman Copp moved to allow the
105 Sandown Public Library to withdraw their three telephone lines in order to apply
106 for federal grant money pending the answer that this action does not reduce the
107 number of lines causing an increase in the Town's rate. Selectman Tombarello
108 seconded. Motion passed unanimously.

109
110 Ms. La Chance asked the Board for a letter addressed to the President of Granite
111 State Telephone explaining what is taking place and why. The Library Trustees
112 were asked for this as well. Ms. Blaisdell will draft a letter for Chairman
113 Rheume to sign.

114 115 116 **New Business**

117 118 **First review of redrafted Personnel Policies & Procedures Manual**

- 119
120 • Chairman Rheume explained his thoughts on holding off on reviewing the
121 manual until after the election when the new member will be present. Ms.
122 Blaisdell explained her issues with the existing personnel policy and the research
123 she has done over time to address them. Ms. Blaisdell asked Board members to
124 review the proposed policies and procedures and to start making notations. Ms.
125 Blaisdell explained that she would like to break the review process down into
126 sections. Ms. Blaisdell stated what she likes about the policies and procedures.
127 Selectman Brown asked where the wording came from. Ms. Blaisdell stated she
128 asked other towns for a copy of their policies and procedures and the one she
129 liked the best was from the Town of Kingston. Ms. Blaisdell then turned to Local
130 Government Center and it turned out it was the same as the one from Kingston.
131 Consensus of the Board is break into sections and discuss at meetings. Ms.

132 Blaisdell will send the information to Selectman Nicolaisen with a note about the
133 review process. Ms. Blaisdell asked Board members to bring the draft they
134 received tonight to the February 28, 2011 where the Board will discuss Sections
135 I, II and III. Ms. Blaisdell noted that she has included the current policy in
136 tonight's packet.
137

138
139 **Old Business**
140

- 141 • To be discussed in Non-Public Session.
142

143
144 **Correspondence**
145

- 146 • Chairman Rheume read a letter from U.S. Senator Kelly A. Ayotte who wrote to
147 the Board in an attempt to open a line of communication in hopes this will help
148 her better serve the residents of New Hampshire.
149
- 150 • Chairman Rheume read a letter from the Highway Safety Agency regarding
151 financial assistance for cities and towns starting October 1, 2011 – September
152 30, 2012. Towns and cities that have an active Highway Safety Committee
153 should apply by March 31, 2011 if they are interested in applying for financial
154 assistance in the eligible categories. Chairman Rheume asked if Sandown has
155 an active Committee. Ms. Blaisdell stated she believed so because grants are
156 applied for each year. Ms. Blaisdell stated she would check with Chief Gordon.
157
- 158 • Regarding the letter from Attorney Paul A. Magliocchetti, Selectwoman Copp
159 wanted it noted in the record she does not agree with what was stated in the
160 letter. The letter will be discussed in Non-Public Session.
161
- 162 • Chairman Rheume spoke to the email from Michele Short, Town Clerk/Tax
163 Collector, regarding action being taken by car dealerships that would allow them
164 to register vehicles. Attached to this email were the negative ramifications
165 should this bill pass [Treasurer/Finance Issues, Internal Control Issues, Loss of
166 Revenue, Reconciliation and Audit Issues, Local Control]. Residents are urged
167 to contact their state representative and senator stating their opposition to LSR
168 930. Selectwoman Copp noted that these funds help to offset taxes and if this
169 were to pass the Town would lose those fees.
170
- 171 • Chairman Rheume summarized a letter from the Dept. of Health and Human
172 Services informing the Town of the Telework Unit that is made up of core a group
173 of assessment, family service and resource workers. This Telework Unit consists
174 of the following towns: Derry, Londonderry, Chester, Sandown, Hampstead,
175 Atkinson and Plaistow.

- 176 • Vision Appraisal is inviting the Board to their Technology Software User Group
177 conference May 11 and 12, 2011.
178
179 • Letter from Comcast notifying the Town of their compliance with NH
180 RSA 53-C:3-d regarding.
181

182
183 **Department Liaison Reports**
184

- 185 • Ms. Blaisdell stated Selectman Nicolaisen asked her to inform the Board that
186 Patrick Donnelly is no longer with the Highway Department. The Public Works
187 Director would like to leave this position empty for now and put the funds towards
188 the plowing line. Consensus of the Board this is okay to do.
189
190 • Selectman Tombarello informed the Board and the public the transmission on the
191 Police Department's SUV is gone so it is currently out of service. The cost to
192 repair is \$2,400.00.
193

194 Selectman Tombarello stated the local Energy Committee met to discuss
195 changing the thermostats and they are looking for funding. Selectman
196 Tombarello noted that the current thermostats are not programmable for seven
197 days leaving the heat on when the building is closed on Friday. The current
198 thermostats will be used in other Town buildings. Selectman Tombarello stated
199 Public Service has a new program that will turn off the lights automatically and he
200 has been discussing with the Public Works Director and Police Chief, the
201 possibility of turning off some of the lights at the Transfer Station around midnight
202 in an attempt to save money. Selectman Tombarello stated this offer is for a
203 limited time and there is no charge at this time. Selectwoman Copp stated she
204 would be concerned about security and questioned why this is a free program.
205 Selectman Tombarello stated because it costs the company money to maintain
206 the lights [upkeep is high].
207
208

209 **Non-Public discussion under RSA 91A:3 II (c) Reputation and (e) Litigation**
210

- 211 • **MOTION:** Selectman Tombarello moved to go into Non-Public Session
212 per RSA 91A:3 II (c) Reputation and (e) Litigation. Chairman Rheaume
213 seconded. Roll call: Copp – aye, Rheaume – aye, Brown – aye and
214 Tombarello - aye. Motion passed unanimously.
215

216 **MOTION:** Selectman Tombarello moved to come out of Non-Public
217 Session. Selectman Brown seconded. Motion passed unanimously.
218 Chairman Rheaume announced that while in Non-Public Session the
219 Board voted to seal the Minutes.

220 Chairman Rheaume announced while in Non-Public Session the Board
221 voted to seal the Non-Public Minutes.

222
223 **MOTION:** Selectman Tombarello moved to adjourn at 8:43 P.M. Selectman Brown
224 seconded. Motion passed unanimously.

225
226
227
228
229
230
231
232
233

Respectfully Submitted,

Cynthia J. Robinson
Recording Secretary