

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

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6 **Meeting Date: September 19, 2011**

7 **Type of Meeting: Regular Meeting**

8 **Method of Notification: Public Posting at Town Hall**

9 **Meeting Location: Town Hall**

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11 Chairman Selectman Nicolaisen called the meeting to order at 7:00pm.

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13 **Members Present:** Selectman Nicolaisen Chairman, Selectman Tombarello,
14 Selectman Devine and Selectman Brown, Selectwoman Copp

15 **Office Manager:** Lynne Blaisdell

16 **Recording Secretary:** Sue Reynolds

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18 The meeting was opened with the Pledge of Allegiance.

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20 Chairman Nicolaisen asked for the Board to review the minutes of Monday,
21 September 12, 2011. Selectman Tombarello stated line 15 Selectwoman Copp
22 was present for the meeting and also line 59 Villella is the correct spelling.

23 Selectman Brown stated line 231 Drowne is the correct spelling.

24 Selectwoman Copp stated line 231 should read best guess estimate.

25 **Motion by** Selectman Tombarello to accept the minutes of Monday, September
26 12, 2011 as amended.

27 **Seconded by** Selectman Brown.

28 **In Favor** Selectwoman Copp, Selectman Brown, Chairman Nicolaisen,
29 Selectman Tombarello and Selectman Devine.

30 **Motion passes unanimously.**

33 Lynne said there is also a set of non public minutes for September 12, 2011
34 coming around for review.

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38 **Public Comment**

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40 Mark Traeger from Conservation Commission stated that the Conservation
41 Commission and the Boy Scouts are holding their Annual Fall Festival on
42 Saturday, October 22, 2011, beginning with a 2 hour bike race at 9am and the
43 Fall Festival will be from 10 – 2 with a band, games for kids, etc. He also said
44 at 5pm the Boy Scouts will hold their 3rd Annual Spooky Walk and he
45 encourages the public to come. Mark also mentions the Exeter River clean up
46 on October 1st and the meeting place will be at the library.

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49 Selectwoman Copp thanked the SRC for putting together a great event that
50 hosted Governor John Huntsman.

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53 ***8pm Mark Traeger – Planning Board Chairman, Discussion regarding*** 54 ***subdivision regulation changes***

55 Mark Traeger came to notify the BOS in regards to going through the process
56 of changing road width requirements. For the past 25 years it has been
57 mandated a 24ft road in every development. He says after much research
58 they found they can reduce the size of the road based on the number of houses
59 in that development. The part that would impact the BOS is Chapter 9.24,
60 which has to do with the new roads that haven't been accepted and need to
61 have snow removed on them. Mark refers to the River Bend issue a few years
62 ago and stated this would be a formal process where new language can be
63 added. Mark stated this is on new construction only. Selectman Devine has a
64 concern as he would like to see sidewalks be put in on the roads sometime in
65 the future. Mark said the pavement would be decreased and the shoulder
66 would be increased. Mark asked the BOS to review the information and if they
67 have changes to the language to let him know, the Planning Board is open to
68 discussion on the language.

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72 **CORRESPONDENCE**

73 ***Letter from Primex***

74 Lynne said Primex is looking for form a service to help with the “CERT” teams.
75 They are looking for qualifying cert volunteers and now are considered public
76 employees for purposes of NH Worker’s Compensation coverage. Lynne said
77 they are looking for an up to date of who the Sandown “CERT” workers are.
78 Lynne said she will work with the Fire, Police, Highway departments and the
79 Emergency Management Director to put together the list.

80
81
82 ***August report from Dragon Mosquito***

83 Lynne said there is an August report from Dragon Mosquito with what they
84 have done, and they should be finishing up rather quickly.

85
86
87 ***Letter from Primex on upcoming hearing***

88 Lynne said there is a letter from Primex on an upcoming hearing regarding
89 one of the cases. Selectman Devine asked if someone is attending. Lynne said
90 any member of the BOS is welcome to attend, which is why they send the
91 letters. Lynne asked the Board to let her know if someone is going to attend
92 and she will let them know.

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95 ***Information on 2008 back taxes***

96 Lynne said there is a resident that just came out of bankruptcy that Michelle
97 Short contacted the attorney’s on in regards to 2008 taxes. Lynne presented
98 the information that Michelle received from the attorney’s and Michelle is
99 looking for guidance from the BOS. She can discuss it further in more detail in
100 non public later in the meeting if the Board has questions. This discussion will
101 continue in non public later this evening.

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103
104 ***Letter from resident on Hemlock Circle***

105 Lynne said she received a letter via email from a resident on Hemlock Circle in
106 regards to requesting a meeting/hearing in regards to the Picarilly property
107 and his easement issue and blockage of access to the lake. Lynne is looking for
108 advice from the BOS. Selectman Tombarello recalls the BOS saying it is a civil
109 matter and they were not getting in the middle of it. Chairman Nicolaisen said
110 that is correct, except for emergency purposes. Selectman Brown feels that

111 the Board can discuss it an hour and still not have a decision other than
112 everyone being angry and the BOS should stick to their decision to let it be
113 handled civilly. Chairman Nicolaisen said the Board can look at the letter and
114 the maps and if there is anything new to discuss they can discuss it quickly
115 next week. Lynne said unless there is something new added the BOS should
116 not get involved as they said in the past. The board agreed to review the
117 information presented and they will quickly discuss it at next week's meeting.

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120 **7:15 Review of 2012 proposed budget proposal for Town Clerk**

121 This budget is being presented by Michelle Short
122 Selectman Nicolaisen discusses the Town Clerk Account budget 4140.1
123 2011 approved budget with Gross Expenses \$47,919.02, Revenue of
124 \$882,834.74 and Net Expenses of -\$834,915.72 and 2012 requested budget
125 with Gross Expenses of \$48,605.29, Revenue of \$887,922.92 and Net Expenses
126 of -\$839,317.63. Selectwoman Copp asked about the Town Clerk and
127 Municipal Clerk payroll line and feels that Michelle has double budgeted for
128 the 52 weeks. Michelle explained that the 52 weeks is what each employee
129 gets paid for those weeks. She stated that she put the Holiday hours as a
130 separate line to show if an employee works Tues – Thurs and the holiday is on
131 a Monday, that employee gets an extra day's pay. Selectwoman Copp also
132 questioned the Deliberative Session line as in the past the most that has been
133 used is \$340.00 and asks Michelle if that can be reduced at all. Michelle said
134 she based it on 30 hours, with deliberative session ending at 4 or 5pm then
135 the hours it takes to transcribe the minutes. Michelle said if the money from
136 that line is reduced then she will have to take money from another line.
137 Selectwoman Copp's concern is that there is extra money in the payroll line
138 every year and feels that some of it can be reduced.

139 **Motion by** Selectman Brown to accept the Town Clerk Account budget with
140 Gross Expenses of 48,605.92, Revenue of 887,922.92 and Net Expenses of
141 -\$839,317.63 and be recommended by the BOS.

142 **Seconded by** Selectman Tombarello.

143 **In Favor** Selectman Brown, Chairman Nicolaisen, Selectman Tombarello and
144 Selectman Devine.

145 **Abstain** Selectwoman Copp.

146 **Motion passes 4-0-1**

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150 **7:15 Review of 2012 proposed budget proposal for Tax Collector**

151 This budget is being presented by Michelle Short
152 Selectman Nicolaisen discusses the Tax Collector Account budget 4150.4 with
153 2011 approved budget with Gross Expenses of \$59,942.60, Revenue of
154 \$11,796,020.88 and Net Expenses of -\$11,736,078.28 and a 2012 requested
155 budget with Gross Expenses of \$60,324.68, Revenue of \$11,959,841.30 and
156 Net Expenses of -\$11,899,516.62. Selectwoman Copp asked Michelle if she
157 looked into getting the toner elsewhere for the state computer. Michelle said
158 Roger looked into it and they have to get it from the state as it is included in
159 the state contract. Selectman Brown stated that the Tax Bill Printing line has
160 been decreased by a few hundred dollars but last year only \$142.00 was used.
161 Michelle said the envelopes may have come out of the supply line instead of
162 the tax bill line.

163 **Motion by** Selectman Tombarello to accept the Tax Collector Account budget
164 with Gross Expenses of \$60,324.68, Revenue of \$11,959,841.30 and Net
165 Expenses of -\$11,899,516.62 and be recommended by the BOS.

166 **Seconded by** Selectman Brown.

167 **In Favor** Selectwoman Copp, Selectman Brown, Chairman Nicolaisen,
168 Selectman Tombarello and Selectman Devine.

169 **Motion passes unanimously**

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172 **7:45 Review of 2012 proposed budget proposal for Budget Committee**

173 This budget is being presented by Mindy Salomone-Abood.
174 Selectman Nicolaisen discusses the Budget Committee Budget 4150.9
175 2011 approved budget of Gross Expenses of \$2,720.00, Revenue of \$0.00 and
176 Net Expenses of \$2,720.00 and 2012 requested with Gross Expenses of
177 \$2,480.00, Revenue of \$0.00 and Net Expenses of \$2,480.00. Selectman
178 Brown asks about the Payroll line and why it is rounded up and not the exact
179 numbers put in as the detail is listed below. Mindy Salomone-Abood said she
180 just felt it was easier to use an even number. Selectman Brown also asked if
181 the 2% salary increase was done on a performance review and Mindy said
182 there was no review done. Selectman Brown reminded her that it is a
183 performance based increase and if a performance review wasn't done then
184 how can there be an increase. Mindy stated the consensus of the Budget
185 Committee was to give the recording secretary a 2% raise, but she also stated
186 the Budget Committee hasn't voted on this budget yet and isn't sure that the
187 raise will stay in the budget. She also stated that with the raise it meets the
188 level funding requirement of the Budget Committee.

189 **Motion by** Selectman Tombarello to accept the Budget Committee Account
190 budget with Gross Expenses of \$2,480.00, Revenue of \$0.00 and Net Expenses
191 of \$2,480.00 and be recommended by the BOS.

192 **Seconded by** Selectman Brown.

193 Selectwoman Copp asked Selectman Brown if he would feel better if the salary
194 line was decreased by \$7.00 to match the detail payroll line and Selectman
195 Brown said no, he was just curious as this is the only budget that does it this
196 way.

197 **In Favor** Selectwoman Copp, Selectman Brown, Chairman Nicolaisen,
198 Selectman Tombarello and Selectman Devine.

199 **Motion passes unanimously**

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202 Selectwoman Copp stated that she has the revised Treasurer Account budget
203 which has the 2% increase removed from the budget per request of Marie
204 Buckley. She asked the Board if they wanted to review it again and formally
205 remove it. Chairman Nicolaisen said they BOS agreed to leave it the way it is
206 and to have the Budget Committee remove it when it gets to them. Lynne said
207 she explained to Marie that when it gets to the Budget Committee they will
208 remove it and Marie said she would fix it as she would rather it not be on
209 there. Lynne said it was just a comment that was made.

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LIAISON REPORT

213 Selectman Tombarello said in regards to letter from the Hampstead Road
214 resident, he spoke to Artie in regards to this and Artie said it may be included
215 in an upcoming project. Right now there is no final decision and Selectman
216 Tombarello will keep the Board informed.

217

218 Selectwoman Copp said that one of the firemen were taken to the hospital this
219 week while fighting the fire in Town and he is home and doing well.

220

221 Chairman Nicolaisen thanked everyone that responded to the fire on Fremont
222 Road for getting there very quickly and working well together. He said it
223 makes him to be proud to be a Sandown resident when he sees things like this
224 happen and the support of the community come together. Lynne said the
225 family is doing as well as to be expected and a fund has been set up at TD Bank
226 if anyone is interested in donating. The family is very appreciative for all of
227 the offered donations.

228 **Motion by** Selectman Tombarello to go into non public under RSA 91A:3II (c)
229 reputation and (a) employee matters.

230 **Seconded by** Selectman Brown.

231 **Roll Call** votes, Selectman Brown yes, Selectman Nicolaisen yes, Selectman
232 Tombarello yes, Selectman Devine yes, Selectwoman Copp yes.

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235 While in non public session the non public minutes were sealed.

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237 Also while in non public session the non public minutes of Monday, September
238 12, 2011 were amended and accepted as amended.

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241 **Motion by** Selectman Tombarello to adjourn.

242 **Seconded by** Selectman Devine.

243 **In favor** Selectman Brown, Selectman Nicolaisen, Selectman Tombarello and
244 Selectman Devine, Selectwoman Copp.

245 **Motion passes unanimously.**

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247 Meeting adjourned at 9:30

248 Respectfully submitted

249 Sue Reynolds