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Town of Sandown, NH Board of Selectmen Minutes

Meeting Date: Monday, November 7, 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), Hans Nicolaisen (Nicolaisen), Tom Tombarello (Tombarello), Lynne Blaisdell, Office Manager and Cynthia J. Robinson, Recording Secretary

Absent:

Late to arrive: James Devine (Devine) – 7:04 P.M.

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

Pledge of Allegiance

Review of minutes of previous meetings

- Board members reviewed the Minutes of October 17, 2011. Selectwoman Copp asked to have added to line 147-148 at the end of the sentence that Ms. Cindee Tanuma of Community Caregivers also stated at this time she knows of no one who is waiting for a ride or services that are an emergency. **MOTION:** Selectman Tombarello moved to accept the Minutes of October 17, 2011 as amended. Selectman Brown seconded. Motion passed unanimously.
- Board members reviewed the Minutes of October 24, 2011. **MOTION:** Selectman Brown moved to accept the Minutes of October 24, 2011 as written. Selectwoman Copp seconded. Motion passed unanimously.

Selectman Devine joined the meeting at this time – 7:04 P.M.

- Board members reviewed the Non-Public Minutes of October 17, 2011. **MOTION:** Selectman Tombarello moved to accept the Non-Public Minutes of October 17, 2011 as written. Selectwoman Copp seconded. Three (3) ayes [Copp, Tombarello and Devine] and two (2) abstentions [Brown and Nicolaisen]. Motion passed.

Public Comment

- Joseph McKinnon came before the Board to ask how long the clean up of debris along the roadways is going to take and does the Town have money set aside to help fund additional help and/or equipment if needed. Chairman Nicolaisen

44 stated he asked the Public Works Director that very questions today and he was
45 told no additional equipment or help is needed, most roads are passable. The
46 Highway Department plans on having the majority of the work completed by the
47 end of the week. Selectman Tombarello thanked the Highway Department, Fire
48 Department and Police Department for keeping the roads safe during the
49 snowstorm.
50

- 51 • Pam Fusco lives on a private street [Summer Street] and has just learned the
52 road will not be plowed this winter. Ms. Fusco stated she is unable to remove the
53 snow due to health issues. Ms. Fusco submitted a letter asking to meet with the
54 Board to discuss no snow plowing on Summer Street.
55
- 56 • Stanley Waitte lives on Summer Street and is before the Board to state his
57 concern about the road not being plowed this winter. Mr. Waitte stated people
58 living down there cannot afford to have someone plow the street. Mr. Waitte feels
59 these residents pay taxes. Mr. Waitte was told the Board would place this on a
60 future agenda for discussion.
61

62 Appointments

63 **Discussion regarding possibility of TAN note**

64 Darlene Ford, Finance Director, came before the Board to inform them of the
65 possibility of there not being enough money in the General Fund to meet the
66 bills expected in November and December because tax bills will not be out in
67 enough time where they would be due by December 15, 2011. Ms. Ford
68 stated there is currently \$669,875.00 in the General Fund. Ms. Ford stated
69 the Town owes the School District for November \$404,000.00 and December
70 \$987,000.00 and the County in December \$537,905.00. Given these
71 liabilities Ms. Ford does not feel there will be enough money to pay the
72 liabilities and recommends the Board consider a \$1 million dollar TAN (tax
73 anticipation note). Ms. Ford stated she has calculated with a 2% interest rate
74 this would cost \$5,000.00, 3% - \$7,500.00 and 1% - \$2,500.00. Selectwoman
75 Copp asked how long the TAN would be for. Ms. Ford stated three (3)
76 months. Consensus of the Board is for Ms. Ford to move forward with the
77 TAN.
78
79
80

81 **Discussion regarding findings on health insurance options**

- 82
83 • Paula Gulla and Chief Joseph Gordon were present for this discussion.
84 Selectwoman Copp had asked Ms. Gulla to get answers to some questions she
85 had on the health insurance plan. Under Matt Thornton what did the zeros
86 represent, what is meant by deductible and another had nothing in the space.
87 Ms. Gulla stated the zeros mean the member pays nothing. Where it says

88 deductible it means the standard deductible seen elsewhere on the spreadsheet.
89 Ms. Gulla recommended verifying these facts if the Board decides to go with any
90 of the plans.

91
92 Ms. Gulla stated the group got together and came up with information on four or
93 five plans. The two plans the group preferred were Matt Thornton HMO1 and
94 School Care Cigna HMO, which is their first preference. Ms. Gulla explained the
95 reasons for the group wanting this plan. Chairman Nicolaisen noted the high
96 price for this plan. Chief Gordon stated it doesn't vary that much from what Mr.
97 Winglass will be presenting later. Chief Gordon asked the Selectmen to put in
98 place an insurance plan that employees could use even if it means paying a
99 higher contribution towards the plan. Currently, employees do not use the plan
100 due to the high deductible. Selectman Tombarello stated he is in favor of a plan
101 that employees will use. Selectwoman Copp noted the cost of the School Care is
102 only until June 30, 2012. Selectwoman Copp noted the high cost of this plan
103 compared to what the Town is paying for the current plan. Chief Gordon stated it
104 was the consensus of the group they would be willing to pay more out of pocket
105 per week for an insurance plan they could afford to use.

106
107 Mr. Ted Winglass joined the meeting at this time. Mr. Winglass stated he would
108 like to resign as the Town's insurance broker and speak to everyone as a citizen
109 of Sandown. Mr. Winglass stated he took the information the group collected
110 and compared it to the renewal with Anthem. Mr. Winglass pointed out to
111 employees the need for them to look at the extra money for the weekly payroll
112 deduction versus saving \$10.00 on a co-pay. Mr. Winglass stated the deductible
113 is applied to services in or out of the network and once the deductible is met it is
114 capped and services are paid 100% by the insurance company.

115
116 Mr. Winglass recommended the Board start a health savings account for the
117 employees where the employee would deposit money into an interest bearing
118 account to cover medical costs. The Town could also contribute to this account.
119 Chief Gordon asked if the money can be rolled over every year or does the
120 employee forfeit the money at the end of the year. Mr. Winglass stated the
121 money could be rolled over from year to year and used for medical reasons only.
122 Selectman Tombarello asked what happens if there isn't enough money in the
123 account to pay for the medical bill. Mr. Winglass stated whatever money was in
124 the account would come out and the employee would have to cover the rest. Mr.
125 Winglass stated the account always stays with the employee even if they take
126 another job.

127
128 Mr. Winglass stated he will give the Board names of other insurance carriers and
129 he will send a letter of resignation tomorrow. Mr. Winglass strongly
130 recommended the Board look at a health savings account. Chairman Nicolaisen
131 asked how much employee time would be utilized to manage this account. Mr.

132 Winglass stated the insurance company would take care of setting the health
133 savings account up. Selectwoman Copp expressed concern about the Town
134 putting money into an account for a new employee then that employee leaves
135 with the money.

136
137 At this time, Chief Gordon feels the Board should look into the health savings
138 plan because this was not something the group looked at. There was discussion
139 about possible scenarios for how the Town would contribute to the health savings
140 account. Selectman Brown asked Chief Gordon to bring this information back to
141 the group and discuss it then come back to the Board with their comments.

142
143 **Ted Winglass, Xcel HR**
144 **Discussion regarding health insurance rates for 2012**
145

- 146 • Mr. Ted Winglass was not present as he resigned as the Town's insurance
147 carrier earlier in the evening.

148
149 **Review of 2012 Budget Proposals for Animal Control and Police**
150

- 151 • Chief Joseph Gordon was present for this discussion.

152
153 Animal Control Acct. 4414.0 - Approved FY 2011 - \$17,498.85 and Requested
154 FY 2012 - \$17,580.85 [0.46%]. Board members reviewed the budget.

155 Selectwoman Copp questioned a few accounts that have never been used.

156 **MOTION:** Selectman Tombarello moved Animal Control Acct. 4414.0 with Gross
157 Expenses of \$18,080.85, Revenue of \$500.00 and Net Expenses of \$17,580.85
158 be recommended by the Board of Selectmen. Selectman Devine seconded.
159 Motion passed unanimously.

160
161 Police Acct. 4210.0 – Approved FT 2011 - \$513,752.04 and Requested FY 2012
162 - \$511,050.52 [-0.28%]. Consensus of the Board is to remove the Details line
163 with a dollar (\$1.00) in it. Selectwoman Copp asked Chief Gordon where this is a
164 bottom line budget would he consider using his funds for the painting and carpet
165 in the Police Station. Chief Gordon stated the Board has the ability to take the
166 money as they see fit. Chief Gordon is not opposed to this suggestion.

167 **MOTION:** Selectman Tombarello moved Police Acct. 4210.0 with Gross
168 Expenses of \$517,694.36, Revenue of \$6,644.84 and Net Expenses of
169 \$511,049.52 be recommended by the Board of Selectmen. Selectman Devine
170 seconded. Motion passed unanimously.

171
172 Ms. Blaisdell asked the Board if they want her to move forward with the painting
173 and carpeting project at the Police Station. Ms. Blaisdell stated the quote for the
174 carpeting is \$625.00. Chief Gordon reminded everyone the rooms have to be
175 emptied out for the carpet installation and painting might as well be done at the

176 same time. Ms. Blaisdell suggested a relocation of the Police Department for a
177 short period of time. Ms. Blaisdell will get an update on the quote for painting.
178 The funds for this project will be coming from the Tuition Reimbursement budget
179 line.

180
181 **New Business**

182
183 **Review and discussion of 2011 tax rate**

- 184
185 • Ms. Blaisdell presented the Board with several scenarios for determining what
186 they want for an overlay and the amount retained in order to set the tax rate.
187 After reviewing the scenarios and based on the 2010 abatements of
188 \$21,000.00 it was the consensus of the Board to put \$30,000.00 in overlay
189 and the amount \$452,000.00 to reduce taxes. Using these numbers the tax
190 rate would be \$20.754.

191
192 **Budget Committee comment**

- 193
194 • Selectman Brown brought up a comment that was made to him about a
195 Budget Committee member commenting on an employee's appearance, this
196 was totally inappropriate. Personnel issues are not the jurisdiction of the
197 Budget Committee. Selectman Brown asked Selectwoman Copp to try and
198 keep the Budget Committee in line by steering them away from topics that are
199 not within their jurisdiction. Selectwoman Copp stated she has tried but
200 several Budget Committee members have their own agenda. Of concern to
201 Selectwoman Copp is the attitude of some Committee members who are
202 trying to stop contracts. Selectwoman Copp is concerned this could cost the
203 Town more money in the long run. Chairman Nicolaisen stated he is
204 concerned that this Board will have to answer for what the Budget Committee
205 has done regarding cuts in the budget. Selectwoman Copp informed the
206 Board she is voting whenever possible for the 2% pay raise because she
207 feels it is needed in order to keep employees motivated.

208
209 **Old Business**

210
211 **Follow up discussion regarding permission given to Ed Mencis to sell**
212 **fried dough and fries on town property**

- 213
214 • Chairman Nicolaisen explained because Mr. Mencis wanted to hold the
215 fundraiser last weekend a consensus of the Board was taken over the
216 telephone. Chairman Nicolaisen stated Ms Blaisdell checked with Local
217 Government Center (LGC) regarding Mr. Mencis selling fried dough as a fund
218 raiser for the Sandown Republican Committee on Town property. The LGC
219 had no problem with this provided other committees making a similar request

220 are allowed to do the same. Ms. Blaisdell stated no campaign material could
221 be displayed. Selectman Tombarello announced that on November 12, 2011
222 from 10:00 A.M. to 3:00 P.M. Mr. Mencis would be selling fried dough and
223 fries again to benefit the Food Pantry. Anyone interested can bring canned
224 goods for the Food Pantry.
225

226 **Follow up discussion regarding status of unpaid 2008 property taxes**
227 **for a resident property**
228

- 229 • Ms. Blaisdell informed the Board that the outstanding taxes on a property for
230 2008 have been paid.

231 **Reorganization of the Building Department**
232

- 233 • Ms. Blaisdell reminded the Board that last April the Board talked about
234 reorganizing the Building Department. The office staff is beginning to write
235 warrant articles. Ms. Blaisdell noted it was the consensus of the Board at
236 that time to leave the positions as is and bring the changes to the voters as a
237 warrant article. Consensus of the Board is to place this on a future agenda
238 for discussion.
239

240 **Correspondence**
241

- 242 • Letters from legal counsel pertaining to the Town of Sandown – St. Amand/Ryder
243 lawsuit. Ms. Blaisdell asked Board members to let her know if they want to
244 attend the meetings.
245
- 246 • Newspaper articles from 2008 regarding roads removed from the plow list. Ms.
247 Blaisdell stated anonymous people have called the office and asked the staff to
248 forward their comments to the selectmen. Ms. Blaisdell stated the staff does not
249 forward public comments, individuals are asked to send a signed letter to the
250 Board if they want to make their comments know.
251
- 252 • Cover letter from Rockingham Planning Commission regarding the first edition of
253 Funding Opportunities for Local Planning through the Rockingham Planning
254 Commission.
255
- 256 • Thank you note from CASA for the Town's donation.
257
- 258 • Letter from CRSW/RRC asking the Town to join the cooperative recycling facility.
259 The letter was forwarded to the Public Works Director.
260
- 261 • Letters from legal counsel pertaining to the interrogatories and depositions for the
262 Town of Sandown – St. Amand/Ryder lawsuit.
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- Letter from Darlene Ford, Finance Director, regarding her not being ready for the benefits budget scheduled for November 21, 2011. Selectwoman Copp will take the email to the next Budget Committee meeting. Ms. Ford is looking for a new date.

Department Liaison Report

- Selectwoman Copp brought up the cover for Town Report. Selectwoman Copp stated the office staff suggested adopting a town seal and using this for the cover. Selectwoman Copp obtained a silver medal used for the 250th celebration showing the Meeting House. Selectwoman Copp obtained an estimate for the design of the seal in the amount of \$150.00. Ms. Blaisdell noted that the Sandown Meeting House is a major landmark. Consensus of the Board is to move forward with the Meeting House as the town seal and the cover for Town Report.
- Selectwoman Copp thanked the Fire Department for their work during the recent snowstorm. Chairman Nicolaisen stated they had several mutual aid calls.
- Chairman Nicolaisen talked about the recent senior luncheon held at the Village Square. Eighty-nine (89) individuals attended and all had a good time. Selectwoman Copp stated individuals who attended suggested next year food donations be asked for.
- Selectman Tombarello expressed disappointment with the resignation of Ted Winglass as the Town’s health insurance carrier and thanked him for all he has given to the Town.
- Selectman Devine also thanked the Department of Public Works, Fire Department and Police Department for their hard work during the recent snowstorm.
- Selectman Brown mentioned the Friends of the Library have a fundraiser going on where they are selling jigsaw puzzles of Town buildings. The puzzles would make a good Christmas gift.

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

- **MOTION:** Selectman Tombarello moved to go into Non-Public Session per RSA 91-A:3 II (b) Hiring. Selectman Devine seconded. Roll call: Copp – aye, Brown – ayes, Nicolaisen –aye, Tombarello – aye and Devine – aye. Motion passed unanimously.

These Minutes are subject to approval at a regularly scheduled Board of Selectmen meeting at which time the above minutes are corrected or accepted and become permanent

308 **MOTION:** Chairman Nicolaisen moved to come out of Non-Public Session.
309 Selectman Tombarello seconded. Motion passed unanimously.

310
311 Chairman Nicolaisen announced while in Non-Public Session the Board did not
312 seal the Non-Public Session Minutes and they voted to hire Andrea Cairns as
313 Recording Secretary for the Conservation Commission at a rate of pay to be
314 determined.

315
316 Chairman Nicolaisen adjourned the meeting at 9:35 P.M.

317
318 Chairman Nicolaisen announced following the public portion of tonight's meeting the
319 Board will hold a discussion in accordance with RSA 91-A:2 I (a) to discuss the police
320 union contract negotiations.

321
322 Respectfully Submitted,

323
324
325
326 Cynthia J. Robinson
327 Recording Secretary