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Town of Sandown, NH Board of Selectmen Minutes

Meeting Date: Monday, January 30, 2012

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), James Devine (Devine), Lynne Blaisdell, Office Manager and Cynthia J. Robinson, Recording Secretary

Absent:

Late to arrive:

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

Pledge of Allegiance

Review Minutes of previous meeting

- There were no Minutes to review.

Public Comment

- Chairman Nicolaisen spoke against HB 1442 which will not allow an individual to alter their exhaust systems at all. Chairman Nicolaisen pointed out that many towns already have a noise ordinance. Chairman Nicolaisen asked the public to show up at Representatives Hall on February 7, 2010 at 10:00 A.M. to voice their opposition or contact your Representative.
- Present were: Fire Chief Wilfred Tapley, Sgt. Scott Wood and Brian Chevalier, Director of Emergency Management. Mr. Chevalier met with the state's representative to emergency management services to discuss what the Town needs to do in order to update the emergency management plan. As it turns out there is more to do than originally thought. The first step is to apply for an Emergency Management Performance Grant Application. This will allow the Town to update the Emergency Management Plan but there is a cost to apply. The total cost is \$10,000.00, \$5,000.00 is what is called "soft money" which is volunteer time that has a cash value. A committee needs to be formed which is part of the reason these gentlemen are here tonight to ask the Board of Selectmen to support the grant application that has been submitted and the formation of the committee. The committee would consist of Mr. Chevalier, Fire Chief, Police Chief, Public Works Director, School member and a town official. The other \$5,000.00 is cash that goes to a contractor who has a specific role in

44 finalizing the plan. The state provides a list of contractors and the Town chooses
45 the one they want to work with. The first payment is \$2,000.00 and the second is
46 \$3,000.00 for a total of \$5,000.00 that the Town must come up with. After the
47 two payments are made the receipts are sent to the state and the Town is
48 reimbursed for those payments. The \$5,000.00 will go back into the General
49 Fund. It was noted the plan has not been updated since 1996.

50
51 Mr. Chevalier stated that with this updated plan in place the Town could apply for
52 grants noting the warrant articles this year for funds to pay for house numbering
53 signs would qualify. Board members discussed where the \$5,000.00 was going
54 to come from. Selectwoman Copp suggested she work with Ms. Blaisdell to see
55 if they could find the funds in the current budget. Ms. Blaisdell explained that at
56 the beginning of the year spending is supposed to only be usual and necessary
57 expenditures prior to the budget being approved or not approved. The
58 consensus of the Board is to tentatively give approval to move forward with the
59 grant pending finding the funds. Selectwoman Copp will work with Ms. Blaisdell
60 tomorrow to try and find the funds and Mr. Chevalier will be contacted with their
61 findings. If the funds are found, Mr. Chevalier will bring the contract in to the next
62 meeting for a motion from the Selectmen to sign the contract.

- 63
64 • Ted Winglass came before the Board at the request of Selectwoman Copp.
65 Selectwoman Copp explained she spoke to Mr. Winglass about a motion to put
66 the 2% raise back into the budget and whether this could be done in one motion
67 or if each individual account and department had to be made separately. Ms.
68 Blaisdell called the Department of Revenue Administration (DRA) and they have
69 placed the decision back in the hands of the Moderator [Ted Winglass].
70 Selectwoman Copp stated DRA said it could be done in one motion as long as it
71 is separated into individual accounts with the amount. Selectwoman Copp asked
72 Mr. Winglass if this would be okay with him. Mr. Winglass stated he is okay with
73 this as long as it explains the purpose of what is trying to be accomplished. Ms.
74 Blaisdell added that DRA stated the motion should indicate which accounts are
75 being affected and by what amount. A separate motion will be made for the
76 Highway budget amendment.

77
78 **Appointments**

79
80 **Matthew Turner, Eagle Scout**

81 **Presentation of proposed Eagle Scout project for fencing along Cemetery Road,**
82 **hill behind library, pruning of trees and clean up of gardens**

- 83
84 • Mathew Turner came before the Board and explained his proposed Eagle Scout
85 project to replace the fence along the hill behind the library. Mr. Turner noted the
86 deterioration of the existing fence and safety issues and stated it will be replaced
87 with a vinyl fence. Mr. Turner provided the Board with pictures of the existing

88 fence and pictures of a fence similar to what he will be using as a replacement.
89 Mr. Turner noted he would not be replacing the entire fence because of the cost.
90 Mr. Turner went over his budget noting his first step is fundraising and contacting
91 Dig Safe. Mr. Turner currently has a cost estimate of \$914.00 for materials and
92 \$455.00 in rental equipment. Mr. Turner stated he would dig test holes to see if
93 he needs to rent a tractor with a posthole digger otherwise he will rent a hand
94 auger.

95
96 Chairman Nicolaisen stated he feels this is a great project and when it comes
97 time to dig the postholes to contact him because he knows someone in town who
98 has a tractor and posthole digger that can be used and this will save him money
99 and perhaps this would enable him to increase the amount of fence he will be
100 replacing. Chairman Nicolaisen asked Mr. Turner what his needs are from the
101 Board. Mr. Turner stated he needs the Board to sign the Eagle Scout Service
102 Project Proposal. Ms. Blaisdell recommended Mr. Turner touch base with Irving
103 Bassett as they are working on a project in that area. Mr. Turner stated he has
104 already done that and the two projects are not near each other. **MOTION:**
105 Selectman Brown moved to allow Matthew Turner to begin his Eagle Scout
106 project of fixing the fence along the Cemetery Road. Selectwoman Copp
107 seconded. Motion passed unanimously. Board members signed the Proposal.

108 New Business

109 **Review of proposed house numbering system/ordinance**

- 110
111
112
113 • Ms. Blaisdell explained how she developed the draft proposed house numbering
114 system and that she gave the draft to town officials [Police, Fire and Building
115 Dept.] for their review and comments noting these individuals did comment. Ms.
116 Blaisdell began by going over comments from Ken Sherwood and Sgt. Wood.
117 Ms. Blaisdell asked the Board how much they want to put into this policy noting
118 the Board was trying to get this done and approved and in place prior to Town
119 Meeting so the Board could say there was a system in place.

120
121 Selectman Brown feels the Board can adopt the system with some minor
122 changes tonight and be in effect. Selectwoman Copp stated she feels the Board
123 is putting the “cart before the horse” she sees several things in the policy that she
124 has concerns with. Chief Tapley and Sgt. Wood joined the Board at this time.
125 Ms. Blaisdell explained the Board is creating a numbering system for the
126 ordinance that is already in place. There was lengthy discussion about what
127 changes need to be made. Selectman Brown suggested leaving the document
128 alone and if the warrant article passes take the time then to make the changes.
129 Selectwoman Copp supports this recommendation. Ms. Blaisdell expressed her
130 concern that if a taxpayer came to her and asked what the \$30,000.00 was for
131 she could not provide them with any documentation showing what the money

132 was to be used for. Selectwoman Copp disagreed, the money is to provide
133 uniformity throughout the Town as it relates to house numbers, and it is for the
134 post and numbers. Chairman Nicolaisen feels a house numbering system should
135 be in place before Deliberative Session. Ms. Blaisdell noted that the warrant
136 article being proposed is the Town offering to pay for the house numbers so that
137 residents can be in compliance with the ordinance.
138

139 Following a lengthy discussion about the house number ordinance that is
140 currently in place and the proposed house numbering system that goes along
141 with the ordinance without changing the intent, the Board made the following
142 changes to the proposed house numbering system as presented tonight:
143

- 144 ○ In the title change the word "Ordinance" to "Proposed" and strike the word
145 "for".
- 146 ○ Under Administration change the words "Building Inspector" to "Code
147 Enforcement Officer" and strike the word "ordinance" at the end of the
148 sentence and replace it with the word "system".
- 149 ○ Under Number Plate strike the first sentence. Continue from there and at
150 the end of the second sentence add the words "five (5) feet above grade".
151 At the end of the paragraph continue the sentence to read "mounted on
152 the traffic side of the driveway five (5) feet off of the edge of the
153 pavement". In the second paragraph strike the first sentence and continue
154 on from there.
155

156 Chairman Nicolaisen read the proposed house number system as changes were
157 made. Consensus of the Board is they are okay with the proposed house
158 numbering system as amended tonight. Selectwoman Copp stated she still has
159 concerns about the cost to replace the post and house number.
160

161 **Discussion regarding Deliberative Session**

- 162
- 163 ● Ms. Blaisdell asked the Board to let her know if they need any specific
164 information for Deliberative Session. Board members went through the warrant
165 articles and decided who will speak to each article:
166

167 Article 2 – Selectwoman Copp. Selectwoman Copp explained the numbers
168 associated with the amendment and it was the consensus of the Board
169 Selectwoman Copp could address this Article with two motions.

170 Article 3 – Selectman Tombarello.

171 Article 4 – Selectman Tombarello.

172 Article 5 – Selectman Brown.

173 Article 6 – Selectman Devine.

174 Article 7 – Selectwoman Copp.

175 Article 8 – Chairman Nicolaisen.

- 176 Article 9 – Selectman Tombarello.
- 177 Article 10 – Chairman Nicolaisen.
- 178 Article 11 – Selectman Devine.
- 179 Article 12 – Selectman Brown.
- 180 Article 13 – Selectwoman Copp.
- 181 Article 14 – Selectwoman Copp.
- 182 Article 15 – Selectman Brown.
- 183 Article 16 – Selectman Brown.
- 184 Article 17 – Selectman Tombarello.
- 185 Article 18 – Chairman Nicolaisen.
- 186 Article 19 – Up to petitioners.

187
188 Selectwoman Copp asked the Board how they felt about her making an
189 amendment to Petition Warrant Article 19 to strike everything in the petition
190 warrant article after the sentence “To a person 80 years of age or older ...”. Ms.
191 Blaisdell stated this amendment would have to be made at Town Meeting and it
192 cannot change the intent of the petition. Ms. Blaisdell added the information
193 being removed is only an explanation. Selectman Brown asked what this
194 amendment would accomplish. Selectwoman Copp stated the information being
195 presented has not been substantiated. Consensus of the Board is they are okay
196 with Selectwoman Copp proposing an amendment.

197
198 Ms. Blaisdell handed out information from the Assessor regarding surrounding
199 towns relative to the petition warrant article relating to elderly exemption. Ms.
200 Blaisdell asked the Board if they want this available to the public. Consensus of
201 the Board was they would use the information at Deliberative Session.

202
203 Ms. Blaisdell asked the Board if they were okay with not having a copy of the
204 Road Improvement Action Plan available at Deliberative Session and that they
205 just explain to the public the Board’s amendment to the plan. Consensus of the
206 Board is they were okay with this.

207
208 **Old Business**

209
210 **Follow up discussion regarding proposed agreement with White**
211 **Columns Office Solutions, LLC for alternative energy source**

- 212
- 213 • Chairman Nicolaisen stated the recommendations about this company were
214 good. Chairman Nicolaisen stated he found it very difficult to understand the
215 contract from this company. Selectwoman Copp stated she could not
216 recommend the contract without being able to understand it and questioned
217 whether there would actually be a savings for the Town based on all the extra
218 charges. Selectman Brown stated he was basing his decision on the
219 recommendations versus the contract. Selectman Devine pointed out that this

220 individual is just doing something for the Town that we could do our self.
221 Following discussion it was the consensus of the Board to ask Tad Dziemian to
222 come back to a future meeting to explain the contract. Ms. Blaisdell reminded
223 the Board of the fluctuation in the natural gas market.

224
225 **Further discussion regarding requested appointment for**
226 **Administrative Aide to the Zoning Board of Adjustment (ZBA)**
227

- 228 • Chairman Nicolaisen pointed out the letters from the ZBA and the Finance
229 Director. **MOTION:** Selectman Tombarello moved to hire Andrea Cairns as the
230 Zoning Board of Adjustment Administrative Aide at \$15.92/hour. Selectman
231 Devine seconded. Selectwoman Copp asked about the differences in pay from
232 the former Aide. Ms. Blaisdell explained the previous Aide was making two
233 different rates of pay and the former Aide was making more money. Motion
234 passed unanimously.

235
236 **Other**
237

- 238 • Ms. Blaisdell explained that she received a letter of interest from a Lauren Cairns
239 who is interested in the open position on the ZBA. Chairman Nicolaisen asked if
240 the Board should have a letter of recommendation from the ZBA. Ms. Blaisdell
241 stated she could recommend she attend the next ZBA meeting and then the
242 Board could get a letter for the ZBA. Consensus of the Board is to wait for a
243 letter from the ZBA.

244
245 **Correspondence**
246

- 247 • Letter of resignation from Marilyn Cormier from the Planning Board. Selectman
248 Tombarello thanked Ms. Cormier for her time on the Planning Board. Selectman
249 Brown asked to get clarification on how this vacancy will be filled.
250 • Letter from Xfinity regarding their Annual Customer Notice.
251 • Letter from legal counsel on the abatement case currently in court.
252 • Letter of resignation from Chuck Crowe from the Conservation Commission.

253
254 **Department Liaison Report**
255

- 256 • Selectwoman Copp thanked Selectman Tombarello for filling in for her at the last
257 Budget Committee meeting.
258
259 • Selectman Brown thanked Chuck Crowe for his time on the Conservation
260 Commission and wished him the best.
261
262 • Selectman Tombarello noted the truck outside Town Hall is gone.
263

- 264 • Selectman Devine stated last week's Cable Committee meeting has been moved
265 to tomorrow night.
- 266
- 267 • Ms. Blaisdell announced if anyone is interested in running for Town Office sign
268 up is open until Friday, February 3, 2012 and the Town Clerk's Office will be
269 open that day from 3:00 P.M. to 5:00 P.M. Open positions are on the Town's
270 website.
- 271
- 272 • Ms. Blaisdell has the Selectmen's Town Report, cover of Town Report and the
273 Dedication for the Board to review. Ms. Blaisdell reminded the Board they like to
274 keep the Dedication quiet. Chairman Nicolaisen asked if the Board wants to go
275 into Non-Public Session to discuss this. The sample of the Town Report is to be
276 at the printers this week.
- 277
- 278 • Selectman Tombarello asked about the status of the lien discussed last week.
279 Ms. Blaisdell stated she gave him the information and she has heard nothing
280 since.

281
282 **Non-Public discussion under RSA 91-A:3 II (c) Reputation**

- 283
- 284 • **MOTION:** Selectman Tombarello moved to go into Non-Public Session per RSA
285 91-A:3 II (c) Reputation. Selectman Devine seconded. Roll call: Copp – aye,
286 Brown – ayes, Nicolaisen –aye, Tombarello – aye and Devine – aye. Motion
287 passed unanimously.
- 288

289 Chairman Nicolaisen announced Deliberative Session is this Saturday, February 4,
290 2012 at 8:00 A.M.

291
292 **MOTION:** Chairman Nicolaisen moved to come out of Non-Public Session.
293 Selectman Tombarello seconded. Motion passed unanimously.

294
295 Chairman Nicolaisen announced while in Non-Public Session the Board agreed
296 to seal the Non-Public Session Minutes.

297
298 **MOTION:** Selectman Tombarello moved to adjourn the meeting at 9:25 P.M.

299
300 Respectfully Submitted,

301
302
303
304 Cynthia J. Robinson
305 Recording Secretary