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Town of Sandown, NH Board of Selectmen Minutes

Meeting Date: Monday, February 13, 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

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- Board members reviewed the Minutes of January 23, 2012. **MOTION:** Selectmen Tombarello moved to accept the Minutes of January 23, 2012 as written. Selectman Brown seconded. Four ayes [Brown, Nicolaisen, Tombarello and Devine] and one abstention [Copp]. Motion passed.

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Board members reviewed the Non-Public Minutes of January 23, 2012.

MOTION: Selectman Brown moved to accept the Non-Public Minutes of January 23, 2012 as written. Selectman Tombarello seconded. Four ayes [Brown, Nicolaisen, Tombarello and Devine] and one abstention [Copp]. Motion passed.

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Board members reviewed the Minutes of January 30, 2012. **MOTION:**

Selectman Brown moved to accept the Minutes of January 30, 2012 as written. Selectwoman Copp seconded. Motion passed unanimously.

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Board members reviewed the Non-Public Minutes of January 30, 2012.

MOTION: Selectman Brown moved to accept the Non-Public Minutes of January 30, 2012 as written. Selectman Tombarello seconded. Motion passed unanimously.

Public Comment

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- Logan Nicolaisen announced that the Police Explorers would be holding a spaghetti dinner fundraiser on Sunday, February 19, 2012 from 1:00 P.M. to 4:00

43 P.M. for \$6.00/person and \$4.00 for seniors at the Edward Garvey Recreational
44 Facility.
45

46 **Appointments**

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48 **Meeting with Granite State Communications to discuss**
49 **telephone contract**
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- 51 • Present for Granite State Communication was Susan Rand King, President. Ms.
52 King gave a brief history of the company noting its history can be traced back to
53 1877 when the legislature granted a charter to the Chester and Derry Telegraph
54 Company. Construction of the line cost \$500.00 and stock was sold to Chester
55 residents and the Public Utilities Commission gave the Company permission to
56 reorganize itself under the name of the Chester Telephone Company in 1935. In
57 1937 Loren P. Rand bought the majority stock and became the manager where
58 he began building lines to all areas of Chester. The Sandown Telephone
59 Company was franchised in the early 1900's. The Chester Telephone Company
60 acquired the Sandown Telephone Company in 1950. The two towns were
61 merged into the 887 exchange and the toll center was moved from Haverhill, MA
62 to Manchester, NH. The Company has been passed down for three generations.
63 Ms. King went over the Company's Mission Statement, which is to be a model
64 corporate citizen and to improve the quality of life in the communities that they
65 serve.
66

67 Ms. King described what fiber optic network is and how it provides enormous
68 amounts of bandwidth to consumers at a high speed. Ms. King explained what
69 fiber optics could provide to the consumer and the benefits of it. Ms. King noted
70 that the Company has fiber running past the Town Offices. Ms. King explained
71 that if the Town were to switch over to fiber the existing equipment would have to
72 be changed so equipment would have to be purchased and there would be a set
73 up cost.
74

75 Ms. King presented the Board with a simple renewal of the current contract. Ms.
76 King went over the current contract noting that "auto attendant" could be added
77 for an additional charge. Voicemail to email is a feature that is available at no
78 additional charge.
79

80 The other plan is for the hosted IP Telephone System. Ms. King stated this is a
81 managed secure SIP Connection and there is a set fee for this. Ms. King noted
82 that the cost of the set up fees could be spread out over the life of the contract.
83 Ms. King when over the other services and charges. There was discussion about
84 what buildings would need to be rewired. Ms. King stated that the rewiring could
85 be done over a period time. Selectman Brown asked if the fiber goes up
86 Pheasant Run. Ms. King stated she does not believe it does but will check to see

87 when installation along that road is planned. Selectman Brown pointed out that
88 the monthly fee appears to be less noting the cost appears to be in the set up.
89 Ms. King also pointed out that currently the Town has Comcast for internet
90 service so that cost would go away because internet is part of this package.
91 Board members discussed how to go about phasing in the changes.
92 Selectwoman Copp asked if Ms. King could give an estimate of the cost to
93 change over not counting the monthly fees and wiring. Ms. King stated she could
94 not tonight but recommended they send a technician down to look at the
95 equipment. Selectwoman Copp asked what the cost to the consumer would be if
96 they were to switch over. Ms. King stated there would be no cost to the
97 consumer if they use the wireless router. Consensus of the Board is to have
98 someone from Granite State Communication come down and look at the
99 equipment and all Town buildings for a cost estimate. Ms. King will have a
100 technician contact Ms. Blaisdell this week.

101
102 **Tad Dziemian, White Column Office Solutions, LLC**
103 **Further discussion regarding proposed alternative energy contract**
104

- 105 • Tad Dziemian is present to answer questions regarding the contract with
106 NEXTERA ENERGY. Mr. Dziemian recapped what took place at his prior meeting
107 with the Board noting he was to provide the Board with a generic contact from
108 NEXTERA ENERGY who owns the Seabrook, NH facility. Selectman Brown
109 asked Mr. Dziemian to explain the early termination clause and would it be
110 negotiable. Mr. Dziemian stated he does not see termination as an issue; the
111 issue would be termination and the liquefied damages that would result. Mr.
112 Dziemian gave an example of how the damages would be calculated based on
113 cost/kilowatt hours. Selectwoman Copp asked what the cost would be for all the
114 added charges noted in the contract. Mr. Dziemian stated those charges are “all
115 inclusive” in the monthly rate. Selectwoman Copp asked at what point the late
116 charge is assessed. Mr. Dziemian stated it is a PSNH policy for a net 27 days
117 from date of invoice. Ms. Blaisdell questioned the availability of auto payment.
118 Mr. Dziemian stated he was not familiar with this. Selectwoman Copp read a
119 comment from a letter of reference stating how this town switched to auto
120 payments to avoid late fees. Chairman Nicolaisen asked if the Town doesn’t use
121 all the kilowatt-hours is there a rebate. Mr. Dziemian stated no. There was
122 discussion about the time frame for securing a rate. Selectwoman Copp asked
123 Mr. Dziemian to explain the sections of the electric bill, which Mr. Dziemian did.
124 Mr. Dziemian estimates the rate will be less than .07 cents/kilowatt hours.
125 **MOTION:** Selectman Brown moved to enter into a one-year service agreement
126 with NEXTERA ENERGY for a price to be determined tomorrow. Selectman
127 Tombarello seconded. Motion passed unanimously. Mr. Dziemian will get back
128 to Ms. Blaisdell tomorrow with the fixed rate. Board members will sign the
129 agreement tomorrow after the rate has been determined.

130

131 **Ken Sherwood, Building Inspector**
132 **Discussion regarding status of Assistant Building Inspector**
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- 134 • Ken Sherwood came before the Board to inform them that the Assistant Building
135 Inspector will be leaving town in May or June and recommended the Board
136 advertise to fill the position. Mr. Sherwood stated he would draft a job description
137 for this position. Ms. Blaisdell stated she would run a basic advertisement for the
138 position. Selectwoman Copp stated she had heard Mr. Sherwood was retiring
139 from his full-time job and would be traveling, would this affect his position with the
140 Town of Sandown. Mr. Sherwood stated no he would be more available.

141
142 **Barbara Lachance, Library Director**
143 **Discussion regarding Library's request for supplemental participation**
144 **agreement to the Section 125 cafeteria plan**
145

- 146 • Present for this discussion were: Barbara Lachance, Library Director and Steve
147 Clifton, Library Trustee. Ms. Lachance recapped how the library took over their
148 payroll back in December. At that time, it was determined that a library employee
149 could continue with the health insurance plan provided by the Town. Ms.
150 Lachance explained that what goes along with this is the library has to take the
151 pretax dollars out of the library employee's paycheck. At the time of the payroll
152 transfer PCP documents were not sent to the Selectmen. Ms. Lachance
153 explained that what the library needs from the Selectmen is their signature on the
154 amendment agreement as the participating employer. Ms. Lachance pointed out
155 the Supplemental Participation Agreement and the dates.

156
157 Chairman Nicolaisen asked why the library took over their payroll. Ms. Lachance
158 stated that because the library has control over their budget this was just one
159 more activity they had been planning to take over. Selectman Brown asked Ms.
160 Lachance if she was previously on the Town's health insurance plan. Ms.
161 Lachance stated she was, but what happen was when the library took over
162 payroll they had to get their own EIN number and now the library must file the
163 pretax dollars. There was discussion about the cost effectiveness of the library
164 being on the Town's plan. Selectwoman Copp asked why the library wants
165 control over all their finances. Mr. Clifton answered by saying the elected Library
166 Trustees are by law responsible for the library's finances and it is no different
167 than the Board of Selectmen wanting control over the finances that they are
168 responsible for. Selectman Brown clarified that all this discussion is basically to
169 have the proper paperwork to meet the law. Consensus of the Board is for the
170 Chairman to sign the documents. Chairman Nicolaisen signed the documents.

- 171
172 • Ms. Lachance announced the library has developed a cooperative with the towns
173 of Atkinson, Plaistow and Sandown effective February 13, 2012. Ms. Lachance
174 stated the cooperative is called the Southern NH Library Cooperative and by

175 giving the cooperative this name, libraries in other towns can join in the future.
176 This Cooperative allows residents with a valid library card to share material
177 between the participating libraries. Ms. Lachance praised the Library Trustees
178 for their efforts in organizing the Cooperative.
179

180 **New Business**

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- 182 • There was no New Business.
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185 **Old Business**

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187 **Further discussion and final approval for Emergency Management**
188 **Performance Grant Agreement**
189

- 190 • Ms. Blaisdell brought the Board up to date on the status of the Emergency
191 Management Grant relative to finding the funds to pay for the grant. Ms. Blaisdell
192 explained the budget lines where the funds could come from. Ms. Blaisdell
193 reminded everyone that these funds would come back to the Town. Ms. Blaisdell
194 asked that the Board make a motion saying they agree to move forward with the
195 grant application. Selectwoman Copp wants to make it clear to Sandown
196 residents that the Town does not have extra money in the budget, this is a 50/50
197 grant and the funds will be returned. **MOTION:** Selectman Brown moved the
198 Town of Sandown Board of Selectmen agree to accept the Homeland Security
199 Emergency Management Performance Grant and the terms presented in the
200 agreement for the purpose of developing our community's Local Emergency
201 Operations Plan. The grant amount is \$10,000.00 with a local match of 50%.
202 Selectman Devine seconded. Selectman Tombarello thanked Brian Chevalier for
203 his prompt attention to this matter. Motion passed unanimously.
204

205 Selectman Brown asked about authorizing the creation of a town committee that
206 goes along with this grant who will work on updating the Local Emergency
207 Operations Plan. Ms. Blaisdell stated that a motion could be made to officially
208 form the committee and all that has to be referenced are the departments that
209 the committee will be comprised of. **MOTION:** Selectman Brown moved to
210 create a Town of Sandown committee to be known as the Local Emergency
211 Operations Committee and will at a future date be made up of members of the
212 Fire and Police Departments, Highway Department, Timberlane School District
213 and the Sandown Board of Selectmen. Selectman Tombarello seconded.
214 Motion passed unanimously.
215

216 Ms. Blaisdell stated there appears to be some confusion regarding Warrant
217 Article 14 and a grant being applied for. Ms. Blaisdell wants to let people know
218 that now that the grant application and committee has officially been approved

219 the Town can move forward with the grant for the house numbers. The State has
220 been notified of the Town's intent regarding the house numbering grant.
221 Selectwoman Copp stated the grant for the updating of the Emergency
222 Management Plan was not done just to be able to apply for the house numbering
223 grant, the Town's Emergency Plan was out dated. Ms. Blaisdell stated that the
224 Town was not eligible for any Emergency Management grants because of the
225 Town's out dated Plan.
226

227 **Reminder about Area Selectmen's meeting**

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- 229 • Ms. Blaisdell reminded the Board of the Regional Selectmen's meeting on
230 Thursday, February 16, 2012 at 7:00 P.M. in Chester at Steven's Memorial Hall.
231 Ms. Blaisdell went over the planned agenda. Chairman Nicolaisen, Selectman
232 Tombarello and Ms. Blaisdell will be attending.
233

234 **Correspondence**

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- 236 • Ms. Blaisdell explained the Tax Collector cannot abate a tax due on a bill. This
237 letter is requesting that the Board of Selectmen abate two tax amounts on two
238 separate properties in Sandown due to the small amounts. Board members
239 briefly discussed this request. **MOTION:** Selectman Tombarello moved to
240 authorize the Tax Collector to abate the taxes on the following properties - .17
241 cents on 81 Cranberry Meadow Road and .10 cents on 29 Scott Lane.
242 Selectman Brown seconded. Motion passed unanimously.
243
- 244 • Board members discussed the request granting permission to the Sandown
245 Conservation Commission to serve one alcoholic beverage (beer) to 21+ year old
246 racers in the snowshoe race to be held at the Fremont Road Town Forest on
247 February 25, 2012. Chairman Nicolaisen asked if they have an insurance policy
248 to cover this event. Ms. Blaisdell stated she has to check with them to make sure
249 they have a special event certificate for the event. Selectman Tombarello asked
250 if the police have to be present if alcohol is served. Board members agreed
251 there are too many unanswered questions. Ms. Blaisdell will look into the
252 insurance question and whether police presence is required. **MOTION:**
253 Selectman Brown moved that the Town of Sandown does give permission to the
254 Conservation Commission to use the Fremont Road Town Forest on February
255 25, 2012 for a snowshoe race with the consumption of one alcoholic beverage for
256 the 21 + year old racers provided the Sandown Police Department is present and
257 an event insurance certificate is in place. Selectman Tombarello seconded.
258 Four ayes [Brown, Nicolaisen, Tombarello and Devine] and one nay [Copp].
259 Motion passed.
- 260 • Letter from the Rockingham Planning Commission informing the Town they have
261 one vacancy on the Commission. Ms. Blaisdell will put out a letter asking if
262 anyone wishes to be on the Commission.

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- Invitation to Eleanor Bassett's Birthday Party on Saturday, February 18, 2012 from 2:00 – 4:00 P.M. The party will be held at 393 Main Street, Sandown.
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- Letter from Arthur Genualdo, Public Works Director asking to have texting added to his cell phone plan. Mr. Genualdo is requesting the \$9.99 unlimited messages plan. Ms. Blaisdell explained the reasons Mr. Genualdo's uses texting. Ms. Blaisdell suggested offering this to other departments. Selectman Brown questioned whether the Town could get a reduced rate if more departments used the texting feature. Ms. Blaisdell will look into the possibility of a lower rate for multiple users.
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- Letter from resident regarding a surveyor from the Town being on his property. Ms. Blaisdell was unaware of any Town surveying being done or whether the Assessing Department was out there. No further action will be taken. Selectman Devine stated the legislature has passed a bill prohibiting anyone from going on private property without permission.
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Department Liaison Report

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- Selectman Brown talked about attending the Planning Board Master Plan Vision Chapter public hearing last week and how interesting it was. There were 126 responses to the survey. Selectman Brown stated he has volunteered to be a member of the subcommittee representing the Board of Selectmen, if one is formed, to do planning for the center of Town. Selectman Brown stated that the major criticism was that the center of Town is all parking lots there is no green space. Consensus of the Board is they support Selectman Brown to represent the Board of Selectmen on the subcommittee if formed.
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- Selectwoman Copp announced that this is Mindy Abood's last year as a town official and she wished to thank her for her time. Board members joined in an also thanked Ms. Abood for her time.
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Non-Public discussion under RSA 91-A:3 II (c) Reputation

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

303 Selectman Brown seconded. Motion passed unanimously.

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305 Chairman Nicolaisen announced while in Non-Public Session the Board agreed

306 to seal the Non-Public Session Minutes.

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Next meeting will be on Monday, February 27, 2012.

Chairman Nicolaisen adjourned the meeting at 9:30 P.M.

Respectfully Submitted,

Cynthia J. Robinson
Recording Secretary