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**Town of Sandown, NH
Board of Selectmen
Minutes**

Meeting Date: Monday, March 26, 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), Tom Tombarello (Tombarello), Stephen Brown (Brown), Hans Nicolaisen (Nicolaisen), Lynne Blaisdell, Office Manager and Cynthia J. Robinson, Recording Secretary

Absent: James Devine (Devine)

Late to arrive:

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

Pledge of Allegiance

Public Comment

- There was no public comment.

Appointments

Mr. David Rochefort

Discussion regarding renovations to Old Meeting House

- Present for this discussion were: David Rochefort, Paula Gulla [Selectmen's Office], Eleanor Bassett and Arlene Bassett [Old Meetinghouse Association]. Mr. Rochefort is present to discuss his plans for painting the Old Meetinghouse. Chairman Brown began by introducing Ms. Gulla who is present to confirm for the Moose Plate Grant Application that the requirements set by the Secretary of the Interior's Standards for Rehabilitation are going to be met. Ms Gulla began by stating that along with confirmation of the requirements for the Moose Plate Grant she also needs a time line as to when work will began and end. Chairman Brown asked Mr. Rochefort to give a brief statement as to what his plans are for the painting of the Old Meetinghouse. Mr. Rochefort presented the Board with a brief outline of how he will approach painting a building of this size. Mr. Rochefort stated he has experience painting old buildings like the Meetinghouse and he painted this building back in 1999. Mr. Rochefort explained the pros and cons of painting an old building. Chairman Brown asked Mr. Rochefort if he has a copy of the list from the Secretary of the Interior and whether he can handle the items listed. Mr. Rochefort stated his only concern was the lead paint law,

44 adding he doesn't know if the paint on the building contains lead. Mr. Rochefort
45 stated that Ms. Gulla's research indicated this building is exempt from the lead
46 paint law. Mr. Rochefort stated somewhere in the Request for Proposal a four
47 (4) year guarantee was asked for. Mr. Rochefort stated this is an unusual
48 request, but he would be willing to come up with a plan to keep an eye on the
49 building and maintain any issues that arise. Chairman Brown asked who
50 chooses the paint. Mr. Rochefort stated he does research, works with the paint
51 store and representatives from the paint supplier. Mr. Rochefort showed those
52 present the tools he uses for the repairs and preparation of the wood before
53 painting begins. Chairman Brown asked Mr. Rochefort when he would start
54 painting. Mr. Rochefort stated around the end of April then off and on around
55 other projects he has scheduled.

56
57 Chairman Brown asked those present if they have any questions. Ms. A. Bassett
58 asked Mr. Rochefort if his bid is going to remain the same since it has been
59 awhile since he submitted it. Mr. Rochefort stated it would remain the same. Ms.
60 Gulla asked Mr. Rochefort how he was going to handle the paint chips. Mr.
61 Rochefort stated he would put down tarps to collect the paint chips then bag the
62 chips and dispose of them in an acceptable manner. Selectwoman Copp asked
63 if the putty would create an actual window frame. Mr. Rochefort stated the
64 glazing would form a "V" type process along the glass. Selectman Tombarello
65 asked if the paint is going to be tested for lead. Selectman Nicolaisen stated if
66 the paint contains lead is there an added cost and was that considered in the
67 quote. Mr. Rochefort stated that cost was not part of his quote. Consensus of
68 the Board is to have the paint tested for lead. Chairman Brown asked Mr.
69 Rochefort to come up with an estimate for the cost of disposal if the paint
70 contains lead. Ms. Gulla asked when the project would be completed. Mr.
71 Rochefort stated once he gets started it would be complete in a couple months.

72
73 Ms. Gulla asked who would be the contact person for this project because this
74 needs to be noted for the Moose Plate Grant. Following discussion it was the
75 consensus of the Board Selectman Nicolaisen and/or Ms. Gulla will be the
76 contact person(s). Ms. A. Bassett suggested Dave Dupouy be contacted where
77 he is president of the Old Meetinghouse Association. Mr. Rochefort suggested
78 that a maintenance program be set up so that in the future the cost of repairs will
79 be less.

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81
82 **Tim Rand, Chairman of Old Home Day Committee**
83 **Discussion regarding Old Home Day event and fireworks**

- 84
85 • This appointment has been rescheduled to Monday, April 2, 2012.
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87

88 **New Business**

89
90 **Discussion regarding items passed on warrant and process for**
91 **moving forward with projects**
92

- 93 • Ms. Blaisdell went over the Warrant Articles that passed to get an idea from the
94 Board how they want her to proceed with the various projects.

95
96 Warrant Article 2 – The operating budget passed and is operating fine.

97 Warrant Article 3 – The collective bargaining agreement is being worked on. The
98 only issue is the agreement had to be sent back because the
99 wage matrix was missing.

100 Warrant Article 5 – The money is being transferred to the Police Station Capital
101 Reserve Fund.

102 Warrant Article 6 – Highway Block Grant is all set.

103 Warrant Article 7 – The money is being transferred to the Road Improvement
104 Capital Reserve Fund. The Public Works Director is working
105 with the Town's engineer on getting the road projects started.
106 Once the plan is in order they will come before the Board to
107 go over the plan.

108 Warrant Article 8 – The Plowing Expendable Trust Fund is being established.

109 Warrant Article 9 – The money is being transferred into the Old Home Day
110 Celebration Expendable Trust Fund.

111 Special Warrant Article 10 – Replacement of culvert under Wells Village Road.

112 Ms. Blaisdell stated that she has been in contact with the
113 Town's engineer and the first step with this project
114 is to develop a more detailed design. The Town's engineer
115 will begin the design if the Board chooses to go with Keach-
116 Nordstrom. Chairman Brown asked if this has to go out to bid
117 because of the cost factor. Ms. Blaisdell stated the Town's
118 engineer is similar to the Town's legal counsel where it does
119 not go out to bid. Consensus of the Board is to have Keach-
120 Nordstrom do the design.

121 Warrant Article 11 – The Old Meetinghouse project was discussed earlier tonight.

122 Special Warrant Article 12 – Ms. Blaisdell stated a Request for Proposal would
123 have to be put together for the addition of the handicapped
124 bathroom because of the cost estimate. Ms. Blaisdell would
125 like to know who would be doing this. Selectman Nicolaisen
126 suggested asking Sal Moccia to assist with this part of the
127 project since he put together the initial design. Ms.
128 Blaisdell will contact Mr. Moccia. Selectman Tombarello
129 asked about the electrical service attached to this project and
130 the cost associated with upgrading. Selectwoman Copp
131 asked about additional storage due to the loss of the storage

132 space because of the addition of the bathroom and the failing
133 of the downstairs renovation warrant article. Ms. Blaisdell
134 stated the Municipal Records Committee will be meeting to
135 discuss this matter. Ms. Blaisdell will be looking at other
136 options for storage. Selectwoman Copp suggested just
137 moving the existing offices around. Selectwoman Copp and
138 Ms. Blaisdell will work together on looking at other options for
139 relocation of files.

140 Warrant Articles 15 and 16 – The NH Highway Safety Grants will be worked on
141 by the Police Department.

142 Warrant Article 17 – The insulating of the Highway Garage interior walls. Ms.
143 Blaisdell noted that along with this project is the
144 floor. Ms. Blaisdell feels this will be treated as one project.
145 Selectman Nicolaisen stated the project would probably
146 involve [once winter is over] cleaning out the entire garage in
147 order to insulate and then the floor will be done. Selectman
148 Nicolaisen will work with the Public Works Director on this.
149 Ms. Blaisdell asked the Board if they want her to obtain
150 additional bids for the insulation project. Consensus of the
151 Board is to try getting another couple bids.

152 Warrant Article 18 – The mosquito control program will begin the week of April 2,
153 2012. The notice has been posted on the Town's website.

154
155 The following items were not warrant articles but were in the operating budget.

156
157 Waste oil furnace – Ms. Blaisdell stated that they have obtained four or five
158 quotes for this project noting all the quotes were very close. Ms. Blaisdell
159 reminded the Board because of a grant the Town would be getting \$2,500.00
160 back from NH Department of Environmental Services. Ms. Blaisdell would like
161 the Board's permission to have the Public Works Director move forward with this
162 project. Consensus of the Board is to have the Public Works Director move
163 forward with this project.

164
165 Computer Software – A new server needs to be purchased and does the Board
166 want this to go out to bid or go with the Town's IT person. Chairman Brown feels
167 the Board should go out to sealed bids based on the Town's Purchasing Policy.
168 Consensus of the Board is to go out to bid per the Town's Purchasing Policy.

169
170 Irrigation System - Selectman Nicolaisen stated the work would be volunteers,
171 the number in the budget is for materials. Ms. Blaisdell asked the Board who
172 they want working with this individual on the project. Selectman Nicolaisen
173 stated he would make the initial contact with Scott Hamilton. Selectman
174 Tombarello would the Public Works Director involved with this project.

175 Consensus of the Board is to have the Public Works Director and Ron Dulong be
176 the contact person(s) for this project.

177
178 Telephone Installation – Ms. Blaisdell has been working with the companies that are
179 interested in installing a new telephone system at the Town Hall. They have
180 indicated a line is needed to connect the Fire Department with the Town Hall. Ms.
181 Blaisdell asked about having a trench dug when the equipment is here for the
182 irrigation system. Selectman Tombarello stated the Fire Department generator
183 might be large enough to handle the Town Hall and perhaps all utilities could go
184 underground. Mr. Dulong was going to look into this. Selectman Tombarello added
185 the electrical line has to be eighteen inches deep and he didn't think the "ditch witch"
186 will go deep enough. Selectman Tombarello will work with Mr. Dulong on this
187 project.

188
189 The next project is the replacement of exterior doors on the fire station. This project
190 does not include the large garage doors. Ms. Blaisdell was not sure if the funds
191 appropriated were for labor and materials or just materials. There was discussion
192 whether this project has to go out to bid. Selectman Nicolaisen stated this quote is
193 just for materials, the firemen are providing the labor. Selectwoman Copp will
194 confirm with the Fire Chief who is going to perform the labor.

195
196

197 **Review requests for appointment to Local Energy Commission and**
198 **Old Home Day Committee**

199
200 • **MOTION:** Selectman Tombarello moved to appoint Ryan Paterson and Kevin
201 Major as regular members of the Sandown Local Energy Commission for a term
202 to be determined at a later date. Selectman Nicolaisen seconded. Motion
203 passed unanimously.

204
205 **MOTION:** Selectman Nicolaisen moved to appoint Kara and John Johnston to
206 the Old Home Day Committee effective to March 31, 2013. Selectwoman Copp
207 seconded. Motion passed unanimously.

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209

210 **Review request to accept donation to Senior Affairs Transportation Fund**
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212 • Chairman Brown explained that a donation has been made to the Sandown
213 Senior Affairs Transportation Fund and the Board of Selectmen through a motion
214 must accept it. **MOTION:** Selectman Tombarello moved to accept a donation in
215 the amount of ten dollars (\$10.00) to be deposited in the Sandown Senior Affairs
216 Transportation Fund. Selectman Nicolaisen seconded. Motion passed
217 unanimously. Ms. Blaisdell explained the new process for accepting these funds
218 and for the disbursement of these funds.

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Other

- Ms. Blaisdell reminded Board members that the week of April 15, 2012 is National Volunteer Week and she would like the Board to be thinking about anything they may want to do for volunteers. Selectman Nicolaisen suggested a message be posted on Channel 17. Chairman Brown suggested a message be placed on the Lions Club message sign out front and perhaps Recreation could place something on their sign at the Recreation Building.

Correspondence

- Ms. Blaisdell went over the revised hours being requested by the Public Works Director. They are as follows:

4/7/12	Saturday	8:00 A.M. – 5:00 P.M.
4/8/12	Sunday	Closed for Easter
4/11/12	Wednesday	2:00 P.M. – 7:00 P.M.

Consensus of the Board is they are okay with these amended hours.

- Public notice for the Town of Sandown regarding the mosquito control program. The Program will begin on April 2, 2012. Crews from Dragon Mosquito Control will be checking swamps, woodland pools, ditches, storm drains and other shallow stagnant water for mosquito larvae. Residents can contact www.DragonMosquito.com to register their No-Spray request.
- Follow up letter on litigation matter. Releases have not been signed to date. Selectwoman Copp stated the issue here is the requirements for an in-law apartment, which has to do with the number of bedrooms and the square footage. Ms Blaisdell stated there may be some confusion on the square footage requirements with another town.

Department Liaison Report

- Selectman Nicolaisen is now a member of the Recreation Commission but he was not last week when he attended their meeting.
- Selectman Nicolaisen stated the Conservation Commission held a trail clean up this past Sunday at the Minton property and there will be another clean up on Sunday, April 15, 2012. The Fishing Derby will be held on April 28, 2012, there will be a roadside clean up on April 21, 2012 bags are available at the Public Library. Anyone interested in the community garden can contact Brian Butler at SandownConservation.org. The Local Energy Commission will be having

263 speakers coming to Town Hall on the second Wednesday of the month to speak
264 on energy saving ideas for around the home.

- 265
- 266 • Selectman Tombarello stated the Police Union is happy with the election and the
267 Board's support.
 - 268
 - 269 • Selectwoman Copp noted while the house numbering warrant article failed
270 residents are still asked to post their reflective house number.
 - 271
 - 272 • Selectwoman Copp noted the Cable Committee will meet tomorrow night and
273 thanked Chris for a good job presenting opposing views on the northern pass.
274 Selectwoman Copp also encouraged Sandown residents to watch Channel 17 for
275 the new programming. The next Cable Committee meeting will be tomorrow
276 night at 7:00 P.M.
 - 277
 - 278 • Ms. Blaisdell announced that anyone who works for or is associated with the
279 Town could get a membership to BJ Wholesale. Anyone interested can contact
280 the Selectmen's office.
 - 281
 - 282 • Chairman Brown asked about the status of the photo identification for
283 employees. Ms. Blaisdell stated this project is in the works.
 - 284
 - 285 • Selectwoman Copp stated there is still a need for drivers for two Sandown
286 residents. Anyone interested can contact Cindy at Community Care Givers.
287 Selectman Tombarello asked if the Sandown Senior Affairs Transportation could
288 provide assistance. Ms. Blaisdell stated they are still in the development
289 process. Ms. Blaisdell suggested any resident interested in providing
290 transportation should contact Community Care Givers.

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292
293 **MOTION:** Chairman Brown adjourned the meeting at 8:25 P.M.

294
295 Respectfully Submitted,

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299 Cynthia J. Robinson
300 Recording Secretary