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Town of Sandown, NH Board of Selectmen Minutes

Meeting Date: Monday, April 9, 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), James Devine (Devine), Lynne Blaisdell, Office Manager and Cynthia J. Robinson, Recording Secretary

Absent:

Late to arrive:

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

Pledge of Allegiance

Review of minutes of previous meetings

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- Board members reviewed the minutes of March 26, 2012. **MOTION:** Selectman Tombarello moved to accept the minutes of Monday, March 26, 2012 as written. Selectwoman Copp seconded. Motion passed unanimously.

Public Comment

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- Robert Millard of Lakeside Drive came before the Board to ask if a couple Selectmen could meet with him to discuss some concerns he has about his neighborhood. Mr. Millard would like to meet with the Selectmen in his neighborhood and walk the site where he could show them his concerns. Selectman Nicolaisen and Chief Joseph Gordon went to Lakeside Drive to look at a parking issue in the right of way. Selectman Nicolaisen stated he felt that issue was resolved but according to Mr. Millard it is not. Chairman Brown asked Mr. Millard if there are more issues than the right of way parking. Mr. Millard stated yes, one issue he has is who owns the right of way.

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Selectman Nicolaisen feels the Town's consulting engineer should be brought in on this matter because if this isn't Town property this becomes a civil matter. Ms. Blaisdell brought up another issue in this area and research indicated that this area was not Town property. Selectman Nicolaisen feels Steve Keach should be present when Board members go to the site. Ms. Blaisdell will make arrangements with Mr. Keach, Arthur Genualdo and a couple Board members to view the site. Selectman Devine informed Mr. Millard he should find a "fence viewer" to look at this matter.

- 44 • Ed Mensis came before the Board to ask about setting up the Chubb's mobile at
45 the Train Depot to sell fries and fried dough. Mr. Mensis stated that some of the
46 sales will go to benefit the Food Pantry and for profit. Mr. Mensis stated he has
47 his peddler's license and insurance in place. Mr. Mensis gave the following
48 dates he would like to sell at the Depot: April 28th and 29th, May 19th and 20th
49 and June 23rd and 24th. Selectman Tombarello reminded the Board that they
50 allowed a Boy Scout to use the Depot for fund raising for his Eagle Scout project.
51 Ms. Blaisdell will check the dates and whether Mr. Mensis needs to renew his
52 license and/or insurance. Consensus of the Board is they are okay with Mr.
53 Mensis setting up at the Train Depot.
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55 New Business

56 **Review Conservation Moose Plate grant application for Old** 57 **Meeting House Renovations**

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- 59 • Ms. Blaisdell noted that Paula Gulla completed the Moose Plate Grant
60 Application and the Grant now needs Board approval for submission, motion to
61 allow the Chairman to sign the necessary paperwork and signatures on the letter
62 of ownership for the Old Meetinghouse. Selectman Tombarello explained the
63 term "renovation" means the painting of the Old Meetinghouse. **MOTION:**
64 Selectman Nicolaisen moved to approve the submission of the 2012 grant for the
65 Old Meetinghouse Preservation Project. Selectman Tombarello seconded.
66 Motion passed unanimously. **MOTION:** Selectman Tombarello moved to allow
67 Chairman Steve Brown to sign the necessary paperwork. Selectwoman Copp
68 seconded. Motion passed unanimously. Chairman Brown signed the documents
69 this evening and Board members signed the letter of ownership for the Old
70 Meetinghouse. Ms. Blaisdell stated they are processing the first payment for this
71 project.
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75 **Review Request for Proposal (RFP) for handicap restroom in upper Town Hall**

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- 77 • Ms. Blaisdell stated after last weeks meeting she had the architect draw up a
78 Request for Proposal for the handicap restroom noting within this document
79 Board members need to make some decisions as to what they want done when it
80 comes to the "General Scope of Work". Ms. Blaisdell has a list of questions the
81 Board needs to make a decision on: 1. Flooring – ceramic tile, 2. Walls – ½
82 panel – ½ sheetrock [check fire code], 3. Windows – Okay with shutters, 4.
83 Ceiling – Okay with acoustical type ceiling tiles @ 8'-6" fire rated hung frames, 5.
84 Plumbing – Okay with extra faucet for custodian near the floor and 5. Lighting –
85 Add an emergency light in the bathroom. Ms. Blaisdell asked if a baby-changing
86 table could be installed. Consensus of the Board is yes. Selectman Tombarello
87 asked if the General Contractor would handle the entire project. Answer – yes.

88 Ms. Blaisdell asked if someone could look at the electrical box to make sure it
89 can handle the additional electrical items associated with this project. Ms.
90 Blaisdell will run the RFP by the Building Inspector and Plumbing Inspector.
91 Board members thanked Ms. Blaisdell and Ms. Gulla for their work on the RFP.
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94 **Appointment of new Recreation Commission members**

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- 96 • Ms. Blaisdell stated she has a letter from the Recreation Commission informing
97 the Board that at their April 4, 2012 meeting they voted to nominate Mike
98 Donovan and Hans Nicolaisen to fill two vacancies each for a three-year term.
99 **MOTION:** Selectman Tombarello moved to appoint Mike Donovan and Hans
100 Nicolaisen to the Recreation Commission for a three-year term expiring March of
101 2015. Selectwoman Copp seconded. Selectman Nicolaisen questioned three
102 selectmen being on the Commission. Chairman Brown stated he would be
103 resigning from the Commission as soon as there is a quorum. Four ayes [Copp,
104 Tombarello, Brown and Devine] and one abstention [Nicolaisen]. Motion passed.
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106 **Old Business**

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- 108 • Ms. Blaisdell brought to the Board's attention the legislative bulletin on the
109 meeting for House Bill 1223 regarding RSA 91A, 2a that will be held this
110 Thursday, April 12, 2012 at 1:15 P.M. Ms. Blaisdell read the summary of HB
111 1223 and explained Local Government Center does not necessarily support this
112 bill noting it is a solution but not the answer to the problem. Chairman Brown
113 pointed out that three selectmen who happen to meet socially is not a violation of
114 the law provided they are not making any decisions.
115
 - 116 • Ms. Blaisdell received a memo from Arthur Genualdo and Ron Dulong regarding
117 the irrigation system for Town Hall and Fire Station. They want to make the
118 Board aware that the irrigation system will be connected prior to the filtration
119 system so this could cause some staining to items the water comes in contact
120 with. Also, they will be digging a trench for the three pipes between the Fire
121 Station and Town Hall and suggested adding two additional pipes for an added
122 cost of \$500.00. The area for the irrigation system has been flagged. A rough
123 estimate for the irrigation system is \$1055.00 for the Town Hall and \$425.00 for
124 the Fire Station; this does not include the additional conduit.
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126 A backhoe will be needed to dig the trench and Mr. Genualdo feels his
127 equipment can do the job. A back flow prevention part is needed at a cost of
128 \$125.00. The new estimate if all the additional parts and work are done is
129 \$2,100-\$2,200.00. There was discussion about ways to make cuts in the cost.
130 Selectman Nicolaisen asked if the Fire Department has a maintenance budget
131 line where money could be taken from. Selectman Tombarello talked about

132 using the generator at the Fire Department to keep the Town Hall running and
133 how having that extra pipe would be worth the \$500.00. Selectman Devine
134 asked that the NH Department of Transportation be informed about this project
135 because it is in their right of way. Selectwoman Copp stated there is no
136 maintenance budget line in the Fire Department budget.
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- 138 • Ms. Blaisdell stated that the Town of Kingston is looking to get a better idea on
139 how many people will be attending the Area Selectmen's meeting on May 24,
140 2012 at 7:00 P.M. Any selectmen wishing to attend please let Ms. Blaisdell
141 know.

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143 Chairman Brown asked if a date has been set for the Budget Workshop in
144 Plaistow sponsored by Local Government Center. Selectwoman Copp stated
145 LGC needs twenty people signed up in order to schedule a workshop. Ms.
146 Blaisdell explained how she responds to this type of a workshop relative to
147 selectmen availability.
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149 **Correspondence**

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151 • Information about the issue on Lakeside Drive discussed earlier when Mr. Millard
152 was present. Ms. Blaisdell stated this is not a Town right of way. Selectman
153 Devine stated if it is a right of way it is the responsibility of the Town. Ms.
154 Blaisdell stated the right of way is to the water versus to the residence.
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- 156 • Letter from Vision informing the Town of changes to their web products that they
157 hope will help reduce costs. Ms. Blaisdell stated she has passed this along to
158 Scott Marsh and Mike Pelletier of Municipal Resources Inc. for their comments.
159

160 **Department Liaison Report**

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162 • Selectman Tombarello attend two meeting on Wednesday; Recreation – this was
163 his first Recreation Commission meeting and they appointed two new members.
164 A lot of activity is starting at the Recreation building. The Recreation Director
165 asked Selectman Tombarello to let the Town know that there is a Senior Health
166 Screening Fair at the West Running Brook Middle School on April 24, 2012 at
167 9:30 A.M. in Derry sponsored by Parkland Medical Center.
168

169 The Old Home Day Committee also met and Selectman Tombarello stated he is
170 not for moving the fireworks from Sandlots. Tim Rand will be meeting with Ed
171 Mensis about issues. Selectman Tombarello noted that the Committee is trying
172 to come up with new ways to improve the fair.
173

- 174 • Selectwoman Copp stated the quote for the Fire Department doors is for
175 materials, the fire fighters are doing the work and they will be getting additional
176 quotes.

177 **Non-Public Session under RSA 91A:3 II (a) Employee Matters and (e) Litigation**
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- 179 • **MOTION:** Selectman Tombarello moved to go into Non-Public Session per RSA
180 91-A:3 II (a) Employee Matters and (e) Litigation. Selectwoman Copp seconded.
181 Roll call: Copp – aye, Tombarello – ayes, Brown –aye, Nicolaisen – aye and
182 Devine – aye. Motion passed unanimously.

183 **MOTION:** Selectman Nicolaisen moved to come out of Non-Public Session.
184 Selectman Tombarello seconded. Motion passed unanimously.
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187 Chairman Brown announced while in Non-Public Session the Board agreed to
188 seal the Non-Public Session Minutes.
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192 **MOTION:** Chairman Brown adjourned the meeting at 9:25 P.M.
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194 Respectfully Submitted,
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198 Cynthia J. Robinson
199 Recording Secretary