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## Town of Sandown, NH Board of Selectmen Minutes

Meeting Date: Monday, July 2, 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), Lynne Blaisdell, Office Manager and Cynthia J. Robinson, Recording Secretary

Absent: Hans Nicolaisen (Nicolaisen) and James Devine (Devine)

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

- 20  
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- Board members reviewed the Minutes of June 18, 2012. **MOTION:** Selectman Tombarello moved to accept the Minutes of Monday, June 18, 2012 as written. Selectwoman Copp seconded. Motion passed unanimously.

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Board members reviewed the Non-Public Minutes of June 18, 2012. **MOTION:** Selectman Tombarello moved to accept the Non-Public Minutes of Monday, June 18, 2012 as written. Selectwoman Copp seconded. Motion passed unanimously.

### Public Comment and Announcements

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- Pamela Merrill-Solomon, Chairman of the Sandown Conservation Commission came before the Board to follow up on the conservation easement for the Fremont Road Town Forest that included the Samoisette and Quaranta properties. Ms. Merrill-Solomon stated that since that meeting the South East Land Trust who holds the easement has submitted a baseline documentation report, which needs the signature of the Board of Selectmen. This document will be recorded at the Registry of Deeds. Board members will initial each page and sign the document with a notary seal and return it to Ms. Merrill-Solomon.

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Ms. Merrill-Solomon discussed with the Board the Commission's desire to have Selectman Nicolaisen become a voting member of the Conservation Commission. Board members support the request but research has to be done

43 as to whether the Board of Selectmen can have an ex-officio on the Conservation  
44 Commission. Ms. Blaisdell will check with Local Government Center.  
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47 **Appointments**  
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49 **Paula Gulla, Selectmen's Office Assistant**

50 **Discussion regarding town website and request to consider Virtual Town Hall**  
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- 52 • Paula Gulla was present to discuss the need for a more qualified person to  
53 manage the Town's website. Ms. Gulla explained that she has no formal training  
54 on managing the website, it has just been hands on experience as she assisted  
55 the former Webmaster. Ms. Gulla expressed concern that if something major  
56 were to happen to the website she does not have the experience to correct it.  
57 Ms. Gulla asked the Board to consider looking into the possibility of utilizing the  
58 services of Virtual Town Hall, a vendor for municipal website design and  
59 maintenance or some other alternatives. Ms. Gulla went over the references she  
60 received from other towns that use this vendor and her understanding of what  
61 services they provide. Ms. Gulla asked the Board if they would be interested in  
62 viewing a presentation for Virtual Town Hall. Consensus of the Board is to have  
63 them come in and talk to the Board.  
64

65 Ms. Blaisdell asked the Board if they want her to look into other options  
66 [individual] that are available. Chairman Brown stated it would depend on  
67 whether this type of service has to go out to bid because of the cost but he would  
68 want to see the demonstration first. Ms. Gulla stated she would invite other Town  
69 departments to the presentation.  
70

71 **Old Business**  
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- 73 • Board members reviewed the approval of the application for temporary  
74 attachment to the utility poles belonging to Public Service of New Hampshire  
75 [PSNH] along NH Route 121A. Ms. Blaisdell stated she is still working on funding  
76 in order to purchase the flags and associated hardware. Ms. Blaisdell explained  
77 to the Board when the hardware and flags are installed the Town is to notify  
78 PSNH and they will come down and inspect them for compliance. Selectwoman  
79 Copp stated the Republican Committee has been actively raising funds to help  
80 defray the cost of this purchase.  
81
- 82 • Ms. Blaisdell stated that letters were sent out on June 28, 2012 to all residents  
83 who are non-compliant with the house numbering ordinance. Ms. Blaisdell went  
84 over the purpose for the house number and the placement requirements and  
85 recommended residents look at the placement of their house number both during  
86 the day and at night from the standpoint of first responders.

87 **Appointments** (cont)

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89 **Michelle Short, Town Clerk/Tax Collector**

90 **Review list of delinquent dog registrations and issuance of civil forfeitures**

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92
- 93 • Ms. Short was present to review with the Board the process she will be taking for  
94 delinquent dog registration. Ms. Short noted that she tries to call residents but  
95 because so many residents have dropped landlines and only use cell phones she  
96 has been unable to contact many of them. Ms. Short stated that fines will be  
97 assessed as of Thursday and those who are delinquent in registering their dogs  
98 will be turned over to the Police Department. Ms. Short presented the Board with  
99 the list of names and RSA. Ms. Short stated that registration could be done on  
100 line as of today noting in order to do this last year's registration is required.

101 **Police Chief Joseph Gordon and Health Officer, Ken Sherwood**  
102 **Discussion regarding recent rabies concerns**

- 103
- 104 • Chief Joseph Gordon came before the Board to discuss the two recent cases of  
105 rabies. Chief Gordon went over the process that must be followed when there is  
106 a confirmed case of rabies. Chief Gordon encouraged residents to watch their  
107 domestic animals when it comes to their coming into contact with wild animals  
108 and to make sure their vaccinations are up to date. Ken Sherwood joined the  
109 meeting at this time. Mr. Sherwood stated he obtained website links regarding  
110 rabies and asked Ms. Gulla to put them on the Sandown website. There was  
111 discussion about how rabies is spread and the process used to test for rabies. If  
112 anyone suspects an animal has rabies they should contact the Animal Control  
113 Officer.

114  
115 **New Business**

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117 **Review bid proposals for fireworks display at Old Home Day**

- 118
- 119 • Ms. Blaisdell stated she had the Fire Chief review the fireworks proposals for  
120 compliance with safety requirements. The Fire Chief stated he has worked with  
121 both companies and his recommendation would be American Thunder Fireworks.  
122 There was Board discussion about public comments regarding last year's display  
123 by RS Fireworks. The Board discussed the proposed display by both companies  
124 and the cost. **MOTION:** Selectwoman Copp moved to accept the bid of  
125 \$4,500.00 from American Thunder Fireworks for the Old Home Day fireworks  
126 display scheduled for August 11, 2012. Selectman Tombarello seconded.  
127 Motion passed unanimously.

128  
129 **Correspondence**

- 131 • Board members reviewed the letter from Steve Keach regarding the Angle Pond  
132 Access Ways – Lakeside Drive issue. Ms. Blaisdell noted that Mr. Keach stated  
133 in the letter "...it is this writer's opinion that each of the three ways shown on Plan  
134 No. 1261, which provide access to Angle Pond from Lakeside Drive, are in fact  
135 private ways." Chairman Brown stated that based on this any issue with the  
136 access is not a Town issue; it is an issue among the landowners who have  
137 deeded rights. Ms. Blaisdell will send a letter to Mr. Millard.  
138
- 139 • Board members reviewed the letter from Waste Management regarding the .5%  
140 increase in the annual haul rate based on the Consumer Price Index for Urban  
141 Wage Earners and Clerical Workers.  
142
- 143 • Ms. Blaisdell went over the letter from NH Electric Cooperative [NHEC]  
144 explaining they will be upgrading their meters in the next several weeks. The  
145 upgrade will allow NHEC to read meters remotely and provide members with a  
146 powerful new tool to manage their energy use.  
147
- 148 • Ms. Blaisdell explained that the office received a call from an attorney regarding  
149 an order the Town had against a property where the Town received a judgment  
150 for attorney's fees and costs. The current buyer is trying to clear the title in order  
151 to close on the property. Attorney Gorrow sent an email that states the Town will  
152 be receiving a check in the amount of \$3,137.80 and the Town needs to sign a  
153 discharge for the fees. A corrected deed will be made out to clear the title. Ms.  
154 Blaisdell will place the discharge in the signature file.  
155
- 156 • Letter from legal counsel regarding scheduling orders for pending litigation.  
157
- 158 • Ms. Blaisdell stated a resident is requesting an extension on paying their taxes.  
159 Ms. Blaisdell stated she does not have any additional information except for the  
160 request. This will be discussed in Non-Public Session.  
161

### 162 **Department Liaison Report**

- 164 • Selectwoman Copp thanked Mike Devine for going into the swamp to rescue a  
165 dog and returning it to the family.  
166
- 167 • Selectman Tombarello noted the summer recreation program is up and running.  
168 The pipes in between the Town Hall and the Fire Station have been installed and  
169 the lawn in front of the Town Hall looks great.  
170 The fundraiser for the Food Pantry held by Ed Mencis raised \$734.00.  
171

### 172 **Non-Public Session under RSA 91A:3 II (a) Employee Matters**

174 • **MOTION:** Selectman Tombarello moved to go into Non-Public Session per RSA  
175 91-A:3 II (a) Employee Matters. Selectwoman Copp seconded. Roll call: Copp –  
176 aye, Tombarello – ayes, Brown –aye. Motion passed unanimously.

177  
178 **MOTION:** Selectman Tombarello moved to come out of Non-Public Session.  
179 Selectwoman Copp seconded. Motion passed unanimously.

180  
181 Chairman Brown announced while in Non-Public Session the Board voted to seal  
182 the Non-Public Session Minutes.

183  
184 Chairman Brown announced that while in Non-Public Session the Board voted to  
185 hire Meghan McLaughlin as a non-regular employee for the Recreation  
186 Department.

187  
188 **MOTION:** Chairman Brown adjourned the meeting at 8:50 P.M.

189  
190 Respectfully Submitted,

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194 Cynthia J. Robinson  
195 Recording Secretary