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

Meeting Date: Monday, September 17, 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

- There were no Minutes to review this week.

Public Comment and Announcements

- Selectwoman Copp attended the Granite State Communication Hometown Hero Open House on Saturday honoring Sandown resident Ed Mencis. Mr. Mencis spoke on volunteerism.
- Ms. Blaisdell announced the Hazardous Waster collection day will be held this Saturday, September 22, 2012 from 8:00 A.M. to noon in Brentwood.
- Selectwoman Copp announced the Sandown Republican Committee Fundraiser will be held on Saturday at the Kingston Fairway. There will be a raffle to raise funds for the purchase of flags for Main Street.

Correspondence

- Ms. Blaisdell noted the Progress Report for mosquito surveillance in the Town of Sandown. This report can be viewed on the Sandown website.

Old Business

- Ms. Blaisdell updated the Board on the Allied Clearwater quote for the annual water filtration system. Ms. Blaisdell explained that the air compressor no longer

44 works. It is the opinion of those people who are familiar with the system that the
45 air compressor was set to turn on whenever the pump called for water, so when
46 the irrigation system was running the air compressor would run constantly. Allied
47 Clearwater thinks this is a warranted item but will check to make sure. Ms.
48 Blaisdell stated that the remaining items, flow switch and labor make up the
49 remaining \$500.00. The installation of the switch will enable the compressor to
50 operate only when the system is calling for water not prior to the system where
51 the irrigation system is located. Also being installed is the pressurized tank that
52 prevents the sulfur smell from leaking out of the system. Consensus of the
53 Board is to put this cost in next year's budget.
54

55 **Further discussion regarding proposals received for 2013 Revaluation**

- 56
- 57 • Ms. Blaisdell provided the Board with an update on the answers to questions
58 they had regarding the 2013 revaluation. Ms. Blasdell noted she had included a
59 memorandum from 2009 where Municipal Resources, Inc. recommended the
60 Town of Sandown utilize the assessment values of an independent appraiser
61 who has indicated there could be an increase in property valuation. Chairman
62 Brown stated he wants to take advantage of any possibility of bring more tax
63 money into the Town. Because of questions Selectwoman Copp has regarding
64 the updated spreadsheet it was the consensus of the Board to have
65 Selectwoman Copp speak to Mr. Marsh directly and bring her findings to the
66 Board at a future meeting.
67

68 **Other**

- 69
- 70 • Ms. Blaisdell stated she has received a reference list from Mike Sullivan the
71 Board's choice for bidder on the handicapped restroom. Selectman Nicolaisen
72 will check the references.
73
- 74 • Ms. Blaisdell informed the Board at next week's meeting she will be going over
75 warrant articles for Town Meeting.
76
- 77 • Ms. Blaisdell informed the Board the Public Works Director is in need of a
78 general service door.
79

80 **Department Liaison Report**

- 81
- 82 • Selectwoman Copp noted that there is no change in membership on the Budget
83 Committee. They are currently working under an Acting Chairman.
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- 85 • Selectman Devine stated the Library is meeting this Thursday at 6:45 P.M.
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87 **New Business**

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Review request to use parking lot at train depot for fundraiser

- Ms. Blaisdell explained there is a request to use the train depot for a fundraiser for Coins for Cole to raise awareness for neuroblastoma. This would be a two day event [Saturday and Sunday] in September where they would put up a poster explaining the event and a canister for donations. Consensus of the Board is they have no problem with this request.

Discuss what projects to complete under Government Buildings in 2013

- Board members reviewed the list of projects listed under Governments Buildings. Chairman Brown read the list of additional items to be considered for 2013. Ms. Blaisdell read the projects for this year. Ms. Blaisdell stated what she wants from the Board tonight is which projects does the Board want to move forward with and how many quotes should she obtain. After discussion the following were projects the Board considered moving forward with: update electrical service and paint ceiling and walls in fire station. Selectman Tombarello will get a quote for cleaning carpet in the Planning Board and Town Clerk’s Offices. Quotes are to be obtained for the following: HVAC repair in Town Hall, clean duct work in Town Hall and fire extinguisher maintenance. Chief Tapley will obtain quotes for tables and chairs for the upper hall. Ms. Blaisdell stated the chairs that boards and committees use cost approximately \$150-\$200.00 each. There was discussion about adding money for the maintenance [painting] of the Old Meeting House into the annual budget. Selectman Nicolaisen will get a quote for the irrigation system for the library. Ms. Blaisdell will provide the Board with an updated list of projects at a future meeting.

Ms. Blaisdell asked about the basement work at the library. Selectman Nicolaisen stated to price this project you need a plan. Selectman Devine will ask the library what they want relative to the basement. Ms. Blaisdell stated the library isn’t asking for this, it was something pointed out by Local Government Center during a safety check. Chief Tapley stated the exit does not meet code. Selectwoman Copp asked for details on the monitored fire detection system for the Town Hall. Chief Tapley stated the system would be smoke detectors that would notify the fire department should a fire start somewhere in the building. Chief Tapley will obtain three quotes on the fire detection monitoring system. Chief Tapley stated he maybe able to get volunteers to paint the walls, but because of the ceiling height a professional should do it.

Appointments

**Review of 2013 Budget Proposals
Town Clerk/Tax Collector and Budget Committee**

132 • Town Clerk Acct. 4140.1 – Michelle Short was present for this discussion. Ms.
 133 Short passed out an updated spreadsheet showing the 2% pay increase.
 134 Selectwoman Copp asked Ms. Short if she has done her employee evaluations.
 135 Ms. Short stated yes she just has not turned them in. This budget is down –
 136 1.90%. **MOTION:** Selectman Nicolaisen moved Town Clerk Acct. 4140.1 with
 137 Gross Expenses of \$48,162.38, Revenue of \$934,974.38 and Net Expenses of -
 138 \$886,812.00 be recommended by the Board of Selectmen. Selectman Devine
 139 seconded. Motion passed unanimously.

140
 141 Tax Collector Acct. 4150.4 – Michelle Short was present for this discussion. This
 142 budget is down –1.90%. **MOTION:** Selectman Nicolaisen moved Tax Collector
 143 Acct. 4150.4 with Gross Expenses of \$59,180.09, Revenue of \$12,736,153.24
 144 and Net Expenses of -\$12,676,973.15 be recommended by the Board of
 145 Selectmen. Selectman Tombarello seconded. Selectwoman Copp asked about
 146 a pay increase correction on this account. Ms. Short stated she is not taking a
 147 pay increase this year. Motion passed unanimously.

148
 149 Budget Committee Acct. 4150.9 – Bruce Cleveland was present for this
 150 discussion. Mr. Cleveland presented the Board with a revised spreadsheet
 151 showing increases for the Recording Secretary, Supplies and Seminars.
 152 Selectwoman Copp explained because there are so many new members on the
 153 Budget Committee the meetings are longer due to new members having many
 154 questions for department heads. Mr. Cleveland stated the cost of seminars is up.
 155 There was an increase of 6.38%. **MOTION:** Selectman Nicolaisen moved
 156 Budget Committee Acct. 4150.9 with Gross Expenses of \$2,638.20, Revenue of
 157 \$0 and Net Expenses of \$2,638.20 be recommended by the Board of Selectmen.
 158 Selectman Devine seconded. Motion passed unanimously. Mr. Cleveland
 159 announced there is an opening on the Budget Committee. Anyone interested
 160 can contact Ms. Blaisdell in the Selectmen’s Office.

161
 162 **Kathleen McArdle, CASA**
 163 **Presentation of the Court Appointed Special Advocates (CASA) program**
 164

165 • Jerry Moriarty, Chairman of the Board with CASA of NH (Court Appointed
 166 Special Advocates) explained for the public the role of CASA plays in the court
 167 system in New Hampshire. CASA is a non-profit organization. Ms. Moriarty
 168 explained that all children are to be valued and protected and particularly
 169 defended. Ms. Moriarty explained how CASA recruits, trains and supervises
 170 volunteers to become advocates for abused and neglected children. Ms.
 171 Moriarty thanked Sandown for their contribution over the years and the
 172 opportunity tonight to inform residents of CASA’s existence.

173
 174 Selectwoman Copp asked about the distance volunteers have cover when
 175 advocating for children. Ms. Moriarty stated they try to match up clients with an

176 advocate near them. If anyone wishes to contact CASA they can go to their
177 website at casanh.org or call 603-626-4600.

178
179 Janelle Gaffe and Carl Diaz who are associated with CASA joined the meeting at
180 this time. Mr. Diaz spoke on his experience as a CASA volunteer.

181
182 **Gary Paradis, Plumbing Inspector and Fire Chief Tapley**
183 **Discussion regarding policy change for propane tank permits**
184

- 185 • Present for this discussion were: Gary Paradis, Plumbing Inspector and Fire
186 Chief Wilfred Tapley. Both individuals were present to talk to the Board about
187 requiring a permit for the installation of propane tanks because of a recent
188 incident. It was noted that Mr. Paradis does internal inspections for propane and
189 Chief Tapley would do the propane tank inspections. It was the consensus of the
190 Board a permit for the installation of propane tanks will be required effective
191 November 1, 2012. A letter will be sent to the propane companies that presently
192 do business in Sandown. Ms. Blaisdell asked about the permitting process. The
193 permitting process will be part of the current propane permit. Ms. Blaisdell stated
194 the Acting Building Inspector is on next week's agenda to discuss permitting
195 fees. Ms. Blaisdell will obtain permitting fee schedules from other towns.

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197 **MOTION:** Chairman Brown adjourned the meeting at 9:10 P.M.

198
199 Respectfully Submitted,

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202
203 Cynthia J. Robinson
204 Recording Secretary