

1 **Town of Sandown, NH**
2 **Board of Selectmen**
3 **Minutes**
4

5 Meeting Date: Monday, October 1, 2012

6 Type of Meeting: Regular meeting

7 Method of Notification: Public Posting – Two locations at Town Hall

8 Meeting Location: Sandown Town Hall

9 Present: Selectpersons: Brenda Copp (Copp), Tom Tombarello (Tombarello), Hans
10 Nicolaisen (Nicolaisen), James Devine (Devine), Lynne Blaisdell, Office Manager and
11 Cynthia J. Robinson, Recording Secretary

12 Absent: Stephen Brown (Brown)

13 Late to arrive:

14 Call to Order: Vice Chairman Tombarello called the meeting to order at 7:05 P.M.

15 Pledge of Allegiance
16

17 **Review of minutes of previous meetings**
18

- 19 • Board members reviewed the Minutes of September 17, 2012. **MOTION:**
20 Selectman Nicolaisen moved to accept the Minutes of September 17, 2012 as
21 written. Selectman Devine seconded. Motion passed unanimously.
22

23 **Public Comment and Announcements**
24

- 25 • Vice Chairman Tombarello wished his wife a Happy Anniversary.
26

27 **Appointments**
28

29 **Review of 2013 Budget Proposals**

30 **Highway Facility, Highway Operating, Sanitation Operating, Sanitation Site,
31 Sanitation Facility and Recycling**
32

- 33 • Highway Facility Acct. 4311.0 – Arthur Genualdo, Public Works Director was
34 present for the following discussions. Vice Chairman Tombarello asked Board
35 members if anyone had any questions. Selectwoman Copp noted the increase in
36 electricity in all of Mr. Genualdo's accounts. **MOTION:** Selectwoman Copp
37 moved Highway Facility Acct. 4311.0 with Gross Expenses of \$10,156.00,
38 Revenue of \$0 and Net Expenses of \$10,156.00 be recommended by the Board
39 of Selectmen. Selectman Nicolaisen seconded. Motion passed unanimously.
40

41 Highway Operating Acct. 4312.0 – Mr. Genualdo stated the budget has basically
42 remained the same. **MOTION:** Selectwoman Copp moved Highway Operating
43 Acct. 4312.0 with Gross Expenses of \$517,077.16, Revenue of \$350.00 and Net

44 Expenses of \$516,727.16 be recommended by the Board of Selectmen.
45 Selectman Devine seconded. Motion passed unanimously.

46
47 Sanitation Facility Acct. 4321.0 – The Board was presented an updated Profit
48 and Loss. **MOTION:** Selectwoman Copp moved Sanitation Facility Acct. 4321.0
49 with Gross Expenses of \$8,564.00, Revenue of \$1.00 and Net Expenses of
50 \$8,563.00 be recommended by the Board of Selectmen. Selectman Nicolaisen
51 seconded. Motion passed unanimously.

52
53 Sanitation Operating Acct. 4324.0 – Mr. Genualdo explained the change in the
54 Profit and Loss. Mr. Genualdo stated this account is down again this year
55 [-0.38%]. Selectwoman Copp noted payroll was down. Mr. Genualdo stated
56 there is a decrease in employees. Selectwoman Copp noted the decrease in the
57 budget. Vice Chairman Tombarello questioned revenue. Mr. Genualdo stated
58 he splits revenue between this account and Recycling. **MOTION:** Selectwoman
59 Copp moved Sanitation Operating Acct. 4324.0 with Gross Expenses of
60 \$343,669.16, Revenue of \$17,500.00 and Net Expenses of \$326,169.16 be
61 recommended by the Board of Selectmen. Selectman Devine. Motion passed
62 unanimously.

63
64 Sanitation Site Acct. 4325.0 – Mr. Genualdo stated he has decreased this
65 account by \$1,000.00 this year. **MOTION:** Selectwoman Copp moved
66 Sanitation Site Acct. 4325.0 with Gross Expenses of \$2,000.00, Revenue of
67 \$1.00 and Net Expenses of \$1,999.00 be recommended by the Board of
68 Selectmen. Selectman Nicolaisen seconded. Motion passed unanimously.

69
70 Recycling Acct. 4326.0 – Mr. Genualdo explained the changes in this account for
71 next year. **MOTION:** Selectwoman Copp moved Recycling Acct. 4326.0 with
72 Gross Expenses of \$49,125.00, Revenue of \$17,500.00 and Net Expenses of
73 \$31,625.00 be recommended by the Board of Selectmen. Motion passed
74 unanimously.

75
76 It was noted that all six of Mr. Genualdo's budgets were reduced. Selectwoman
77 Copp asked about the status of Wells Village Road. Ms. Blaisdell stated all
78 quarterly reports have been sent to the state. Mr. Genualdo informed the Board
79 he is leaving his plow rates the same and would like the Board's permission to
80 send out the letter. Majority of the Board is okay with his sending out the letter.
81 Selectman Nicolaisen abstained from this discussion.

82
83 **Review of 2013 Budget Proposal**
84 **Planning Board**

- 85
86 • Planning Bd Acct. 4191.1 – Mark Traeger, Planning Board Chairman was
87 present for this discussion. Selectman Nicolaisen noted the decrease in the

88 Payroll line. **MOTION:** Selectwoman Copp moved Planning Board Acct. 4191.1
89 with Gross Expenses of \$25,797.15, Revenue of \$4,000.00 and Net Expenses of
90 \$21,797.15 be recommended by the Board of Selectmen. Selectman Devine
91 seconded. Motion passed unanimously.
92

93 **Review of 2013 Budget Proposals**
94 **Elections & Registration – Moderator 4140.3**
95

- 96 • Elec & Reg Acct. 4140.3 (Moderator) – Ms. Blaisdell announced the Town is still
97 seeking to fill the Moderator position. Ms. Blaisdell stated she worked with the
98 Town Clerk to develop this budget, which is based on the number of elections
99 taking place next year. Ms. Blaisdell noted the budget is down because there is
100 only one election and Deliberative Session next year. Ms. Blaisdell stated she
101 has budgeted for the purchase of two voting machine cards. **MOTION:**
102 Selectwoman Copp moved Elec & Reg Acct. 4140.3 (Moderator) with Gross
103 Expenses of \$5,275.00, Revenue of \$0 and Net Expenses of \$5,275.00 be
104 recommended by the Board of Selectmen. Selectman Nicolaisen seconded.
105 Motion passed unanimously.
106

107 **Sandown Republican Committee**
108 **Discussion regarding Town flags**
109

- 110 • Present for this discussion were: Ed Mencis, Biz Corrow and Bob Nickerson all
111 members of the Sandown Republican Committee. Biz Corrow on behalf of the
112 Sandown Republican Committee presented the Board of Selectmen with funds
113 they raised to pay for the flags that will be placed along Main Street in Sandown.
114 Mr. Corrow noted there was a donation of \$150.00 from Philips Pond Association
115 and that the cost of the flags was \$831.22, a reduction from the original price
116 estimate. Mr. Corrow stated the Committee had previously presented the Town
117 with a check for \$225.17 and are here tonight to present the Town with a check
118 for the remaining \$606.05. Mr. Corrow asked that the \$150.00 donation be used
119 for future maintenance of the flags. Vice Chairman Tombarello asked if the flags
120 were made in the United States and Mr. Corrow confirmed that they were.
121

122 Members of the Committee thanked everyone who donated to this fund via the
123 buckets placed around Town, the sale of flag pins, and the golf tournament.
124 Selectwoman Copp thanked the Republican Committee for their hard work on
125 this project and a special thanks to Mr. Mencis. **MOTION:** Selectwoman Copp
126 moved the Town of Sandown accept a check in the amount of \$606.05 from the
127 Sandown Republican Committee for the purchase of flags for Main Street.
128 Selectman Nicolaisen seconded. Motion passed unanimously.
129

130 **Non-Public Session under RSA 91-A:3 II (d) Property**
131

- 132 • Vice Chairman Tombarello moved to go into Non-Public Session per RSA 91-A:3
133 II (d) Property. Selectwoman Copp seconded. Roll call: Copp –aye, Tombarello
134 – aye, Nicolaisen – aye and Devine – aye. Motion passed unanimously.
135
136 • Selectman Nicolaisen moved to come out of Non-Public Session. Vice Chairman
137 Tombarello seconded. Motion passed unanimously.
138
139 • Vice Chairman Tombarello announced while in Non-Public Session the Board
140 voted to seal the Minutes.
141

142 **Correspondence**

- 143
144 • Ms. Blaisdell noted the letter from Primex [current workers comp and
145 unemployment provider] who is providing information on current coverage
146 programs and competitive quotes. Ms. Blaisdell stated the Town is currently
147 locked into a multi-year plan. Board to review this information.
148
149 • Ms. Blaisdell stated the Cable Committee are moving forward with the new cable
150 contract and would like permission to speak with legal counsel to help review the
151 contract. Ms. Blaisdell noted the legal line is over budget at this time.
152 Selectwoman Copp questioned whether the Town will be involved in the
153 negotiation process where Cable is no longer part of the Town budget. Ms.
154 Blaisdell stated she thought the Town would be involved as Cable is still a Town
155 committee other than their budget. Selectwoman Copp also noted that another
156 attorney was mentioned who is familiar with this type of a contact and the steps
157 involved. Selectwoman Copp stated she thought Cable was planning on paying
158 the legal fees out of their franchise budget they were just wondering if the Town's
159 legal counsel could give them a discounted rate. Selectman Nicolaisen
160 suggested Cable wait until the first of the year. Ms. Blaisdell will check to see if
161 they are going to pay legal fees out of their budget in which case they could start
162 now. Ms. Blaisdell will look into this and bring the answer to the next meeting.
163
164 • Email from Jeanne Samms at NH Department of Revenue Administration, she
165 needs the impact fee figure being sent to Timberlane School District to set tax
166 rate. Ms. Blaisdell asked the Board to meet next week, as time is limited.
167 Consensus of the Board is to meet on Tuesday, October 9, 2012 at 6:00 P.M.
168 downstairs.
169

170 **New Business**

171 **Review of bids received for 2001 Ford F-450 dump truck**

- 172
173
174 • Vice Chairman Tombarello opened the one bid submitted for the Town of
175 Sandown 2001 Ford F-450 dump truck. The one bid came from Patrick Donnelly

176 of Irish Pride Landscaping in the amount of \$500.00. Selectman Nicolaisen
177 stated he would be abstaining from any discussion or vote on this agenda item.
178 Ms. Blaisdell stated the bid process allows the Board to reject any/all bids. Vice
179 Chairman Tombarello informed Arthur Genuardo, Public Works Director of the
180 one bid and the amount. Mr. Genuardo did not feel this was a good bid and
181 asked to have it re-bid. Mr. Genuardo feels he can get more as scrap metal and
182 will look into this. Selectwoman Copp would like to know the answer to the scrap
183 metal question before spending money on a re-bid. Ms. Blaisdell will contact Mr.
184 Connelly of the Board's decision.

185
186 **Discussion regarding proposed warrant articles for 2013**
187

- 188 • Ms. Blaisdell stated she has presented the Board with a list of potential warrant
189 articles that she would like the Board to go through to determine whether they do
190 or do not want them moved forward:
191
 - 192 □ Put mosquito control out to bid – yes.
 - 193
 - 194 □ Warrant article to separate Building Inspector/Code Enforcement Officer
195 positions - yes. Ms. Blaisdell cautioned the Board on the wording of this
196 warrant article.
 - 197
 - 198 □ Warrant article for a time restriction ordinance for construction – yes.
199 Selectman Tombarello will look into what other towns have.
 - 200
 - 201 □ Amend House Numbering Ordinance to be more specific – yes.
 - 202
 - 203 □ Warrant article for lawn at library – yes. Consensus was the lawn and
204 irrigation system should be done at the same time.
 - 205
 - 206 □ Warrant article for capital reserve fund for fire equipment – yes.
207 Selectwoman Copp will speak to Chief Tapley who is working on the
208 amount.
 - 209
 - 210 □ Warrant article to increase fire works display by \$500.00 – No.
 - 211
 - 212 □ Warrant article to create a capital reserve for future revaluations – yes.
 - 213
 - 214 □ Warrant article for a new pickup truck for Highway Department – Yes.
215 Arthur Genuardo working on getting a quote.
 - 216
 - 217 □ Put in the 2013 budget for a statistical update with Vision - yes.
 - 218
 - 219 □ Re-bid the Property Liability Trust insurance – yes.

- 220
- 221 □ Warrant article or budget for website designer – hold. Consensus of the
- 222 Board is to put this in the budget.
- 223
- 224 □ Additional funds in the already existing capital reserve fund for the police
- 225 station – yes [\$176,000.00]. Chief Gordon would like a warrant article for
- 226 the balance, Chief Gordon to work on this figure.
- 227
- 228 □ Does the Board want to add to the plowing expendable trust fund? Ms.
- 229 Blaisdell will look into the process for this.
- 230
- 231 □ Warrant article for fire detection system – yes. Ms. Blaisdell will work on
- 232 getting numbers.
- 233
- 234 □ Warrant article for egress for library basement – yes. Request is for a
- 235 “dog house” design. Ms. Blaisdell will work on getting numbers.
- 236
- 237 □ Does the Board want a warrant article asking the legislative body to
- 238 authorize the Selectmen to add the tax impact of a warrant articles in
- 239 future years – yes. Ms. Blaisdell is working on questions she still has on
- 240 this new law.
- 241

242 **Discuss next step in hiring process for Building Department**

- 243
- 244 • Consensus of the Board is to wait for a full Board to discuss this process.
- 245

246 **Old Business**

247

248 **Further discussion regarding House Number Ordinance**

- 249
- 250 • Ms. Blaisdell presented the Board with a list of lots that show non-compliance
- 251 with the House Numbering Ordinance. Ms. Blaisdell pointed out that several of
- 252 these lots are vacant. Board members reviewed the draft letter. There are still
- 253 many questions to be answered regarding this project. Ms. Blaisdell will check
- 254 into what authority the Town has to enforce the issue of fines and the process.
- 255

256 **Department Liaison Report**

- 257
- 258 • Selectman Devine stated library is looking to have the exit from the basement
- 259 reconstructed utilizing the “dog house” design.
- 260
- 261 • Vice Chairman Tombarello spoke about the Spooky Walk on Saturday, October
- 262 20, 2012 [rain date October 27th] at the Sandown Town Forest sponsored by
- 263 Boy Scout Troop 268. Tickets \$5.00. Also the Elder Affairs Committee is

264 sponsoring a Ham & Bean Supper at the Recreation Building on October 13,
265 2012. Check the Town's website for specifics.

266

267 **Non-Public Session under RSA 91A:3 II (a) Employee Matter**

268

- 269 • **MOTION:** Vice Chairman Tombarello moved to go into Non-Public Session per
270 RSA 91-A:3 II (a) Employee Matters. Selectwoman Copp seconded. Roll call:
271 Copp – aye, Tombarello – ayes, Nicolaisen - aye and Devine – aye. Motion
272 passed unanimously.

273

274 **MOTION:** Vice Chairman Tombarello moved to come out of Non-Public Session.
275 Selectman Nicolaisen seconded. Motion passed unanimously.

276

277 Vice Chairman Tombarello announced while in Non-Public Session the Board
278 voted to seal the Non-Public Session Minutes.

279

280 **MOTION:** Vice Chairman Tombarello adjourned the meeting at 9:55 P.M.

281

282

Respectfully Submitted,

283

284

285

286

Cynthia J. Robinson
Recording Secretary

287