

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

5 Meeting Date: Monday, November 19, 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), Stephen
10 Brown (Brown), Hans Nicolaisen (Nicolaisen), James Devine (Devine), Lynne Blaisdell,
11 Office Manager and Cynthia J. Robinson, Recording Secretary

12 Absent:

13 Late to arrive:

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

15 Pledge of Allegiance
16

17 **Review of minutes of previous meetings**
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- 19 • Board members reviewed the minutes of October 22, 2012. **MOTION:**
20 Selectmen Nicolaisen moved to accept the October 22, 2012 minutes as written.
21 Selectwoman Copp seconded. Motion passed unanimously.
22

23 Board members reviewed the minutes of November 1, 2012. **MOTION:**
24 Selectwoman Copp moved to accept the minutes of November 1, 2012 as
25 written. Selectman Nicolaisen seconded. Four ayes [Copp, Brown, Nicolaisen
26 and Devine] and one abstention [Tombarello]. Motion passed.
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28 Board members reviewed the minutes of November 5, 2012. **MOTION:**
29 Selectman Tombarello moved to accept the minutes of November 5, 2012 as
30 written. Selectman Nicolaisen seconded. Four ayes [Tombarello, Brown,
31 Nicolaisen and Devine] and one abstention [Copp,]. Motion passed.
32

33 Board members reviewed the minutes of November 8., 2012. **MOTION:**
34 Selectman Tombarello moved to accept the minutes of November 8, 2012 as
35 written. Selectman Nicolaisen seconded. Four ayes [Copp, Tombarello, Brown
36 and Nicolaisen] and one abstention [Devine,]. Motion passed.
37

38 Board members reviewed the first set of non-public minutes for November 1,
39 2012. **MOTION:** Selectwoman Copp moved to accept the non-public minutes
40 for November 1, 2012 as written. Selectman Nicolaisen seconded. Four ayes
41 [Copp, Brown, Nicolaisen and Devine] and one abstention [Tombarello]. Motion
42 passed.
43

44 Board members reviewed the second set of non-public minutes for November 1,
45 2012. **MOTION:** Selectwoman Copp moved to accept the non-public minutes
46 for November 1, 2012 as written. Selectman Devine seconded. Four ayes
47 [Copp, Brown, Nicolaisen and Devine] and one abstention [Tombarello]. Motion
48 passed.

49
50 Board members reviewed the non-public minutes for October 22, 2012.
51 **MOTION:** Selectman Tombarello moved to accept the non-public minutes for
52 October 22, 2012 as written. Selectman Nicolaisen seconded. Four ayes [Copp,
53 Tombarello, Brown and Nicolaisen] and one abstention [Devine]. Motion passed.

54 **Public Comment and Announcements**

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56
- 57 • Sue Reynolds from the Sandown Baseball and Softball League announced the
58 dates and time for registration. Fees are to be paid at the time of registration and
59 when registering for the first time please bring in a birth certificate. Registration
60 will take place in the lower hall at the Sandown Town Hall on the following dates:

61
62 December 6, 2012 from 6:00 – 8:00 P.M.

63 December 8, 2012 from 9:00 – 1:00 P.M.

64 January 10, 2013 from 6:00 – 8:00 P.M.

65 January 12, 2013 from 9:00 – 1:00 P.M.

66 **Appointments**

67 68 **Review of 2013 Budget Proposal** 69 **Rescue and Fire**

- 70
71
- 72 • Fire Acct. 4220.0 – Present for this discussion was: Chief Wilfred Tapley, John
73 Goldman, Brian Chevalier and Fred Teague. Chairman Brown noted that
74 Vehicle Maintenance & Repair is up. Selectwoman Copp noted several line
75 items are low based on past years expenditures. Chief Tapley stated they are
76 aware of this but at this time they do not want to change their numbers.
77 **MOTION:** Selectwoman Copp moved Fire Acct. 4220.0 with Gross Expenses of
78 \$133,923.60, Revenue of \$100.00 and Net Expenses of \$133,823.60 be
79 recommended by the Board of Selectmen. Selectman Tombarello seconded.
80 Four ayes [Copp, Tombarello, Brown and Nicolaisen] and one abstention
81 [Devine]. Motion passed.

82
83 Chairman Brown asked Chief Tapley how many fire fighters are on the force.
84 Chief Tapley stated there are 42 fire fighters, one life member, 20 are EMT's and
85 two of those are paramedics.
86

87 Brian Chevalier spoke about the grant that was approved for pagers and mobile
88 radios for the Fire Department. Chief Tapley noted that the radios purchased last
89 year were used as the Town's contribution towards the grant and all that is
90 needed now is the Board's signature. Ms. Blaisdell stated for this type of a grant
91 there needs to be a specific motion of acceptance. **MOTION:** Selectman
92 Tombarello moved to accept a grant from EMPG for three pagers and four
93 mobile radios with a 50% grant from the Town in the amount of \$2,989.00 for a
94 total cost of \$5,978.00. Selectwoman Copp seconded. Motion passed
95 unanimously.

96
97 Rescue Acct. 4215.0 – John Goldman noted two line items in this account have
98 to be amended. The New Equipment line needs to be changed to \$10,050.00 for
99 a floatation collar for the rescue basket and the Training line needs to be
100 changed to \$4,500.00 for additional advanced training. **MOTION:** Selectwoman
101 Copp moved Rescue Acct. 4215.0 with Gross Expenses of \$52,850.00, Revenue
102 of \$1.00 and Net Expenses of \$52,849.00 be recommended by the Board of
103 Selectmen. Selectman Tombarello seconded. Motion passed unanimously.

104
105 Selectwoman Copp asked Chief Tapley how many fire fighters are to be placed
106 on the life insurance plan. Chief Tapley was unsure so he will check and get
107 back to the Selectmen's Office with a number.

108
109 **Paula Agrella, Foy Insurance**
110 **Present health insurance renewal rates for 2013**
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- 112 • Paula Agrella of Foy Insurance was present. Ms. Agrella presented the Board
113 with a spreadsheet of health insurance benefits from Anthem Blue. Ms. Agrella
114 stated at the present time in the small group market there are only two carriers
115 available. After running the numbers Harvard Pilgrim was not competitive for the
116 Town. Ms. Agrella reviewed the current plan and the other options available
117 through Anthem Blue. The Board discussed the options available to handle the
118 10.45% increase in the current plan. A vision plan has been added to the plans
119 being presented tonight. Selectwoman Copp asked how many individuals used
120 the reimbursement account. Ms. Blaisdell did not know but she will find out.
121 Chairman Brown stated no decision has to be made tonight. Ms. Blaisdell will
122 get the information regarding the reimbursement account and place this on next
123 week's agenda for further discussion.

124
125 **Planning Board Member and Steve Keach, Keach - Nordstrum and Associates**
126 **Discuss request to accept Phillips Pond Drive as town road**
127

- 128 • Matt Russell of the Sandown Planning Board and Steve Keach was present for
129 this discussion. Mr. Keach gave an overview of the history of Phillips Pond Drive
130 noting the road is 100% complete with the exception of the fire access road

131 [Holmes], which has nothing to do with Phillips Pond Drive being accepted as a
132 Town road. Mr. Keach noted the Planning Board is holding bond money
133 [\$5,000.00] for the fire access road and is talking to legal counsel about the
134 status of said road. Mr. Keach stated this road services 25 homes. Chairman
135 Brown clarified that tonight's meeting is for the purpose of whether to accept or
136 not accept Philips Pond Road as a Town road noting if accepted this road will
137 receive the same benefits as other Town roads.

138
139 Selectwoman Copp asked if the \$5,000.00 would cover the cost of a cistern.
140 Answer – no. Selectwoman Copp then asked who would be responsible to install
141 the cistern if the legal issue at hand goes in favor of Mr. Holmes. Mr. Keach
142 stated the bond money is for a fire access road only not a cistern. Selectwoman
143 Copp asked if the Town accepts the road and legal action goes in Mr. Holmes
144 favor who is responsible for fire protection. Mr. Keach stated as a matter of law
145 the Fire Department has access to the source of water by using the driveway as
146 it exists today. Selectman Nicolaisen asked why an easement wasn't granted in
147 the beginning. Mr. Keach stated Mr. Holmes could not grant himself an
148 easement. **MOTION:** Selectman Nicolaisen moved to accept Phillips Pond
149 Drive as a Sandown town road. Selectman Devine seconded. Selectwoman
150 Copp asked if the Planning Board has heard from legal counsel on this matter.
151 Mr. Russell stated there has been some discussion between Mr. Holmes attorney
152 and the attorney for JH Chase, the current owner. Selectwoman Copp asked if
153 there is any documentation about the request for a fire road. Mr. Keach stated
154 yes in Planning Board minutes and in a letter from then Fire Chief Bassett. Four
155 ayes [Tombarello, Brown, Nicolaisen and Devine] and one nay [Copp]. Motion
156 passed.

157
158 **Arthur Genualdo, Public Works Director and Steve Keach,**
159 **Keach – Nordstrum Associates**
160 **Discussion regarding deteriorated culvert at Deer Run Road**

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- 162 • Arthur Genualdo, Public Works Director and Steve Keach were present for this
163 discussion. Mr. Genualdo stated while cleaning out culverts on Deer Run Road
164 he noted two 36 inch metal culverts had failed. Mr. Keach showed the Board the
165 plans for replacing the culverts that have been sent to NH Department of
166 Environmental Services for the wetland-crossing permit. Mr. Keach noted that if
167 these pipes collapse seven families would be stranded. The pipes will be
168 replaced like for like except for the material of the pipes and headwalls will be
169 pre-cast concrete. Mr. Genualdo asked Busby Construction for a price to do the
170 work and they came back with a price of \$56,000.00 using the same numbers as
171 the other work they are doing for the Town. Mr. Genualdo stated he has no
172 funds in his budget to do the work. Mr. Genualdo stated that Mr. Busby is willing
173 to do the work this year and bill the Town next year. Mr. Genualdo stated he
174 would use next years Block Grant money to pay the bill. Chairman Brown asked

175 if the town could pay for the work this way. Ms. Blaisdell was unsure but she will
176 look into the question. Ms. Blaisdell suggested amending this year's contract
177 with Busby to include this work. Chairman Brown asked if the Town gets the
178 okay to do the work when would it start. Mr. Genualdo stated within a week. Mr.
179 Genualdo stated he would close half the road at a time. Selectwoman Copp
180 asked Mr. Genualdo could he afford to lose that amount of money from the Block
181 Grant. Mr. Genualdo said he would have make due. **MOTION:** Chairman
182 Brown moved to amend the Busby Construction contract to include \$56,532.00 to
183 replace the two culverts under Deer Run Road pending financial advice.
184 Selectman Devine seconded. Motion passed unanimously.
185

186 New Business

187 **Announcement of 2012 Tax Rate**

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- 190 • Chairman Brown announced the new tax rate for 2012 is \$20.78 a .03% increase
191 from last year. Ms. Blaisdell stated tax bills would be going out on Wednesday
192 and is due back on December 27, 2012. Board members signed the Tax
193 Warrant.
194

195 **Review request to accept grant for pagers and mobile radios** 196 **for Fire Department**

- 197
- 198
- 199 • This was discussed under Review of 2013 Budget Proposals – Fire Acct. 4220.0.
200

201 **Review status of 2012 budget**

- 202
- 203 • Selectwoman Copp stated the proposed budget for next year is 35% below last
204 year but there are still nine other budgets to be reviewed.
205
- 206 • Ms. Blaisdell reminded the Board of their need to review the unexpended funds
207 accounts. Board members were unclear on the email from the auditors regarding
208 the utilization of funds for the bathrooms. Ms. Blaisdell stated the Energy
209 Committee would like to talk to the Board about funds to purchase insulation for
210 the Train Depot to try and save on fuel this winter. They will be coming before
211 the Board next week to discuss this. Ms. Blaisdell stated the Police Chief would
212 like to talk to the Board about a new purchase. Chief Joseph Gordon came
213 before the Board to explain a new records keeping system where Rockingham
214 County Sheriff's Department will be housing all records for the Sandown Police
215 Department. The Town currently utilizes IMC record system and pays \$5-
216 6,000/year. Chief Gordon noted that initially the new system would cost a little
217 more. Chief Gordon has a quote from Tri-Tech for \$8,387.50 to install. Chief
218 Gordon can utilize funds from a vacant position to cover the cost plus a few other

219 budget lines could be utilized if need be. Upkeep on a yearly basis would be
220 \$4,000/year and at the current time there are no fees to Rockingham County.
221 Selectwoman Copp explained the use of funds in the Police budget.
222 Selectwoman Copp asked if any of this could come out of the Police Detail
223 Account. Chief Gordon stated detail jobs are down and he would not want to use
224 that money for this project because with details jobs being reduced he may not
225 have enough money to purchase a cruiser next year. Chairman Brown asked
226 about the \$25,000.00 credit noted on the contract. Chief Gordon is not sure so
227 he will get more definite numbers for the Board on the installation of the records
228 system. Selectman Nicolaisen stated he supports the project if the money is
229 there. Consensus of the Board is they support the project being presented by
230 Chief Gordon.

231
232 **Non-Public Session under RSA 91A:3 II (a) Employee Matters and (e) Litigation**
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- 234 • **MOTION:** Selectman Tombarello moved to go into Non-Public Session per RSA
235 91-A:3 II (a) Employee Matters and (e) Litigation. Selectwoman Copp seconded.
236 Roll call: Copp – aye, Tombarello – ayes, Brown –aye, Nicolaisen and Devine –
237 aye. Motion passed unanimously.

238
239 **MOTION:** Selectman Nicolaisen moved to come out of Non-Public Session.
240 Selectman Devine seconded. Motion passed unanimously.

241
242 Chairman Brown announced while in Non-Public Session the Board agreed to
243 seal the Non-Public Session Minutes.

244
245 **Old Business**
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247 **Further discussion regarding short term, long term disability insurance and life**
248 **insurance quotes**

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250 • To be discussed next week.

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252 **Correspondence**
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- 254 • Ms. Blaisdell stated there was a request to use the lower level on Christmas Eve
255 for a family party with use of the kitchen. Consensus of the Board is they are
256 okay with the request provided the Police Department can open the doors.

- 257
258 • Letter from Sandown Fire and Rescue informing the Selectmen they have
259 nominated Paul D'Amore to be the interim Fire Engineer until the next election.
260 **MOTION:** Selectman Nicolaisen moved to appoint Paul D'Amore as the interim
261 Fire Engineer until the next election. Selectwoman Copp seconded. Motion
262 passed unanimously.

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- Letter from Department of Revenue Administration regarding the 2011 USPP Addendum Report for Town of Sandown. This is a report indicating that the addendum report submitted by the Town of Sandown is in fact compliant.
- Draft cover for Town Report. To be discussed on a future date.
- Letter from the Town of Hampstead regarding their energy vendor.
- Letter from the University of New Hampshire dance team looking for a donation.
- Email from American Thunder regarding fireworks for next year's display.

Department Liaison Report

- Selectman Nicolaisen Recreation budget is complete.
- Ms. Blaisdell stated the Town Hall will be closed on Thursday, November 22, 2012 for Thanksgiving and there are no changes in Transfer Station hours.

MOTION: Chairman Brown adjourned the meeting at 10:24 P.M.

Respectfully Submitted,

Cynthia J. Robinson
Recording Secretary