

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

5 Meeting Date: Monday, November 26, 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) and Cynthia J.

11 Robinson, Recording Secretary

12 Absent: Lynne Blaisdell, Office Manager

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**  
18

- 19 • There were no minutes to review this evening.  
20

21 **Public Comment and Announcements**  
22

- 23 • Ed Mencis, Health Officer. Mr. Mencis stated he had been to a seminar recently  
24 where they talked about arsenic in well water and the importance of testing water  
25 on a regular basis. Mr. Mencis will leave the information he has on well water  
26 testing and companies who performs the testing in the Selectmen's Office for  
27 residents who are interested. Residential water testing is not done by the Town.  
28

29 **Appointments**  
30

31 **Review of 2013 Budget Proposal**  
32 **Parks & Recreation, Summer Recreation and Recreation Building**  
33 **Operations**  
34

35 Parks & Recreation Acct. 4520.0 – Present for this discussion was: Ron Dulong,  
36 Chairman and Deb Brown, Recreation Director. Chairman Brown noted the  
37 proposed budget has Gross Expenses of \$85,477.41 an increase of 1.59% over  
38 last year. Board members reviewed the proposed budget and made no changes.

39 **MOTION:** Selectwoman Copp moved Parks & Recreation\_Acct. 4520.0 with  
40 Gross Expenses of \$85,477.41, Revenue of \$1.00 and Net Expenses of  
41 \$85,476.41 be recommended by the Board of Selectmen. Selectman Tombarello  
42 seconded. Motion passed unanimously.  
43

44 Summer & Special Rec. Programs Acct. 4520.1 – Chairman Brown noted there  
45 was an 18.52% increase in Expenses but a tremendous increase in Revenue,  
46 which offsets the Expenses. It was noted that the Net Expenses were down  
47 10.18%. Ms. Brown noted that attendance in the Summer Program was over  
48 150 children. Board members reviewed the proposed budget and no changes  
49 were made. **MOTION:** Selectman Tombarello moved Summer & Special Rec.  
50 Program Acct. 4520.1 with Gross Expenses of \$61,449.08, Revenue Summer  
51 Recreation of \$48,606.00, Revenue Special Programs of \$4,057.00 and Net  
52 Expenses of \$8,786.08 be recommended by the Board of Selectmen. Selectman  
53 Devine seconded. Motion passed unanimously.  
54

55 Rec. Building Operations Acct. 4520.2 – Chairman Brown noted that last year  
56 this account had Gross Expenses of \$15,432.00 and this year they are  
57 \$16,767.00 an increase of 8.65%. Chairman Brown noted that Revenue is up.  
58 Board members reviewed the budget and made no changes. Mr. Dulong  
59 explained the proposed maintenance program. Selectman Tombarello noted  
60 how frequently the building is being used. **MOTION:** Selectwoman Copp moved  
61 Rec. Building Operations Acct. 4520.2 with Gross Expenses of \$16,767.00,  
62 Revenue of \$3,495.00 and Net Expenses of \$13,272.00 be recommended by the  
63 Board of Selectmen. Selectman Tombarello seconded. Motion passed  
64 unanimously  
65

66 Ms. Brown announced there is a pick up basketball program for adults over the  
67 age of 30 years. Registration starts on December 4, 2012. The fee is \$10.00  
68 and the form is online. Ms. Brown left a contract for the Board's signature.  
69

70 **Further review of 2013 budget proposal for Electrical, Building Inspector,  
71 Plumbing and Health Officer Budgets**  
72

- 73 • This discussion was moved to next week.

74 **Amendment to Finance Director Account (new)**  
75

- 76  
77 • Finance Director Acct. 4150.1 – Selectwoman Copp noted that the Board  
78 approved this budget before a decision was made on what raises would be.  
79 Selectwoman Copp noted the change in the Payroll line for 39 weeks to \$23.96  
80 for a total Payroll line of \$50,152.40. **MOTION:** Selectwoman Copp moved  
81 Finance Acct. 4150.1 with Gross Expenses of \$51,947.40, Revenue of \$0 and  
82 Net Expenses of \$51,947.40 be recommended by the Board of Selectmen.  
83 Selectman Tombarello seconded. Chairman Brown noted the only change was  
84 the 2% pay increase. Motion passed unanimously.  
85

86 **Local Energy Committee Members**

87 **Discussion regarding proposed energy improvements for government buildings**

88 • Present for this discussion were: Brian Butler, Kevin Major, Bruce Cleveland and  
89 Ryan Patterson. Mr. Butler stated the Committee looked at the Town's energy  
90 usage as a whole and noted the Train Depot was the biggest user of energy.  
91 The Committee then looked at ways to conserve energy in this building. Mr.  
92 Butler stated they are working with the Historic Society on ways accomplish this  
93 [insulating attic space]. The Committee is recommending adding eight inches of  
94 insulation [spray foam] in the attic space at a cost of \$3,500.00. Some electrical  
95 and minor construction may need to be done in the attic space. Committee  
96 members spoke about the potential savings should they insulate given the cost of  
97 propane.

98  
99 Mr. Cleveland spoke about what can be done right now in order to save energy  
100 [15%]. Mr. Cleveland stated the Committee noted four things; 1) remove existing  
101 insulation utilizing volunteers, 2) do electrical work, 3) renovate the opening into  
102 the attic and 4) add eight inches of open cell insulation for a cost of \$3,500.00.  
103 Mr. Butler noted that Mr. Patterson is working on ways to save on the lighting at  
104 the Transfer Station. Police Chief Joseph Gordon has asked the Committee to  
105 look at the plans for the new police station for possibly energy saving changes.

106  
107 Mr. Butler asked if there was any money remaining in this year's budget to do the  
108 work now. Chairman Brown opened the discussion to Board members.  
109 Selectman Nicolaisen stated he doesn't believe the money is there to do the  
110 project this year but he supports the project. Mr. Butler listed the other projects  
111 in the Depot that need to be done [storm windows, seal cracks]. Mr. Cleveland  
112 asked if a line could be added to the Building Maintenance budget for energy  
113 improvements where funds would be added each year. Selectwoman Copp gave  
114 her reasons for not wanting money taken out of this year's budget but added she  
115 supports the Committee's endeavor. Chairman Brown asked the Board if they  
116 support taking money out of this year's budget or put in as a warrant article, four  
117 say yes [Tombarello, Brown, Nicolaisen and Devine] and one says no [Copp].  
118 Chairman Brown stated this would be discussed next week after the budget is  
119 looked at. Mr. Butler will get an estimate on insulating the attic space.

120  
121 Mr. Butler gave a Timber Cut Application to Chairman Brown to give to the  
122 Assessing Department.

123  
124 **Member of Historical Society**

125 **Discuss proposed future improvements of Train Depot Museum**

126  
127 • Present for this discussion was Bruce Robinson, President of the Historic  
128 Society. Mr. Robinson presented the Board with a building assessment of the  
129 Sandown Depot to be used as a tool for future maintenance. Board members  
130 reviewed the document. Mr. Robinson went over the document and explained

131 the Society's goal to bring the Depot to a story telling layout utilizing the historic  
132 artifacts they currently have and restoration of the interior decor.

133  
134 Mr. Robinson explained the long range plans for insulating the building [attic  
135 space] with fiberglass [\$500.00], applying for a grant for storm windows and  
136 repairing the doors and electrical work. Mr. Robinson also noted the exterior of  
137 the building needs to be painted. Selectman Nicolaisen asked about the cost  
138 savings of fiberglass versus spray foam and what did the Energy Committee  
139 have to say. Mr. Robinson stated the Board would have to ask the Energy  
140 Committee.

141  
142 Chairman Brown noted any work being done to the Depot must have the  
143 approval of the Board. Mr. Robinson agreed and stated that is why he is here  
144 tonight. Chairman Brown stated the Energy Committee would have to be asked  
145 for their thoughts on the fiberglass insulation.

146  
147 Mr. Robinson stated this summer they will begin the process of applying for  
148 grants. Mr. Robinson was reminded that grants usually have a Town share  
149 involved. Chairman Brown will check with Ms. Gulla regarding the grant  
150 applications. Mr. Robinson will be available to go with Board members to view  
151 the Depot.

152  
153 **Chief Joseph Gordon, Police Department**  
154 **Further discussion regarding software update for department and initial**  
155 **discussion regarding proposed police station**  
156

- 157 • Chief Joseph Gordon introduced Thomas Gallant to the Board. Mr. Gallant will  
158 be attending the Police Academy for full time employment. Mr. Gallant gave the  
159 Board a brief summary of his work experience. **MOTION:** Selectman  
160 Tombarello moved to hire as a police officer Thomas Gallant pending the results  
161 of his background check. Selectwoman Copp seconded. Motion passed  
162 unanimously.

163  
164 Chief Gordon stated the initial cost to Tri-Tech for the data storage software  
165 program is \$8,387.50. He has been able to get free training for a \$1,200.00  
166 savings resulting in a final cost of \$7,187.50. Chief Gordon stated according to  
167 Rockingham there are no hidden costs to them. In addition, there is a monthly  
168 cost of \$39.95/month [\$479.40 annually] for air cards for each cruiser [2]. Chief  
169 Gordon stated the police budget has the funds to cover these costs. There also  
170 needs to be hard wiring to the Fire Department, which Chief Tapley said he  
171 would take care of. Chief Gordon state there will be an annual cost of \$4,500.00,  
172 which he already has in his budget \$5,600.00. Chief Gordon would like to shift  
173 the savings to his Communication budget line to pay for the air cards. There will  
174 be no change in the Police Department budget for next year.

175 Chief Gordon stated this change will save time relative to documentation of  
176 incidents and the information will be stored at Rockingham Dispatch. Chief  
177 Gordon stated the IMC information would still be available in the office.

178 **MOTION:** Chairman Brown moved to take \$7,187.50 from the Police Payroll line  
179 to purchase and support the Tri-Tech software system and its connection to  
180 Rockingham County Dispatch. Selectman Tombarello seconded. Chief Gordon  
181 stated the only additional cost might be the connection points for the wireless  
182 cards and hard wiring to the Fire Department. Motion passed unanimously.

183 **MOTION:** Chairman Brown moved to take \$958.80 from the Police Payroll line  
184 for the support of the wireless air card transmitters. Selectman Tombarello  
185 seconded. Motion passed unanimously.

186  
187 Chief Gordon spoke to the Board about two (2) warrant articles attached to the  
188 new police station. One would be \$176,000.00 to be placed in the capital  
189 reserve fund and the second would be a buy out for the balance [less than  
190 \$300,000.00] of the construction costs. Chief Gordon noted that for an average  
191 home [\$250,000.00] the tax impact on \$176,000.00 would be \$73.32 and on  
192 \$300,000.00 it would be \$124.98.

193  
194 Chairman Brown asked how much remains to be collected if \$176,000.00 were to  
195 be collected. Chief Gordon stated on the new proposal \$450,000.00 because  
196 there has been an annual 3% increase on construction costs over the past four  
197 years. The new proposal cost is \$956,800.00 up from \$807,000.00 an increase  
198 of \$149,800.00 over four years. Chief Gordon is looking into ways to reduce the  
199 cost of construction. There was discussion about taking out the \$25,000.00 bond  
200 amount. Chief Gordon will return to the Board when he has a new construction  
201 cost number.

202  
203 **New Business**

- 204  
205 • There was no new business this evening.

206  
207 **Old Business**

208  
209 **Further discussion regarding health insurance, short term and long term**  
210 **disability insurance options for 2013**

- 211  
212 • Health Insurance – Selectwoman Copp went over the spreadsheet covering the  
213 various health insurance plans. After Board discussion it was the consensus of  
214 the Board to stay with the 10% employee contribution and go with the plan that  
215 increases the deductible by \$1,000.00 [\$3,000/\$6,000] with a 0% increase.  
216 **MOTION:** Selectwoman Copp moved that the Town accepts the Anthem HMO  
217 NE health benefits for 2013 with a 0% increase that would keep the total monthly  
218 premium at \$14,747.98 and keeps everything the same except increases the

219 deductible to \$3,000/\$6,000. Selectman Tombarello seconded. Motion passed  
220 unanimously. Selectwoman Copp will take the Board's decision to Ms. Blaisdell  
221 who will inform the Finance Director.  
222

223 Life Insurance –Selectwoman Copp explained the cost differences between the  
224 two policies [Boston Mutual & North American Benefits]. Board members  
225 reviewed the life insurance policies where there was a concern as to whether  
226 both policies offered the same coverage. **MOTION:** Selectwoman Copp moved  
227 to change the life insurance and short term and long term disability insurance to  
228 Boston Mutual for the quoted amount of \$33.80/month on the condition that the  
229 insurance coverage is the same. Selectman Devine seconded. Four ayes  
230 [Copp, Brown, Nicolaisen and Devine] and one abstention [Tombarello]. Motion  
231 passed.  
232

### 233 Correspondence

234

- 235 • Board members reviewed the letter from American Thunder Fireworks regarding  
236 reserving them for next year's Old Home Celebration. Board members  
237 discussed whether to put this expense out to bid. **MOTION:** Selectwoman Copp  
238 moved to contract with American Thunder Fireworks for Old Home Day.  
239 Chairman Brown seconded. Three ayes [Copp, Brown and Devine] and two  
240 nays [Tombarello and Nicolaisen]. Motion passed.  
241

### 242 Department Liaison Report

243

- 244 • Selectman Tombarello noted that tax bills have gone out and are due back  
245 December 27, 2012.  
246

247 Selectmen Tombarello stated he has met with the Senior Affairs Transportation  
248 Committee. The Committee will be meeting with Chief Phil Constantino of  
249 Atkinson regarding their senior affairs program.  
250

251 **MOTION:** Chairman Brown adjourned the meeting at 10:05 P.M.  
252

253 Respectfully Submitted,  
254

255  
256  
257 Cynthia J. Robinson  
258 Recording Secretary