

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

5 Meeting Date: Monday, January 7, 2013

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**
18

- 19 • Board members reviewed the minutes of December 10, 2012. Selectwoman
20 Copp pointed out in lines 93-94 it states she said "...asks Chief Gordon to get the
21 amount closer to \$200,000.00...". Selectwoman Copp stated there are two
22 things confused here; 1) she asked Chief Gordon to get some figures and cut to
23 the bare bones and bring it back with some numbers she could support and 2)
24 Selectwoman Copp asked Chief Gordon in the second warrant article to bring up
25 the \$176,000.00 to \$200,000.00 to take care of inflation. Selectwoman Copp
26 stated in line 114 she suggested changing the name of "...the line in the budget"
27 not remove it. **MOTION:** Selectwoman Copp moved to accept the December
28 10, 2012 minutes as amended. Selectman Devine seconded. Three ayes
29 [Copp, Brown and Devine] and two abstentions [Nicolaisen and Tombarello].
30 Motion passed.
31

32 Board members reviewed the minutes of December 17, 2012. **MOTION:**
33 Selectman Tombarello moved to accept the minutes of December 17, 2012 as
34 written. Selectwoman Copp seconded. Three ayes [Copp, Tombarello, and
35 Devine] and two abstentions [Brown and Nicolaisen]. Motion passed.
36

37 Board members reviewed the non-public minutes for December 10, 2012.
38 **MOTION:** Selectwoman Copp moved to accept the non-public minutes for
39 December 10, 2012 as written. Selectman Devine seconded. Three ayes [Copp,
40 Brown and Devine] and two abstentions [Tombarello and Nicolaisen]. Motion
41 passed.
42
43

44 **Public Comment and Announcements**

- 45
- 46 • Chairman Brown read a letter from Eleanor Bassett thanking everyone for their
47 volunteer work and donations during the Thanksgiving and Christmas Holidays.
48 Ms. Bassett also noted the generosity of people from outside the state.
49

50 **Appointments**

51 **Local Energy Committee Members**

52 **Discussion regarding proposed warrant article for Train Depot**

- 53
- 54 • Present for this discussion were: Brian Butler, Brice Cleveland, Roger Barczak
55 and Kevin Major. These individuals are here to ask the Board of Selectmen to
56 put forward a warrant article for the insulation of the Depot. Mr. Butler recapped
57 the Committee's meeting a couple weeks ago with the Board to discuss their plan
58 for insulating the Depot in an effort to reduce the cost of heating the building.
59 Selectwoman Copp supports the warrant article going to the voters, but she
60 noticed in their minutes the bids were lower than the \$3,500.00 being asked for in
61 the warrant article. Mr. Major stated the numbers in the minutes are just for
62 insulation, other items had to be taken into consideration thus bring the number
63 to \$3,500.00. Selectman Nicolaisen asked if they priced fiberglass insulation.
64 Mr. Butler stated no because the Committee decided on closed/open cell
65 insulation because it will seal the leaks as well. Chairman Brown read the
66 warrant article, as it would appear. Selectman Tombarello supports insulating
67 the building and noted if it isn't done this year he will be looking to shut down the
68 building next winter. **MOTION:** Selectman Tombarello moved Warrant Article W
69 be recommended by the Board of Selectmen. Selectman Nicolaisen seconded.
70 Roll call: Copp – nay, Tombarello – aye, Brown – aye, Nicolaisen – aye and
71 Devine aye. Motion passed. 4-1-0.
72
73

74 **Senior Affairs Transportation Committee**

75 **Discussion regarding request for disbursement**

- 76
- 77 • Present for this discussion were: Chief Joseph Gordon, Nelson Rheaume, Joan
78 Park, Kathleen Richardson and Lorraine Sieckarski. Chairman Brown asked if
79 the Committee was here regarding the need for \$200.00 to cover the cost of
80 background checks on drivers. Mr. Rheaume stated he is unsure why they were
81 asked to be here tonight. Ms. Blaisdell explained that the Board had decided
82 they didn't want any more money coming in to the Committee so this raised the
83 questions as to whether the Board wanted money going out. Mr. Rheaume
84 stated they have four drivers now and one pending.
85

86 Selectwoman Copp stated the last time the Committee was before the Board
87 they were asked to submit a plan showing where they were headed relative to

88 where telephone calls would be answered, where advertising takes place and the
89 process they will be utilized when a ride is requested. Ms. Richardson explained
90 in detail the process they will be using when a call comes in for a ride. Chief
91 Gordon stated the calls would not be going through dispatch. Chairman Brown
92 asked the Committee to leave a packet in the Selectmen's Office. Consensus of
93 the Board is they are okay with disbursing the funds for the background checks in
94 the amount of \$200.00.

95
96 Mr. Rheume asked the Board if they could start receiving donations again.
97 Advertising will take place in the newspaper and a brochure will be left in public
98 areas. Selectwoman Copp suggested waiting on the fundraising until the drivers
99 start in the event the program doesn't get off the ground. Selectman Nicolaisen
100 asked when the program would start. Mr. Rheume stated as soon as the
101 background checks come in. Selectmen Tombarello, Devine and Nicolaisen
102 support starting the fundraising again. **MOTION:** Selectman Devine moved to
103 allow the continuation of fundraising. Selectman Nicolaisen seconded. Four
104 ayes [Tombarello, Brown, Nicolaisen and Devine] and one nay [Copp]. Motion
105 passed.

106
107 Mr. Rheume asked the Board if they could have a mailbox in Town Hall for
108 security purposes or should they rent one at the Post Office. Ms. Blaisdell stated
109 she probably could come up with a mailbox downstairs in Town Hall. Chairman
110 Brown asked the Committee to inform the Board when they start giving rides.

111 **Review and numbering of proposed 2013 Warrant Articles**

- 112
113
114 • Present for this discussion was Paula Gulla. Board members went over the
115 warrant articles as presented tonight.

116
117 Warrant Article 1 – No change.

118
119 Warrant Article 2 – Need the number after the Budget Committee's hearing this
120 week.

121
122 Warrant Article B – Number has been changed to \$200,000.00 in order to catch
123 up with inflation. This will have an \$83.32 tax impact. Selectman Tombarello
124 concerned about the increase to \$200,000.00. **MOTION:** Selectman Nicolaisen
125 moved Warrant Article B be recommended by the Board of Selectmen.
126 Selectman Tombarello seconded. Roll call: Copp – aye, Tombarello – aye,
127 Brown – aye, Nicolaisen – aye and Devine – aye. Motion passed unanimously.
128 5-0-0

129
130 Warrant Article C – Chief Gordon handed out cost estimates and noted that
131 \$404,500 would start the police station project this year. Chairman Brown noted

132 how the warrant article is written with the large numbers having to be in the
133 beginning. Chief Gordon stated he would come up with a way to promote the
134 warrant article. Selectwoman Copp asked Chief Gordon if he removed the items
135 he stated he was going to remove to bring to a bare bones amount. Chief
136 Gordon stated after his research he removed what he said he would remove.
137 **MOTION:** Selectman Devine moved Warrant Article C be recommended by the
138 Board of Selectmen. Selectman Tombarello seconded. Roll call: Copp- aye,
139 Tombarello – aye, Brown – aye, Nicolaisen – aye and Devine – aye. Motion
140 passed unanimously. 5-0-0

141
142 Warrant Article D – Okay with the Board of Selectmen.

143
144 Warrant Article E – Okay with the Board of Selectmen.

145
146 Warrant Article F – Okay with the Board of Selectmen.

147
148 Warrant Article G – Okay with the Board of Selectmen. No change in figure.

149
150 Warrant Article H – The sum of \$324.12 is available to be placed in this warrant
151 article. **MOTION:** Selectwoman Copp moved Warrant Article H in the amount of
152 \$324.00 be recommended by the Board of Selectmen. Selectman Tombarello
153 seconded. Roll call: Copp – aye, Tombarello – aye, Brown – aye, Nicolaisen –
154 aye and Devine – aye. Motion passed unanimously. 5-0-0

155
156 Warrant Article I - Okay with the Board of Selectmen.

157
158 Warrant Article L – Okay with the Board of Selectmen.

159
160 Warrant Article O – Okay with the Board of Selectmen.

161
162 Warrant Article P – Okay with the Board of Selectmen.

163
164 Warrant Article Q – Ms. Gulla pointed out the “Fire Chief” was added to those
165 who could authorize payment. Consensus of the Board is they are okay with
166 adding the Fire Chief.

167
168 Warrant Article R - Okay with the Board of Selectmen.

169
170 Warrant Article S – Okay with the Board of Selectmen.

171
172 Warrant Article T – Okay with the Board of Selectmen.

173
174 Warrant Article U – Okay with the Board of Selectmen.

175

176 Warrant Article V –After reading the letter from legal counsel, Selectman
177 Tombarello asked to remove this warrant article. Consensus of the Board is to
178 take out Warrant Article V.

179
180 Warrant Article W – The warrant article was voted on during the discussion with
181 the Local Energy Committee earlier in the evening.

182
183 Petition Warrant Article – Chairman Brown read the petition from Family Promise
184 of Greater Rockingham County requesting \$5,000.00. Ms. Gulla pointed out that
185 the first two pages say Plaistow and the third says Sandown. The Sandown
186 page does not have enough signatures. Ms. Gulla went to legal counsel for
187 clarification. The Petition will have to go to Deliberative with Plaistow on the two
188 pages and someone will have to amend Plaistow to Sandown. Chairman Brown
189 stated this is a petition because the Board decided not to propose funding.

190 **MOTION:** Selectwoman Copp moved to recommend the Petition Warrant Article.
191 Selectman Devine seconded. Roll call: Copp –Nay, Tombarello – Nay, Brown –
192 Nay, Nicolaisen – Nay and Devine – Nay. Motion failed. 0-5-0

193

194 New Business

195

196 **Review request for appointment to Conservation Commission**

197

- 198 • **MOTION:** Selectman Tombarello moved to appoint Mary Poulin to the
199 Conservation Commission until March 2014. Selectwoman Copp seconded.
200 Motion passed unanimously.

201

202 **Set holiday schedule for 2013**

203

- 204 • Board members reviewed the holiday calendar for 2013. Chairman Brown asked
205 why the day after Thanksgiving is a holiday when the Town Hall is closed on
206 Friday. Ms. Blaisdell explained other employee's work on Friday and for those
207 who don't work on Friday it becomes a floater holiday. By doing this all
208 employees have the same number of holidays off. Consensus of the Board is
209 they are okay with the holiday schedule as proposed with the Town Hall closing
210 at noon on Christmas Eve and 4:00 P.M. on New Year's Eve.

211

212 **Food Pantry**

213

- 214 • Ms. Blaisdell explained that she has been cleaning out the cabinets in the kitchen
215 and would like the Board's permission to allow the Food Pantry to use the open
216 space for their stock that is currently being stored in the Town Clerk's Office.
217 Board members were okay with this request.

218

- 219 • Budget Hearing on Friday.

220 **Old Business**

221

222

Discuss ideas for office rearrangement

223

224 • Selectwoman Copp spoke with Ms. Blaisdell and Ms. Gulla about moving offices.
225 Ms. Blaisdell and Gulla would both like to move to the Planning/Building Office.
226 A work area for the selectmen would have to be created in the new office. Then
227 Planning, Building, Finance and Assessing will be in the other office with the
228 Building Inspector being at the window. Consensus of the Board is to try the new
229 arrangement. Ms. Blaisdell asked if she could ask the Highway Department to
230 help move the heavy objects. Consensus of the Board is they are okay with this
231 request.

232

233 • Ms. Blaisdell stated work has begun on the handicapped bathroom and it is
234 progressing well.

235

236 **Correspondence**

237

238 • Letter from Department of Revenue Administration (DRA) regarding the contract
239 for the Statistical Update for 2013. A revised contract was sent to DRA by
240 Municipal Resources Inc (MRI) but it should not effect the review.

241

242 • Letter from New Hampshire Municipal Association regarding the return of the
243 balance from the 28-a contribution in the amount of \$24.39.

244

245 • Letter from a resident requesting an appeals appointment with the Board of
246 Selectmen regarding their being notified they do not have a house number.
247 Chairman Brown recommended the site be reviewed before placing on the
248 agenda. Consensus of the Board is to have Code Enforcement take a look at the
249 sites before anyone comes in before the Board. Selectman Tombarello asked if
250 a letter goes out after being reviewed. Ms. Blaisdell stated this is a new process
251 and a letter will probably be in order.

252

253 • Local Government Center sent a list of Board actions.

254

255

256 **Department Liaison Report**

257

258 • Selectwoman Copp reminded everyone this Friday, January 11, 2013 starting at
259 6:30 is the final public hearing for the Budget Committee. Selectwoman Copp
260 asked the Board if she should be voting on the Budget Committee. Consensus
261 of the Board is Selectwoman Copp is a voting member on both this Board and
262 the Committee and should vote whichever way she feels is right.

263

- 264 • Selectman Tombarello commented on the hours of the Building Inspector and he
265 would like to amend those hours to be Monday 5:00 P.M. – 7:00 P.M. and
266 Thursday 3:00 P.M. – 4:00 P.M.

267
268 Selectman Tombarello commented on a letter in the newspaper pointing out how
269 Sandown's crossing guard pulled a child out of the way of a speeding car.
270 Selectman Tombarello thanked Connie Quevillon for her quick thinking.

271
272 **MOTION:** Chairman Brown adjourned the meeting at 9:05 P.M.

273
274 Respectfully Submitted,

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276
277
278 Cynthia J. Robinson
279 Recording Secretary