

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

Meeting Date: Monday, May 6, 2013  
Type of Meeting: Regular meeting  
Method of Notification: Public Posting – Two locations at Town Hall  
Meeting Location: Sandown Town Hall  
Present: Selectpersons: Terry Treanor (Treanor), Brenda Copp (Copp), Tom Tombarello (Tombarello), Hans Nicolaisen (Nicolaisen), James Devine (Devine), Lynne Blaisdell, Town Administrator and Cynthia J. Robinson, Recording Secretary  
Absent:  
Late to arrive:  
Call to Order: Chairman Tombarello called the meeting to order at 7:00 P.M.  
Pledge of Allegiance

**Review of minutes of previous meetings**

- Board members reviewed the minutes of April 22, 2013. Chairman Tombarello noted in line 11 the time should be 7:00 P.M. not 6:30 P.M. Selectwoman Copp noted in line 13 it states Chairman Nicolaisen, Chairman should be moved to line 14 as Selectman Tombarello is Chairman. **MOTION:** Selectwoman Copp moved to accept the minutes of April 22, 2013 as amended. Selectman Devine seconded. Motion passed unanimously.
- Board members reviewed the non-public minutes of April 22, 2013. **MOTION:** Selectman Nicolaisen moved to accept the non-public minutes of April 22, 2013 as written. Selectman Devine seconded. Motion passed unanimously.

**Public Comment**

- Kevin Major invited residents to the Memorial Day Parade and Services on Monday, May 27, 2013 at noon beginning at the Sandown Depot and will then proceed to the cemetery behind the library where the service will be held. Anyone interested in taking part in the parade and service should contact Lt. Col. (ret.) Kevin Major at 887-5442. Mr. Major invited a selectman to speak at the service. Chairman Tombarello will attend.

**Appointments**

**Recreation Commission members  
Discuss options for small purchases – credit/debit cards**

- 44 • Present for this discussion were Ron Dulong, Chairman of the Recreation  
45 Commission and Deb Brown, Recreation Director. Ms. Brown stated that  
46 Selectman Devine expressed his concern because she was purchasing items for  
47 the Town with her own money. Ms. Brown explained the process for using the  
48 Town's credit card and how inconvenient it is. Ms. Brown explained how the  
49 Recreation petty cash account is reimbursed by the revolving account (not the  
50 Town budget) so how funds are used is limited to recreation programs.  
51 Selectman Devine explained how he feels department heads should not be using  
52 their money to pay for items when they have a budget that to cover expenses.  
53 Selectman Devine went on to discuss how he feels, in this case, the employee  
54 should be able to use the Town's credit card.

55  
56 Ms. Brown explained past history on the use of the Town credit card and use of  
57 petty cash. Ms. Brown talked about obtaining use of the Town's debit card. Ms.  
58 Blaisdell explained that there is a limit of \$1,000.00 on the Town's debit card and  
59 she described what it is currently being used for. Selectwoman Copp questioned  
60 the process for getting access to the debit card and would this solve Ms. Brown's  
61 need for the card. Ms. Brown stated probably not because the office is closed  
62 when she might need the card. Ms. Blaisdell explained beside herself the Cable  
63 Committee has a card. Mr. Dulong suggested raising the amount on the debit  
64 card if an additional person is allowed to use the card to assure funds would be  
65 available.

66  
67 Those present discussed giving a debit card to Ms. Brown and whether to  
68 increase the limit. Consensus of the Board is to provide Ms. Brown with a debit  
69 card and not increase the amount at this time. **MOTION:** Selectman Nicolaisen  
70 moved to provide a Town debit card to the Recreation Director. Selectman  
71 Devine seconded. Motion passed unanimously.

72  
73 Ms. Brown gave a run down of the recreation programs that are going to be  
74 available to residents. Anyone interested can call the Recreation Department at  
75 887-1872 for details. Sign up for the summer recreation program has begun.

76  
77 Chairman Tombarello asked if the skate park is open. Ms. Brown stated yes and  
78 she added these repairs would be the last that are done to the skate park.

79  
80 **Other**

- 81  
82 • Ms. Blaisdell informed the public that the Sandown Town website is now up and  
83 running as of Monday, May 6, 2013. There has been no change in the website  
84 address it still remains [www.sandown.us](http://www.sandown.us). If anyone has questions or concerns  
85 they should contact the Selectmen's Office at 887-3646.

86  
87 **Non-public discussion under RSA 91A:3 II (b) Hiring**

- 88 • Present for this discussion were library trustees Carol Stafford, Louise Pajak,  
89 Tina Owens and Peter Stock. Ms. Pajak explained to the Board that she spoke  
90 with an attorney from Local Government Center (LGC) regarding a non-public  
91 session with the selectmen to discuss the hiring of a library director and  
92 according to the attorney hiring falls under the purview of the library not the  
93 selectmen. Ms. Pajak also cited RSA 202-A:11 Powers and Duties. Based on  
94 this information this discussion will not take place in non-public session.  
95

96 The discussion began with Selectman Nicolaisen raising the possibility of making  
97 the position of library director a part-time position noting he was told this was not  
98 up to the selectmen even though the funding was part of the Town budget.  
99 Selectwoman Copp pointed out it is the selectmen's bottom line budget. The  
100 trustees concurred. Selectwoman Copp asked if the position needed to be full-  
101 time. Ms. Pajak stated the Town supports a full-time position and proceeded to  
102 describe some of the responsibilities of the library director adding the Board's  
103 recommendation could be taken into consideration. Selectwoman Copp gave  
104 her opinion of where she feels libraries are headed in the future. Mr. Stock  
105 presented a chart showing the library's activities.  
106

#### 107 **Historical Society Members**

#### 108 **Discussion regarding use, repairs and renovations of the Train Museum**

- 109
- 110 • This discussion has been postponed to Monday, May 13, 2013. Selectwoman  
111 Copp noted the changes taking place at the Depot and reminded the Board of  
112 the advice given to the Town by a representative from the state historic registry  
113 when they looked at the Depot. Selectwoman Copp would like the Board to send  
114 a letter to the Sandown Historical Society requesting that no more changes be  
115 made until the Society meets with the Selectmen next week. Chairman  
116 Tombarello read the letter to Mr. Robinson. Board members signed the letter.  
117

#### 118 **New Business**

#### 119 **Review of 2013 1<sup>st</sup> issue tax warrant**

- 120
- 121
- 122 • Ms. Blaisdell explained to the Board the 1<sup>st</sup> issue tax warrant being presented by  
123 the Tax Collector Michelle Short noting tax bills will be going out on May 17, 2013  
124 and will be due July 1, 2013. Ms. Blaisdell will put the tax warrant in the  
125 signature file for members to sign.  
126

127 Selectwoman Copp left the meeting at this time.  
128

#### 129 **Other**

130

- 131 • Ms. Blaisdell explained the Notice of Tax Delinquencies and Unredeemed Tax  
132 Lien on Lot 15-009 for a timber tax issued to the Forestry Fund. Ms. Blaisdell  
133 noted the tax was paid but not the interest in the amount of \$7.50. Ms. Blaisdell  
134 noted that the Tax Collector cannot abate interest over \$5.00 so this is before the  
135 Board for a motion to abate the \$7.50 interest charge on Lot 15-009. **MOTION:**  
136 Selectman Nicolaisen moved to abate the \$7.50 interest on parcel 15-009.  
137 Selectman Devine seconded. Motion passed unanimously.  
138
- 139 • Ms. Blaisdell stated the Fire Chief acting as Fire Warden is asking the Board to  
140 nominate Paul D'Amore as Deputy Fire Warden. Ms. Blaisdell stated that the  
141 Fire Chief has signed off on this recommendation. **MOTION:** Selectman  
142 Nicolaisen moved to nominate Paul D'Amore as Deputy Fire Warden for the  
143 Town of Sandown. Selectman Devine seconded. Motion passed unanimously.  
144 Selectman Devine gave a brief history on the success of the fire warden position  
145 in the State of New Hampshire.  
146

147 Selectwoman Copp returned to the meeting at this time.  
148

- 149 • Ms. Blaisdell explained that she had been approached by the Police Chief about  
150 a concern he has with the door at the main entrance to the police station. Ms.  
151 Blaisdell described the incident that happen as a result of the door not working as  
152 it should. Ms. Blaisdell had someone assess the door and she gave the results  
153 of this assessment to the Board along with cost estimates. There was discussion  
154 about bringing this door up to handicapped accessibility standards. Consensus  
155 of the Board is to have Ms. Blaisdell price out the replacement of the entire door  
156 and then see if funds are available.  
157
- 158 • Ms. Blaisdell stated the Cub Scout leader is requesting a key to the Town Hall for  
159 meetings. **MOTION:** Selectman Devine moved to give Barbara Cail a key to the  
160 Town Hall. Selectman Nicolaisen seconded. Motion passed unanimously.  
161

### 162 Old Business

- 163
- 164 • Nothing this evening.
- 165

### 166 Correspondence

- 167
- 168 • Chairman Tombarello read the resignation letter of Samantha Borbone from the  
169 Conservation Commission. **MOTION:** Selectman Devine moved to accept the  
170 resignation of Samantha Borbone from the Conservation Commission.  
171 Selectman Nicolaisen seconded. Motion passed unanimously.  
172
  - 173 • Ms. Blaisdell noted the Wetlands Permit Application for Lot 005-003 on Walnut  
174 Hill.

- 175 • Letter from Pennichuck regarding estimated water rate increases.  
176  
177 • Letter from legal counsel regarding the scheduling stipulation for Town of Sandown v.  
178 Peter Holmes.  
179  
180 • Letter from legal counsel regarding the scheduling of the Status Conference for Town of  
181 Sandown v. Granite State Telephone Tax Abatement. Selectwoman Copp was  
182 reminded of this conference being held on May 28, 2013 at 1:30 P.M.  
183

184 **Department Liaison Report**

- 185  
186 • Selectman Devine noted that the Conservation and Recreation Commission cancelled  
187 their meetings.  
188  
189 • Chairman Tombarello stated the Zoning Board of Adjustment would meet on Thursday  
190 to give their decision on two cases they have before them.  
191  
192 • Selectwoman Copp stated the Cable Committee will be meeting on May 14, 2013 to  
193 discuss the new Comcast contract and what needs to go into it and then on June 28,  
194 2013 there will be a public meeting on the contract with Comcast representatives  
195 present.  
196  
197 There is still an opening on the Budget Committee as well as Cable Committee. Anyone  
198 interested should contact the Selectmen's Office.  
199  
200 • Selectman Treanor noted the problem with the door at the police station.  
201

202 **Non-Public Session**

- 203  
204 • **MOTION:** Selectwoman Copp moved to go into Non-Public Session per RSA 91A:3 II  
205 (c) Reputation and (a) Employee Matters. Selectman Nicolaisen seconded. Roll call:  
206 Treanor – aye, Copp – aye, Tombarello – aye, Nicolaisen – aye and Devine – aye.  
207 Motion passed unanimously.  
208  
209 **MOTION:** Selectman Nicolaisen moved to come out of Non-Public Session. Selectman  
210 Devine seconded. Motion passed unanimously.  
211  
212 Chairman Tombarello announced that while in Non-Public Session the Board voted to  
213 seal the minutes.  
214  
215 Chairman Tombarello adjourned the meeting at 8:38 P.M.  
216

217 Respectfully Submitted,

218  
219  
220  
221 Cynthia J. Robinson  
222 Recording Secretary