

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

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6 **Meeting Date: August 26, 2013**

7 **Type of Meeting: Regular Meeting**

8 **Method of Notification: Public Posting at Town Hall**

9 **Meeting Location: Town Hall**

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11 Vice Chairman Copp called the meeting to order at 7:00pm.

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13 **Members Present:** Selectwoman Copp, Selectman Devine, Selectman Treanor,
14 Selectman Nicolaisen

15 **Not Present:** Selectman Tombarello

16 **Recording Secretary:** Sue Reynolds

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18 Pledge of Allegiance was done.

19
20 Selectwoman Copp asked the Board to review the minutes of Monday, August
21 12, 2013. Selectwoman Copp said that line 145 should read the consensus of
22 the Board that the building will be closed as of November 1st..... and line 224
23 should read Sandown Round Up.....

24 **Motion by** Selectman Nicolaisen to accept the minutes August 12, 2013 as
25 amended.

26 **Seconded by** Selectman Treanor

27 **In Favor** Selectman Treanor, Selectwoman Copp, Selectman Nicolaisen.

28 **Abstain** Selectman Devine

29 **Motion passes 3-0-1**

33 **Public Comment**

34 Joseph McKinnon, 54 Cross Rd is concerned about the skateboarders on Main
35 St. He is asking if the skate park can be improved so the kids can use it.
36 Selectman Nicolaisen said the Recreation Department fixed it again not too
37 long ago and he doesn't believe they will be putting any more money into it.
38 He suggested that Joseph speak to the Recreation Committee in regards to
39 putting money in the budget for this purpose. Selectman Nicolaisen's feeling
40 is it won't be well received by the Recreation Committee as they have tried to
41 keep up with it. Selectwoman Copp stated the BOS will look into doing some
42 creative thinking in regards to this issue.

43
44 **Review of the Finance Director's Budget 4150.1**

45 Cheryl Eastman is presenting this budget. Selectman Nicolaisen asked about
46 the Mileage line and Cheryl said she feels what is in the budget now is
47 sufficient. Selectman Devine questioned the Payroll line from the last few
48 years and Selectwoman Copp explained that the pervious Finance Director
49 was in and out of the office very often due to personal issues and also the new
50 Finance Director was hired at a different rate. She also stated that the cost to
51 have MRI do the finances in the interim was at a much higher rate. Cheryl
52 shared with the BOS the new software proposal. Cheryl states she is currently
53 using Quick Books but would like to switch to a Fund Accounting System for
54 municipalities. She said that this will save on the number of checks written
55 and will also cut down on the amount of audit time. Cheryl also explained that
56 with the current system she would need to print 7 different reports and add
57 all the totals up to get an amount of what is in the account. With the new
58 software she only needs to run 1 report and get a figure without adding any
59 numbers together. Lynne Blaisdell reminded the BOS that in years pasts the
60 Town used the proposed software, BMSI, for tax collecting software and they
61 ran into a big problem with it. Cheryl agrees that BMSI is not the way to go for
62 tax collecting software but says that she has used the accounting software for
63 about 8 years and is very happy with it. Selectwoman Copp said that Cheryl
64 looked into a problem in the office and came up with a solution with this new
65 software.

66 **Motion by** Selectman Nicolaisen to accept the Finance Director's budget with
67 Gross Expenses of \$62,555.00, Revenue of \$0.00 and Net Expenses of
68 \$62,555.00.

69 **Seconded by** Selectman Treanor.

70 **In Favor** Selectman Devine, Selectman Nicolaisen, Selectwoman Copp,
71 Selectman Treanor.

72 ***Motion passed unanimously.***

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75 **Paul McKenney, Vision Government Solutions and Scott Marsh, MRI for**
76 **an update and status of statistical updated of properties.**

77 Scott Marsh refers to the memo that he provided to the BOS. He said that
78 according to all of the reviews they did with Visions work it was satisfactory
79 and there were no issues. He said after all reviews were completed the letters
80 were sent out to all taxpayers. The total property value in the town was
81 reduced by \$104,000,000.00, which is about 16%. Scott referred to the
82 breakdown that he provided to the BOS. Paul said they looked at 99 sales over
83 the past few years and said that overall values decreased about 16%. Total
84 property value for the Town is \$525,880,700.00. Paul stated there were 33
85 hearings (mostly residential) that took place on August 6th, 7th, 12th and 13th.
86 Once everything is approved the final notices are set to be mailed out on
87 August 28th. Scott said they are looking for the BOS to sign the valuation
88 paperwork so they can continue with their process. The Board agrees to sign
89 it.

90

91 **Review of the Election and Registration (Supervisors) 4140.2**

92 Rosemary Bruno, Diane Thompson and Joanne Bay are here to present the
93 budget. Rosemary said there is a typo under the stipend amount that should
94 be \$1,000.00 not \$1,100.00. The consensus of the Board is to drop the
95 Supervisors 1, 2 and 3 to \$1,000.00.

96 ***Motion by*** Selectman Nicolaisen to accept the Election and Registration
97 budget with Gross Expenses of \$3,735.00, Revenue of \$50.00 and Net
98 Expenses of \$3,675.00.

99 ***Seconded by*** Selectman Treanor.

100 ***In Favor*** Selectman Devine, Selectman Nicolaisen, Selectwoman Copp,
101 Selectman Treanor.

102 ***Motion passes unanimously.***

103

104 **Review of the Election and Registration (Moderator) 4140.3**

105 This budget is being presented by Nelson Rheaume. The amount for the Ballot
106 Clerk line should be 6 clerks at \$150.00 which is \$900.00 per election x 3
107 elections totaling \$2,700.00. The consensus of the Board is to change the
108 Ballot Clerk line to \$2,700.00. For the Ballots and Coding line the BOS agree to
109 leave it at \$4,000.00 until Nelson gets a price on coding of the machine. It is
110 the consensus of the BOS to change the Meals line to \$300.00. The BOS agree

111 to increase the Moderator line to \$1,000.00. The BOS agree to reduce the
112 Voting Machine line to \$200.00. Nelson will speak with Michelle Short in
113 regards to the actual amount needed. The BOS agreed to leave the Voting
114 Equipment line at \$200.00. Lynne said there are some items that need to be
115 purchased and she also recommends looking into the voting booth compliance
116 and maybe begin to change them out a few at a time. She said she would work
117 with Nelson to get figures and information on them.

118 **Motion by** Selectman Nicolaisen to accept the Election and Registration
119 (Moderator) account with Gross Expenses of \$8,450.00, Revenue of \$0.00 and
120 Net Expenses of \$8,450.00.

121 **Seconded by** Selectman Treanor

122 **In Favor** Selectman Devine, Selectman Nicolaisen, Selectwoman Copp,
123 Selectman Treanor.

124 **Motion passes unanimously.**

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126 **Paula Agrella from Foy Insurance to discuss possible change of the**
127 **anniversary date of health insurance**

128 Paula is speaking to the BOS in regards to changing the anniversary date to
129 December 1st. She explains that there will be a lot of changes coming up with
130 the new Affordable Care Act and could possibly increase premiums from 2-
131 6%. She said that Anthem BC has asked groups to change their renewal
132 anniversary date to December 1st because of the changes coming forward.
133 Paula stated this is non-binding and it gives the Towns 1 year of avoiding
134 premium increases and also keeping the same coverage under the new
135 Affordable Care Act. Paula explains that under the Affordable Care Act there
136 could be very limited networks as to where the employees can go to get
137 medical treatment. The BOS agree to sign the form for Paula.

138

139 **Motion by** Selectman Nicolaisen to accept the non-public minutes of August
140 12, 2013 as written.

141 **Seconded by** Selectman Treanor.

142 **In Favor** Selectman Nicolasien, Selectwoman Copp, Selectman Treanor.

143 **Abstain** Selectman Devine.

144 **Motion passed 3-0-1**

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147 **Review of the Assessing Account 4150.3**

148 Lynne Blaisdell said this was left at \$800.00 as it is a contracted amount.

149 Lynne said as for the Web Maintenance/Hosting line she called Vision to see if

150 what they are doing with the new software is ok. Vision said they are offering
151 the same service for the same amount of money. Lynne offered to have both
152 companies to come in and present what they offer. The Board also asked to
153 have the Planning Board and Conservation come as well. As far as the Vision
154 Annual Software Maintenance she said they told her there is no more than a
155 4% increase so Lynne increased that line by 4% until she knows for sure what
156 it will be.

157

158 **Motion by** Selectman Nicolaisen to accept the Assessing account with Gross
159 Expenses of \$82,152.00, Revenue of \$0.00 and Net Expenses of \$82,152.00.

160 **Seconded by** Selectman Devine.

161 **In Favor** Selectman Devine, Selectman Nicolaisen, Selectwoman Copp,
162 Selectman Treanor.

163 **Motion passes unanimously.**

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166 **Review of the Patriotic Purposes Account 4583.0**

167 Selectwoman Copp would like to increase the Fireworks line to \$5,000.00
168 from \$4,500.00 so we get more of a show. Selectman Nicolaisen feels the
169 show is good and it should be left at the \$4,500.00. Selectman Devine &
170 Treanor agree to leave it as is. Lynne spoke to Chief Tapley whom spoke to
171 American Thunder Fireworks and they said if we use a 4" shell instead of a 5"
172 shell we would get more of a show. Selectman Nicolaisen asked about the
173 Wreaths line and Lynne said the Mother's Club has been donating wreaths for
174 the doors but she will need to purchase new buntings this year.

175 **Motion by** Selectman Nicolaisen to accept the Patriotic Purposes account with
176 Gross Expenses of \$4,600.00, Revenue of \$0.00 and Net Expenses of \$4,600.00.

177 **Seconded by** Selectman Devine.

178 **In Favor** Selectman Devine, Selectman Nicolaisen, Selectwoman Copp,
179 Selectman Treanor.

180 **Motion passes unanimously.**

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183 **Curt Springer & Jimmy Beucler to discuss the proposed sign for walking** 184 **trails off Morrison Road.**

185 Jimmy explains they would like to discuss sign placement on Curt's property.
186 Jimmy said Curt has already purchased a sign in his aunt's name and Jimmy
187 would like to place his sign so it compliments Curt's. Jimmy is proposing
188 Curt's sign be placed 27 feet from the culdesac and his sign be placed 47 feet

189 from the culdesac. Lynne refers to the picture of both men standing where
190 they would like their signs to go. Selectwoman Copp asked if signs are usually
191 allowed to go on Town property. Mark Treager, from the audience, said this
192 would be the first time. Lynne asks who will maintain the signs once they are
193 up and Curt said he will maintain his sign and he stated that if the sign is not
194 maintained it can be removed. Selectwoman Copp said that Jimmy's sign has
195 parking limitations and she is afraid it won't be noticeable where he is
196 proposing to put it. Mark Treager said that he is in that area a lot and he
197 never sees more than 3 cars in that area at a time. The consensus of the Board
198 is the signs are ok to go where they are presented. Jimmy said he will add
199 something to his sign so the parking limitations are more visible.

200 **Motion by** Selectman Nicolaisen to put Curt Springer's sign on town property
201 27 feet from the culdesac to be maintained by the Springer family.

202 **Seconded by** Selectman Treanor.

203 **In Favor** Selectman Devine, Selectman Nicolaisen, Selectwoman Copp,
204 Selectman Treanor.

205 **Motion passes unanimously.**

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208 **Review of the Debt Expense – Principal account 4711.0**

209 Selectwoman Copp explained this is a contractual item for the Minton
210 property.

211 **Motion by** Selectman Nicolaisen to accept the Debt Expense (Principal
212 account) with Gross Expenses of \$50,000.00, Revenue of \$0.00 and Net
213 Expenses of \$50,000.00.

214 **Seconded by** Selectman Devine.

215 **In Favor** Selectman Devine, Selectman Nicolaisen, Selectwoman Copp,
216 Selectman Treanor.

217 **Motion passes unanimously.**

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219 **Review of the Debt Expense – Interest account 4721.0**

220 Selectwoman Copp stated this is contractual as well.

221 **Motion by** Selectman Nicolaisen to accept the Debt Expense (Interest account)
222 with Gross Expenses of \$33,900.00, Revenue of \$0.00 and Net Expenses of
223 \$33,900.00.

224 **Seconded by** Selectman Devine.

225 **In Favor** Selectman Devine, Selectman Nicolaisen, Selectwoman Copp,
226 Selectman Treanor.

227 **Motion passes unanimously.**

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Review of the Tan Note Account 4723.0

Selectwoman Copp explains that this is interest if a loan is needed for taxes at the end of the year.

Motion by Selectman Nicolaisen to accept the Tan Note account with Gross Expenses of \$8,000.00, Revenue of \$0.00 and Net Expenses of \$8,000.00.

Seconded by Selectman Devine.

In Favor Selectman Devine, Selectman Nicolaisen, Selectwoman Copp, Selectman Treanor.

Motion passes unanimously.

Review of the Street Light account 4316.0

Motion by Selectman Nicolaisen to accept the Street Light account with Gross expenses of \$4,200.00, Revenue of \$0.00 and Net Expenses of \$4,200.00.

Seconded by Selectman Devine.

In Favor Selectman Devine, Selectman Nicolaisen, Selectwoman Copp, Selectman Treanor.

Motion passes unanimously.

Letter to accept the donation of \$1,990.00 for the SSATP.

Motion by Selectman Nicolaisen to accept the donation of \$1,990.00 to the SSATP.

Seconded by Selectman Devine.

Selectman Nicolaisen said great job to the Committee for raising that money. Lynne asked the BOS to sign the approval of the acceptance.

Letter to accept the donation of \$450.00 from Playmates Learning Center to OHD Committee.

Selectwoman Copp read the letter from Linda Mehan requesting that the money raised from the play during OHD be donated to the OHD Committee for next year's events. Selectwoman Copp is concerned that the OHD is run with Town money from a Warrant Article and feels that if Revenue is collected it should go back to the General Fund and the amount of the Warrant Article should be reduced. Selectman Nicolaisen feels the donation should be above & beyond the \$6,000.00. Selectman Devine feels the \$400.00 should be incumbered for next year and the amount of the Warrant Article should be reduced by that amount. Lynne said the donation should be accepted to the Trust Fund that was created for donations. She said there is \$1,000.00 in the

267 OHD account at this time. Selectman Treanor said the OHD committee wanted
268 to spend all of the money in the account and he suggested not to if it is not
269 needed then next year they will reduce the Warrant Article by the amount
270 they have in the account. Selectwoman Copp is asking the BOS if they feel the
271 OHD committee should have the say as to where their donations go since the
272 Committee is run using Town money. Selectman Treanor and Selectman
273 Nicolaisen feel the donation is not Town money and should be used at their
274 discretion. Lynne explains that there are two funds for the OHD account.
275 There is an Expendable Trust Fund and also a Donation Fund. Lynne said
276 when the donation is accepted it will go into the Donation Fund. Lynne agrees
277 that the Warrant Article should be reduced by the amount of the donation
278 accepted.

279 **Motion by** Selectman Devine to accept the donation of \$400.00 to be used for
280 the OHD Committee to be deposited into the OHD Donation/Trust Fund.

281 **Seconded by** Selectman Treanor.

282 **In Favor** Selectman Devine, Selectman Nicolaisen, Selectman Treanor.

283 **Abstain** Selectwoman Copp.

284 **Motion passes 3-0-1**

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287 **Review of the agreements from the Historical Society/Train Depot**

288 Selectwoman Copp said that Maggie sent Paula information and she is asking
289 the Board's permission to review the information with Paula and get back to
290 the BOS. The Board agreed.

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292 **Quotes on salt from the Public Works Director**

293 Lynne said the Public Works Director received 2 quotes for the salt for next
294 year. She said the price per ton was reduced by \$25.00. Artie's
295 recommendation is to go with International Salt's quote, although there is a
296 slight difference in the price he likes working with International Salt and the
297 delivery schedule works well for him. The consensus of the Board is to accept
298 the quote from International Salt.

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300 Selectman Devine asked about being a voting member of the Conservation
301 Commission. Lynne said that the only way you can vote is if you are an ex-
302 officio not a liaison. Selectman Devine asked about being a Conservation
303 Commission member. Lynne said to have the Conservation Commission send
304 the BOS a letter requesting him as a member.

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306 **CORRESPONDENCE**

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Dredge and fill permit for a fire hydrant.

Lynne said this is information on the dredge and fill permit the Town filed. She said this is just informational and the Fire Chief is reviewing this. Selectman Nicolaisen said it looks like they are looking for someone to file for the CUP.

Letter in regards to Eagle Scout Ceremony

Selectwoman Copp said they received information about an Eagle Scout ceremony taking place Sunday, September 22, 2013 at 2pm to honor Ari Gregg for completing a handicapped ramp at the Chester library. Lynne asked the BOS to sign the attached letter as well. Selectwoman Copp and Selectman Treanor said they will attend. Selectman Nicolaisen said he will also attend if he is available.

Update on spraying for mosquitos

Selectman Copp referred to the letter stating they are still spraying in town for the mosquitos.

Letter in regards to Eagle Scout Ceremony

Selectwoman Copp said they received a letter in regards to an Eagle Scout ceremony taking place Sunday, October, 20th to honor Michael Blache from Troop 13 out of Pepperell, MA. The Board plans to send a letter of congratulations to Michael.

Letter from Rockingham Planning Commission

Selectwoman Copp said the letter is to make the BOS aware of what is happening with the MS4 form.

Letter in regards to the Festival of Trees

Selectwoman Copp said the Festival of Trees event will be held Saturday, September 7th from 12 – 6pm in Methuen. If there are BOS members that are interested in attending let Lynne know.

345 **LIASIAN REPORT**

346 Lynne stated the Police Department door is fixed and the Highway door is
347 done or close to being done. She also said the library egress is will begin very
348 soon as well.

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350 Selectman Nicolaisen said he went to the Planning Board meeting in regards
351 to the fire pond and there is a conditional approval for a 5 lot sub division on
352 Chase Rd. and Long Hill Rd. for the Morrisons.

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354 Selectwoman Copp said they will be going into non-public session and when
355 that is finished they will be going home.

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358 **Motion by** Selectman Nicolaisen to go into non-public session under RSA 91A
359 II (a) employee matters and (c) reputation.

360 **Seconded by** Selectman Devine.

361 **Roll Call,** Selectman Devine – yes, Selectman Nicolaisen – yes, Selectwoman
362 Copp – yes, Selectman Treanor – yes.

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365 Selectwoman Copp stated that while in the non-public session the non-public
366 minutes were sealed.

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368 Meeting adjourned at 10:15 pm

369 Respectfully submitted

370 Sue Reynolds