

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

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Meeting Date: Monday, September 23, 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), Lynne Blaisdell, Town Administrator and Cynthia J. Robinson, Recording Secretary  
Absent:  
Late to arrive: James Devine (Devine) – 7:14 P.M.  
Departed Meeting:  
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 September 9, 2013. Selectwoman Copp noted in line 53 the word “septgage” should be “septic” and Chairman Tombarello noted in line 178 the word” hydrant” should be “pond”. **MOTION:** Selectman Nicolaisen moved to accept the minutes of September 9, 2013 as amended. Selectman Treanor seconded. Three ayes [Treanor, Nicolaisen and Tombarello] and one abstention [Copp]. Motion passed.
- Board members reviewed the non-public minutes of September 9, 2013. **MOTION:** Selectman Nicolaisen moved to accept the non-public minutes of September 9, 2013 as written. Selectman Treanor seconded. Three ayes [Treanor, Nicolaisen and Tombarello] and one abstention [Copp]. Motion passed.

**Public Comment**

- A Blood Drive sponsored by the Sandown Fire Department will be held on Thursday, October 17, 2013 from 2:00 P.M. to 7:00 P.M. at the Fire Station. Pizza will be served.
- Mark Traeger, Chairman of the Planning Board and Matt Russell, Vice Chairman of the Planning Board came before the Board of Selectmen to obtain a signature on the mylars for the recording of the lot line adjustment on the Hershey Highlands Development Corporation property. This is an 83 acre parcel

*These Minutes are subject to approval at a regularly scheduled Board of Selectmen meeting at which time the above minutes are corrected or accepted and become permanent*

43 purchased by the Town as conservation land. Also needed is a letter authorizing  
44 Mr. Traeger or Brian Butler to act as agents for the Town.

- 45
- 46 • There will be a public hearing on Tuesday, September 24, 2013 at 7:00 P.M.  
47 regarding the renewal of the contract with Comcast.
- 48

#### 49 **Correspondence**

- 50
- 51 • Abutter Notice from the Planning Board regarding two public hearings to be held  
52 on October 1, 2013 at 7:45 P.M. for a major subdivision [4 lots] submitted by  
53 Rebecca Janco for Map 20, Lot 3 located at 218 Fremont Road. Also at 7:15  
54 P.M. a public hearing for a Conditional Use Permit for Map 12, Lot 2-1 located on  
55 Odell Road.
- 56

#### 57 **Review of possible draft agreement between Town and Historical Society**

- 58
- 59 • Present for this discussion was Paula Gulla, Selectmen's Assistant. Ms. Gulla  
60 provided Board members with a template of a proposed lease agreement with  
61 the Historical Society for the Train Depot. Ms. Gulla explained she obtained this  
62 agreement from another town and anything in the agreement can be altered to fit  
63 Sandown's needs. Ms. Gulla went over the various sections of the agreement.  
64 Chairman Tombarello stated he didn't see anything to extreme in the agreement.  
65 Selectwoman Copp stated this agreement is to protect the Town as well as the  
66 Historical Society. Selectman Treanor stated he agrees with Selectwoman Copp  
67 but he would like to see that the artifacts in the Depot are protected as well.
- 68

69 Selectman Devine arrived at this time – 7:14 P.M.

70

71 Selectman Nicolaisen agrees with what is in the agreement but he feels this  
72 could be done in a more simple way. Selectmen Nicolaisen asked why the  
73 Board isn't making the same request of other Town buildings in similar situations.  
74 Selectman Treanor feels there is conflict between the Depot and the Town.  
75 Selectwoman Copp stated the Clothes Closet and Food Pantry are not on the  
76 national register and as far as the Meeting House they are more apt to make  
77 sure it stays on the national register. Selectwoman Copp feels activity is taking  
78 place at the Depot that the Board of Selectmen are not aware of and this needs  
79 to be addressed. Selectman Devine agrees with Selectman Nicolaisen.  
80 Selectman Nicolaisen pointed out that all work on Town buildings needs  
81 selectmen approval.

82

83 Areas of concern by Board members were:

84

85 III. C. Termination by the Town without cause after each one year term of the  
86 lease.

87 II. B. Last paragraph could be removed.

88  
89 II. C. The date of November 1<sup>st</sup> is too late in the season.

90  
91 Other concerns are who is responsible for the contents of the Depot should there  
92 be a fire especially where there are contents that the Town does not own.  
93 Selectwoman Copp stated her concern is keeping this building on the national  
94 register. Ms. Gulla stated the building is insured for \$184,900.00 and the  
95 contents for \$1,000.00 and as of today the Town is not responsible for the  
96 artifacts.

97  
98 Ms. Gulla suggested finding out from legal counsel if there is another type of  
99 agreement such as a “use agreement”. Selectman Devine questions why so  
100 much work had been done on this without Board input. Selectwoman Copp  
101 stated the Board gave her permission to work with Ms. Gulla on this agreement.  
102 Selectman Nicolaisen does not like the term “lease”. Selectwoman Copp will  
103 present the Board with a list of changes that are taking place at the Depot without  
104 the Board’s permission. Ms. Blaisdell suggested each Board member make their  
105 proposed changes and bring back to a future meeting. Selectman Nicolaisen  
106 suggested Ms. Gulla contact Local Government Center about the lease verses  
107 user agreement. Consensus of the Board is they support Selectman Nicolaisen’s  
108 suggestion. Selectman Nicolaisen stated before anything final is done on this  
109 subject the Historical Society should be invited to meet with the Board to discuss  
110 the agreement.

111  
112 • Ms. Gulla stated she just received an email this afternoon regarding storm water  
113 management relative to the Town agreeing to contribute to the coalition in the  
114 amount of \$1,150.00. It appears the bill is slightly higher, the original total cost  
115 was going to be \$75,000.00 and the bill came in close to \$81,000.00. The law  
116 firm handling the cause would like to disburse the money by this Friday but  
117 answers to how this difference in the cost will be handled has not been decided.  
118 Ms. Gulla will keep Board members posted as to what is happening. Selectman  
119 Devine stated if the Town has an agreement to pay on \$75,000.00 that is what  
120 they get paid. Selectwoman Copp thought there was a clause about additional  
121 charges. Ms. Gulla will forward information on this to Board members.

122  
123 • Ms. Gulla stated she is working on the assessment grant for the Depot. Ms.  
124 Gulla would like the Board to appoint a Board member(s) to work with her.  
125 Selectmen Copp, Treanor and Devine will work with Ms. Gulla.

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131 **Arthur Genualdo, Public Works Director and Hoyle, Tanner**  
132 **Discussion regarding status of bridges on Fremont Road and Phillips Road**  
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- 134 • Present for this discussion were Arthur Genualdo, Public Works Director and  
135 Matthew Low and Frank Wells of Hoyle, Tanner & Associates.  
136

137 Fremont Road Bridge – Mr. Genualdo stated he asked Hoyle, Tanner to give him  
138 a quote on the cost for repairing this bridge and the estimate came in at  
139 \$90,000.00. This section is on next year's road improvement plan and Mr.  
140 Genualdo would like to include the bridge repair as part of the plan. Mr.  
141 Genualdo wants to do it this way in the event a warrant article fails he would  
142 have to wait another year. Selectman Nicolaisen asked what happens if the road  
143 improvement warrant article doesn't pass. Mr. Genualdo stated then he definitely  
144 isn't doing any road improvements. Selectman Nicolaisen asked if waiting  
145 another year is of concern. Mr. Low stated not in his opinion, the bridge is  
146 watched by NH Department of Transportation. Mr. Low stated the damage  
147 occurs after big storm events not everyday happenings.  
148

149 Selectman Devine asked if there are any grants available. Mr. Low stated  
150 maybe FEMA. Paula Gulla questioned state bridge aid. Mr. Low stated again  
151 maybe, he would look into this. Selectwoman Copp asked what section Mr.  
152 Genualdo is trying to do next year. Mr. Genualdo stated the plan would be to  
153 pick up where he left off this year and go to the Fremont Road Bridge and now  
154 include the bridge. Mr. Genualdo is concerned more damage could be done to  
155 the bridge making the cost of the repair go up.  
156

157 Phillips Road Bridge - Mr. Low noted that the Phillips Road Bridge was placed  
158 on the state's red list of bridges as of July 2011. The bridge is a metal pipe on a  
159 concrete foundation. Mr. Low provided the Board with information on the  
160 process to obtain funds for the repair of the bridge. Mr. Low stated Hoyle,  
161 Tanner has helped other towns get into the bridge aid program. Mr. Low  
162 explained that the bridge aid program is an 80/20 reimbursement program where  
163 the Town pays for the work up front then submits their bills to the state. Mr. Low  
164 noted in 2003 the Town requested a cost estimate to replace the Phillips Road  
165 Bridge. The next step is to raise money for the project through a warrant article.  
166 The step after raising money is to get the project programmed into the system.  
167 Currently the bridge is rated a four out of ten, a three out of ten will close the  
168 bridge. Mr. Low stated the Town does not need the full 20% to get into the  
169 program.  
170

- 171 • Mr. Genualdo stated if all goes right they will be starting the No. Danville-Fremont  
172 Road project on Monday and it should be done in a couple weeks.  
173

- 174 • Wells Village Bridge – Mr. Genualdo spoke to Steve and the Dept. Environmental  
175 Services will be issuing the Town’s permit but the bridge will not go in this year.  
176 Steve spoke with FEMA and the way it is going FEMA will give the Town an  
177 extension because of the permitting problems the Town has been having. The  
178 delay is due to having to wait to order the box until after the permit was issued.  
179
- 180 • The waste oil furnace [grant] at the Highway Shed is up and running.  
181
- 182 • Donna Green asked who would be overseeing the design and construction on  
183 the bridges being discussed. Ms. Green expressed concern because she feels  
184 the bridges are not that old and shouldn’t have to be replaced this soon. Mr.  
185 Genualdo stated he has engineers working on the bridge replacement that they  
186 are talking about. Selectman Nicolaisen stated design and construction are done  
187 different today.  
188

**Budget Committee Members  
Discuss proposed 2014 budget**

- 192 • Budget Committee Acct. 4150.9 - Bruce Cleveland was present for this  
193 discussion. Board members reviewed the proposed budget. Seminars are up  
194 because of new members. **MOTION:** Selectman Nicolaisen moved Budget  
195 Committee Acct. 4150.9 with Gross Expenses of \$2,241.00, Revenue of \$0 and  
196 Net Expenses of \$2,241.00 be recommended to the Budget Committee by the  
197 Board of Selectmen. Selectman Devine seconded. Motion passed unanimously.  
198 Chairman Tombarello asked department heads to attend their Budget Committee  
199 meeting. Selectwoman Copp stated in the letter where it states budgets are  
200 reviewed in order of the schedule it should read they are reviewed by their  
201 number at the final hearing. The Budget Committee is still looking for another  
202 member.  
203

**New Business**

- 204 • There is no new business.  
205

**Old Business**

- 206 • Selectman Nicolaisen updated the Board on the situation with the fire pond. The  
207 Planning Board has invited the developer to attend a meeting to discuss the  
208 options that are available. The Planning Board will not be waiving the fees noting  
209 there are issues with the developers PREA account. The Planning Board is okay  
210 with the Fire Chief being the agent.  
211

**Department Liaison Report**

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- 218 • Chairman Tombarello stated he and Selectmen Devine met with the governor at  
219 the State House.
- 220
- 221 • Selectwoman Copp attended an Eagle Scout Court of Honor. Scout Master Tim  
222 Robinson informed Selectwoman Copp that he is always looking for projects in  
223 Town for his scouts for their Eagle Scout project. Selectwoman Copp wondered  
224 if the handicap ramp would be one to consider.
- 225
- 226 • Selectwoman Copp reminded everyone of the public hearing tomorrow night at  
227 7:00 P.M. on the Comcast contract.
- 228
- 229 • Selectwoman Copp encouraged department heads to attend their Budget  
230 Committee meetings.
- 231
- 232 • Selectman Devine stated he sent to the Eagle Scout Court of Honor a statement  
233 form the governor and a New Hampshire flag.
- 234
- 235 • Chairman Tombarello reminded everyone about the dedication of the Eagle  
236 Scout fence project behind the library on Saturday at 4:30 P.M.

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238 Chairman Tombarello adjourned the meeting at 8:38 P.M.

239  
240 Respectfully Submitted,

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243  
244 Cynthia J. Robinson  
245 Recording Secretary