

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

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Meeting Date: Monday, September 30, 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:  
Departed Meeting:  
Call to Order: Chairman Tombarello called the meeting to order at 6:00 P.M.

**Site visit at properties due to be tax deeded**

- Board members visited properties to be tax deeded.

Pledge of Allegiance

**Review of minutes of previous meetings**

- Board members reviewed the minutes of September 16, 2013. **MOTION:** Selectwoman Copp moved to accept the minutes of September 16, 2013 as written. Selectman Devine seconded. Motion passed unanimously.

**Public Comment**

- Halloween will be held on Thursday, October 31, 2013 from 6:00 P.M. to 8:00 P.M.
- Sandown has been notified that cyanobacteria have been found in Phillips Pond.
- Director of Public Works, Arthur Genualdo, informed residents road work has begun on Fremont Road and No. Danville Road. This project will take approximately two-three weeks to complete. One lane will remain open except when the pipes are installed the road will be closed for approximately two hours. The closure will not impact the school bus.

**Review of 2014 Proposed Budgets  
Highway Facility & Operating, Sanitation Operating, Site & Facility and Recycling**

*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*

44 • Highway Facility Acct. 4311.0 – Arthur Genualdo was present for this discussion.  
45 **MOTION:** Selectwoman Copp moved Highway Facility Acct. 4311.0 with Gross  
46 Expenses of \$10,056.00, Revenue of \$0 and Net Expenses of \$10,056.00 be  
47 recommended to the Budget Committee by the Board of Selectmen. Selectman  
48 Treanor seconded. Motion passed unanimously.  
49

50 Highway Operating Acct. 4312.0 – Arthur Genualdo was present for this  
51 discussion. Selectwoman Copp asked Mr. Genualdo why his Equipment  
52 Purchase line is still up. Mr. Genualdo stated he has been watching his spending  
53 because his Plowing and Sand lines are over and there is still the potential for  
54 more winter weather. **MOTION:** Selectwoman Copp moved Highway Operating  
55 Acct. 4312.0 with Gross Expenses of \$520,615.00, Revenue of \$0 and Net  
56 Expenses of \$520,615.00 be recommended to the Budget Committee by the  
57 Board of Selectmen. Selectman Treanor seconded. Motion passed  
58 unanimously.  
59

60 Sanitation Operating Acct. 4324.0 – Arthur Genualdo was present for this  
61 discussion. Selectwoman Copp noted for the past couple years the R & M Equip  
62 line has been very low. Mr. Genualdo explained that he has not had to make any  
63 repairs on the compactor noting those repairs are expensive [\$3,000.00].  
64 Selectman Nicolaisen asked why Payroll is up. Mr. Genualdo stated he has  
65 brought back the vacant Assistant position. **MOTION:** Selectwoman Copp  
66 moved Sanitation Operating Acct. 4324.0 with Gross Expenses of \$351,836.00,  
67 Revenue of \$17,500.00 and Net Expenses of \$334,336.00 be recommended to  
68 the Budget Committee by the Board of Selectmen. Selectman Devine seconded.  
69 Motion passed unanimously.  
70

71 Sanitation Facility Acct. 4321.0 – Arthur Genualdo was present for this  
72 discussion. **MOTION:** Selectwoman Copp move Sanitation Facility Acct. 4321.0  
73 with Gross Expenses of \$8,464.00, Revenue of \$0 and Net Expenses of  
74 \$8,464.00 be recommended to the Budget Committee by the Board of  
75 Selectmen. Selectman Devine seconded. Motion passed unanimously.  
76

77 Sanitation Site Acct. 4325.0 – Arthur Genualdo was present for this discussion.  
78 **MOTION:** Selectwoman Copp moved Sanitation Site Acct. 4325.0 with Gross  
79 Expenses of \$2,000.00, Revenue of \$1.00 and Net Expenses of \$1,999.00 be  
80 recommended to the Budget Committee by the Board of Selectmen. Selectman  
81 Devine seconded. Motion passed unanimously.  
82

83 Recycling Acct. 4326.0 - Arthur Genualdo was present for this discussion.  
84 **MOTION:** Selectwoman Copp moved Recycling Acct. 4326.0 with Gross  
85 Expenses of \$49,250.00, Revenue of \$17,500.00 and Net Expenses of  
86 \$31,750.00 be recommended to the Budget Committee by the Board of  
87 Selectmen. Selectman Devine seconded. Motion passed unanimously.

88 Ms. Blaisdell informed those present that Mr. Genualdo and the Emergency  
89 Management Director, Brian Chevalier, put in for a FEMA grant and received  
90 \$33,154.00.

91  
92 **Dr. Earl Metzler, Superintendent of Schools**  
93

- 94 • Dr. Earl Metzler, Superintendent of Schools is before the Board to update them  
95 what is taking place at the school and to answer any questions they might have.  
96 Dr. Metzler explained how the school’s budget process works. Dr. Metzler stated  
97 the most frequently asked question is whether there are any major projects  
98 planned. Dr. Metzler stated they have a capital improvement plan and the Board  
99 is planning a retreat to address the needs of the schools. Dr. Metzler noted that  
100 Sandown’s representative on the Board do a good job representing the Town.

101  
102 Selectwoman Copp asked if there are any major facility changes planned. Dr.  
103 Metzler stated there was a plan for the schools in place before he arrived and  
104 they are doing their best to take care of what they have. Selectwoman Copp  
105 stated she has heard the student population is dropping so why would there be a  
106 need for more facilities. Dr. Metzler noted that the staff has been reduced and  
107 the program of studies has increased resulting in the repurposing of space. Dr.  
108 Metzler stated what really needs to be looked at is the middle school.

109  
110 Dr. Metzler talked about student/teacher achievement, evaluation and  
111 accountability. Selectman Devine spoke about the need for volunteers and  
112 asked about the possibility of developing a program in the school system that  
113 focuses on volunteerism. Dr. Metzler stated they could look at more community  
114 service as a graduation requirement. The Board thanked Dr. Metzler for coming  
115 in.

116  
117 Chairman Tombarello asked when students would be allowed to go outside for  
118 recess at Sandown North. Dr. Metzler stated they have found sick mosquitoes  
119 around the school and he wants to keep the students safe so it will take a couple  
120 hard frosts before this will happen. Chairman Tombarello asked about school  
121 security. Dr. Metzler stated last year security was increased. Selectwoman  
122 Copp asked Dr. Metzler how close they work with the Budget Committee. Dr.  
123 Metzler stated overtime they have improved relations with the Budget  
124 Committee.

125  
126 **Further discussion regarding possible usage agreement with Historical Society**  
127

- 128 • Paula Gulla was present for this discussion. Ms. Gulla presented the Board with  
129 a new lease agreement in letter form and she recapped last week’s discussion.  
130 Ms. Gulla stated she spoke with a legal representative at Local Government  
131 Center [LGC] about what the Town may already have in place regarding the

132 relationship between the Depot and the Historical Society. Bottom line was the  
133 Board of Selectmen could do what ever they need to do with the Historical  
134 Society but only until March 2014. LGC recommended presenting a new warrant  
135 article at Town Meeting.

136  
137 Ms. Gulla stated that given last week's discussion about the lease agreement  
138 and her discussion with LGC she drafted a letter to the Historical Society utilizing  
139 some of the content from the lease agreement. Selectman Nicolaisen stated he  
140 likes the letter over the lease agreement. Ms. Gulla went over the letter with  
141 Board members. Selectwoman Copp likes the letter and supports a new warrant  
142 article in 2014. Chairman Tombarello supports the letter. Consensus of the  
143 Board is to go with the letter. There was discussion about revising the  
144 open/close paragraph. Paula Gulla will schedule a date for the Board to meet  
145 with the Historical Society.

- 146  
147 • Ms. Gulla updated the Board on the assessment grant. Ms. Gulla stated she has  
148 two consultants coming in to look at the building to give them an estimate.  
149
- 150 • Ms. Gulla updated the Board on the process for acquiring more land around the  
151 Depot. Ms. Gulla spoke with a representative at Forest and Land who manages  
152 the land around the Depot. The Town does own the building and ten feet around  
153 it but there is a discrepancy in what the railroad gave to the state. The state is  
154 aware the Town has expanded onto their property but probably would not sell the  
155 land to the Town because they want to keep the railroad corridor. The  
156 representative at Forest and Land is willing to speak to the Board if they want.  
157 Selectwoman Copp asked the Board if they would mind her meeting with the  
158 Forest and Land representative to see what they think they own. Selectman  
159 Nicolaisen cautioned about looking too far into this. Consensus of the Board was  
160 to leave things alone. Ms. Gulla will send an email to Forest and Land regarding  
161 the Board's decision.  
162
- 163 • Ms. Blaisdell discussed the trailer at the Depot. Ms. Blaisdell stated that the  
164 Treasurer for the Historical Society sent a letter to the Board of Selectmen telling  
165 them about the utility trailer in front of the Depot. Selectman Nicolaisen told the  
166 Treasurer the Historical Society needs to send a letter to the Board asking  
167 permission to place the trailer at the Depot. They are hoping to sell the trailer and  
168 the proceeds will go back to the Historical Society. Selectman Devine stated he  
169 heard today the trailer has been sold and will be gone next week. Selectwoman  
170 Copp would like to see a time frame put on the length of time an item can be left  
171 at the Depot. Ms. Blaisdell will send an email to the Historical Society.

172  
173 Selectwoman Copp asked why the telephone bill at the Depot is so high  
174 compared to Cable and if Cable has to pay for their telephone bill why doesn't  
175 the Depot pay theirs. Selectman Nicolaisen stated the Cable telephone bill is

176 paid by franchise money not the taxpayer. Ms. Blaisdell will look into why the  
177 telephone bill is so high.

178  
179 **New Business**

180  
181 **New options for Vision web hosting services**

- 182
- 183 • Ms. Blaisdell explained that a new tax map company wanted to present to the  
184 Board an on line program they had. Ms. Blaisdell wanted to make sure the Town  
185 wasn't violating any agreement they had with Vision if they were to go with this  
186 other company. Ms. Blaisdell called Vision and they asked her to participate in a  
187 webinar on a new tool they have that would integrate the Town's tax maps on  
188 their already existing website. Ms. Blaisdell found that everything the new  
189 company offered Vision also offered. Ms. Blaisdell went over the cost for each  
190 company's product and what was included. Ms. Blaisdell would like to speak  
191 with Vision again to make sure she understands what the Town would be getting  
192 if they went with the pdf upgrade for \$200.00. Ms. Blaisdell doesn't feel switching  
193 to another company is a good idea. Consensus of the Board is to leave things as  
194 they are.

195  
196 **Review award of grant from Homeland Security and Emergency**  
197 **Management for February 2013 storm**

- 198
- 199 • Chairman Tombarello noted this was the FEMA grant talked about earlier in the  
200 evening that Arthur Genualdo and Brian Chevalier worked on. Ms. Blaisdell  
201 stated the Board has to motion to accept the grant and sign the paperwork.  
202 **MOTION:** Selectwoman Copp moved to accept the State of NH Dept of Safety  
203 FEMA Grant [Homeland Security and Emergency Management] in the amount of  
204 \$33,154.49. Selectman Nicolaisen seconded. Motion passed unanimously. Ms.  
205 Blaisdell gave the paperwork to Chairman Tombarello for signature. Selectman  
206 Nicolaisen asked if this money could go to the Highway Department. Ms.  
207 Blaisdell stated she would like to see the Board present a warrant article to have  
208 this money go into the Emergency Management Trust Fund.

209  
210 **Discuss moratorium on building permits for Valerie Way properties**

- 211
- 212 • Ms. Blaisdell said she is bringing this up for the Board to think about. Ms.  
213 Blaisdell stated in 2010 there was a motion for no building permits to be issued  
214 on a few house lots on Valerie Way until some type of surety was posted. Since  
215 the motion was made the Planning Board and Treasurer have found the surety in  
216 a cash account. The Planning Board is having their engineer inspect the roads  
217 to see what needs to be done to finish them. The Planning Board plans to call  
218 the surety and finish the road. When this is done the holding off of issuing  
219 building permits can be lifted.

220 **Old Business**

221

222 **Further discussion and update regarding properties due for tax deeding**

223

224 • Ms. Blaisdell explained this discussion can take place in public but caution has to  
225 be taken regarding the use of names or it can go into non-public session under  
226 reputation. Consensus of the Board is to go into non-public session at the end of  
227 the meeting.

228

229 • Ms. Blaisdell handed out a spreadsheet she made for the oil, propane and diesel  
230 bids. Ms. Blaisdell stated the Town only received two bids and she reviewed the  
231 prices with Board members. **MOTION:** Selectman Nicolaisen moved to enter  
232 into a one year agreement with Hartmann Oil & Propane for their daily spot  
233 pricing of oil at 0.2066, gasoline at 0.5019 and diesel at 0.4921. Selectman  
234 Devine seconded. Motion passed unanimously. **MOTION:** Selectman  
235 Nicolaisen moved to enter into a one year agreement with Palmer Gas Ermer Oil  
236 for propane at a fixed price of \$2.12. Selectman Devine seconded. Motion  
237 passed unanimously.

238

239 **Correspondence**

240

241 • Chairman Tombarello read the resignation letter from Lauren Cairns from the  
242 Zoning Board of Adjustment [ZBA]. Chairman Tombarello announced there is  
243 now an opening on the ZBA.

244

245 **Department Liaison Report**

246

247 • Selectman Devine stated there would be a special election for state  
248 representative this year.

249

250 Selectman Devine stated they are still waiting for the permit for the fire pond.

251

252 Selectman Devine stated the Conservation Commission is not happy with what  
253 the Budget Committee did to their budget. Selectwoman Copp stated three calls  
254 were made to Commission representatives to ask them to come in with no  
255 results. The Conservation Commission will have another chance at the final  
256 hearing.

257

258 • Selectman Nicolaisen stated the Planning Board would be discussing the fire  
259 pond at tomorrow night's meeting. The developer has been invited to come in to  
260 discuss the matter.

261 Selectman Nicolaisen announced road construction has begun on Fremont Road  
262 and No. Danville Road.

263



- 264 • Selectwoman Copp stated the Cable Committee held their public hearing. No  
265 public was present. The Committee will be holding a workshop on October 8,  
266 2013 to work on the draft contract with Comcast. Anyone who wishes still has  
267 time to submit their comments.  
268
- 269 • Selectman Treanor has been talking to Chief Gordon about the needed repairs  
270 on the cruisers.  
271
- 272 • Selectman Devine brought up his being a member or liaison to the Conservation  
273 Commission.  
274
- 275 • Selectman Devine noted the Eagle Scout ceremony for the fence project was  
276 held on Sunday and there is a plaque in place.  
277
- 278 • Ms. Blaisdell gave an update on the generator grant and the possibility of utilizing  
279 the new conduit between the Fire Department and Town Hall so that a newer and  
280 larger generator could be installed. Ms. Blaisdell has contacted a couple  
281 companies for information. Chairman Tombarello stated he would like to be  
282 notified when they come in. There was discussion about a generator for the new  
283 police station.  
284

285 **MOTION:** Chairman Tombarello moved to go into non-public session per RSA 91A:3 II  
286 (c) Reputation. Selectman Nicolaisen seconded. Roll call: Devine – aye, Nicolaisen –  
287 aye, Tombarello – aye, Copp – aye and Treanor – aye. Motion passed unanimously.  
288

289 **MOTION:** Selectman Devine moved to come out of non-public session. Selectman  
290 Nicolaisen seconded. Motion passed unanimously.  
291

292 Chairman Tombarello announced while in non-public session the Board voted to seal  
293 the non-public minutes.  
294

295 Chairman Tombarello announced while in non-public session the Board voted to deed  
296 over to the Town the following properties - Tax Map 29/073, Tax Map 29-077 and Tax  
297 Map 27-056.  
298

299 Chairman Tombarello adjourned the meeting at 9:21 P.M.  
300

301 Respectfully Submitted,  
302

303  
304  
305 Cynthia J. Robinson  
306 Recording Secretary  
307