

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

5 Meeting Date: Monday, October 21, 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: Terry Treanor (Treanor), Brenda Copp (Copp), Tom
10 Tombarello (Tombarello), Hans Nicolaisen (Nicolaisen), James Devine (Devine), Lynne
11 Blaisdell, Town Administrator and Cynthia J. Robinson, Recording Secretary

12 Absent:

13 Late to arrive:

14 Departed Meeting:

15 Call to Order: Chairman Tombarello called the meeting to order at 7:00 P.M.

16 Pledge of Allegiance
17

18 **Review of minutes of previous meetings**
19

- 20 • Board members reviewed the minutes of September 30, 2013. **MOTION:**
21 Selectwoman Copp moved to accept the minutes of September 30, 2013 as
22 written. Selectman Nicolaisen seconded. Motion passed unanimously.
23

24 Board members reviewed the non-public minutes of September 30, 2013.
25 **MOTION:** Selectwoman Copp moved to accept the non-public minutes of
26 September 30, 2013 as written. Selectman Devine seconded. Motion passed
27 unanimously.
28

29 Board members reviewed the minutes of October 7, 2013. **MOTION:** Selectman
30 Devine moved to accept the minutes of October 7, 2013 as written. Selectman
31 Nicolaisen seconded. Four ayes [Treanor, Tombarello, Nicolaisen and Devine]
32 and one abstention [Copp]. Motion passed.
33

34 Board members reviewed the non-public minutes of October 7, 2013. **MOTION:**
35 Selectwoman Copp moved to accept the non-public minutes of October 7, 2013
36 as written. Selectman Nicolaisen seconded. Four ayes [Treanor, Tombarello,
37 Nicolaisen and Devine] and one abstention [Copp]. Motion passed.
38

39 **Public Comment**
40

- 41 • Selectman Nicolaisen congratulated Steve and Deb Brown on the birth of their
42 first grandchild, a boy, who was born today. The newborn and parents are doing
43 fine.

44 Selectman Nicolaisen noted that the first phase of the first phase of the Fremont
45 Road project has received a topcoat and he thanked the Highway Department
46 and Busby Construction for doing a nice job.
47

- 48 • Chairman Tombarello announced the Old Home Day Committee has put their
49 survey on the Sandown website [sandown.us].

50
51 Chairman Tombarello announced the Food Pantry is in need of donations for
52 Thanksgiving Dinners. Donations of non-perishables can be dropped off at the
53 Town Hall.
54

- 55 • Ms. Blaisdell spoke about the request for Michelle Robichaud to come before the
56 Board to be recognized for her qualifying to compete at the National Level of the
57 Miss American Teen for 2013.

58
59 **Members of the Historical Society**
60 **Discussion regarding Train Depot Museum**
61

- 62 • Present for this discussion were: Historic Society members, Bruce Robinson,
63 Jen Green, Cheryl and Robert Brouder, Gloria Brooks and Paula Gulla,
64 Selectmen's Assistant. Chairman Tombarello began by mentioning the letter the
65 Board sent to Mr. Robinson and the Historical Society members expressing their
66 desire to work with the Society by coming up with an amicable arrangement for
67 the use of the Sandown Train Depot and Museum. Mr. Robinson gave a brief
68 history of how the Historical Society and its relationship with the Depot came to
69 be. Mr. Robinson asked what the Board's goal is for the Depot. Selectwoman
70 Copp stated it is to form a working relationship with the Society in order to
71 determine what the responsibilities are for the Board of Selectmen towards the
72 Depot, Historical Society and the Town, as well as, the Society's responsibilities
73 to the Depot, the Board of Selectmen and the Town. Cheryl Brouder asked why
74 this is just coming up why haven't they heard about this in the past. Selectwoman
75 Copp stated because the Board is just now learning about what is needed to care
76 for and maintain the Depot from the individuals who have been looking at the
77 building.
78

79 The discussion turned to the need for the agreement between the Board of
80 Selectmen and the Historical Society. Chairman Tombarello spoke about the
81 initial lease agreement but the Board felt that was too harsh, that is why they
82 came up with the letter. Chairman Tombarello asked the Society if they have any
83 type of insurance on the Depot. Paula Gulla addressed the question by stating
84 the Town owns the building and ten feet of land around it and the state owns the
85 rest of the land. Ms. Gulla proceeded by saying the Society owns the artifacts in
86 and around the Depot. Ms. Gulla stated she has been talking with the insurance
87 carrier and they would like to have a more defined area of responsibility from all

88 parties involved [Town, State & Historical Society] with the Depot so that there
89 are no questions down the road. There was a brief discussion about applying for
90 grants to help with the maintenance of the Depot. Ms. Gulla mentioned the
91 individual who toured the building making recommendations on what needs to be
92 done. Mr. Robinson stated last fall he submitted a building assessment, which
93 was to be used as a tool. Selectman Treanor explained that an agreement is
94 needed in order for the Society to obtain insurance for the artifacts. Ms. Gulla
95 stated that the individual who toured the building made recommendations for the
96 preservation of the Depot. Mr. Robinson asked to be present when someone
97 comes down to look at the Depot. Selectwoman Copp wants to make sure all
98 work done on the building keeps it on the Historic Registry.
99

100 Selectman Nicolaisen would like the discussion to focus on who is going to do
101 what at the Depot [building, land, artifacts]. The Society members were asked if
102 they object to anything in the letter sent out on October 1, 2013. Ms. Gulla went
103 over how she developed the letter sent to the Society. Selectman Treanor
104 explained that in order to obtain insurance on the contents of the Depot there has
105 to be an agreement between the Board of Selectmen and the Historical Society.
106 Selectman Treanor went on to say this is why the two groups need to sit down
107 and discuss the content of the letter to come up with an agreement both groups
108 can work with. Selectmen Nicolaisen asked what the Society's opinion is about
109 the letter sent to them by the Selectmen. Chairman Tombarello feels since some
110 member of the Society have not had a chance to review the letter perhaps this
111 discussion should be put on a future agenda. Mr. Brouder will look into
112 insurance for the artifacts. Selectwoman Copp would like to know what the
113 concerns are about this agreement. Mr. Brouder doesn't understand why this
114 volunteer organization has to have an agreement when other volunteer
115 organizations don't. Selectman Nicolaisen informed the Society that other
116 organizations when they want to do something that impacts a Town
117 building/grounds they come before the Board. Selectwoman Copp stated an
118 agreement is for future reference. Mr. Brouder expressed concern about forcing
119 future generations to follow their agreement. Selectwoman Copp stated the
120 agreement is only for one year.
121

122 Chairman Tombarello asked the Society to review the letter and come up with
123 their concerns, look into insurance on the artifacts and come back to a future
124 meeting prepared to discuss the letter. Selectwoman Copp asked about the
125 telephone in the Depot. There is no telephone in the building so it can be
126 cancelled. Mr. Robinson question whether a telephone might have been
127 required by code at sometime in the past. Selectman Nicolaisen asked if there is
128 a list of the contents, yes, Bertha has one.
129

130 Jen Green informed the Board she would like to hold a historic treasure hunt on
131 Town property and asked what she needs to do. She was told to come back to
132 the Board when she is ready to organize the hunt.

133
134
135 **Chief Joseph Gordon**

136 **Discussion regarding police cruiser purchase and cell phone contract**

- 137
138 • Police Chief Joseph Gordon was before the Board to discuss his purchasing a
139 cruiser this year and budgeting for another next year. Chief Gordon also wanted
140 to talk to the Board about entering into a new cell phone contract.

141
142 Cruiser – Chief Gordon pointed out that two cruisers are in need of replacement.
143 The detail revolving fund does not have enough money [\$20,576.40] to pay for
144 the cruiser in full. Chief Gordon obtained three quotes that worked out to about
145 \$32,557.00. Chief Gordon talked about the pros and cons of the new cruiser
146 styles that are available and because of these changes all new equipment is
147 needed inside these cars. Of all the styles Chief Gordon feels the new version of
148 the SUV is what he would like to purchase for this year and the Chevy Caprice
149 for next year. Chairman Tombarello asked the status of the existing Explorer.
150 Chief Gordon stated he would put it out to sealed bid.

151
152 What Chief Gordon would like to do this year is move money in his budget
153 [Payroll] and add it to the money in the revolving fund to purchase a cruiser.
154 Chief Gordon also stated he looked into leasing for a three year period and
155 explained to the Board the various ways you can lease a vehicle. **MOTION:**
156 Selectman Devine moved to move from the Payroll line \$13,000.00 into the
157 Cruiser line to purchase the Ford Interceptor for a police cruiser. Selectman
158 Nicolaisen seconded. Selectman Nicolaisen asked how this vote would impact
159 the Payroll line. Chief Gordon stated it was good. Selectwoman Copp noted that
160 money has to go into the Police budget because of union requirements. Motion
161 passed unanimously.

162
163 Cell phone contract – Chief Gordon spoke to the Board about updating the police
164 Verizon Wireless cell phone contract because of added features over the past
165 year resulting in an increase in cost. After speaking with other department heads
166 Chief Gordon asked the Verizon representative to put together a cost comparison
167 of what he has now compared to a smart phone. Chief Gordon went through the
168 specifications he was provided. Ms. Blaisdell recommended including a case
169 with the purchase. Consensus of the Board is they are okay with the change in
170 wireless service. Selectwoman Copp noted that on the 4S a lot of the data is
171 going to be obsolete and can't be downloaded after awhile. Chief Gordon stated
172 the next option would be the 5S. Ms. Blaisdell will check with other departments

173 to see what their needs are. Ms. Blaisdell recommended looking into
174 replacement insurance when pricing and overage costs.

175
176 **New Business**

177
178 **Review of 2014 Budget Proposals**
179 **Insurance, Government Buildings & Executive**

- 180
181 • Executive Acct. 4130.0 – It was noted that a new line titled Stormwater
182 Management has been added to this budget with a requested amount of
183 \$1,000.00. Amend Payroll line to include the \$10,000.00 for the missing
184 selectmen pay. **MOTION:** Selectman Nicolaisen moved Executive Acct.
185 4130.00 with Gross Expenses of \$212,101.51, Revenue of \$0 and Net Expenses
186 of \$212,101.51 be recommended to the Budget Committee by the Board of
187 Selectmen. Selectman Devine seconded. Motion passed unanimously.

188
189 Gov't Buildings Acct. 4194.0 – Board members reviewed the Maintenance of
190 Buildings project list and made recommendations that Ms. Blaisdell will look into.
191 Reduce Gas (Propane) budget line to \$4,000.00. Remove the Telephone/Depot
192 budget line in the amount of \$462.00. Bring this budget back to a future meeting.
193 Consensus of the Board was to purchase three smoke detectors before
194 purchasing the remaining seventeen.

195
196 Insurance Acct. 4196.0 – Board members reviewed this budget and no changes
197 were made. **MOTION:** Selectman Nicolaisen moved Insurance Acct. 4196.0
198 with Gross Expenses of \$87,454.00, Revenue of \$0 and Net Expenses of
199 \$87,454.00 be recommended to the Budget Committee by the Board of
200 Selectmen. Selectman Treanor seconded. Motion passed unanimously.

201
202 **Review proposal for 2014 health insurance rates**

- 203
204 • Board members reviewed the renewal benefits quote for the current health plan
205 presented by Paula Agrella noting there was a 3.1% increase effective December
206 1, 2013. Selectwoman Copp noted the lower price in option #1. Ms. Blaisdell will
207 check out these differences with the agent. There was discussion about inviting
208 employees to the meeting where health insurance benefits will be discussed.

209
210 **Old Business**

- 211
212 • There was no old business.

213
214 **Correspondence**

215

- 216 • Chairman Tombarello noted the Progress Report from Mosquito Dragon. Ms.
217 Blaisdell stated the Town received the school's payment for their share of the
218 cost of spraying. There was a discussion about whether mosquito control would
219 be a warrant article or in the budget. Consensus of the Board was to leave as a
220 warrant article.
221
- 222 • Letter from the Town of Auburn regarding the meeting in Chester to discuss
223 whether the towns want a special election for State Representative. Ms. Blaisdell
224 will confirm with the Secretary of State a minimum of two Boards of Selectmen
225 must make the request to hold a Special Election.
226
- 227 • Request from Sandown Baseball to have a key to the outside door of Town Hall
228 so they can hold their Association meetings. **MOTION:** Selectman Nicolaisen
229 moved to issue a key to the basement door to Sandown Baseball. Selectman
230 Devine seconded. Motion passed unanimously. The Board discussed compiling
231 a list of who has keys to the building some time in the future. Ms. Blaisdell stated
232 there is a list of people who have keys to the doors inside the building.
233
- 234 • Letter from Insurance Services Offices, Inc. regarding a questionnaire they will
235 be sending out to the Town's building department.
236
- 237 • Letter from the Regional Economic Development Center regarding the 2014
238 CEDS Steering Committee.
239
- 240 • Letter from legal counsel regarding Town of Sandown – Cathleen Gorman.
241
- 242 • Letter from legal counsel regarding Granite State Telephone, Inc. v. Town of
243 Sandown.
244

245 **Department Liaison Report**

- 246
- 247 • Selectman Devine reported that the Conservation Commission and Recreation
248 Commission discussed their budget for 2014.
249
- 250 • Selectwoman Copp reported that the Budget Committee is still in need of a new
251 member.
252
- 253 Selectwoman Copp stated the Cable Committee has offered to purchase a
254 curtain for the stage.
255
- 256 Selectwoman Copp reports the Sandown Roundup has to decrease some of its
257 things that are going on.
258
259

260 **MOTION:** Chairman Tombarello moved to go into non-public session per RSA 91A:3 II
261 (a) Employee Matters. Selectman Devine seconded. Roll call: Devine – aye,
262 Nicolaisen – aye, Tombarello – aye, Copp – aye and Treanor – aye. Motion passed
263 unanimously.

264
265 **MOTION:** Selectman Nicolaisen moved to come out of non-public session. Selectman
266 Devine seconded. Motion passed unanimously.

267
268 Chairman Tombarello announced while in non-public session the Board did not vote to
269 seal the non-public minutes.

270
271 Chairman Tombarello announced while in non-public session the Board voted to
272 increase the Code Enforcement stipend to \$3,650.00

273
274 Chairman Tombarello adjourned the meeting at 10:47 P.M.

275
276 Respectfully Submitted,

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278
279
280 Cynthia J. Robinson
281 Recording Secretary
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