

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5
6 **Meeting Date: November 4, 2013**

7 **Type of Meeting: Regular Meeting**

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

9 **Meeting Location: Town Hall**

10
11 Chairman Tombarello called the meeting to order at 7:05pm.

12
13 **Members Present:** Selectwoman Copp, Selectman Devine, Selectman Treanor,
14 Selectman Nicolaisen, Selectman Tombarello
15 Town Administrator, Lynne Blaisdell

16 **Recording Secretary:** Sue Reynolds

17
18 Pledge of Allegiance was done.

19
20 **Public Comment**

21 Selectman Nicolaisen stated the second phase of Fremont Road will begin on
22 Wednesday and take up to 10 days. Selectman Tombarello asked for the BOS
23 to conduct their meeting in more of a professional manor. Lynne Blaisdell
24 also stated that PSNH will be conducting air patrols to check their lines in
25 Town this week.

26
27 **Health Insurance review with Paula Agrella from Foye Insurance.**

28 The BOS is revisiting the Affordable Care Act and the renewal date of January
29 1, 2014. She is suggesting that the renewal date be December 1, 2013 and this
30 gives a new rating with a 3.1% increase with the same product that they are
31 receiving now. She said these rates will go through November 30, 2014 and at
32 time one of the Affordable Care Act plans will have to be chosen. Brenda Copp

33 stated that with Option 1 the only difference would be the Rx rates as they are
34 now \$10.00/\$35.00/30%, and Option 1 is \$15.00/\$50.00/50% and said this
35 doesn't really affect the employees as they have the \$1,500.00 Health
36 Reimbursement Plan and Paula Agrella said there is also a \$500.00 deductible
37 per person on the non-generic prescriptions. Brenda Copp said the plan now
38 costs \$176,762.52, the Town portion is \$159,086.27 and the Employee's 10%
39 contribution is \$17,076.25. The amount of Option 1 would be \$160,000.00
40 and the Town's portion would be \$144,304.31 and the Employee's 10%
41 contribution would be \$16,033.00, which is a savings of over \$17,000.00.
42 Brenda said she feels the reason the rates are staying relatively low is because
43 they have pretty healthy and younger employees that don't need the more
44 expensive prescription drugs and Paula Agrella agreed. Brenda Copp asks the
45 employees to contact Lynne Blaisdell if they have any serious conditions that
46 they would need the more expensive prescriptions. Lynne said that is ok, but
47 the insurance company needs a decision by November 14th, and there is no
48 meeting next week. The consensus of the Board is to stick with Option 1.
49 Ron Dulong asks the BOS to consider increasing the Health Reimbursement
50 Plan account to \$2,000.00 or \$2,500.00 with choosing Option 1. He said the
51 Town is going to save \$17,000.00 per year. John Sable said with the new
52 \$500.00 deductible feels there is a lot passed on to the employee. John also
53 said he uses the entire amount of his Reimbursement Account now. Brenda
54 Copp asks to continue with it as is and look into the Reimbursement Account
55 individually. Chris Rothwell stated that his family's health can't be predicted
56 and although he is not using the more expensive prescriptions at this time he
57 doesn't know if he will need to in the future. Selectman Nicolaisen said he is
58 comfortable with sticking with the Option 1 plan and there will be further
59 discussion in the future. Paula Agrella said that the BOS are trying to maintain
60 the same coverage for all employees. Selectman Devine feels that the
61 Insurance Companies should be kicking in some as well as they are making
62 money hand over fist. Michelle Short asked if they can discuss the insurance
63 plan as well as the Reimbursement Plan now as they go hand in hand.
64 Michelle also stated that she uses all of her Reimbursement Account as well.
65 Selectman Nicolaisen stated any money left over in the Reimbursement
66 accounts goes back into the General Fund. Chief Gordon asked the BOS if
67 anyone has checked on the percentages and Selectwoman said yes and it
68 would be a savings to the employees of \$1,600.00.

69 **Motion by** Selectwoman Copp to accept the Option 1 HMO Blue NE medical
70 plan.

71 **Seconded by** Selectman Tombarello.

72 ***In favor***, Selectman Tombarello, Selectman Nicolaisen, Selectman Treanor,
73 Selectwoman Copp and Selectman Devine.

74 ***Motion passes unanimously***

75
76 Selectman Devine feels it is time to increase the Reimbursement account to
77 \$3,500.00 per employee. Selectwoman Copp does not agree with this.

78 Selectman Tombarello feels \$2,000.0 or \$2,500.00 for the Reimbursement
79 account is fair. Selectman Nicolaisen is comfortable with \$2,000.00.

80 Selectwoman Copp asked why the BOS is considering and increase to this
81 account without knowing which employees need it. She also mentioned that a
82 few yews ago the BOS talked about having the Town Employees and the Police
83 Officers paying the same percentage of their plan and currently the Police pay
84 12% and town employees only pay 10%. Selectman Tombarello said you can't
85 compare union employees to non union employees. Ron Dulong said he
86 agrees with Selectman Devine to increase the amount and if the employees
87 don't use it, it will go back into the General Fund. Selectman Nicolaisen said
88 even though the money goes back into the General Fund, it is also money that
89 is appropriated and affects everyone's tax rate initially. Lynne Blaisdell said if
90 you increase the Reimbursement account to \$2,000.00 per person and there is
91 14 employees the additional amount is \$7,000.00. The amount saved by
92 taking Option 1 is \$17,000.00 so you are still saving \$10,000.00.

93 ***Motion by*** Selectman Nicolaisen to increase the Health Reimbursement Plan
94 to \$2,000.00.

95 ***Seconded by*** Selectman Tombarello for discussion.

96 ***In Favor*** Selectman Treanor, Selectman Tombarello and Selectman
97 Nicholaisen.

98 ***Opposed*** Selectman Devine and Selectwoman Copp.

99 ***Motion passes 3-2-0***

100
101 ***Motion by*** Selectwoman Copp to increase the Employee Contribution by 2%
102 as the BOS agreed to last year so it is the same amount that the Police are
103 paying.

104 ***Seconded by*** Selectman Tombarello for discussion.

105 ***In Favor***, Selectwoman Copp.

106 ***Opposed***, Selectman Devine, Selectman Tombarello, Selectman Treanor and
107 Selectman Nicolaisen.

108 ***Motion failed 1-4-0.***

109

110

111 **Selectman Tombarello put the Animal Control budget 4414.0 on the table**
112 **for discussion.**

113 Chief Gordon is presenting this budget.

114 Selectman Nicolaisen asked why the payroll line is not being used and Chief
115 Gordon said the dogs are behaving so she isn't working the number amount of
116 hours budgeted for. He said he projects 13.80 hours week. Selectwoman
117 Copp said the full amount of the Payroll line hasn't been used in the past 3
118 years. She said the line is at 55% and it should be at 88%. Chief Gordon said
119 the increase is because of the pay increase. Selectwoman Copp suggested to
120 bring the Payroll line down to \$12,500.00. The consensus of the BOS is to
121 reduce the Payroll line to \$12,002.00. Chief Gordon said he is ok with this.
122 Selectwoman Copp asked about the beepers and Chief Gordon said he is billed
123 twice a year for \$87.00. Selectwoman Copp asked about the Euthanization
124 and the animals being spayed and neutered and why the Town is paying for
125 that. Chief Gordon said he will look into that. Lynne Blaisdell suggested
126 rounding the Supply line to \$277.00, The PT Holiday line to \$219.00 and the
127 PT Vacation to \$546.00. Selectman Copp stated the budget is only at 55% and
128 should be at 88% at this point and asked Chief Gordon to check the budget
129 prior going to the Budget Committee.

130 **Motion by** Selectman Nicolaisen to accept the Animal Control budget with
131 Gross Expenses of \$17,334.00, Revenue of \$500.00 and Net Expenses of
132 \$16,834.00 and be recommended by the BOS.

133 **Seconded** by Selectman Devine.

134 **In Favor**, Selectman Tombarello, Selectman Treanor, Selectman Nicolaisen,
135 Selectman Devine and Selectwoman Copp.

136 **Motion passed unanimously.**

137

138 **Recreation Commission Members to discuss condition of the parking lot**
139 **at the Ed Garvey Recreation Bldg.**

140 Deb Brown explained that the parking lot at the rec. center is a gully and fills
141 with water and can't be driven through. Deb said she spoke to Artie and he
142 will take on the labor and put in gravel. Deb explains that there is money left
143 in the Lifeguard line because they didn't open the Town lake until later in the
144 season than expected. She said the job will cost \$3,250.00 so she will use the
145 remainder of the Lifeguard line and also a donation that the Recreation
146 Commission received. The consensus of the BOS is to go ahead with the road
147 construction. Deb Brown also said there is destruction at Miller Field that
148 they are addressing and she showed pictures to the BOS.

149

150 ***Motion Selectman Tombarello to put the Police Budget on the table for***
151 ***discussion.***

152 Chief Gordon is presenting this budget. Chief Gordon mentions the
153 Communications line and said he went to a recent meeting and the Sheriff
154 advised him to put \$5,800.00 in the budget to cover the Rockingham County
155 Dispatch Fee that may be implemented next year. Selectman Tombarello
156 explains that Rockingham County may be implementing a fee to the smaller
157 towns for police and fire calls, which would amount to about \$5,800.00. Chief
158 Gordon said he would like to put this in the budget and when they find out
159 that it is not needed then he can remove it prior to the final budget hearing.
160 Selectwoman Copp suggested to leave it out and put it later if needed.
161 Selectman Tombarello asked about the Witness Fees line and why it is not
162 being used and Chief Gordon said last week there was only \$612.00 spent and
163 he reviewed the budget with Cheryl and it now is at \$1,700.00. He said this is
164 an estimate of what it would cost for the officers to go to court and this year
165 he was without 2 officers for half of the year, which is why it is so low.
166 Selectman Tombarello suggested reducing the line to \$4,000.00. This line
167 should be at 88% and it is at 33%. Selectman Treanor suggested reducing it to
168 \$4,500.00. The Board agrees to reduce the line to \$4,500.00.
169 Selectman Nicolaisen asked why the Equipment Maintenance line is so low
170 only at 43%. Chief Gordon said when the upgrade for the laptop was done it
171 was taken out of last year's budget, which was \$5,600.00 so it wasn't used
172 from this year's budget. Selectman Nicolaisen asked about the Equipment
173 Purchase line as well and Chief Gordon said they are purchasing another
174 mobile terminal in the car so they need the IMC Records and Mobile software
175 for \$2,300.00 and \$1,500.00 for next year's upgrades. Selectman Nicolaisen
176 asked if this can be used from this year's budget and remove it from next
177 year's. Chief Gordon said he can do it if that is what the BOS would like. The
178 Equipment Purchase line can be reduced to \$2,500.00. Selectman Tombarello
179 asked about the Training line as it is only at 46%. Chief Gordon said he is at a
180 full staff now and feels he will be using all of the Training line next year.
181 Selectman Devine said that if the training is State mandated then the State
182 should pay for it and he said he will look into it. Selectman Nicolaisen
183 suggested reducing the Training line to last year's figures which is \$5,982.00.
184 Chief Gordon said these expenses could be allocated from a different line.
185 Selectman Devine feels the amount is ok as it is and said it should be tracked
186 for next year, there is no need to back track to years past. The Consensus of
187 the BOS is to reduce the line to \$5,982.00.

188 **Motion by** Selectman Nicolaisen to accept the Police budget with Gross
189 Expenses of \$572,591.31, Revenue of \$5,195.00 and Net Expenses of
190 \$567,396.31 and be recommended by the BOS.

191 **Seconded by** Selectman Devine.

192 **In Favor**, Selectman Tombarello, Selectman Nicolaisen, Selectman Treanor,
193 Selectman Devine and Selectwoman Copp.

194 **Motion passes unanimously.**

195

196 A 5 minute break was taken at this time.

197

198 **Motion by Selectman Tombarello to put the Fire budget 4220.0 on the**
199 **table for discussion.**

200 Chief Tapley, John Goldman and Fred ??? are here to present this budget.
201 Selectman Nicolaisen asked why the stipends on the engineers are only at
202 33%. Chief Tapley said they usually get paid in November but some asked for
203 it sooner. Selectwoman Copp said the New Equipment line is at 110% and
204 Chief Tapley said he ordered a new valve while ordering the nozzles.
205 Selectwoman Copp feels this line has been reduced too much and wants to be
206 sure Chief Tapley is ok with this. Chief Tapley said he purchased larger items
207 in the past few years and feels that he will be ok with what he put in the
208 budget. Chief Tapley also said the SEBA Hydro-testing should read Water
209 Supply Maintenance.

210 **Motion by** Selectwoman Copp to accept the Fire account with Gross Expenses
211 of \$133,225.00, Revenue of \$100.00 and Net Expenses of \$133,125.00 and be
212 recommended by the BOS.

213 **Seconded by** Selectman Treanor.

214 **In Favor**, Selectman Tombarello, Selectman Nicolaisen, Selectman Treanor,
215 Selectman Devine and Selectwoman Copp.

216 **Motion passes unanimously.**

217

218

219 **Motion by Selectman Tombarello to put the Rescue budget 4215.0 on the**
220 **table for discussion.**

221 Selectman Nicolaisen said this is a responsible budget and decreased almost
222 3.5%.

223 **Motion by** Selectman Nicolaisen to accept the Rescue budget be
224 recommended by the BOS to the Budget Committee.

225 **Seconded by** Selectman Devine.

226 ***In Favor***, Selectman Tombarello, Selectman Nicolaisen, Selectman Treanor,
227 Selectman Devine and Selectwoman Copp.

228 ***Motion passes unanimously.***

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230

231

232 **NEW BUSINESS**

233 **2013 Impact Fees**

234 Lynne talked about the 2013 Impact Fees and said in the past they have been
235 used to pay the bond for Sandown North Elementary School. Lynne said as of
236 September 30th the account balance is \$82,170.00.

237 ***Motion by*** Selectman Tombarello to send the school \$50,000.00.

238 ***Seconded by*** Selectman Nicolaisen.

239 ***In Favor***, Selectman Tombarello, Selectman Nicolaisen, Selectman Treanor,
240 Selectman Devine and Selectwoman Copp.

241 ***Motion passes unanimously.***

242

243

244 **Proposals for Assessing Services**

245 Lynne suggested conducting interviews with both companies as there is such
246 a big difference in the amount of the bids. She said that MRI came in with an
247 amount of \$60,000.00 and Cross Country Appraisal came in with an amount of
248 \$39,000.00. Selectwoman Copp feels that a 5 year contract is too long. The
249 BOS will hold a separate meeting to conduct interviews of the two companies
250 within the next week or two.

251

252 **Dental Rates for 2014**

253 Lynne said this letter is to let the BOS know there was a surplus of \$458.73 for
254 the Town of Sandown, which will be reimbursed to the employees. There is
255 no increase in the rates for 2014. The consensus of the Board is this is ok.

256

257

258

259 **OLD BUSINES**

260 ***Motion by Selectman Tombarello to bring the Executive account 4130.0 to***
261 ***the table for discussion.***

262 Lynne said she received a letter from NH Municipal with the dues for 2014 so
263 the \$4,100.00 needs to be increased to \$4,850.00.

264 **Motion by** Selectman Nicolaisen to accept the Executive account with Gross
265 Expenses of \$212,552.00, Revenue of \$750.00 and Net Expenses of
266 \$211,802.00.

267 **Seconded by** Selectman Devine.

268 **In Favor,** Selectman Tombarello, Selectman Nicolaisen, Selectman Treanor,
269 Selectman Devine and Selectwoman Copp.

270 **Motion passes unanimously.**

271

272 **Selectman Tombarello put the Government Building account 4194.0 on the**
273 **table for discussion.**

274 Lynne reviewed the list of maintenance of buildings with the BOS and asked
275 them to review what they would like to be done next year.

276 Lynne said the wireless smoke detectors were increased to \$900.00, which
277 includes the batteries as well. The BOS agreed not to do the monitored fire
278 detection at this time. Lynne suggested to put the paving of Town Hall in a
279 warrant article except for \$1,800.00 in case the article fails they will have
280 some money in the budget to repair the cracks. Selectwoman Copp suggested
281 to put the Fire Department doors for \$11,600.00 to a warrant article.

282 Selectman Devine disagrees and would like to see it kept in the budget. The
283 consensus of the BOS is to leave the Fire Department doors in the budget. The
284 BOS removed the drapes as they may be purchased with money from this
285 year's budget and the concrete steps and sidewalk at Town Hall is being
286 removed until 2015. The new figure for the Building Maintenance is
287 \$28,195.00.

288 **Motion by** Selectman Nicolaisen to accept the Government Building budget
289 with Gross Expenses of \$97,313.88, Revenue of \$1,800.00 and Net Expenses of
290 \$95,513.88 be recommended by the BOS to the Budget Committee.

291 **Seconded by** Selectman Devine.

292 **In Favor,** Selectman Tombarello, Selectman Nicolaisen, Selectman Treanor,
293 Selectman Devine and Selectwoman Copp.

294 **Motion passes unanimously.**

295

296 **Government Building 2013**

297 Lynne wanted to update the BOS on the 2013 Government Building account
298 and said she is over budget by \$2,500 on the misc repair of the building
299 maintenance line and there are still few more things left to do such as cleaning
300 of the carpets and cleaning out the duct work and installing the fire stops. The
301 BOS is ok with cleaning out the duct work and installing the fire stops. Lynne
302 said there is money in the Welfare budget and there may also be money in the

303 workmen's comp line as well. Lynne said she won't have the carpets cleaned
304 this year. The BOS feel the duct work and fire stops need to be done.

305

306

307

CORRESPONDENCE

308 **Town Report - Dedication**

309 Lynne asked the BOS to consider what they would like to see on the cover of
310 the Town Report and if they want to do a dedication. A letter from Paula Gulla
311 stated there have been suggestions to put the Train Depot on the cover and
312 has no suggestions for the dedication. Selectwoman Copp said she likes the
313 idea but she'd like it to go on next year's after it has been updated. She said
314 she has been talking with Paula about a suggestion but can't say what it is
315 right now. She said if for some reason that doesn't come to pass she suggested
316 the fireman's memorial to get the word out to help them raise money for their
317 memorial. Lynne said usually they put something significant that happened in
318 2013 and feels 2014 would be the year to put the memorial on the cover, once
319 it has been completed. Lynne asked the Board to give this some further
320 thought.

321

322 **Letter from the Library**

323 Kristen Rundquist Corbett is the new Library Director beginning Monday,
324 November 18, 2013.

325

326 **Letter from Mary Poulin**

327 Selectman Tombarello said a letter was received from Mary Poulin resigning
328 from the Conservation Commission.

329

330 **Conservation Commission nomination**

331 **Motion by** Selectman Tombarello to appoint Joe McKinnon to the
332 Conservation Commission until March 2014.

333 **Seconded by** Selectman Nicolaisen.

334 **In Favor,** Selectman Tombarello, Selectman Nicolaisen, Selectman Treanor,
335 Selectman Devine and Selectwoman Copp.

336 **Motion passes unanimously.**

337

338 **NHMA Update**

339 Lynne said the BOS received a letter from the NHMA thanking them for their
340 membership and support.

341

342 **Survey Position Statement**

343 Lynne said this is in regards to Low Income Housing and Selectwoman Copp
344 said if this passes then low income housing recommends where people live
345 and where they can work. She said the survey should be completed and the
346 consensus of the BOS is they are against this.

347

348 **UNH**

349 Holding a seminar on Forest Law on November 19th and 20th. Lynne said she
350 may attend one of them.

351

352

353

LIASIAN REPORT

354 Selectman Devine said he attended the Recreation meeting and they reviewed
355 their budget and looked at the future needs of the multi-purpose fields and
356 also the parking lot repairs that they came to the BOS about. He also said he
357 attended the Conservation meeting and they met with Jim Beucler in regards
358 to the trail in the Town Forest.

359

360 Selectwoman Copp said the Budget Committee is still looking for a member
361 and so is the Cable Committee. She said the Budget Committee has another
362 department that is unhappy with them. She said the Library budget was
363 reduced by \$7,008.00 as there was a medical buy out to a part time employee
364 and the library may be coming before the BOS to have this employee become
365 full time.

366

367 Selectman Tombarello said there is no meeting next week as it is Veteran's
368 Day and thanked all the Veterans for their service.

369

370

371 ***Motion by Selectman Tombarello to go into Non public session under RSA***
372 ***91A:3II(e) litigation and (c) reputation.***

373 ***Seconded by Selectman Nicolaisen.***

374 ***Roll Call*** Selectman Devine – yes, Selectman Tombarello – yes, Selectman
375 Nicolaisen – yes, Selectman Treanor – yes, Selectwoman Copp – yes.

376

377

378

379

380 Selectman Tombarello stated that while in the non-public session the non-
381 public minutes were sealed.

382

383 Meeting adjourned at 10:15 pm

384 Respectfully submitted

385 Sue Reynolds