

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

Meeting Date: Monday, September 8, 2014
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), Stephen Brown (Brown), Hans Nicolaisen (Nicolaisen), Cindy Buco (Buco), James Devine (Devine), Lynne Blaisdell, Town Administrator and Cynthia J. Robinson, Recording Secretary
Absent:
Late to arrive:
Departed Meeting:
Call to Order: Chairman Nicolaisen called the meeting to order at 7:03 P.M.
Pledge of Allegiance

Review of minutes of previous meetings

- Board members reviewed the minutes of August 25, 2014. **MOTION:** Selectwoman Buco moved to accept the minutes of August 25, 2014 as written. Selectman Brown seconded. Three ayes [Treanor, Brown and Buco] and two abstentions [Nicolaisen and Devine]. Motion passed.

Public Comment

- Ed Mencis spoke of the importance of voting tomorrow at the Primary Election. Mr. Mencis stated it is everyone’s civic duty to get out and vote.
- Chairman Nicolaisen announced the Household Hazardous Waste Collection Day will be held on Saturday, September 13, 2014 from 9:00 A.M. through noon at the Highway Garage on route 111A, 207 Middle Road, Brentwood, NH.

Review of 2015 Proposed Budgets for Building Dept: Health Officer, Septic, Electric, Building Inspector and Code Enforcement Officer

- Health Officer Acct. 4411.0 – Present for this discussion was Ed Mencis. Mr. Mencis noted that water-testing costs are going up and more tests are being required. Water Testing Town Facilities was increased to \$300.00. **MOTION:** Selectman Brown moved the Board of Selectmen accept Health Officer Acct. 4411.0 with Gross Expenses of \$4,167.00, Revenue of \$0 and Net Expenses of \$4,167.00 and be recommended to the Budget Committee. Selectman Treanor seconded. Motion passed unanimously.

45 Septic Acct. 4242.1 – Ed Mencis was present for this discussion. Mr. Mencis
46 noted there was no increase to this budget. **MOTION:** Selectman Brown moved
47 the Board of Selectmen accept Septic Acct. 4242.1 with Gross Expenses of
48 \$2,900.00, Revenue of \$3,500.00 and Net Expenses of -\$600.00 and be
49 recommended to the Budget Committee. Selectman Treanor seconded. Motion
50 passed unanimously.

51
52 Electrical Inspector Acct. 4241.5 – Tom Tombarello was present for this
53 discussion. Mr. Tombarello noted there is no increase for next year and if the
54 Board wishes the Books budget line can be reduced to \$1.00 because he does
55 not need books this year. **MOTION:** Selectman Brown moved Electrical
56 Inspector Acct. 4241.5 be accepted by the Board of Selectmen with Gross
57 Expenses of \$6,471.00, Revenue of \$8,000.00 and Net Expenses of -\$1,529.00
58 and be recommended to the Budget Committee. Selectwoman Bucu seconded.
59 Motion passed unanimously.

60
61 Building Inspector Acct. 4241.2 – Bob Bogosh was present for this discussion.
62 Mr. Bogosh noted there are no changes for the next fiscal year. There was
63 discussion about the Payroll budget line and it was reduced to \$11,500.00.
64 **MOTION:** Selectman Brown moved to accept Building Inspector Acct. 4241.2
65 with Gross Expenses of \$13,030.00, Revenue of \$17,000.00 and Net Expenses
66 of -\$3,970.00 and be recommended to the Budget Committee. Selectman
67 Treanor seconded. Motion passed unanimously.

68
69 Code Enforcement Acct. 4241.3 – Bob Bogosh was present for this discussion.
70 Mr. Bogosh noted there were no changes over last year. **MOTION:** Selectman
71 Brown moved to accept Code Enforcement Acct. 4241.3 with Gross Expenses of
72 \$3,650.00, Revenue of \$0 and Net Expenses of \$3,650.00 and be recommended
73 to the Budget Committee. Selectman Devine seconded. Motion passed
74 unanimously.

75
76 Conservation Commission Acct. 4619.0 - Present for this discussion were Mark
77 Traeger and Brian Butler. Chairman Nicolaisen asked why the big increase in
78 the Environmental Consultant budget line. Mr. Traeger stated the current
79 consultant will be retiring in the near future. The Commission has interviewed
80 approximately seven candidates for this position and their fees are coming in a
81 lot higher than what they have been paying the current consultant. Selectwoman
82 Bucu asked what the consultant does. Mr. Traeger described the job description.
83 Selectman Brown asked why the consultant has to attend every meeting. Mr.
84 Butler explained the Commission is considering a change in meeting format. No
85 changes were made. There was discussion about accounts that have not been
86 used to date. **MOTION:** Selectman Brown moved to accept Conservation
87 Commission Acct. 4619.0 with Gross Expenses of \$9,820.00, Revenue of
88 \$240.00 and Net Expenses of \$9,580.00 and be recommended to the Budget

89 Committee. Selectman Treanor seconded. Four ayes [Treanor, Brown,
90 Nicolaisen and Buco] and one abstention [Devine]. Motion passed.

91

92 **New Business**

93

94 **Review requests to appoint alternate to Zoning Board of Adjustment and**
95 **alternate to Conservation Commission**

96

97 • The Zoning Board of Adjustment is requesting that Christopher Longchamps be
98 appointed as an alternate member. Board members reviewed the minutes of the
99 meeting where the recommendation was voted on. **MOTION:** Selectman Brown
100 moved to appointed Christopher Longchamps as an alternate member of the
101 Zoning Board of Adjustment for a three year term ending in March 2017.
102 Selectman Devine seconded. Motion passed unanimously.

103

104 • The Conservation Commission is requesting that James Devine be appointed as
105 an alternate member on the Conservation Commission. Board members
106 reviewed the minutes where the recommendation was voted on. **MOTION:**
107 Selectwoman Buco moved to appoint James Devine as an alternate member of
108 the Conservation Commission for a term to expire in March 2015. Selectman
109 Brown seconded. Four ayes [Treanor, Brown, Nicolaisen and Buco] and one
110 abstention [Devine]. Motion passed.

111

112 **Acceptance of donation for Senior Affairs Transportation Fund**

113

114 • Chairman Nicolaisen read the request for the Board to accept a donation in the
115 amount of \$684.00 to be placed in the Sandown Senior Affairs Transportation
116 Fund. Ms. Blaisdell stated these were funds raised at Old Home Day. **MOTION:**
117 Selectman Brown moved to accept a donation of \$684.00 to be deposited into
118 the Sandown Senior Affairs Transportation Fund Account. Selectwoman Buco
119 seconded. Motion passed unanimously.

120

121 **Discussion regarding school impact fees**

122

123 • Ms. Blaisdell explained the school impact fee process noting the fees go towards
124 the school bond. Board members were given a list of the impact fees that are
125 about to expire totaling \$43,903.00. Ms. Blaisdell explained that typically the
126 Board gives the amount that is about to expire but more can be given. Ms.
127 Blaisdell did not know the current amount in the account. Ms. Blaisdell stated
128 \$45,683.00 has been collected this year.

129

130 Ms. Blaisdell stated that the tax rate cannot be set until this amount has been
131 decided on by the Board. Ms. Blaisdell stated the MS1 has been submitted.
132 Selectman Devine would like to again ask the school board for confirmation that

133 this money is being put towards the school bond. **MOTION:** Selectman Brown
134 moved to send the school \$43,903.00 from the school impact fee account prior to
135 their expiring at the end of 2014 and be put towards the school bond and a letter
136 to school administration asking for confirmation on where the funds are being
137 applied. Selectwoman Bucu seconded. Motion passed unanimously.
138

139 Election coverage for primary

- 140
- 141 • Ms. Blaisdell stated there is an issue this year with selectmen coverage during
142 polling hours. Ms. Blaisdell stated that Selectman Devine cannot cover because
143 he is on the ballot noting there is no coverage between noon and 5:00 P.M.. Ms.
144 Blaisdell stated she spoke with an individual at the Secretary of State's Office
145 and all she did was reiterate what the law states. Selectman Treanor stated he
146 was available from 8:00 A.M. to 1:00 P.M. No others were available to cover the
147 hours in question. Ms. Blaisdell asked Board members to come in as early as
148 they could.

149 Other

- 150
- 151 • Ms. Blaisdell explained to the Board that the Wetlands Preservation Program is
152 asking the Board to sign a transfer agreement for the 83 acres that the
153 Conservation Commission purchased off of Hersey Road. The seller will be
154 signing the agreement as well. The agreement is stating that the parties will
155 follow the stipulations in the warranty easement deed. Ms. Blaisdell asked Board
156 members if they had any questions or did they want to speak with members of
157 the Conservation Commission before signing. Ms. Blaisdell noted that the
158 Conservation Commission would be meeting with the U. S. Dept. of Natural
159 Resources Conservation Service in the near future regarding this property.
160 Consensus of the Board is to sign the agreement. Selectwoman Bucu asked for
161 more information on this subject. Ms. Blaisdell will forward the information to her.
162
 - 163 • Ms. Blaisdell stated that Chief Joseph Gordon contacted her about the crosswalk
164 issue on Route 121A. Ms. Blaisdell recapped past history on the crosswalk issue
165 noting the crosswalk was ultimately changed to where the main entrance is to the
166 school. The kids that are walking this year are coming from North Shore Road
167 and instead of walking on Main Street they would like them to come through the
168 cemetery road and down the set of stairs down to the parking lot and cross at
169 that location and have the crossing guard there. The concern is there is no
170 railing on the stairs. Ms. Blaisdell obtained a quote of \$1,791.00 for a galvanized
171 30 foot railing.
172

173
174 There was discussion about where in the budget the money would come from to
175 make this improvement. Chairman Nicolaisen asked what condition the stairs
176 are in as far as installing the railing. Ms. Blaisdell stated the railing would be

177 installed in the ground next to the stairs. Chairman Nicolaisen asked about the
178 liability should the stairs themselves break. Ms. Blaisdell stated they are open to
179 the public now. Board members will view the stairs over the next week or so.

180
181 Ms. Blaisdell stated she has asked departments for a list of repairs that need to
182 be done on their buildings.

183
184 **Old Business**

185
186 **Further discussion regarding monthly updates by Sandown Representatives**
187 **to the School Board and School Budget Committee**
188

- 189 • Chairman Nicolaisen stated while he feels it is everyone's right to come in under
190 public comment to voice their opinion, the Board is getting into budget season
191 and he feels it is time to let this agenda item go. Selectman Brown noted that
192 legal counsel stated the Board doesn't have to allow public comment and
193 secondly, if the Board lets elected officials speak before the Board they open
194 themselves up to having created a forum where others will have to be allowed to
195 speak. Selectman Brown noted that legal counsel also stated that the person
196 responsible for setting the agenda could remove this as an agenda item as well.
197 Selectwoman Bucu noted that the Board voted this particular agenda item in so
198 she feels the Board should vote it out. Selectmen Brown and Nicolaisen did not
199 agree because it is the Chairman who sets the agenda.

200
201 Chairman Nicolaisen stated he is willing to announce when the School Board and
202 Budget Committee meetings will be held and residents should go there to
203 express their comments or concerns not at a selectmen's meeting where Town
204 business is conducted. Selectwoman Bucu stated she just wants to follow
205 protocol. Chairman Nicolaisen asked all who are in favor of letting the school
206 board continue say aye; Bucu and Treanor – aye and Brown and Nicolaisen –
207 nay. Selectman Devine stated that his disappoint was the school members when
208 before the Board are not doing what they stated their purpose was to inform the
209 public of what is going on at the school.

210
211 Selectman Brown stated if this agenda item is to continue to be on the agenda
212 once a month he would like it to be the last item on the agenda after all other
213 Town business is done and for only ten minutes to inform the Town as to what is
214 going on at the school. Ms. Blaisdell will draft a letter to the school members for
215 the Board to review.

216
217 **Status of Fremont Road Bridge**
218

- 219 • Selectmen Devine recapped last year's report on the condition of the Fremont
220 Rod bridge. Selectman Devine has been monitoring the bridge since the report

221 and has noted the deterioration of the bridge and feels a warrant article is
222 needed to make repairs to the bridge. Hoyle Tanner gave an estimate to fix it in
223 the amount of \$90,000.00. It was noted that the voters already voted down a
224 warrant article to make repairs to the bridge.

225

226 **Correspondence**

227

- 228 • Letter from Dept. of Revenue Administration reporting on their 2011 and 2012
229 Cyclical monitoring of Town records. All comments were minor in nature.
- 230
- 231 • Reviewed the MS-434 and MS-1 for 2014. Ms. Blaisdell noted a revised copy of
232 the MS-434 was received today and put in the selectmen's mailboxes. The MS-1
233 was filed in August.
- 234
- 235 • Town received the Notice of Annual Facilities Tour of all schools in the
236 Timberlane Regional School District.
- 237
- 238 • Public Notice from the Town of Durham, NH regarding the site plan review for a
239 cell tower.
- 240
- 241 • Update from White Columns Office Solutions, LLC regarding the Sandown
242 Energy Report. There has been a total savings of \$4,612.00.
- 243

244

244 **Department Liaison Report**

245

- 246 • Selectman Devine attended the Home Town Hero Award for Kevin Major at
247 Granite State Telephone in Chester.
- 248
- 249 Conservation Commission has been interviewing new consultants.
- 250
- 251 • Selectwoman Bucu noted that road side brush cutting is taking place and the
252 Highway Department is getting ready to work on the Wells Village Road project.
- 253
- 254 • Selectman Brown stated the Budget Committee meetings start this Wednesday.
- 255

256

256 Selectwoman Bucu asked to go into non-public session under RSA 91A:3 II (c)
257 Reputation to discuss policies and procedures. Selectwoman Bucu expressed concern
258 that individual employees might be discussed. **MOTION:** Chairman Nicolaisen moved
259 to go into non-public session under RSA 91A:3 II (a) Reputation. Selectman Treanor
260 seconded. Roll call: Treanor –aye, Brown – aye, Nicolaisen – aye, Bucu – aye and
261 Devine – aye. Motion passed unanimously.

262

263 **MOTION:** Selectman Brown moved to come out of non-public session. Selectman
264 Treanor seconded. Motion passed unanimously.

265
266 Chairman Nicolaisen announced while in non-public session the Board voted to seal the
267 minutes.

268
269 Chairman Nicolaisen announced that following this meeting the Board would be going
270 into a non-meeting to discuss police union negotiations. Selectwoman Buco recused
271 herself from this discussion because of possible conflict of interest and left the meeting
272 at this time.

273
274 Chairman Nicolaisen adjourned the meeting at 9:17 P.M.

275
276
277 Respectfully Submitted,

278
279
280
281 Cynthia J. Robinson
282 Recording Secretary