

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

5 Meeting Date: Monday, December 1, 2014

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), Stephen Brown (Brown), Hans  
10 Nicolaisen (Nicolaisen), Cindy Buco (Buco), James Devine (Devine), Lynne Blaisdell,  
11 Town Administrator and Cynthia J. Robinson, Recording Secretary

12 Absent:

13 Late to arrive:

14 Departed Meeting:

15 Call to Order: Chairman Nicolaisen called the meeting to order at 7:00 P.M.  
16

17 Pledge of Allegiance  
18

19 **Review of minutes of previous meetings**  
20

- 21 • There were no minutes to review.  
22

23 **Public Comment**  
24

- 25 • Ms. Blaisdell reminded everyone that the Tree Lighting Ceremony would take  
26 place Friday, December 5, 2014 at 6:00 P.M.  
27  
28 • Ms. Blaisdell announced that the Historical Society will be having the Polar  
29 Express on Saturday.  
30

31 **Mike Todd/Excel Construction, Police Chief Joseph Gordon, members of the**  
32 **Building Committee and Finance Director, Cheryl Eastman to discuss contracts**  
33 **and documents related to the construction project of new Police Station at**  
34 **460 Main Street**  
35

- 36 • Present for this discussion were: Police Chief Joseph Gordon, Mike Todd of  
37 Excel Construction, Cheryl Eastman, Finance Director, Paul D'Amore and Gerard  
38 Lachance members of the construction committee. The point of this meeting is  
39 to clarify the contract language for the reconstruction project for the Sandown  
40 Police Station 2014. Ms. Blaisdell noted that Mr. Todd sent an email with  
41 questions relating to the contract that he would like to go over and possibly  
42 amend/clarify. Ms. Blaisdell spoke with legal counsel about Mr. Todd's  
43 comments.  
44

45 Mr. Todd began by explaining that the contract was sent to their insurance carrier  
46 for comment and Mr. Todd has a list of five items that need to be clarified. Mr.  
47 Todd explained that the project is a group effort (volunteers and subcontractors)  
48 to try and save wherever possible. There was discussion about the liquidated  
49 damages clause possibly not being a part of the contract. Chairman Nicolaisen  
50 asked what legal counsel had to say about this. Ms. Blaisdell stated that legal  
51 counsel is leaving this up to the Board of Selectmen to set the completion date.  
52 Mr. Todd went over the five points in his email dated November 24, 2015 and the  
53 email from Mark Douglas, insurance agent dated November 18, 2014. Ms.  
54 Blaisdell spoke with the Town's insurance agent as well.  
55

56 Ms. Blaisdell asked the Board what they want as far as the warranty bond  
57 covering completion. It was the consensus of the Board to complete the project  
58 (May 30, 2015) plus one year (2016). Ms. Blaisdell asked the Board if they want  
59 to purchase builders risk insurance through the Town's insurance agent.  
60 Consensus of the Board is to go with the Town's insurance carrier. Consensus  
61 of the Board is it is okay to remove the waiver of subrogation and retainage. Ms.  
62 Blaisdell explained legal counsel's concerns regarding retainage. Ms. Blaisdell  
63 will go back to legal counsel about the retainage. Consensus of the Board is  
64 after Ms. Blaisdell speaks to legal counsel and she has a favorable response the  
65 contract will be signed. Ms. Blaisdell will amend the contract per the discussion  
66 tonight. Mr. Todd will have the bond within a few days.  
67

68 Cheryl Eastman is working on finding funds for the project. Ms. Eastman  
69 explained there is a month to go as far as looking at department budgets but she  
70 feels \$45,000.00 could be available to put towards the project. Ms. Eastman  
71 explained this \$45,000.00 is not from department budgets it is from other types of  
72 budgets (benefits, insurance, etc) not department budgets. Department heads  
73 will be talked to closer to the end of the budget season.  
74

75 Chief Gordon spoke about project deletions and the need to add them back in if  
76 funding is found. Ms. Blaisdell and Ms. Eastman will talk to department heads by  
77 the end of the December.  
78

79 **Police Chief Joseph Gordon regarding resident request to lower speed limit on**  
80 **Main Street in vicinity of 84 Main Street**  
81

- 82 • Chief Gordon stated this site is at the corner of 84 Main Street and Lakeside  
83 Drive. Chief Gordon stated the comments made by this property owner are  
84 factual. Chief Gordon described what has been done to date to help prevent  
85 vehicles from driving onto this property and he spoke about possible remedies.  
86

87 Chief Gordon stated the NH Department of Transportation (NHDOT) needs a  
88 letter from the Board of Selectmen stating this is an issue that needs to be looked

89 into in order to come up with a plausible solution. Chief Gordon stated that  
90 statistics are available to support the homeowner's complaints. Ms. Blaisdell will  
91 draft a letter to the NHDOT for the Board of Selectmen to sign and Chief Gordon  
92 will also send a letter to the NHDOT regarding this issue. Ms. Blaisdell will let the  
93 homeowner know what the Board's decision is on this matter.  
94

95 **New Business**

96  
97 **Acceptance of \$50.00 Lions Club donation of refreshments for tree lighting**  
98 **ceremony**  
99

- 100 • Lions Club donation for refreshments at the tree lighting ceremony. **MOTION:**  
101 Selectman Brown moved to accept the \$50.00 donation from the Lion's Club for  
102 refreshments at the tree lighting ceremony. Selectwoman Bucu seconded.  
103 Motion passed unanimously.  
104

105 **Other**

- 106  
107 • Chief Tapley provided the Board with a Memorandum of Understanding that  
108 comes to the 2014 Assistance of Fire Fighters Grant Regional Project. The  
109 Town of Epping has agreed to act as a host agency to apply for a regional grant  
110 through the referenced agency. They will collect the data and are asking  
111 Sandown to sign a form saying the Town agrees to allow them to do so. They  
112 are applying for a grant to purchase a new radio console system and a next  
113 generation 911 telephone system. There is no cost associated with this  
114 application for the Town of Sandown. **MOTION:** Selectman Brown moved to  
115 sign the Memorandum of Understanding allowing the Town of Epping Fire  
116 Department to collect information to apply for the regional grant. Selectwoman  
117 Bucu seconded. Motion passed unanimously.  
118

119 **Old Business**

- 120  
121 • There was no Old Business tonight.  
122

123 **Correspondence**

- 124  
125 • Letter from Rockingham Planning Commission regarding the 2015 Regional  
126 Master Plan Update. Ms. Blaisdell has copies for anyone interested in reviewing  
127 it.  
128  
129 • Letter from a resident asking to purchase Town property (Map 20 Lot 4).  
130 Consensus of the Board is they are okay with moving forward with this request.  
131 Ms. Blaisdell is working on this.  
132

- 133       • Letter from Comcast about their continuing to provide high speed internet  
134       services to the Town of Sandown schools and local library.

135       **Department Liaison Report**

- 136
- 137       • Selectwoman Bucu stated the Transfer Station was closed on Wednesday  
138       because of the storm but they did stay open on the weekend without power.
- 139
- 140       • Selectman Devine suggested the Board consider a system utilizing the two chiefs  
141       for allowing employees to leave early due to inclement weather. Ms. Blaisdell  
142       stated this is usually done on a case-by-case basis.

143

144       **MOTION:** Chairman Nicolaisen moved to go into non-public session under RSA 91A:3  
145       II (b) Hiring. Selectman Brown seconded. Roll call: Treanor – aye, Brown – aye,  
146       Nicolaisen – aye, Bucu – aye and Devine – aye. Motion passed unanimously.

147

148       **MOTION:** Selectman Brown moved to come out of non-public session. Selectwoman  
149       Bucu seconded. Motion passed unanimously.

150

151       Chairman Nicolaisen announced while in non-public session the Board agreed to not  
152       seal the non-public minutes.

153

154       Chairman Nicolaisen adjourned the meeting at 8:35 P.M.

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Respectfully Submitted,

Cynthia J. Robinson  
Recording Secretary