

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5
6 **Meeting Date: June 15, 2015**

7 **Type of Meeting: Regular Meeting**

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

9 **Meeting Location: Town Hall**

10
11 Selectman Devine called the meeting to order at 7pm.

12
13 **Members Present:** Selectman Devine, Selectman Treanor, Selectman
14 Goldman, Selectwoman Buco and Selectman Tombarello.
15 Town Administrator: Lynne Blaidsell

16 **Not Present: Recording Secretary:** Sue Reynolds

17
18 Pledge of Allegiance was done.

19
20 Selectman Devine asked the Board to review the minutes of Monday, June 1,
21 2015.

22 Selectwoman Buco said line 98 should read Keach, Nordstrom & Associates,
23 line should read and don't feel, not fell, line 170 should read Rangeway Ave. is
24 in need of a lot of work already, line 257 should read resignations had been
25 accepted but not yet made public....., line 284 should read She also said before
26 the information....., line 305 should read as she does not want
27 misrepresentation, line 337 should read Minority Committee is not to monitor
28 the Majority Committee. Selectman Goldman said line 308 should read BOS
29 member and feels he is entitled to do so. He also said that as a BOS member
30 he has been extremely careful.....

31 **Motion by** Selectman Tombarello to accept the minutes of Monday, June 1,
32 2015 as amended.

33 **Seconded by** Selectwoman Bucu.

34 **In Favor,** Selectman Treanor, Selectman Goldman, Selectman Devine,
35 Selectwoman Bucu and Selectman Tombarello.

36 **Motion passes unanimously.**

37

38 **PUBLIC COMMENT**

39 Deb Brown, Sandown Recreation wanted to let the public know that the
40 summer recreation program is filling up but there is still time to register. She
41 said she is working with Atkinson and Plaistow to hold an Ice Cream Social for
42 the seniors in July. The event is free but they would like a head count ahead of
43 time to prepare accordingly.

44

45 Lynne Blaisdell stated that the Sandown Police Department is hosting the
46 Boating Class and it will be held at the Sandown Parks & Recreation building
47 on Sunday, June 28th from 9-4:30. The class is \$30.00 per student and they
48 can call the BOS to get the number to register. Selectman Devine also stated
49 that if you are more than 16 years of age and the boat is 25 horsepower or
50 more then you have to take this course.

51

52 Selectman Tombarello stated that there was an election today for a new high
53 sheriff and Mike Hero was elected.

54

55 Planning Board Members to discuss updating school impact fees will be
56 postponed until a later meeting per the Planning Board.

57 Lynne asked if Deb Brown can bring an item forward and the BOS agreed.

58

59 Arthur Green handed Lynne some information in regards to how the impact
60 fees might be gathered and he said the information came from the Danville
61 BOS.

62

63 Deb Brown, Recreation Director said she would like to hire a new employee
64 for an open lifeguard position. Her name is Laura Pomeroy and she will be
65 starting at \$12.00 per hour.

66 **Motion by** Selectman Tombarello to hire Laura Pomeroy as a certified
67 lifeguard starting at \$12.00 per hour for the 2015 fiscal year.

68 **Seconded by** Selectman Treanor.

69 **In Favor**, Selectman Treanor, Selectman Goldman, Selectman Devine,
70 Selectwoman Bucu and Selectman Tombarello.

71 ***Motion passes unanimously.***

72

73 **7:15 Brian Chevalier, Emergency Management Coordinator for the**
74 **review of FEMA grant for the January storm.**

75 Lynne said that Brian isn't available this evening as he was called into work,
76 but Lynne said she has been working with him on this and can present it to
77 the Board. Lynne said in the packet is a summary of what was submitted to
78 FEMA for the January storm. She said some of the items that were submitted
79 were overtime hours, equipment rental and plow drivers with a contract
80 amount of \$45,000.00. She said also administrative costs were submitted as
81 well and the reimbursement amount from FEMA would be \$57,949.18. She
82 said this is in the beginning stages and as she received updates she will let the
83 Board know. She said the money will go into the General Fund as
84 unanticipated revenue but feels that as we get closer to warrant article
85 preparation Brian may come before the Board and ask that some or all of this
86 money be put in the Disaster Management Trust Fund, which can only be
87 raised and appropriated through a warrant article.

88

89 **7:30 Russell Wolff – Request for a donation for Timberlane's Got Talent**
90 **production and information about the event.**

91 Russell is asking for support from of the Town of Sandown BOS for this event.
92 He is hoping to get donations of \$400.00 collectively from all 4 towns. He
93 explained the different levels of donations or contributions that the Town can
94 contribute. Selectman Tombarello asked if there will be a charge to go see the
95 event and Russell said that he isn't planning to charge but it would depend if
96 they had enough money from sponsors/contributions to run the event. The
97 date of the event is October 2nd and he is hoping to get 50 acts. Russell said he
98 will be speaking to the other Town's in the next few weeks. Selectwoman
99 Bucu asked if the Town has ever done anything like this in the past and Lynne
100 said the only Town sanctioned event is OHD and things like this are usually
101 private events. Lynne said as far as donations go, the Town usually only gives
102 to Human Service organizations and she also had questions as to who's non-
103 profit organization is it and who is insuring the event. Selectman Goldman
104 thinks this is a great idea that may be beneficial to the district and may help
105 the district come together and he encouraged Russell to reach out to all of the
106 cable committees in the Town and look into corporate sponsors as well.

107 **NEW BUSINESS**

108 Lynne said she received 1 request to accept a donation and 1 request for
109 disbursement for the SSATP. Lynne is looking for the BOS to accept a \$20.00
110 cash donation to their fund.

111 **Motion by** Selectman Tombarello to accept the \$20.00 donation to be
112 deposited in the SSATP fund account.

113 **Seconded by** Selectwoman Buco.

114 **In Favor,** Selectman Treanor, Selectman Goldman, Selectman Devine,
115 Selectwoman Buco and Selectman Tombarello.

116 **Motion passes unanimously.**

117
118 Lynne said she will pass around the form for approval so the SSATP can go to
119 Cumberland Farms and purchase an allotment of gas cards for their drivers.

120
121 **Motion by** Selectman Tombarello to allow the SSATP to spend up to \$1,000.00
122 for gas cards at Cumberland Farms from the SSATP fund.

123 **Seconded by** Selectwoman Buco.

124 **In Favor,** Selectman Treanor, Selectman Goldman, Selectman Devine,
125 Selectwoman Buco and Selectman Tombarello.

126 **Motion passes unanimously.**

127
128 Lynne said they have advertised for the positions for the custodian and
129 grounds/building maintenance and she is accepting applications through
130 Thursday, June 18th. She said she has someone doing the cleaning for now but
131 would like to talk to the Board in regards to the rate of pay for these positons.
132 Lynne said the custodian's full time position was \$14.20 per hour and has
133 been appropriated in the budget and the grounds maintenance has been
134 appropriated for \$12.67 per hour, part time. Selectman Goldman asked what
135 a DPW laborer makes and said he envisioned hiring a DPW laborer to work for
136 the Highway Department and did the grounds maintenance as well. He is
137 concerned about hiring a laborer and paying them a different rate. Lynne said
138 even though it is part of the highway department it is a different position. She
139 also said that the assistant to the Highway Director is \$19.15 per hour and the
140 next laborer is \$18.20. Lynne feels like when she is interviewing she would
141 like to be able to let them know what the rate of pay would be or at least a ball
142 park figure. Selectman Tombarello suggested to possibly increase the rate of
143 pay for the custodian position because they won't be entitled to any benefits
144 as the previous custodian was. Selectman Goldman feels the

145 maintenance/grounds person's salary should be more in line with the DPW
146 laborer's salary as they could potentially be doing some of the same duties
147 and feels the part time custodial position's salary should be increased a little as
148 there are no benefits. Lynne asked the Board for a ball park and she can have
149 the Finance Director run some figures. Selectman Goldman feels comfortable
150 for the part time custodian position to have a range of \$13.50 – 15.00 per hour
151 and the full time grounds/maintenance position to have a range of \$15.00 -
152 16.75 per hour for the Finance Director to run the numbers. The consensus of
153 the Board is ok with these figures.

154

155 **7:45 Police Chief Gordon, Mike Todd from Excel Construction, Bob**
156 **Bogosh and Dean Sotirakopolous - discussion and request to approve**
157 **change order #2 for the new police station.**

158 Chief Gordon said they are here to talk to the Board in regards to the final
159 figures in regards to the Police Station constructions. Chief Gordon said the
160 last requisition came through with some change order estimates as the project
161 is coming to an end. He said he didn't feel he had all of the information he
162 needed to give to Lynne. He said Mike has been handling a lot of the figures
163 and wanted the Building Committee to give their input as well. Chief Gordon
164 said he wanted to review the construction project line by line and explain the
165 difference to the Board for each line. Selectman Goldman asked what the
166 original warrant article figure was and Chief Gordon said roughly
167 \$800,000.00. Chief Gordon said the building was purchased for \$418,000.00
168 so there was about \$492,000.00 left and then there was an additional
169 \$80,000.00 requested which brings the total to approximately \$950,000.00.
170 Chief Gordon said then at deliberative session he asked for \$63,800.00 from
171 the Government Buildings account, which stayed in that account and didn't go
172 towards the project. Selectman Goldman said that Excel Construction's initial
173 bid was \$492,000.00 and after figuring all of the numbers involved he feels we
174 are over budget by \$150,000.00, which is 30% over. Chief Gordon referred to
175 the Change Order that he presented to the BOS and said the money in the
176 Government Building account would take care the security system, the LED
177 lighting, the underground service and the back driveway. Chief said some of
178 this money was paid out from the Government Building account but some of it
179 was paid out of Excel's account which has caused this account to go over the
180 contracted amount. Chief Gordon said he purchased a vanity with his own
181 credit card and felt the reimbursement should have come from the plumbing
182 account or the mill work and he feels that there are crossovers between

183 accounts and wants to know how this should be handled. Mike Todd from
184 Excel Construction said there are about \$16,000.00 in credits coming back to
185 the Town and he also said that in the beginning stages of the construction they
186 credited back to the Town \$6,000.00 because of volunteer work done by
187 residents of the Town. He referred to the Change Estimate Log and said the
188 LED fixtures and the underground service make up the largest amount of the
189 over budget items. Mike said that they did some energy upgrades that will
190 save the Town money in rebates and energy efficiency in years to come.
191 Selectman Devine asked if they had the money to do this and Chief Gordon
192 said some of the savings came from the Government Building account and
193 doesn't feel the \$40,000.00 amount is a solid number. He also said there is
194 \$30,000.00 in the Government Buildings account that hasn't been expended
195 yet. Selectman Goldman asked if this was part of the original contract and
196 Lynne Blaisdell said this is a change order to the original contract. Selectman
197 Goldman said he would like to go into non-public session to discuss the
198 contract. Selectman Tombarello said looking at the \$40,000.00 and the
199 amount left in the Government Building account it won't be a wash but they
200 won't be \$40,000.00 over and Chief Gordon agrees. Mike Todd said Excel
201 doesn't make it a habit to create change orders and also said that they aren't
202 changing for items that most contractors do charge for and feels they are
203 being extremely fair to the Town in terms of what they are charging for and
204 not. He also commended Chief Gordon for his time and effort and said Excel is
205 trying to keep their costs down as well.

206 **Motion by** Selectman Tombarello to go into non-public session under RSA
207 91A:3II (c) reputation.

208 **Seconded by** Selectman Goldman.

209 **Roll Call**, Selectman Tombarello – yes, Selectwoman Bucu – yes, Selectman
210 Devine – yes, Selectman Goldman – yes and Selectman Treanor – yes.

211
212 Selectman Devine stated that while in non-public the non-public minutes were
213 sealed.

214
215 **Motion by** Selectman Goldman to accept the change order #2 for \$40,178.00.

216 **Seconded by** Selectman Treanor.

217 Selectman Tombarello asked if the Board were going to review the changes in
218 the change order. Mike explained the change estimate log and reviewed the
219 heat and the winter conditions had not yet been discussed as it was originally
220 excluded and this will be dealt with as it came up. The total subcontractor

221 cost was \$3,900.00 and other costs, such as the bonds, were waived for the
222 Town. Mike made a point of telling the Board that he will be charged for the
223 bond at the end of the job according to the number of change orders he has
224 and he is not passing this cost onto the Town. Mike said the change estimate
225 3 has not been put into place as there are a number of times that Chief Gordon
226 has done himself so there is no need to charge for them. Chief Gordon also
227 stated that there was a lot more rot in the building than the building inspector
228 anticipated initially. Mike also said there were trusses that had to be put in or
229 replaced as the second floor was sagging. Change estimate 4 had to do with
230 the electrical in regards to housing a backup generator which was not
231 discussed initially but it was felt necessary for the station to have. Mike also
232 referred to the LED lighting, which was not originally in this quote but will
233 save the Town money in years to come as they won't have to be changed as
234 often. Chief Gordon said that this money has been appropriated in the
235 Government Buildings budget and asks how this can be taken from that
236 budget and paid so the Town isn't paying the bond premiums and overhead
237 on this item. Lynne explains it doesn't matter where the money comes from
238 the bond to ensure the work is done correctly. Mike explains that change
239 estimate 5 is for the fire alarm system for the first floor. He said that during
240 the process and code reviews it was decided to install the fire alarm system on
241 the second floor, which increased the line over the \$5,000.00 budget. Chief
242 Gordon said this is in place of a sprinkler system. Change estimate 6 is from
243 the energy conservation and the upgrades that were decided on along the
244 way. Mike said the cost of the items is \$16,922.00 but here are rebates that
245 are assigned are \$8,900.00, which is included in the contract credits change
246 estimate 10. Change estimate 7 is for the plumbing repairs to the existing
247 plumbing and Mike explained there were frozen pipes upstairs and a lot of
248 copper needed to be replaced. Change estimate 8 is miscellaneous revisions
249 which is made up of basement insulation and automatic front doors need to be
250 push button operational door and some additional drywall work done on the
251 second floor. Chief Gordon said he received a rebate check from NH Coop in
252 the amount of \$9,025.55. Mike also told the Board that on the change estimate
253 log he noted the items on the requisition and he did not list the rebate items
254 or the contract credits because he won't bill for one until the other one comes
255 in.

256 ***In favor***, Selectman Treanor, Selectman Goldman, Selectman Devine,
257 Selectwoman Buco and Selectman Tombarello.

258 ***Motion passes unanimously.***

259 Chief Gordon gave an update on the Police Station and said that one coat has
260 been applied and the groundwork needs to be completed and they are waiting
261 for the lockers as well.

262

263

264

CORRESPONDENCE

265

Notice from USDA

267 Lynne explained this is a notice to Wetland Reserve Program Landowners in
268 regards to tree cutting but it doesn't necessarily affect the BOS.

269

Notice from Department of Environmental Services

271 Lynne said this in regards to Best Management Practices Compliance
272 Inspection Report and on June 2, they visited Herk Enterprises and found that
273 the facility no longer constitutes a motor vehicle recycling facility.

274

Notice from Rocking County Commissioners

276 Selectman Tombarello stated that the Rocking County Commissioners are
277 asking the BOS to come before the RCC to see if they can help the Towns. He
278 referred to the dispatch services that may need to be looked at in the
279 immediate future as well as other items he feels the Commissioners can help
280 the Town's with. There is a meeting set for Thursday, July 16th at 6pm to be
281 held at the Hilton Auditorium of the Rockingham County Nursing Home.
282 Selectman Devine and Selectman Goldman both offered to attend.

283

Notice from NHDES

285 Lynne said that the NHDES did some water testing at 26 Depot Road and also
286 at the Town Hall and the report came back as no VOCs were detected.

287

Notice from the Festival of Trees

289 Lynne said this is to invite the BOS to attend their celebration on Monday,
290 June 22 from 6:30 – 9:30 at the Methuen Memorial Music Hall and tickets are
291 \$30.00 each.

292

293

294

LIAISON REPORT

295 None of the Selectman had anything to report.

296

297 **Motion by** Selectman Tombarello to go into non-public session under
298 RSA91A:3II (c) reputation.
299 **Seconded by** Selectman Goldman.
300 **Roll Call**, Selectman Tombarello – yes, Selectwoman Buco – yes, Selectman
301 Devine – yes, Selectman Goldman – yes, Selectman Treanor – yes.
302 **Motion passes unanimously.**
303
304 Selectman Devine stated that while in non-public session the non-public
305 minutes were sealed.
306
307
308 Meeting adjourned at 9:45 pm
309 Respectfully submitted
310 Sue Reynolds