

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5
6 **Meeting Date: November 16, 2015**

7 **Type of Meeting: Regular Meeting**

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

9 **Meeting Location: Town Hall**

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11 **Members Present:** Selectman Devine, Selectman Treanor, Selectman
12 Goldman, Selectwoman Bucu and Selectman Tombarello.

13 Town Administrator: Lynne Blaidsell

14 **Recording Secretary:** Sue Reynolds

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16 Selectman Devine called the meeting to order at 7:00pm.

17
18 Pledge of Allegiance was done and a moment of silence was observed in
19 regards to the attack in Paris last week.

20
21 Selectman Devine asked the Board to review the minutes of Monday,
22 November 2, 2015.

23 Selectman Goldman said line 134 should read Lt. Strout and Dennis
24 Giangregorio.

25 Lynne said Line 109 should read Dennis Giangregorio.

26 **Motion by** Selectwoman Bucu to accept the minutes of Monday, November 2
27 as amended.

28 **Seconded by** Selectman Treanor.

29 **In Favor,** Selectman Devine, Selectman Goldman, Selectman Treanor and
30 Selectwoman Bucu.

31 **Abstain,** Selectman Tombarello

32 ***Motion passes 4-0-1***

33

34 **PUBLIC COMMENT**

35 Selectman Tombarello said the Tri Town News will no longer be delivered to
36 the Town of Sandown for free, he said it will now cost \$50.00. Lynne Blaisdell
37 said you can pick up a copy at the Town Hall or Library.

38

39

40 **Review of warrant articles**

41 Lynne said Article 1 is the election for the Town Officers and Article 2 is the
42 operating budget.

43

44 Page 2 –

45 Warrant Article A – Highway Block Grant – this will be placed on the ballot.

46

47 Special Warrant Article B – OHD, asking for an additional \$1,000.00.

48 Selectman Goldman asked how many years for WA for this and asks if it has
49 passed every year. Lynne said over 12 years and yes it has passed every year.

50 Selectman Goldman asked what the increase is for. Lynne said she will ask the
51 Committee for a breakdown of the additional expenses. Selectman Treanor
52 said it is for expenses.

53

54 Warrant Article C – third year – Fire equipment and Apparatus Capital
55 Reserve Fund. The Board is okay with this going on the ballot.

56

57 Warrant Article D - \$43,460 – unanticipated revenue from FEMA being
58 recommended by the Disaster Management Director. Lynne said this can be
59 used to offset the budget. This money would be added to the Town Disaster
60 Management Expendable Trust Fund. Lynne feels that this is a lot of money to
61 take from the fund balance and a decision in regards to the amount doesn't
62 have to be made tonight. Lynne needs to know if the Board is ok with putting
63 this article on the ballot and an amount can be decided on at a later date. The
64 Board is in agreement that this article will go on the ballot.

65

66 Special warrant Article - Revaluation Capital Reserve Fund. Lynne asked if the
67 Board wanted to put this article on the ballot to increase the amount in the
68 Revaluation Capital Reserve Fund. Selectman Tombarello suggested a
69 \$5,000.00 amount. The Board agrees with this.

70 **Review of budget proposals for Parks & Recreation, Summer Rec &**
71 **Building Operating discussion regarding proposed project and**
72 **personnel matter**

73 Presenting this budget are Deb Brown, George Blaisdell, John Donahue and
74 Veronica Utman.

75
76 The Recreation Commission handed out a layout of a new Babe Ruth baseball
77 field at the recreation building that they would like to implement in the next
78 2-5 years. Deb Brown explained that there has not been a Babe Ruth field in
79 the Town of Sandown in the past 20 years. She stated that it would cost over
80 \$100,000.00 to fix "C" Filed at Miller Field over 12 years ago. Deb said she
81 would like to meet the needs of the community so they are proposing to turn
82 the field at the Recreation Building field into the Babe Ruth field. The Rec
83 Commission has met with TYSL and SBSA to determine the best scenario for
84 everyone that uses the fields. Deb is letting the BOS know that there may be in
85 increase in the budget in future years for materials for the field but the goal is
86 to raise the money for the field independent of taxpayer money.

87 John Donahue said the Field of Dreams group raised over \$18,000.00 a few
88 years ago and are in agreement to fund this project with this amount of
89 money. They are looking to set up an account with the Town so they can
90 receive large donations and have a place to put it. He referred to the
91 document that was provided and said it is not to scale yet, but they wanted to
92 give the BOS an idea of the layout are looking for their approval. Selectman
93 Tombarello asked about the soccer fields and Jon Donahue said there is still
94 room for soccer to be played on. John said some of the parking lot will be used
95 for this project. Selectman Devine asked about moving the field to the
96 opposite direction and Deb Brown said you want to keep the baseballs away
97 from the playground area which is why it is set up that way. Selectwoman
98 Bucu asked about the maintenance on the field and Deb said they already
99 maintain the field that is there and will continue to do so. Selectman Goldman
100 asked what the cost of construction of this field would be and he was told well
101 under the \$100,000.00 as there will be a lot less excavation to be done. Deb
102 said they are looking to get this information out to the community that this is
103 a project that will be available in 2-4 years. Selectman Goldman asked about
104 rental fees for the field and John Donahue said Babe Ruth pays to rent field in
105 town. Deb Brown said if an organization has more than 60% town
106 participation then there is no field rental fee. John said this will also give the
107 Town an opportunity to host tournaments and bring in revenue at the same

108 time. Selectwoman Bucu asked about the parking and John said there will still
109 be plenty of parking even if it means shifting the parking lot a bit. George
110 Blaisdell said that if parking became an issued they could possibly look into
111 using the land that was purchased behind the police station. John Donahue
112 reminds the Board they are raising funds and not asking for the taxpayers to
113 fund it.

114 The Board is in favor of this project.

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116

117 **Summer & Special Rec 4520-37**

118 Deb Brown explains this is the summer programs, after school and vacation
119 week programs. Deb said the Commission agreed to change the way the
120 counselors are being paid. Deb said the starting pay for counselors has not
121 been increased since 2004. She proposed to start the counselors at \$8.25 and
122 increase either .25 per hour or .50 per hour and will max out at year 5. She
123 said she isn't able to retain the strong staff because they can't afford to stay.
124 Deb explains this is a revenue based program and most of the expenses will be
125 offset by the revenue. Deb also explains she is proposing to have a co-
126 coordinator position at \$15.00 per person for 2 coordinators. Selectman
127 Goldman questioned the Revenue for 2015 is only at \$852.00 when \$3,358.00
128 was budgeted. Deb said there was staffing issues last year so they weren't
129 able to hold one of the intended programs. There is another program starting
130 November 30th. Selectman Goldman asked about the pay rates and Deb said
131 the highest paid counselor was at \$8.48 per hour. He is concerned that some
132 for the increases are 8-12% increase and they haven't set the increase for the
133 full time employees yet. George Blaisdell said they are trying to make
134 budgeting easier and retain employees as well. Deb Brown said the rates
135 haven't increased since 2004. Lynne Blaisdell said they are looking to set a
136 matrix and won't be asking for the same rates the Town employees receive.
137 Lynne said this is a summer program for the most part and most of the payroll
138 will be absorbed through the revenue and there won't be enough time to look
139 at the Town's matrix before the end of this budget season and the rates have
140 been pretty low. Selectman Tombarello asked about the Special Programs
141 Payroll and Deb said she did cut the hours on that for this year's budget.

142 **Motion by** Selectman Tombarello to recommend the Summer Rec and Special
143 Programs to the Budget Committee with Gross Expenses of \$64,197.00,
144 Revenue of Summer Recreation of \$51,108.00, Revenue of Special Programs of
145 \$3,221.00 and Net Expenses of \$9,868.00.

146 **Seconded by** Selectman Treanor.
147 **In favor**, Selectman Tombarello, Selectwoman Buco, Selectman Devine,
148 Selectman Treanor and Selectman Goldman
149 **Motion passes unanimously.**

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152 **Rec. Building Operations 4520-38**

153 Deb explained in 2016 there is a difference of \$481.00 in the following lines –
154 Field Maintenance 8% increase in turf maintenance, Electricity line is now
155 \$2,000.00 instead of \$1,750.00, Propane line was increased from \$1,400.00 to
156 \$1,700.00, and the Internet was increased by \$25.00.

157 **Motion by** Jon Goldman to recommend the Building Operations budget to the
158 Budget Committee with Gross Expenses of \$17,252.00, Revenue of \$3,516.00
159 and Net Expenses of \$13,736.00.

160 **Seconded by** Selectman Tombarello
161 **In favor**, Selectman Tombarello, Selectwoman Buco, Selectman Devine,
162 Selectman Treanor and Selectman Goldman
163 **Motion passes unanimously.**

164

165 **Parks & Recreation 4520-36**

166 George Blaisdell said they would like to talk to about the Recreation Director’s
167 line and possibly changing it to a Parks & Recreation Director’s position and
168 they would like to make this position full time. George refers to the budgets
169 previously presented and a lot of responsibility goes along with it. Deb Brown
170 passed out a comparison in regards to the salary and responsibility from 2010
171 to current. George Blaisdell explained \$264,000.00 in revenue has been
172 returned to the Town with the facility usage, which is 700%. John Donahue
173 said all of the responsibilities of the Recreation Director have increased
174 drastically over the years. John Donahue said the salary difference from 2015
175 to 2016 will increase by \$3,837.00. He said this will allow for extra programs,
176 opportunities for other trainings and satisfaction of the employee.

177 Selectman Tombarello would like to go into a non-public session for further
178 discussion as this is new information to most of the Board. George said this is
179 not a new discussion this is something that has been discussed for the past
180 few years. Lynne explained the only reason you can go into a non-public
181 session is to discuss compensation, dismissal or disciplinary actions. She said
182 if you are only talking about the position it doesn’t qualify for a non-public
183 session.

184 Selectman Goldman mentioned the \$3,800.00 is a base salary and the benefits
185 would have to be discussed. Lynne said the vacation and sick time are in built
186 into the budget. Selectman Treanor said the Board should vote on this as it
187 has been going on for years and this position brings in a lot of revenue for the
188 town. Selectwoman Buco asked about this being a non-essential position and
189 should this go to a warrant article and John Donahue said this is not a non-
190 essential position as there a great amount of families and seniors in our
191 community that use this program. George Blaisdell said it is in the Board of
192 Selectman's purview to change the position from part time to full time as they
193 have done several times in the past. He doesn't understand why this time it is
194 being suggested to go to warrant article. Selectwoman Buco said because it
195 affects the salary and benefits it should be up to the Town to vote on it and she
196 would support the article. George said a lot of the public doesn't see what
197 goes on behind the scenes. Selectman Tombarello again said this discussion
198 should go into non-public session to discuss this. Selectman Devine asks to
199 review the rest of the budget and then they will go into non-pubic session to
200 discuss the Recreation Director's position. Selectman Goldman asked about
201 the percentage used so far this year and feels there are several lines that have
202 not been fully expended. Deb said they still have 2 months left in the budget
203 and this is the time of year they can finish making repairs. She said the
204 Lifeguard payroll line is done being expended for this year.

205 **Motion by** Selectman Tombarello to go into non-public session under RSA
206 91A:3II (a) employee matters.

207 **Seconded by** Selectman Goldman.

208 **In Favor**, Selectman Tombarello – yes, Selectman Devine – yes, Selectman
209 Goldman – yes, Selectman Treanor – yes and Selectwoman Buco.

210 **Motion passes unanimously.**

211

212 While in non-public session the non-public minutes were sealed.

213

214 **Motion by** Selectman Treanor to increase the Recreation Director's position to
215 full time 40 hours beginning December 1, 2015.

216 **Seconded by** Selectman Devine

217 **In favor**, Selectman Treanor, and Selectman Devine

218 **Opposed** Selectwoman Buco

219 **Abstain** Selectman Goldman and Selectman Tombarello

220 **Motion passes 2-1-2**

221 **Motion by** Selectman Tombarello to recommend the Parks & Recreation
222 budget to the Budget Committee with Gross Expenses of \$91,161.00, revenue
223 of \$1.00 and net Expenses of \$91,160.00.

224 **Seconded by** Selectman Treanor.

225 **In favor,** Selectman Tombarello, Selectman Devine, Selectman Goldman and
226 Selectman Treanor.

227 **Opposed,** Selectwoman Buco

228 **Motion passes 4-1-0**

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231 **Further warrant article review**

232 Page 3 – Special Warrant Article - Bridge Capital Reserve Fund –
233 Lynne said there is \$50,000.00 in the fund and wants to know what amount
234 should be put in for this year. She reminds the Board about the updates on
235 the bridges that need to be done. She said she has someone she would like to
236 come in and talk to the Board in regards to this and they can decide at a later
237 date the amount they would like to be put on the ballot. She suggests putting
238 in at least \$50,000.00 to take care of the issue with the Fremont Rd. Bridge.
239 She asks if the Board would like this article on the ballot and the Board said
240 yes.

241 Selectman Devine asked if they had a list of the culverts in Town and feels
242 they should be putting money aside to fix them when necessary instead of
243 waiting until they need to be replaced. Lynne said she hasn't received
244 anything yet. Lynne also said this is bridge capital reserve fund and would not
245 take care of culvert issues.

246

247 Warrant Article in regards to paving Town Hall parking lot
248 Lynne said this has been on the ballot for the past two years and has failed
249 both times. Selectwoman Buco suggested putting in a smaller amount and do
250 it over a few years. Lynne said there is no Capital Reserve Fund to put the
251 money into and the first year would have to create the fund. Selectman
252 Goldman asked if it should be put in the budget and use a surplus if there is
253 one at the end of the year. Jon said it can be discussed at Deliberative Session
254 and Lynne said it can also be talked about it at the Budget Committee meeting
255 and at the Public Hearing as well. Lynne said there could be a warrant article
256 coming to repair the roof at Town Hall. Selectman Goldman said the more he
257 thinks about it, it should go to warrant article. Lynne asks if this should stay

258 on the ballot this year as there could be a warrant article coming to repair the
259 roof. The Board is ok with leaving it in for now.

260
261 The Board is in agreement to add the same article for the roof repair at Town
262 Hall.

263
264 Special Warrant Article Road Improvement Capital Reserve Fund -
265 The figure is in the process and the board wants this to be on the ballot.

266
267 Lynne asked the Board if there any others that should be put on the ballot and
268 there was no response at this time.

269
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271 **Acceptance of donations to SSATP**
272 **Motion by** Selectman Tomabrello to accept the cash donation of \$548.50 and a
273 \$25.00 gas card for the SSATP fund.

274 **Seconded by** Selectwoman Buco.
275 **In Favor,** Selectman Tombarello, Selectman Devine, Selectman Golman,
276 Selectman Treanor and Selectwoman Buco.

277 **Motion passes unanimously.**

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280 **OLD BUSINESS**

281 **Further discussion regarding 2016 employee increases**

282 Lynne referred to the chart that was provided to the BOS and said the
283 estimated tax impact on a \$200,000 home would be as listed according to the
284 amount of increases of 1% up to 5%. Lynne said this is just an estimate and
285 on increase on salaries only. Selectman Goldman asked if any employees will
286 go backwards based on insurance rates as well and Lynne said there are one
287 or two employees because of the increase of the health insurance, but this
288 should not be compared to the health insurance as there is a big difference
289 depending on the employee's age.

290 **Motion by** Selectman Goldman to give all full and part time employees a 3%
291 increase.

292 **Seconded by** Selectman Treanor.

293 Selectwoman Buco said the difference between the 2% and 3% increase is
294 roughly \$5.60 and feels it would be doable.

295 ***In Favor***, Selectman Tombarello, Selectman Devine, Selectman Golman,
296 Selectman Treanor and Selectwoman Buco.

297 ***Motion passes unanimously.***

298

299 **Proposal from J. Barrett to evaluate the needs of the Train Depot**
300 **Museum**

301 Lynne referred to the email received from J. Barrett which stated he will need
302 to return to look at the building to inspect it and assess both the inside and
303 outside to determine the existing electrical and mechanical plumbing systems
304 and the present structure of the building and insulation and ventilation.

305 Selectman Tombarello asks if there is \$600.00 in the budget for this and Lynne
306 said yes, she can find the money in the budget this year but she can't
307 guarantee it will be there in 2016. Selectman Tombarello said this is a good
308 deal for all the Town will receive as his contracted rate is \$125.00 per hour.
309 Selectman Goldman said if this amount can be encumbered and Lynne said
310 she can ask him for a more detailed contract.

311 ***Motion by*** Selectman Tombarello to accept the detailed study on the Train
312 Depot from Frank J. Barrett per email dated October 29th for an amount not to
313 succeed 700.00.

314 ***Seconded by*** Selectman Treanor

315 ***In Favor***, Selectman Tombarello, Selectman Devine, Selectman Golman,
316 Selectman Treanor and Selectwoman Buco.

317 ***Motion passes unanimously***

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320 **CORRESPONDENCE**

321 **Board of Education meeting being held on November 18th.**

322 Selectwoman Buco presented the Board with a packet and said she and Dr.
323 Farrah, from Danville asked the BOE to put this on the agenda in December so
324 they can weigh in on the buyout and their position on the buyout structure
325 and this may impact whether or not there would be another warrant article.
326 She said this could affect any of the Towns in the District. Selectman Goldman
327 said he has some concerns because Selectwoman Buco said in a letter to the
328 BOS in May that she would not submit anything to the Board of Ed without the
329 BOS permission and asked why this was done. Selectwoman Buco said that
330 letter was talking about the Minority Report and this is not the Minority
331 Report she said they are not making any recommendation at this time but it
332 would be beneficial to understand the position of the Board of Ed of the

333 buyout structure in the event there is another article placed on the ballot from
334 any of the town's in the district. She said selectwoman Farrah is asking the
335 support of her BOS as well. Selectman Goldman asked under whose authority
336 was the sent as it is signed from the Vice Chair of the BOS and feels this is in
337 poor taste without permission to do so. He is upset that this information
338 wasn't provided ahead of time and was not an agenda item either.
339 Selectwoman Buco said this is on the agenda under correspondence and she
340 stated last week that she was going to submit something but the Board didn't
341 want to hear about it. She said she is submitting this report under the
342 authority of her position on both committees. Selectman Devine said she was
343 on the Majority Committee and the Chairman of the Minority Committee that
344 the Majority Committee set up and Selectman feels if that is the case then it
345 should not have been signed from the Vice Chairman of the Sandown BOS.
346 Selectman Devine said it doesn't matter what she is submitting, she is still the
347 Vice Chair of the BOS and that title stays with her. Selectman Goldman feels it
348 is in poor taste and Selectman Devine said Selectman Goldman is out of order.
349 Selectwoman said this is valuable information in regards to the amount of the
350 buyout and doesn't understand why she can't ask the questions. Selectman
351 Goldman said if she had brought it up a week or two ago it would be a
352 different story and Selectwoman Buco said she tried but he didn't want to
353 hear it.
354 Lynne asked if she should go to the November 18th meeting and Cindy said it is
355 going to be put on the agenda of the December 14th meeting and they would
356 be in touch with Selectwoman Buco.

357

358 **Letter from Comcast**

359 Lynne said the letter stated Comcast is providing a free service to schools and
360 libraries across the region and this is a value of more than \$1,800.00.

361

362

363 **ZBA Public Hearing**

364 Abutters notice in regards to the public hearing regarding property at 33
365 Showell Pond Rd. requesting a variance to allow 2 new building lots with no
366 frontage on a Class V town road. Selectman Devine said he would like to be
367 sure there are at least 2 acres on this property and Lynne said she can look
368 into this with him tomorrow with Andrea.

369

370

371 **LIAISON REPORT**
372 Selectman Tombarello – police chief said regarding animal control budget and
373 is pretty close now, situations in Town animal cruelty and there may need to
374 be more hours added and the supply line may increase and could be over
375 budget this year. Lynne said there may be money in the Police budget to
376 cover the overage.
377 Selectwoman Bucu – Highway is continuing put patchwork on the roads and
378 doing equipment maintenance and cut trees at town hall.
379
380 Selectman Devine – Fire Dept. continuing to make renovations to the building.
381
382 Selectman Goldman – nothing to report on conservation and planning bd. LT.
383 Dick Strout, EMS lieutenant has retired after 40 years of service on December
384 8th.
385
386
387 Selectman Treanor – nothing to report – ZBA meeting is tomorrow night.
388
389
390 ***Motion by*** Selectman Goldman to adjourn.
391 ***Seconded by*** Selectman Treanor
392
393 Meeting adjourned at 9:45
394
395 Respectfully submitted
396 Sue Reynolds