

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5  
6 **Meeting Date: May 23, 2016**

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 Tombarello, Selectman Treanor, Selectwoman  
14 Bucu, Selectman Devine and Selectman Goldman

15 **Town Administrator:** Lynne Blaidsell

16 **Recording Secretary:** Sue Reynolds

17  
18  
19 Selectman Tombarello called the meeting to order at 7pm.

20  
21 Pledge of Allegiance was done.

22  
23 Selectman Tombarello asked the Board to review the minutes from Monday,  
24 April 25, 2016.

25 Lynne asked that line 14 read Office Assistant – Paula Gulla

26 **Motion by** Selectman Goldman to accept the minutes of April 25<sup>th</sup> as amended

27 **Seconded by** Selectman Treanor

28 **In Favor,** Selectman Devine, Selectman Tombarello, Selectman Goldman and  
29 Selectman Treanor.

30 **Abstain,** Selectwoman Bucu

31 **Motion passes 4-0-1**

32 Selectman Tombarello asked the Board to review the minutes from Monday,  
33 May 2, 2016.

34 Selectman Goldman said line 35 should read and invites the public.....

35 **Motion by** Selectman Goldman to accept the minutes of Monday, May 2, 2016  
36 as amended.

37 **Seconded by** Selectman Treanor

38 **In Favor**, Selectman Devine, Selectman Tombarello, Selectman Goldman,  
39 Selectman Treanor and Selectwoman Buco

40 **Motion passes unanimously**

41

42

43 Selectman Tombarello asked the Board to review the minutes from Monday,  
44 May 9, 2016.

45 **Motion by** Selectman Devine to accept the minutes of Monday, May 9, 2016 as  
46 written.

47 **Seconded by** Selectman Treanor

48 **In Favor**, Selectman Devine, Selectman Tombarello, Selectman Goldman,  
49 Selectman Treanor and Selectwoman Buco

50 **Motion passes unanimously**

51

52

### 53 **PUBLIC COMMENT**

54 Lynne reminded the public that Wednesday, May 25<sup>th</sup> that there is a blood  
55 drive at the Fire Station from 2-7pm and appointments are recommended but  
56 not necessary.

57

58 Lynne said the state is doing the low and moderate income property tax relief  
59 program. She if you are single AGI of \$20,000 or less or married AGI of  
60 \$40,000.00 or less paperwork can be filed between May 1<sup>st</sup> and June 30<sup>th</sup> with  
61 the DOR. Lynne said the office can help with filing as well.

62

63 Lynne said on June 16<sup>th</sup> at Town Hall from 7-9pm will be a community  
64 discussion in regards to substance abuse and they are encouraging all  
65 community leaders to attend. Selectman Tombarello said the BOS and Lynne  
66 Blaisdell attended a similar meeting last week at the PAC. Lynne said  
67 childcare will be provided as well and it must be requested to Jon Goldman by  
68 5pm on June 13<sup>th</sup>. Selectman Goldman said Playmates Learning Center will be  
69 doing the childcare at no charge.

70 Selectman Tombarello said there was going to be a meeting on May 25<sup>th</sup> for  
71 the Towns to be held at Rockingham County and in regards to central  
72 purchasing and only 3 out of the 37 towns responded so this will be  
73 rescheduled in the fall.

74

75 Paul Godin from SSATP wanted to publicly thank Ed Mencis for the fundraiser  
76 he held at the Depot with his fried dough as they made \$1,214.21 and he  
77 wanted to thank the public for supporting this as well.

78

79 Selectman Bucu reminded the public that there is a blood drive on  
80 Wednesday, May 25<sup>th</sup> from 2-7pm at the Fire Station.

81

82 **SSATP discussion utilizing PayGov.com to accept donations and**  
83 **acceptance of donations to The Senior Affair Transportation Fund**

84 Paul said they would like to use PayGov.com to allow advance signups for the  
85 upcoming motorcycle ride. Paul said that they received 3 paintings as a  
86 donation and he said the PayGov account would allow them to hold an online  
87 auction to raise larger funds for the SSATP. Selectman Tombarello asked  
88 about the pros and cons to this. Lynne said they have a similar process that is  
89 used for property tax payments but can't be used for anything else. She said  
90 that PayGov will deposit money directly into the Town's account and not held  
91 in their account until transferred. Lynne said that Merrimack County is  
92 currently using this and they are very happy with it. She said a link can be set  
93 up on the website and an email will be generated to let us know that a  
94 donation has been made, then once that is done it would need to be accepted  
95 by the BOS. Selectman Devine asked how long they have been in business and  
96 are they insured for any losses. Lynne said she will talk with Cheryl, the  
97 Finance Director to get these questions answered. Lynne said the fee will be  
98 the responsibility of the person making the donation. Selectman Goldman  
99 said they are in 40 states and cautions Paul about adding the additional charge  
100 to the customer. Lynne explained the reason for this is the Town can't absorb  
101 the cost for someone's personal use of their credit card. Selectman Goldman  
102 referred to Square and they have a 2% fee for all transactions.

103

104 **Motion by** Selectman Goldman to accept the donation of \$1,244.21 to the  
105 SSATP fund.

106 **Seconded by** Selectman Treanor

107 ***In Favor***, Selectman Devine, Selectman Tombarello, Selectman Goldman,  
108 Selectman Treanor and Selectwoman Buco.

109 ***Motion passes unanimously.***

110

111

112 **Arthur Genualdo, Public Works Director and Patrick Colburn from Keach**  
113 **Nordstrom & Associates**

114 Patrick said he and Artie are working on the completion of the Fremont Rd.  
115 reconstruction project, improvements at the Fremont Bridge over the Exeter  
116 River and improvements to open up the Phillips Road Bridge.

117 He said the monies will be removed from the bridge capital reserve fund for  
118 the 2 bridges. Artie had a recent meeting with himself and representatives  
119 from Hoyle Tanner (the engineering firm). Patrick said they were hoping to  
120 do all 3 items at the same time but because of the permitting process in  
121 regards to the Fremont Rd. Bridge that won't be possible. They are looking to  
122 move forward with the Phillips Rd. bridge work in conjunction with the  
123 Phillips Rd. repairs. Patrick said if the Board approves this he can add the  
124 bridge information to his bidding information and lump the jobs together.  
125 Selectman Tombarello asked the cost of this and Patrick said the estimate at  
126 Phillips Rd. Bridge was \$40,000.00 and \$8,311.00 for the design, permitting  
127 and bid phase from Hoyle Tanner. Patrick also said there is an estimated  
128 amount of \$4,848.00 added in depending on how much they will be needed  
129 during the construction. Patrick reminded the Board that this is just a  
130 temporary 10 year fix and they should be putting money aside each year for  
131 the permanent fix. Selectman Tombarello asked if they will be asking for  
132 money through the NH State Aid Bridge Program in 2024. Lynne said you  
133 can't use that for this temporary project.

134 Lynne also said it is important to note that there is not aide available for the  
135 Fremont Rd. Bridge and the BOS will continue to ask for money to fund this  
136 project. Lynne asked about the assumptions on page 10 and is concerned that  
137 the Town may be responsible for large salary increases. Patrick said the  
138 contract is a lump sum commitment and the amount in the contract is an  
139 estimate and it would depend on how long the Public Works Director would  
140 need them on the job. Lynne asked a question in regards to page 4 and who  
141 would be doing the inspection if it is not Hoyle Tanner. Patrick feels that if  
142 Hoyle Tanner is hired to come out during the construction phase then they  
143 should be required to present a detailed inspection report.

144 Lynne let the Board know the job is upwards of \$12,000.00 and said the  
145 purchasing policy is to go out to bid for anything over \$5,000.00 and asked the  
146 BOS what they would like to do. The consensus of the Board is to move  
147 forward with Hoyle Tanner's recommendation. Selectman Goldman feels they  
148 should move forward as Keach Nordstrom is willing to work with Hoyle  
149 Tanner on this project.

150 **Motion by** Selectman Devine to accept the bid from Hoyle Tanner and accept  
151 the professional services agreement that was submitted.

152 **Seconded by** Selectman Goldman

153 Selectman Tombarello states a few weeks ago he was not an advocate to grant  
154 bids of more than \$5,000.00 but in this regards this company has been to our  
155 Deliberative Sessions and did not get paid and he feels they know the bridge  
156 and will recommend them doing this work as well.

157 **In favor,** Selectman Devine, Selectman Tombarello, Selectman Goldman,  
158 Selectman Treanor and Selectwoman Buco.

159 **Motion passes unanimously**

160

161

162 **Mr. Thomas Wilson-Frascone, discussion regarding driveway repairs on**  
163 **Phillipswood Rd.**

164 Thomas Wilson-Frascone and Robert Indars are here to discuss this. Robert  
165 said he would like to pave the driveway to the blacktop but they don't own the  
166 in between them and the pavement. Robert also said there are drainage  
167 issues with water coming into his yard and his neighbors as well. Robert said  
168 that Artie was out there about an hour ago and said that area could be a right  
169 of way. Selectman Tombarello asked Artie Genualdo to speak in regards to  
170 this and Lynne refers to information in the packet stating that she is not sure  
171 where lot 14 ends without doing the survey. Patrick said that he would look  
172 into this and put together a memo to the BOS after they do a record research.  
173 They will check back with Lynne to see what information Patrick has.

174

175

176 **NEW BUSINESS**

177 **Review and signing of 1<sup>st</sup> issue 2016 Property Tax Warrant**

178 Lynne said the tax bills are being prepared to go in the mail and will be due  
179 July 5, 2016. She said the total amount to be collected is \$6,838,884.00. She is  
180 asking the Board to sign the appropriate form.

181

182 **Appointment of Cable Access Board, Senior Affairs Transportation and**  
183 **Recreation Members**

184 **Motion by** Selectman Devine to appoint Susan Godin to the Cable TV Board  
185 through March 2018, Richard Lewis through March 2019, Loraine Borin  
186 through March 2017 and Chris Donnellan as an alternate through March 2019,  
187 Joan Park to the SSATP through March 2019, Nelson Rheaume as an alternate  
188 through March 2019, and George Blaisdell to the Recreation Commission  
189 through March 2019.

190 **Seconded by** Selectman Goldman

191 **In favor,** Selectman Devine, Selectman Tombarello, Selectman Goldman,  
192 Selectman Treanor and SelectwomanBuco.

193 **Motion passes unanimously**

194

195

196 **Discussion regarding the new Staples account proposal**

197 Lynne said the cost of this program is \$299.00 per year with a discount on  
198 several items. She said she had Paula do a cost analysis on the items they have  
199 ordered so far this year and in 2015 there would have been a savings of about  
200 \$320.00 if they had this plan in place, which is not including the \$300.00 for  
201 the cost of the program. Lynne said for the first year they will receive a new  
202 chair, valued at \$300.00 and 4 cases of paper and this is something that can be  
203 evaluated every year. Selectwoman Bucu asked if there are other programs  
204 out there and Lynne said there are but she is not sure what they are. Lynne  
205 said she is still waiting for additional information from Staples and will bring  
206 it back to the Board at a later date.

207

208 **Review of letter and request for reimbursement from Sandown**

209 **Historical Society**

210 Lynne said the Historical Society did some renovations to one of the back  
211 rooms in the amount of \$424.63 and are seeking reimbursement from the  
212 Town. Selectman Tombarello said Bob came before the Town and asked  
213 permission to do the repairs and Selectman Treanor said when they came  
214 before the Board they assumed this would be the responsibility of the Board.  
215 Selectman Tombarello said he is in favor of paying this but in the future he  
216 would like Bob to come before the town with estimates ahead of time.  
217 Selectman Treanor said the Historical Society feels it is the Town's  
218 responsibility to pay for the restorations. Selectman Goldman said he thinks it  
219 should be budgeted ahead of time and Lynne said the Board should decide if

220 there are things that are needs or wants. Selectman Treanor will relay the  
221 message to the Historical Society. Lynne said  
222 **Motion by** selectman Goldman to allow Lynne to work with Bob to figure out  
223 who to reimburse the \$424.63.

224 **Seconded by** Selectman Treanor

225 **In Favor**, Selectman Devine, Selectman Tombarello, Selectman Goldman,  
226 Selectman Treanor and Selectwoman Buco.

227 **Motion passes unanimously**

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### 231 **OLD BUSINESS**

#### 232 **Review of computer support and managed services RMON Networks**

233 Lynne said this is the 1 year agreement that will be in effect through  
234 December 2016. She said there is more storage needed so there will be a  
235 small monthly increase in regards to this.

236 **Motion by** Selectwoman Buco to accept the proposal submitted by RMON for  
237 1 year in the amount of \$1,432.12 per month.

238 **Seconded by** Selectman Treanor

239 **In Favor**, Selectman Devine, Selectman Tombarello, Selectman Goldman,  
240 Selectman Treanor and Selectwoman Buco.

241 **Motion passes unanimously**

242

243

### 244 **CORRESPONDENCE**

245 Lynne said there is a letter from NHRS and the records were audited and it  
246 was determined that some of the Town's contribution letters needed to be  
247 adjusted. There was one incident in regards to contributions from one of the  
248 police officers. Lynne said contributions were being made after taxes instead  
249 of before. The auditors decided to leave things the way they are and they  
250 approved the audit.

251

252

253 Lynne said there is a packet from Dragon Mosquito and the permit was sent to  
254 the state along with public notices and they are asking permission to get  
255 started on the program and all info is available on the town website.

256

257 Letter from TRHS to invite the board to the graduation on June 11, 2016 at  
258 10am if any members would like to attend. Selectman Devine said he will be  
259 present.

260  
261 RPC annual meeting Wednesday, June 8<sup>th</sup> at the Atkinson Country Club and the  
262 Board should let Lynne know if they would like to attend. The cost is \$35.00  
263 pp.

264  
265 Letter from residents in Danville in regards to the Articles of Agreement and  
266 School Board. This letter is to keep the BOS up to date.

267  
268

269 **Letter from a Hampstead resident concerned with the noise of Busby**  
270 **Construction**

271 Lynne said this is a business and Sandown doesn't have a noise ordinance and  
272 they could contact Busby directly. Sandown doesn't have a noise ordinance  
273 and she feels the Town should not get involved.

274  
275  
276

277 **Notice from NH Electric Co-op**

278 Lynne said they are holding their annual meeting and if anyone would like to  
279 fill out a ballot let Lynne know.

280

281 **Notice from Vegetation Control Services on behalf of NH Electric Co-op**

282 Lynne stated they are doing vegetation control along the electrical lines  
283 throughout the Town. She said there is more information on the website as  
284 well.

285

286 **Letter from RCC**

287 Stating the May 25<sup>th</sup> meeting will be postponed until later this year.

288

289 **Motion by** Selectwoman Buco to accept the 2 sets of non-public minutes of  
290 May 2, 2016.

291 **Seconded by** Selectman Goldman

292 **In Favor,** Selectman Devine, Selectman Tombarello, Selectman Goldman,  
293 Selectman Treanor and Selectwoman Buco.

294 **Motion passes unanimously**



295 **Motion by** Selectwoman Buco to accept the non-public minutes of Monday,  
296 May 9, 2016 as written.

297 **Seconded by** Selectman Goldman

298 **In Favor,** Selectman Devine, Selectman Tombarello, Selectman Goldman,  
299 Selectman Treanor and Selectwoman Buco.

300 **Motion passes unanimously**

301

302

303 **Motion by** Selectman Goldman to accept non-public minutes of Monday, April  
304 25, 2016 as written.

305 **Seconded by** Selectman Treanor.

306 **In Favor,** Selectman Devine, Selectman Tombarello, Selectman Goldman and  
307 Selectman Treanor

308 **Abstain,** Selectwoman Buco.

309 **Motion passes unanimously**

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312

### 313 **LIAISON REPORT**

314 Selectman Tombarello said Monday is the Memorial Day Parade

315 Selectman Devine had nothing to report.

316 Selectwoman Buco – blood drive fire dept Wed, May 25<sup>th</sup>, chief keeps checking  
317 on the fire truck grant

318 Selectman Goldman – Conservation Commission meeting next meeting to  
319 discuss a previous non-public meeting.

320 Selectman Treanor – Planning Board there was a gentleman that asked for an  
321 extension until May 23<sup>rd</sup>.

322

323 Selectman Tombarello said there was an advisory committee meeting in  
324 regards to the new field at Sandown North on Wednesday and he said only 3  
325 residents were in attendance. He said the Committee received a blessing and  
326 will be moving ahead with the construction of the field. Selectman  
327 Tombarello said he was disappointed that there was not more public input.

328

329

330 **Motion by** Selectman Devine to go into non-public session under RSA 91-A:3II  
331 (a) employee matters, (b) property and (c) reputation.

332 **Seconded by** Selectwoman Buco

333 **Roll call** Selectman Devine – yes, Selectman Tombarello – yes, Selectman  
334 Goldman, - yes, Selectman Treanor – yes and Selectwoman Buco – yes.

335 **Motion passes unanimously**

336

337

338

339 **Motion by** Selectman Devine to seal the minutes of the second non-public  
340 session.

341 **Seconded by** Selectman Treanor

342 **In Favor,** Selectman Devine, Selectman Tombarello, Selectman Goldman,  
343 Selectman Treanor and Selectwoman Buco.

344 **Motion passes unanimously**

345

346 **Motion by** Selectman Devine to adjourn.

347 **Seconded by** Selectman Goldman.

348 **In Favor,** Selectman Treanor, Selectman Devine, Selectman Goldman  
349 Selectman Tombarello and Selectwoman Buco.

350 **Motion passes unanimously.**

351

352

353 Respectfully submitted

354 Sue Reynolds