

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

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6 **Meeting Date: August 22, 2016**

7 **Type of Meeting: Regular Meeting and Public Hearing**

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

9 **Meeting Location: Town Hall**

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12 **Members Present:** Selectman Treanor, Selectman Goldman, Selectman  
13 Tombarello, Selectman Devine and Selectwoman Buco

14 **Town Administrator:** Lynne Blaisdell

15 **Recording Secretary:** Sue Reynolds

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

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20 Pledge of Allegiance was done.

21  
22 Selectman Tombarello asked the Board to review the minutes of the Monday,  
23 August 8, 2016 meeting.

24 Lynne said line 74 should read the dog owner paid \$100.00 to end the case.  
25 Lynne said Mr. Adams was concerned as to how the minutes were written in  
26 regards to him having a gun. Mr. Adams said that he has had a gun since he  
27 was 9 years old and recently acquired a permit and the last thing he wants is  
28 to have to use it.

29 Selectman Goldman said line 13 should read Selectwoman Buco.

30 **Motion by** Selectwoman Buco to accept the minutes of Monday, August 8<sup>th</sup> as  
31 amended and additional email attachment from John Adams.

32 **Seconded by** Selectman Goldman  
33 **In Favor** Selectman Devine, Selectman Tombarello, Selectman Goldman,  
34 Selectman Treanor and Selectwoman Buco.

35 **Motion passes unanimously.**

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37 **Motion by** Selectwoman Buco to accept the non-public minutes of Monday,  
38 August 8, 2016 as written.

39 **Seconded by** Selectman Goldman.

40 **In Favor** Selectman Devine, Selectman Tombarello, Selectman Goldman,  
41 Selectman Treanor and Selectwoman Buco.

42 **Motion passes unanimously.**

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#### 45 **PUBLIC COMMENT**

46 Selectman Tombarello stated that the Garden Club is putting the butterfly  
47 garden in the front yard of Town Hall at no cost to the tax payers. He also  
48 thanked Jon Goldman and the Fire Dept. for a job well done responding to a  
49 911 call over the weekend for his neighbor.

50

#### 51 **7:10 Richard Lewis and Chris Donnellan are here have a follow up** 52 **discussion regarding proposed changes to Channel 17 Policies and** 53 **Procedures and Charter.**

54 Richard Lewis stated that they would like to move forward to purchase a  
55 projector in the amount of \$6,334.00 and Chris said there will also need to be  
56 electrical work in preparation for the instillation and a screen will be placed  
57 behind the curtain as well. The Board is okay with this purchase and  
58 installation. Richard wanted the Board to be aware there will be some  
59 construction in the upper town hall as well.

60

61 Chris said they haven't been the Cable Advisory Board for a long time and they  
62 are now the Cable Access Board. Richard and Chris reviewed the Policies &  
63 Procedures document with the Board. They stated there are some  
64 insignificant wording changes throughout the document but also pointed out  
65 a few areas which created lengthy discussion.

66 On Page 4 under the Program Content Requirement they added clarification  
67 on the types of programming that is allowed or not allowed on the channel.  
68 Chris said he reviewed 5 or 6 other Town's policies and they pulled out the  
69 best of them for Sandown's policies. Selectman Goldman asked about No 10

70 on Page 6 in regards to the approval of the Advisory Board and being  
71 submitted to the Station Manager. He is asking about the turnaround time to  
72 get something put on the air. Chris said the minimum is 2 days and Richard  
73 said the Cable Board has the right to review everything but they may not need  
74 to. Chris said if there is a public service announcement from the Town then he  
75 would put it on the channel and doesn't feel it is subject to approval by the  
76 Advisory Board.

77 Chris also said there will be an equipment sign out sheet to keep track of what  
78 is taken and brought back. Selectwoman Buco asked about section 2, page 5  
79 in regards to BOS approval or legal review and who makes that determination.  
80 Richard said the Advisory Board would look at it first and depending on their  
81 judgement they may recommend it to the BOS and/or legal review. Richard  
82 said this process can be spelled out within the procedures. Lynne asked if  
83 someone is given the opportunity to appeal the Cable Advisory's decision to  
84 the BOS and Richard said yes and Lynne asked if this should be added to page  
85 6 paragraph 8 and Richard said he will add it. Richard explains the changes  
86 on page 8 in regards to the Cable Advisory Board and BOS are not required to  
87 solicit the input and it is up to the people with the opposing view to contact  
88 the Cable Advisory Board. Chris said according to Gordon Champion if an  
89 elected officer asks for air time it is the obligation of the Cable Advisory Board  
90 to contact the opposing candidate to let them know of this. Richard said it is  
91 listed in the procedures that the Cable Advisory Board is not responsible for  
92 notifying the opposed candidate as they may not know who the opposition is  
93 and may not be able to contact them. Selectman Goldman said he would be  
94 more comfortable to have town counsel review these documents once they  
95 are changed. Richard said the Cable Board is willing to pay for the attorney  
96 fees. Selectman Devine asked if the procedures can state that if someone is  
97 interested in supplying opposing views they can contact the station with their  
98 information. Richard said the Advisory Board has the right to review ALL  
99 programs. He said that doesn't mean they will, but they have the opportunity  
100 to. Page 11 Richard pointed out changes to the Political Campaign  
101 Programming which came from one of the other towns and limits our town's  
102 liability. Lynne asked the BOS if they want to add a paragraph that allows for  
103 views on warrant articles and feels it would be important to help educate the  
104 public of different issues. Richard is asking the BOS how they would like this  
105 worded in the document. Selectwoman Buco said if the meetings are open to  
106 the public then there shouldn't be an issue with those of the opposing view  
107 and she would like counsel's advice on this. Lynne cautions the Boards in

108 regards to electioneering and also states that people need to come out to  
109 Deliberative Session. Richard said it is important to get the public views out  
110 there and come to Deliberative Session with their views. Richard said there is  
111 also the Charter document that needs to be reviewed by the BOS. Selectman  
112 Goldman suggested that the Cable Advisory Committee should take the input  
113 from the BOS, make the changes and resubmit it to the BOS for final review  
114 and if the Board is good with the changes they will send it to legal to review.  
115 Chris said they are possibly meeting tomorrow night.

116

117 **7:30 Finance Director, Cheryl Eastman do discuss proposed increases to**  
118 **the 2017 budget.**

119 Cheryl said he has included in the packet the health insurance rates, which are  
120 based on the employee's age so it is difficult for her to give the Board rates  
121 because each employee's cost is different. Cheryl said the tax impact is an  
122 estimate as she doesn't have the town values yet so the formula could very  
123 well change. Selectman Goldman suggested a 2.5% increase across the board  
124 with an up to 1.5% merit. Selectman Devine feels if you go to a merit system  
125 then you need to have a revised employee evaluation as to what is an  
126 overachiever and it would need to be presented to all department heads.  
127 Selectman Tombarello feels that 4% is a large increase especially with the  
128 town paying 90% of their insurance premiums and he would be in favor of a  
129 3% increase. Selectman Goldman said he would be in favor of a 3% increase  
130 as long as the health insurance contribution doesn't increase. Selectwoman  
131 Bucu said she was looking for the department heads to have flexibility and the  
132 goals should be set at the beginning of the year and reviewed during the year  
133 and measured at the end of the year. She said if the consensus of the Board is  
134 to do 3% she would be in favor of that. Selectman Treanor said the Board  
135 discussed this last year as well and he would be in favor of Selectman  
136 Goldman's proposal. Selectman Devine referred to Timberlane's pay scale and  
137 money being put aside for additional merit pay. He said this lasted 5 years  
138 and then they went to a year-end bonus. Selectman Tombarello said a group  
139 needs to get together to decide if the pay rates are in line with other towns.  
140 Lynne also said the Board should start to look at longevity and will employees  
141 continue to get raises every year or will they be capped at a certain rate. She  
142 said the Town may need to spend some money to look into this with a  
143 professional company.

144 **Motion by** Selectman Tomabrello for 2017 pay raises to be up to 3%.

145 **Seconded by** Selectman Treanor.

146 Lynne questioned the motion being up to the percent and Selectman  
147 Tombarello feels that not all employees should get the maximum percentage.  
148 Lynne reminded the Board last year's increase was a straight 3% increase for  
149 all employees. Selectman Devine feels there should be new procedures put in  
150 place for the supervisors and employees should sit down and be evaluated  
151 during the year and feels the increases should be merit based.  
152 Selectman Treanor feels the Board talked about this same thing last year and  
153 the changes weren't made. Selectwoman Bucu said that she and Selectman  
154 Devine started a Wages & Salaries Committee last year so they would have to  
155 start from scratch at this point. Selectman Tombarello offered to have a few  
156 workshops with the Board and Town Administrator and Selectwoman Bucu  
157 said she can offer her paperwork as a starting point.

158 ***In Favor***, Selectman Devine, Selectman Tomabrello, Selectman Treanor,  
159 Selectman Goldman and Selectwoman Bucu.

160 ***Motion passes unanimously.***

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163 ***Motion by*** Selectman Goldman to go into non-public session under RSA 91A:3  
164 II (a) employee matters & (d) property

165 ***Seconded by*** Selectman Treanor

166 ***Roll call***, Selectman Tombarello – yes, Selectman Goldman – yes, Selectman  
167 Treanor – yes, Selectman Devine – yes and Selectwoman Bucu – yes.

168 ***Motion passes unanimously***

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171 ***Motion by*** Selectman Goldman to seal the minutes of this non-public session

172 ***Seconded by*** Selectman Treanor

173 ***Roll Call***, Selectman Tombarello – yes, Selectman Goldman – yes, Selectman  
174 Treanor – yes, Selectman Devine – yes and Selectwoman Bucu – yes.

175 ***Motion passes unanimously***

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## 178 **NEW BUSINESS**

179 **Acceptance of \$100.00 donation and gas cards for SSATP Committee.**

180 ***Motion by*** Selectman Devine to accept a \$100.00 donation and 2 \$25.00 gas  
181 cards for the SSATP.

182 ***Seconded by*** Selectman Goldman

183 ***In Favor***, Selectman Devine, Selectman Tombarello, Selectman Goldman,  
184 Selectman Treanor and Selectwoman Buco.

185 ***Motion passes unanimously***

186

187 **OLD BUSINESS**

188 Selectman Tombarello said in regards to the neighboring dog situation he  
189 spoke with attorney Kevin Coyle and he said that the Town did their job and  
190 recommended that Mr. Kennedy & Mr. Adams hire an attorney as this is a civil  
191 matter. Selectman Tombarello also said that Chief Gordon has been patrolling  
192 the neighborhood several times a day. He said he spoke with Claire Contos,  
193 the Animal Control Officer no laws have been broken.

194 Dave Kennedy came to the table and asked if he could get a copy of the  
195 answers to the questions that he asked and Selectman Tombarello said he  
196 asked both parties to respond to the questions and they both denied doing so.  
197 Dave then referred to the interpretation of the law and does not agree with it,  
198 he feels it should be in place to protect the neighbors from having to deal with  
199 a vicious dog in the neighborhood. Lynne said the law is there, however the  
200 interpretation is understood but the BOS don't have the ability to enforce it.  
201 Dave said he feels it is the Board's job to help lead the town and leadership of  
202 the departments and wanted to be sure the BOS knew what is continuing to  
203 take place.

204

205 **Further discussion regarding political advertising on town property and  
206 request for permission from Rep. Chris True and Rep. Jason Osborne.**

207 Selectman Devine said the law states political advertisement should not be  
208 placed on private properties without the owner's consent. There is a list of  
209 public properties in the packet and Selectman Devine feels that Chris True and  
210 Jason Osborne should come before the Board to request permission to put up  
211 their signs on Town property as well. Selectman Tombarello asked if the  
212 Board should recommend that the signs be removed and Selectman Devine  
213 said no action is required but he doesn't feel that what they are doing is legal.  
214 Selectman Goldman stated there has never been a formal vote of the BOS and  
215 understands that Selectman Devine is following the law but is okay with  
216 rescinding the vote of the previous week. Selectwoman Buco feels the Board  
217 will be breaking the law if the vote is rescinded. Selectman Tombarello feels  
218 that if someone wants a sign put up they can email the Board and do not have  
219 to come before the Board. Lynne said that she doesn't have a deed for the  
220 property on Little Mill Rd., which is one of the areas that signs are being

221 placed. Selectwoman Buco feels that if a candidate wants to put up a sign they  
222 need to ask permission and if they are putting up a sign without permission  
223 they should be removed. Selectman Treanor agrees with Selectwoman Buco.  
224 **Motion by** Selectman Goldman to grant Chris True, Jason Osborne and Tom  
225 Tombarello the same permission as State Representative Devine on August  
226 8<sup>th</sup>.

227 **Seconded by** Selectwoman Buco  
228 **In favor**, Selectman Devine, Selectman Goldman, Selectman Treanor and  
229 Selectwoman Buco.

230 **Abstain** Selectman Tombarello  
231 **Motion passes 4-0-1**

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233 **Motion by** Selectman Goldman that moving forward an email request from  
234 political candidates will be acceptable and information will be posted on the  
235 website.

236 **Seconded by** Selectwoman Buco  
237 **In favor**, Selectman Tomabrello, Selectman Goldman, Selectman Treanor,  
238 Selectwoman Buco.

239 **Abstain**, Selectman Devine  
240 **Motion passes 4-0-1**

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243 **Further discussion regarding office renovations project**

244 Lynne said she met with other departments in regards to the renovations and  
245 there was talk in regards to remodeling the entire downstairs and changing all  
246 of the offices instead of just the BOS office. Selectman Tombarello said there  
247 may be left over funds in this year's budget to do the renovations in the lower  
248 town hall. Selectman Tombarello asked what the consensus of the group was  
249 and Lynne said there was no real consensus at the end of the meeting. Just a  
250 lot of different ideas. Selectwoman Buco said she would be in favor of redoing  
251 the entire downstairs and we would need to get an engineer involved and  
252 worth the extra money. Selectman Goldman agrees. Selectman Tombarello  
253 said he would like to remove the kitchen and make it an office and have an  
254 additional handicapped entrance. Selectman Tombarello asked Lynne to work  
255 on an RFP for the engineering portion.

256 Selectwoman Buco left the meeting at this time (10pm)

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259 **Eagle Scout ceremony for Dakota Sears – who is attending.**

260 Selectman Tombarello said he would gladly attend this.

261

262 Selectman Goldman left the meeting at this time (10:05pm)

263

264 Lynne said the town will be approached by a resident who is looking to  
265 subdivide and build on their property. She said part of the building on the  
266 property needs potential approval by the BOS to access the property.

267 Lynne said she spoke to the LCG attorney and they advised they rescind their  
268 rights to that section of the road, similar to what they did with Maria Way.

269 Permission was granted by the BOS for Lynne to contact legal in regards to the  
270 options of this property.

271

## 272 **CORRESPONDENCE**

273 Letter from Jean Shaheen letting the public know that if you have issues with  
274 Medicare or other federal agencies, her office is there and able to help. Lynne  
275 said you can contact Jean Shaheen’s office directly.

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277 Letter from TRHS Alumni Association

278 First 50<sup>th</sup> birthday kickoff celebration on Friday and September 9<sup>th</sup> & 10<sup>th</sup>.

279 There will be a tailgating party and a full day of fun events and activities.

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281 Letter from James Lavelle’s office

282 The town is being notified that a shore land application has been filed with the  
283 NH Wetlands Bureau to construct a driveway for access to tax map 27-8,  
284 which is 38 Main Street.

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## 286 **LIAISON REPORT**

287 Selectman Devine – Chicken BBQ went well

288 Selectman Tombarello – had nothing to report

289 Selectman Treanor – had nothing to report

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291 ***Motion by*** Selectman Tombarello to adjourn.

292

293 Respectfully submitted

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295

296 Sue Reynolds