

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

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6 **Meeting Date: December 19, 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 Tombarello, Selectman Devine and Selectman Treanor,
13 Selectwoman Buco and Selectman Goldman

14 **Town Administrator:** Lynne Blaisdell

15 **Recording Secretary:** Sue Reynolds

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18 Selectman Tombarello called the meeting to order at 7pm and the Pledge of Allegiance was
19 done.

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21 Selectman Tombarello asked the Board to review the minutes of Monday, December 5,
22 2016.

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24 **Motion by** Selectwoman Buco to accept the minutes of Monday, December 5, 2016 as
25 written.

26 **Seconded by** Selectman Treanor

27 **In Favor,** Selectman Devine, Selectman Tombarello, Selectman Treanor, Selectman
28 Goldman and Selectwoman Buco.

29 **Motion passes** unanimously

36 **PUBLIC COMMENT**

37 Chief Gordon invited officer Buco, officer Sable and Sargent Roy to come to the front of the
38 room to recognize officers that are receiving a promotion this evening. Chief Gordon stated
39 that Corporal, Detective John Sable is being recognized this evening at 1st. Lieutenant, and
40 Officer Buco is being recognized as sargent this evening. Chief Gordon also said there is a
41 part time member that completed the process to becoming an officer, Jessie Hamlin.
42 Graduated in 2006 with a BA in Criminal Justice and is looking forward to working part
43 time in Sandown.

44 **Motion by** Selectman Tombarello to hire Jessie Hamlin as a part time officer at the rate of
45 \$15.10 per hour, hiring date to be determined after the criminal background check has
46 been completed.

47 **Seconded by** Selectman Treanor.

48 Selectman Devine, Selectwoman Buco, Selectman Tombarello, Selectman Goldman and
49 Selectman Treanor.

50 **Motion passes unanimously**

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53 **Arthur Genualdo, Public Works Director and Patrick Colburn from Keach Nordstrom**
54 **& Associates to review the 2017 Road Improvement Plan**

55 Pat stated that this year was a success and Fremont has been completed. Phillips Rd. is
56 opened up as well with the bridge improvements. Next year they are proposing to do a few
57 shorter roads in town with shim and overlay. They are looking to reconstruct Little Mill Rd,
58 Pat said this road needs work sooner than expected and will take about \$451,220.00.
59 They are looking at 4 inches of supplemental crushed gravel because the road was done 12
60 years ago. He said this is about a \$30,000.00 savings. The request to the voters for the RIP
61 will be 351,220.00 because there is \$100,000.00 in the budget. Pat said the other roads
62 that originally were quoted to shim and overlay will need more work in the future. Pat also
63 said the Stage Coach Rd. is a good road to do the shim and overlay on this road as well and
64 will cost about \$55,000.00 to repair this road. Pat is wondering what is the appropriate
65 amount to request this year in regards to road improvements?

66 Pat also mentioned the bridge work in town that needs to be done. Pat said Hoyle Tanner
67 sent him an estimate for \$114,753.50 for the bridgework at Fremont Rd. It is suggested
68 that that same \$100,000.00 be requested this year that was requested last year. Lynne
69 said there is \$71,500.00 and once the retainer is paid there will be \$40,400.00. Artie said
70 the Fremont Rd. Bridge is currently on the red list so it needs to be repaired before it is
71 closed. Lynne asked about the cost of the Road Improvement Plan and Artie said it will be
72 about \$6,000.00 and he will take it out of his Block Grant money from next year's budget.
73 Selectman Devine asked if there are any other bridges on the red list and Artie said no but
74 there are 2 pipes on Hampstead Rd. that are starting to decay so he is going to have them
75 looked at.

76

77 **Motion by** Selectman Goldman to go into non-public session under RSA 91A:3II (d)
78 property (2 separate matters)

79 **Seconded by** Selectwoman Buco

80 **Roll Call** Selectman Devine – yes, Selectwoman Buco – yes, Selectman Tombarello – yes,
81 Selectman Goldman – yes, Selectman Treanor – yes.

82 **Motion passes unanimously**

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85 **Motion by** Selectman Goldman to seal the minutes of the non-public session.

86 **Seconded by** Selectwoman Buco

87 **In Favor**, Selectman Devine, Selectman Tombarello, Selectman Treanor, Selectman
88 Goldman and Selectwoman Buco.

89 **Motion passes unanimously**

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92 **Chief Bill Tapley - discussion regarding proposed warrant article for 2017 warrant**

93 Dennis Giangregorio, Paul D'Amore, Mike Devine are here to talk about the warrant article
94 for a garage alteration. Paul said the way the garage is now it doesn't fit an emergency
95 vehicle and they are looking to make the garage 24 x 36 with at 14" celing. They are
96 thinking of using it for the rescue vehicles. Selectman Goldman said with the ladder truck
97 coming, they are looking to move things around. He said they would like to put the
98 ambulance in that area with the supplies. They are also talking about putting the forestry
99 vehicle or the boat in that area as well. Dennis said there will be 2 separate articles. Paul
100 said the amount of this article is about \$35,000.00, which is materials and labor but most
101 will be done by volunteers.

102 **Motion by** Selectman Tombarello to recommend this warrant article to read "Shall the
103 Town vote to raise and appropriate \$35,000.00 to retrofit the existing central fire station
104 rear garage to accommodate an emergency vehicle.

105 **Seconded by** Selectwoman Buco

106 Recommended by Selectman Devine – yes, Selectwoman Buco – yes, Selectman Tombarello
107 – yes, Selectman Goldman – yes and Selectman Treanor – yes.

108 **This article is recommended by the BOS 5-0-0**

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111 **Historical Society Members proposed warrant articles for 2017**

112 Pamela Gaudreau, Anthony Laconte, Robert Brouder, Sue Dupouy, Pat Roseneau and
113 Robert Driscoll are here to talk about the warrant article. Paula Gulla is at the table at this
114 time as well. Pam said they would like to establish a Heritage Commission. She said that
115 Danville and Kingston currently have this and have been functioning well for many years.
116 Pam said it is very much like the conservation commission and it would need a member of
117 the BOS as well. She said this helps in regards to receiving funding for projects as well.
118 Pam supplied the Board with a packet which had samples of warrant articles in regards to
119 establishing this Heritage Commission. Pam said there is also another article to establish a
120 fund for this town commissioned committee and they are looking to ask for \$100.00.
121 Selectman Tombarello said he needs to look at this further before he can make a decision.
122 Anthony said the importance of this is to obtain federal funding for improvements on the
123 building or land as well. He said this is for all historical buildings and structures in the

124 town. The Board would like to take time to look into this before they make a decision.
125 Lynne said the Budget Committee is meeting on January 4th and January 11th to recommend
126 articles. Selectman Tombarello said the Board will be meeting on December 29th to decide
127 on the warrant articles and remaining funds in this year's budget. Lynne asked if the
128 Heritage Commission is going to take over the repairs at the depot or are they still looking
129 for a Capital Reserve Fund and Anthony said he is hopeful that the Heritage Commission
130 will take this over. There was a lot of discussion in regards to a Heritage fund or a Capital
131 Reserve Fund. Lynne said in the essence of time they may want to start a citizen's petition
132 for the warrant article. Lynne asked if they are removing the CIP for the depot and the
133 Historical Society said yes, they feel that should be removed for this year. Lynne asked if
134 the changes made to the building change the status on the registry and what impact does
135 this have on the building. Pam said that is why this a Heritage Commission is so important.
136 Lynne will be in touch with the Historical Society.

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138 **Review of amended 2017 budget proposals for highway account and proposed**
139 **warrant articles for 2017**

140 Cheryl Eastman is at the table at this time.

141 Lynne said the Highway Block Grant article will go back on the warrant and removed from
142 the budget.

143 **Motion by** Selectman Goldman to amend the Highway Operating Budget with Gross
144 Expenses of \$598,010.00, revenue of \$1.00 and Net Expenses of \$598, 009.00.

145 **Seconded by** Selectwoman Bucu

146 **In Favor**, Selectman Devine, Selectwoman Bucu, Selectman Tombarello, Selectman
147 Goldman and Selectman Treanor.

148 **Motion passes unanimously**

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150 The Board is reviewing the Warrant Articles at this time.

151 The amount of Article A for the Road Improvement Plan is \$406,250.00. Paula asked the
152 Board if they are okay with the amount of this article and they are all okay with this.

153 Article B for the Bridge Capital Reserve Fund is for \$100,000.00 and the Board is okay with
154 this.

155 Article C is for the new Veteran's tax credit and Paula read the article as read. Selectman
156 Tombarello asked what the tax impact would be and Lynne said she's not sure how they
157 could do that and she is going to talk with DRA in regards to this. Paula said NH Municipal
158 Association drafted another article in regards to this as well. Paula said she will put it in
159 the Board's box so they can review it and it can be discussed on the 29th as well if needed.

160 Article D is the Fire Equipment and Apparatus Capital Reserve Fund and is for \$50,000.00.
161 The Board is okay with putting this on the ballot as is.

162 Article E is the OHD article with an amount of \$7,000.00 and the Board is okay with this.

163 Article F is for the Revaluation Capital Reserve Fund with an amount of \$5,000.00 and
164 Paula asks the Board if this is the amount they would like. The Board is okay with leaving
165 this at \$5,000.00. Selectman Devine would like to know if the assessed value of 82% is
166 going to be resolved this year or in the next 2 years. Lynne said the Assessors are the ones

167 that can answer that question and Selectman Tombarello suggested to have the Assessors
168 come in later in January.
169 Article G is for the SSATP in the amount of \$2,500.00 and the board is okay with this.
170 Article H is for the Fire Station Garage in the amount of \$35,000.00 and the Board made
171 their recommendations to this article earlier in the meeting.
172 Article I is for the Highway Block Grant in the amount of \$161,127.00 and the Board is okay
173 with this.

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176 **NEW BUSINESS**

177 **Discussion regarding 2016 Encumbrances**

178 Lynne presented the Board with a list of items that could be done with this year's funds.
179 Lynne said a motion needs to be made in regards to the contract with Human Resources
180 Partners, LLC.

181 **Motion by** Selectman Goldman to encumber \$2,900.00 from acct 01-4723-42-990, Tan
182 Note to pay Human Resources Partners, LLC to complete the salary survey of employee
183 positions in 2017.

184 **Seconded by** Selectwoman Buco

185 **In Favor**, Selectman Devine, Selectwoman Buco, Selectman Tombarello, Selectman
186 Goldman and Selectman Treanor.

187 **Motion passes unanimously**

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190 Lynne said she has an invoice from Messina's Flooring and the correct amount is \$3,006.

191 **Motion by** Selectman Goldman to encumber \$3,006.00 from the proceeds of the insurance
192 claim filed for the water damages to pay Messina's Flooring & Carpet to complete the
193 replacement of the VCT tile floor and base molding in the lower hallway of Town Hall.

194 **Seconded by** Selectwoman Buco

195 **In Favor**, Selectman Devine, Selectwoman Buco, Selectman Tombarello, Selectman
196 Goldman and Selectman Treanor.

197 **Motion passes unanimously**

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200 Recreation requests encumbering \$1,330.00 from their Recreation New Equipment line for
201 a piece of equipment that has been ordered but not due to be delivered until the beginning
202 of next year.

203 **Motion by** Selectman Goldman to encumber \$1,330.00 from account 01-4520-740,
204 Recreation New Equipment to pay Altiplay for a swing set not due to deliver prior to the
205 end of 2016.

206 **Seconded by** Selectman Treanor.

207 **In Favor**, Selectman Devine, Selectwoman Buco, Selectman Tombarello, Selectman
208 Goldman and Selectman Treanor.

209 **Motion passes unanimously**

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211 Highway Block Grant money can be encumbered on the 29th when the total amount is
212 known, which is approximately \$73,000.00.

213
214 Group Dynamics for Health Reimbursements, employees have until the end of the year to
215 submit reimbursements and \$14,000.00 is the potential impact and if that amount isn't
216 used in 2017 then the money will go into the general fund.

217 **Motion by** Selectman Goldman to encumber \$14,000.00 from account 01-4155-10-210, for
218 the potential reimbursement of two full time employees for 2106 health insurance
219 reimbursements.

220 **Seconded by** Selectwoman Buco

221 **In Favor**, Selectman Devine, Selectwoman Buco, Selectman Tombarello, Selectman
222 Goldman and Selectman Treanor.

223 **Motion passes unanimously**

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226 Chief Gordon has come to the table at this time. He said he's been working with Quirk
227 Chevrolet and it didn't work out so he reached out to MHQ, Inc. for one of the cruisers and
228 he is asking to encumber \$24,000 for the cruiser line and the balance would come from the
229 detail revolving account. Chief said his expected balance of the Police budget will be
230 \$27,000.00.

231 **Motion by** Selectman Goldman to encumber \$24,000.00 from account 01-4210-17 for the
232 purchase of a 2017 SUV for the police dept. from MHQ.

233 **Seconded by** Selectman Treanor

234 **In Favor**, Selectman Devine, Selectwoman Buco, Selectman Tombarello, Selectman
235 Goldman and Selectman Treanor.

236 **Motion passes unanimously**

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238 Chief Gordon said that gifts have been missing from people's home if you are expecting a
239 package try to have someone available to pick it up or it can be requested to have it
240 delivered to the door.

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243 **2016 Annual Town Report – Cover, Back & Dedication**

244 Lynne said she needs help with ideas for the cover, back & dedication and she and Paula
245 are looking to the Board for guidance.

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248 **OLD BUSINESS**

249 **Review status of 2016 budget**

250 Cheryl presented a 2016 projected expense report to the Board and said that there is an
251 estimated surplus of \$91,400.00. Cheryl is asking the Board if they would like to use
252 money from this year to pay for smaller expenses. Selectwoman Buco said the floors at
253 Town Hall and the roof at the Old Town Meeting building and Selectman Goldman agrees.
254 Lynne said there is a little block grant money and Cheryl estimated \$45,000.00 in plowing

255 expenses for the rest of the year. The consensus of the Board is to move forward with these
256 two items at this time.

257 **Motion by** Selectman Goldman to encumber funds for the roof at the OLD meeting house
258 with Lane Roofing and the hardwood floors at Town Hall with Hudgins Hardwood Floors,
259 from totaling \$19,100.00 to be taken from \$5,000.00 from the Tan Note account, \$2,000.00
260 from the Insurance line, \$8,000.00 from the Benefits line, \$2,000.00 from the Government
261 Buildings payroll line, \$2,100.00 from the Executive budget.

262 **Seconded by** Selectwoman Buco

263 **In Favor**, Selectman Devine, Selectwoman Buco, Selectman Tombarello, Selectman
264 Goldman and Selectman Treanor.

265 **Motion passes unanimously**

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269 **CORRESPONDENCE**

270 Email from Lee Dube, member of the Budget Committee with concerns about the Police
271 budget with suggestions on how to remove funding from the budget including \$50,000.00.
272 Selectman Tombarello said he is not in favor of removing money from these lines and the
273 rest of the Board agrees. Selectman Tombarello said the department heads worked really
274 hard to maintain their budgets and don't think they should be affected by a decision the
275 BOS made in regards to the Police budget. Selectman Tombarello said he does not have to
276 read all correspondence submitted and he asked the Budget Committee chairman if he
277 would like to read it and he declined. Selectman Devine suggested sending a letter to Lee
278 Dube thanking him for his input and Selectwoman Buco said Chief Gordon did go before the
279 Budget Committee during a prior meeting to let them know this is what he was looking to
280 do and this should not have been a shock to them.

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283 Letter from the DRA in regards to the equalization ratio.

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286 Request from proclamation in regards to January 22nd – 28th in regards to School Choice
287 week in Sandown. Lynne said if they want to move forward with this let Lynne know.
288 Selectman Tombarello suggested sending this letter to the School Board Representatives,
289 Donna Green and Kelly Ward and Lynne said they can't make proclamation for the Town,
290 but they can make recommendations.

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293 Selectman Treanor asked if the piano should be moved prior to the floors being done.

294 Lynne said she will research the history and let the Board know.

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299 **LIAISON REPORT**
300 Selectman Devine has nothing to report.
301 Selectwoman Buco had nothing to report
302 Selectman Tombarello said he is going to Sandown Central School to read Christmas stories
303 to the kids.
304 Selectman Goldman had nothing to report.
305 Selectman Treanor had nothing to report.
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309 **Motion by** Selectman Goldman to adjourn
310 **Seconded by** Selectman Tombarello
311 **In Favor,** Selectman Devine, Selectwoman Buco, Selectman Tombarello, Selectman
312 Goldman, and Selectman Treanor
313 **Motion passes unanimously**
314
315 Respectfully submitted
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318 Sue Reynolds
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