

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5  
6 **Meeting Date: July10, 2017**

7 **Type of Meeting: Regular**

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

9 **Meeting Location: Town Hall**

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12 **Members Present:** Selectman Goldman, Selectman Cleveland, Selectman Brown, Selectman  
13 Tombarello and Selectwoman Buco

14 **Town Administrator:** Lynne Blaisdell

15 **Recording Secretary:** Sue Reynolds

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18 The meeting was called to order at 6:00pm and opened with the Pledge of Allegiance.

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20  
21 **Further discussion regarding salary survey**

22 Selectman Brown said that because he has a personal relationship with the Recreation  
23 Director he is recusing himself from the discussion and will sit in the audience and listen to  
24 the discussion.

25 Lynne said that she provided the Board with detailed job descriptions for the positions  
26 being looked at so the Board could compare them. She said there is an updated summary  
27 sheet as well and she also pointed out that some positions differ from town to town such as  
28 the town clerk/tax collector position. Some town's it is a combined position and some  
29 towns it is separate. Selectman Tombarello said that he was not at the meeting a few  
30 weeks ago and has spoken with Don Tyler regarding his recommendation and he suggested  
31 going with an 85% increase and Selectman Tombarello said he would be okay with that but  
32 is not in favor of a 100% increase. He also said he received his packet on Saturday and is  
33 not prepared to make any decision on this tonight. He said that he feels that the town is  
34 really good to their employees as they work 4 days a week and get paid for 5 and have a  
35 90/10 insurance rate and most of them live within 2 miles of work. He referred to only 2  
36 employees leaving in the past 5 years and neither one of them left because they weren't

37 making enough money. Selectman Cleveland feels it is the Boards decision to spend the  
38 town's money wisely and says that he needs more data to support whatever decision he  
39 makes. He said the salary survey suggested it be used as a guide only and he would like to  
40 see a more information. He also feels there is no need to rush into this as they have until  
41 November/December to make decisions. He would like to time to review the job  
42 descriptions in more detail. Selectwoman Buco said she would like to take additional time  
43 to review all the information they have received. Selectman Goldman said that the  
44 employees pay a 90/10 insurance split today but it hasn't always been that way and feels  
45 that the employee's insurance benefits change yearly. He also said although the employees  
46 work 4 days a week they work the same amount of hours that they would have in 5. He  
47 said that was a scheduling change to save the town money by closing the office on Fridays.  
48 He said he is in favor of the 100 % increase and if the Board isn't happy with the survey  
49 that was done they should ask for their \$3,500.00 back that it cost to have the survey done.  
50 He also said that the survey company doesn't usually recommend how much the increase  
51 should be, they usually leave it up to the BOS to make that decision. He reminded the  
52 Board that last year they met several and approved \$54,000.00 to 4 employees based on  
53 information presented on an excel spreadsheet and only 3-5 hours of discussion. He is very  
54 disappointed that the Board is having a hard time deciding to approve \$70,000.00 for 16  
55 employees. He agrees that the Board should do their due diligence in doing the research  
56 and is hopeful they will agree on the 100% increase in the end. He said that he is adamant  
57 that the employees deserve the 100% increase at this time and is fearful that if an  
58 incremental increase was proposed it would not be carried out. Selectman Tombarello said  
59 employees work 34 hours and get paid for 40 hours and he also said the Board allowed the  
60 employees to choose their insurance policy last year and it cost the town \$100,000.00.  
61 Lynne stated that as far as she is aware there are no employees working 34 hours and  
62 getting paid for 40. She said the office is open for 34 hours a week but employees are here  
63 early and stay late as well.  
64 Selectman Goldman understands Selectman Tombarello's concern but feels it is the Boards  
65 responsibility to run the town and be fair to the employees and they can't control the  
66 school taxes. He also said they do have time to go through this but he doesn't want to end  
67 up in the same position as last year with reviewing budgets 2 and 3 times to figure out the  
68 raise increases.  
69 Selectman Cleveland said he wasn't part of the Board last year so this is the first time he is  
70 looking at this info. He has an abundance of concern regarding the lump sum of \$70,000.00  
71 and asked what happens if we go default next year or what the town will ultimately pay in  
72 the next several years and feels that it will be about a million dollars.  
73 Selectman Goldman said for the last large increase the BOS approved the average increase  
74 was \$13,500 per employee for the few that were affected and if you divide the proposed  
75 raise between the employees eligible it would be about \$3,000.00 per employee.  
76 Lynne asked what additional information the Board is looking for to help them decide.  
77 Selectman Cleveland said he would like to see more towns with similar demographics.  
78 Selectman Goldman said the Board chose the towns that were surveyed based on the  
79 similarities to Sandown. Selectman Cleveland likes the data received but feels it is not

80 enough towns and he also would like a few more weeks to review the information received.  
81 Selectman Cleveland said he will let Lynne know exactly what he is looking for.  
82 Selectman Tombarello refers to the letter dated March 13<sup>th</sup> from the surveyor stating they  
83 are not suggesting moving all employees up to 100% of the suggested salary. He feels that  
84 each employee should be looked at individually and will not be in favor of voting for the  
85 100% increase across the Board. He said he would feel comfortable with an 85% increase.  
86 Selectman Goldman said if they look at it individually then the wage matrix will not work.  
87 Selectwoman Buco suggested looking at a time line and picking a decision date and work  
88 backwards and set agenda dates for this to be discussed.  
89 Selectman Goldman is disappointed in the members of the Board from last year for voting  
90 in favor of the salary increases last year and now aren't willing to commit to a decision this  
91 year. He said he will make a motion on the 100% increase at the next meeting and hopes  
92 that it will pass.  
93 Selectman Cleveland feels the Welfare Officer should have a stipend attached to the person  
94 that does that job.  
95 Selectman Goldman said although he is in favor of the 100% increase if an employee leaves  
96 he is not in favor of hiring a replacement for the same salary. Selectwoman Buco asked  
97 what their time line is and Selectman Goldman said he would like to see the raises effective  
98 April 1, 2018 and Lynne reminded the Board the decision needs to be made by January.  
99 Selectman Cleveland recommended December and Selectman Goldman said he thinks it  
100 should be done before the budget season, which is the beginning of September. Selectman  
101 Goldman asked if the September 18<sup>th</sup> date works to have the salary increase decision then  
102 the only 2 budgets that would have to be revisited would be Finance and Town Clerk/Tax  
103 Collector.  
104 Chief Gordon came to the table to state that when his department received their increases  
105 last year it took several meetings. He also pointed out that the Board should be looking at  
106 part time positions against part time positions. He said that Board is looking at part time  
107 police chief positions and comparing it to his full-time position and asks the Board to be  
108 sure they are comparing apples to apples when making this decision.  
109 Chief Gordon asks what labor grade will be applied to which job description and Lynne  
110 refers to page 3 of the packet and Selectman Goldman said that is something that still needs  
111 to be looked at as soon as they decide on the current salary increases.  
112 Selectman Goldman asked for this to be put on the July 24<sup>th</sup> agenda and the time of the  
113 meeting will be determined.

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### 118 PUBLIC COMMENT

119 Selectman Brown would like to acknowledge June employees longevity with Michael  
120 Donovan of 11 years, Artie Genualdo – 10 years, Tammy Martin – 7 years  
121 Recreation employee Amanda Peterson 8 years, Brady Bonnell 6 years, Amanda Mulhall 3  
122 years, Ashley Warren 3 years, Jonathan Dolan 2 years, Jacob Donovan 2 years, Kelly Lowes  
123 2 years, Joseph Margerecci 2 years and the following are recreation employees for 1 year,

124 Jamie Bissionette, Taylor Donovan, Samantha Hamilton, Emma Mannon, Julia Ramsdell and  
125 Dakota Sears.

126  
127 Selectman Brown said there was a good article in the paper on July 2<sup>nd</sup> regarding the State  
128 House Representatives and their lack of voting. He said that our rep Chris True has not  
129 missed one vote out of 150 State Representative and our State Senator Bill Gannon has  
130 sponsored 37 bills and has not missed 1 vote out of 201 and commended them for this.

131  
132 Lynne said there is Household Hazardous Waste day on, Saturday, September 16<sup>th</sup> 9-12 in  
133 Brentwood. She said this will be posted on the town website and items that are ok to bring  
134 will be listed as well.

135  
136 Deb Brown – recreation director said the recreation commission oversees Sealey Beach  
137 and the weeds in water are really, bad and would like to make the Board aware of the  
138 situation. She said the milfoil looks like it might be taking over and she is in fear of losing  
139 the beach as a swimming area. She said several years ago there was a warrant article to  
140 take care of the water and it was voted in favor of. She said the Phillips Pond Association  
141 usually handles something like this as well.

142  
143 Chief Gordon said the chicken bbq as well as the OHD race and Louie Saviano has passed  
144 the torch to the Explorer program and this will take place on August 12<sup>th</sup> and they are  
145 looking for participation for the walk/run.

146  
147 Selectman Goldman asked the Board to review the minutes of the previous meetings.  
148 June 5<sup>th</sup> meeting - Selectman Buco said line 87 should read negative energy is....., line 91  
149 should read he continued to say that he has heard from his....., line 100 between there and  
150 no should be is....., line 111 remove a at the end and line 139 and looks for what is.....,  
151 line 265 should read as....., line 408 concensus of the Board is to allow....., line 440  
152 will be .....

153 **Motion by** Selectman Tombarello to accept the minutes as amended

154 **Seconded by** Selectman Cleveland

155 **In Favor,** Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectman  
156 Tombarello

157 **Abstain** Selectwoman Buco

158 **Motion Passes 4-0-1**

159

160

161 June 19<sup>th</sup> meeting - Selectwoman Buc said line 49 should read collection and testing  
162 day....., line 117 should read feels like ....., line 156 should read concern not  
163 concerned.

164 Selectman Cleveland said 249 & 250 should read beach and not bridge.

165 **Motion by** Selectman Tombarello to accept these minutes as amended.

166 **Seconded by** Selectman Cleveland

167 ***In Favor***, Selectman Tombarello, Selectman Brown, Selectman Cleveland, Selectwoman  
168 Buco and Selectman Goldman.

169 ***Motion passes unanimously***

170

171

172 June 26<sup>th</sup> workshop –

173 ***Motion by*** Selectman Cleveland to accept the minutes as written

174 ***Seconded by*** Selectman Brown

175 ***In Favor***, Selectman Brown, Selectman Cleveland, Selectwoman Buco and Selectman  
176 Goldman

177 ***Abstain***, Selectman Tombarello

178 ***Motion passes 4-0-1***

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180

181 Selectwoman Buco stated that she was present at the June 5<sup>th</sup> non-public meeting and  
182 asked that her name be added to the Members Present.

183 ***Motion by*** Selectwoman Buco to accept the non-public minutes of Monday, June 5<sup>th</sup> as  
184 amended.

185 ***Seconded by*** Selectman Tombarello

186 ***In Favor***, Selectman Tombarello, Selectman Brown, Selectman Cleveland, Selectwoman  
187 Buco and Selectman Goldman

188 ***Motion passes 5-0-0***

189

190

191 ***Motion by*** Selectwoman Buco to accept the non-public minutes of June 19<sup>th</sup> as written.

192 ***Seconded by*** Selectman Brown

193 ***In Favor***, Selectman Tombarello, Selectman Brown, Selectman Cleveland, Selectwoman  
194 Buco and Selectman Goldman

195 ***Motion passes unanimously***

196

197

198 ***Motion by*** Selectman Brown under RSA 91A-3II (c) reputation

199 ***Seconded by*** Selectman Tombarello

200 ***Roll call***, Selectman Cleveland – yes, Selectman Brown – yes, Selectman Goldman – yes,  
201 Selectman Tombarello – and Selectwoman Buco – yes.

202 ***Motion passes unanimously***

203

204 ***Motion by*** Selectwoman Buco to seal the minutes of the non-public session

205 ***Seconded by*** Selectman Tombarello

206 ***In favor***, Selectman Brow, Selectman Cleveland, Selectman Tombarello Selectman Goldman  
207 and Selectwoman Buco.

208 ***Motion passes unanimously***

209

210

211 There was a 5- minute recess at this time.

212

213 **Richard Lewis, Cable Access Board to discuss proposed changes to policies and**  
214 **procedures**

215 Richard said that they completed the review of the policy & procedures document and  
216 incorporated the suggestions of the BOS and they have also had legal review it. He asked if  
217 the Board would like to review it again or if they are ready to accept it. Richard said they  
218 asked legal to really look at the political section regarding warrant articles and what the  
219 policy and procedures are if there are questions on the results. Selectman Tombarello said  
220 this hasn't been updated in the past 15 years and asked how often this would be reviewed  
221 moving forward and Richard said the BOS or the Cable Access Board can review it at any  
222 time. Selectman Goldman asked if they plan to review it at least on a yearly basis and  
223 Richard said they don't have plans to review it again at this time, however if an issue  
224 should arise they would certainly look at it at that time. He also said he is not opposed to  
225 doing an annual review at the same time the town reviews their policies. Selectman  
226 Cleveland said he thinks a 5-year review would be plenty.

227 **Motion by** Selectman Tombarello to accept the Channel 17 Policies and Procedures revised  
228 as of July 10, 2017.

229 **Seconded by** Selectwoman Buco.

230 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Tombarello, Selectman  
231 Goldman and Selectwoman Buco.

232 **Motion passes unanimously**

233

234 Richard said the equipment is all up to date in the control room and several capabilities  
235 have been added as well.

236

237 **Mary Lou Carver & Stanley Waitt to request permission under hardship to use Tax**  
238 **Map/Lot 25-21-1 as boat launch**

239 Mary Lou Carver & Stanley Waitt are asking the Board permission to use the above  
240 Map/Lot to launch their boat. Stanley said his boat is currently in the water. They said they  
241 aren't able to use the Lakeview ramp.

242 The Board is okay with getting a key twice a year and the rest of the Board agrees.

243 **Motion by** Selectman Tombarello to Mary Lou Carver and Stanley Waitt residing at 3B  
244 Summer Street and 43 Pillsbury to be given a key to lot 25-21-1 as needed.

245 **Seconded by** Selectwoman Buco

246 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Tombarello, Selectman  
247 Goldman and Selectwoman Buco.

248 **Motion passes unanimously** Motion passes unanimously

249

250

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253

254

255 **NEW BUSINESS**

256 **Discuss election coverage for August 8<sup>th</sup> Special Primary Election**

257 Lynne said she is looking for coverage for the entire day from 8am – 8pm. Selectman  
258 Cleveland will cover 8am – 12pm, Selectman Tombarello will cover 12-4pm and Selectman  
259 Brown will cover 4is to the end.

260

261 **Appointment to Joint Loss Management Committee**

262 Selectman Goldman asked if she is representing the Town and Lynne said this is a town  
263 building under the town's policy and she is representing that particular building. Lynne  
264 said Kirsten was in the same position when she was the Library Director in the past.

265 **Motion by** Selectman Tombarello to appoint Deb Hoadley to fill the open position on the  
266 Joint Loss Management Committee.

267 **Seconded by** Selectwoman Buco

268 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Tombarello, Selectman  
269 Goldman and Selectwoman Buco.

270 **Motion passes unanimously**

271

272 **Issuance of Civil Forfeitures of unlicensed dogs**

273 Lynne said as of today the fine is \$25.00 and by the Board signing this document this allows  
274 the town clerk to proceed. The police department will be serving those with outstanding  
275 balances.

276 The Board is signing this document.

277

278 **Appointment of representative to Southern NH Hazardous Materials Mutual Aid  
279 District**

280 Lynne said she received an email from Jim Stone looking for a member of the BOS or Fire  
281 Chief for this position and Lynne is asking if the BOS would like to appoint a member of the  
282 Board or the Fire Chief. Selectman Goldman said he would like to accept this position.

283 **Motion by** Selectman Tombarello to appoint Selectman Goldman as the Haz Mat  
284 representative for the Town of Sandown.

285 **Seconded by** Selectwoman Buco

286 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Tombarello, Selectman  
287 Goldman and Selectwoman Buco.

288 **Motion passes unanimously**

289

290 **Review quote received to remove and replace fascia boards on west side of train  
291 depot**

292 Lynne said the Historical Society is informing the Board about the rotting of fascia boards  
293 and provided a quote to take care of the west side of the street as this is the worst section.

294 Lynne asked what it would cost to do the entire building and the entire project would cost  
295 \$2,600.00. Lynne said he is passionate about getting this back to what it looked like years  
296 ago with the scalloped look and is willing to donate his time to do so as well. She also said  
297 he will hold this price until the Board is ready to make a decision. Selectman Tombarello

298 asked if he would be priming and painting the boards and if so will it be done before it is  
299 put up. Selectman Cleveland asked for the \$2,600.00 quote in writing.

300

301

## 302 **OLD BUSINESS**

### 303 **Further discussion regarding use of Town Hall**

304 Lynne said this is an agenda item so it isn't forgotten. The Board in the past had talked  
305 about what will be allowed after the floors were finished. Selectman Goldman said he'd like  
306 to see the rental policy before discussing it. Lynne will email the policy to the Board so  
307 they can review it and if they have questions it will be placed on the agenda.

308

309 Selectman Brown said when he was at the depot for the fundraiser a few weeks ago he  
310 noticed several vehicles going into the dump without stickers and would like this to be put  
311 on the agenda for discussion. Lynne said there are several people coming to town hall to  
312 get temporary permits, which are summer residents and work vehicles. Selectman  
313 Goldman asked Selectwoman Bucu to talk to Artie about this and bring the Board an  
314 update.

315

316 Lynne said she has been working on the IT project and they are having some hardware  
317 issues. She said that 4 computers don't have battery backups, the finance director is asking  
318 for dual monitors, which will make her consolidating easier. She said the final quote is now  
319 at \$54,000.00 opposed to the \$49,000.00 from last year. She said the computers will be  
320 leased and will be split over 3 years. The choices are either 36, 48 or 60- month lease.  
321 Selectman Goldman asked Lynne to contact the bank to see what their interest rate is. He  
322 said he would prefer to go with the dollar buyout and keep the equipment. The consensus  
323 of the Board is to have Lynne enter into the agreement that she proposed to the Board also  
324 with looking into the information that Selectman Goldman suggested.

325

### 326 **Town Administrators Report**

327 Lynne said she has had computer issues and the printer in the BOS office needs to be  
328 replaced. Assessing software problems is now fixed.

329 Met with Deb Hoadley regarding this process of govt buildings.

330 Sand issue on Pillsbury Rd. – Selectman Goldman asked if anything has been done  
331 regarding to the dumping of sand and Lynne said the code enforcement is waiting to hear  
332 back from DES. Lynne said she will follow up with this and Selectman Goldman asked if the  
333 Board is okay with Chief Gordon following up with this instead. Selectwoman Bucu said he  
334 should have followed the law and the issue should be addressed. Selectman Tombarello  
335 said he and Bob visited the area and there wasn't a lot of sand dumped to fill a hole. He  
336 said Bob was going to contact DES. Selectman Goldman is upset because this is the first he  
337 is hearing about this when he talked to Bob earlier today and he is also upset because BOB  
338 went to the property with another selectman. Selectwoman Bucu said if the law is broken  
339 then it should be dealt with accordingly.

340 Selectman Goldman asked if the Board is okay with the police department doing an  
341 investigation and reporting back to the Board and Selectman Brown is asking what are they



342 going to investigate. Selectman Goldman said they will talk to who dumped it and why.  
343 The Board is okay with having the police department investigate this situation.

344  
345 Lynne let the Board know there was some damage in town on Friday, June 30<sup>th</sup> due to the  
346 storm and the Highway Department worked on Saturday to clean up. Lynne said there was  
347 no water reported in the rec building from this storm.

348  
349 **CORRESPONDENCE**

350 Letter from Stonehill Environmental 1994 gas leak at the highway dept. – monitoring the  
351 well for years. The wells are below level and are asking DES to close this case out. Lynne is  
352 waiting for the response and she has the full report if anyone wants to review it.

353  
354 Letter stating that Cpt. John Dodge retired from state service effective June 1<sup>st</sup> as the Forest  
355 Ranger for the past 25 years making great contributions to the agency and the fire dept. has  
356 been notified as well. Lynne said that the new captain is Cpt. Brian Knoll.

357  
358 Letter notifying the town of an application for a wetland permit for 31 Main St.

359  
360 Letter from MRI regarding the 2016 administration assessment review – Lynne said the  
361 response wouldn't hurt and the Board is okay with asking MRI to respond with their  
362 explanations.

363  
364 Notices from Sandown Planning Board abutter notifications.

365  
366 **LIAISON REPORT**

367 Selectman Brown – attended 2 ZBA meetings and found the process interesting and SSATP  
368 meeting is tomorrow evening.

369 Selectman Cleveland – attended the Planning Board meeting lots of discussion regarding  
370 the new development on Wells Village Rd. He spoke with Chief Gordon and 2 cruises came  
371 off the lease and one is due to expire soon.

372 Selectman Goldman – code enforcement will be discussed in non-public and conservation  
373 has some interesting seminars on ticks and bees.

374 Selectman Tombarello – Cable has established their new policies and encouraged the  
375 residents to register their dogs.

376 Selectwoman Buco – Highway 2 catch basins on Kenneth Rd and Michael Circle and hot  
377 repairs as well. Jon getting lots of jobs for Lynne, Deb and Chief Gordon taken care of and  
378 Artie has been filling in for some of his guys taking vacation. She said she went to the ice  
379 cream social at the library and met with Deb Hoadley. OHD committee meeting will be  
380 happening more frequently.

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385 **Motion by** Selectman Brown to go into non-public session under RSA 91-A:3II (c)  
386 reputation  
387 **Seconded by** Selectwoman Buco  
388 **Roll call**, Selectman Brown – yes, Selectman Cleveland – yes, Selectman Tombarello – yes,  
389 Selectman Goldman – yes and Selectwoman Buco – yes.  
390 **Motion passes unanimously.**  
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394 Motion by Selectwoman Buco to seal the minutes of the non-public session.  
395 Seconded by Selectman Cleveland  
396 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Tombarello, Selectman  
397 Goldman and Selectwoman Buco.  
398 **Motion passes unanimously**  
399  
400 **Motion by** Selectman Goldman to adjourn  
401 **Seconded by** Selectman Tombarello  
402 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Tombarello, Selectman  
403 Goldman and Selectwoman Buco.  
404 **Motion passes unanimously**  
405  
406  
407  
408  
409  
410 Respectfully Submitted,  
411  
412  
413  
414 Sue Reynolds  
415  
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418  
419