

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

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6 **Meeting Date: July24, 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 7:00pm and opened with the Pledge of Allegiance.

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20 Selectman Goldman asked the Board to review the minutes of Monday, July 10, 2017.  
21 Selectman Cleveland said line 259 should read 4ish. Selectwoman Buco said line should  
22 read Buco.

23 **Motion by** Selectman Tombarello to accept the minutes of Monday, July 10, 2017 as  
24 amended.

25 **Seconded by** Selectman Cleveland

26 **In favor,** Selectman Goldman, Selectman Brown, Selectman Cleveland, Selectman  
27 Tombarello and Selectwoman Buco

28 **Motion passes unanimously**

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31 **PUBLIC COMMENT**

32 Paula Gulla came to the table to let the public know that Citizen of the Year and Young  
33 Citizen of the Year are open until August 1<sup>st</sup> and it is a good time to recognize those you  
34 think have gone above and beyond. You can get forms at the town hall, post office or on the  
35 website as well.

37 Heidi and Jeff Chaput came to the table to ask permission from the Board to continue to  
38 mow the lawn at the Pillsbury Rd. beach. Heidi said she uses her hand mower and their  
39 neighbor has a business mower. Selectman Goldman would rather discuss this after the  
40 non-public session. Heidi said they got permission to maintain the property several years  
41 ago and they have been doing it since. Selectman Goldman and Selectwoman Buco would  
42 like to discuss the non-public coming up then get back to the Chaputs. The rest of the  
43 Board feels that they should be allowed to continue to cut it. The consensus of the Board is  
44 to allow them to continue to mow and pick up the trash on this property. Lynne said there  
45 is a volunteer form available for the Chaput's to fill out if the Board would like them to and  
46 the Chaput's agreed to do so.

47  
48 Selectman Brown announced the July anniversaries and they are as follows:  
49 Sgt. Richard Buco 8 years on the police force, Jeff Farrow 5 years on the fire department,  
50 Meghan Mclaughlin 5 years in the recreation department and Timothy Wilkins 5 years in  
51 the Sanitation department.

52  
53 Tony Piemonte came to the table to ask the Board about the raises to be voted on and asks  
54 what the hurry is? He said the Budget Committee has until January to decide and suggested  
55 to put this out to a warrant article and feels the compensation package should be  
56 considered because of the proposed amount. He feels it is too premature to decide on this  
57 tonight.

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60 **Motion by** Selectman Tombarello to go into non-public session under RSA 91-A:3 II (c)  
61 reputation.

62 **Seconded by** Selectman Cleveland

63 **Roll Call**, Selectman Brown – yes, Selectman Cleveland- yes, Selectman Goldman – yes,  
64 Selectman Tombarello – yes and Selectwoman Buco – yes.

65 **Motion passes unanimously**

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67 **Motion by** Selectman Tombarello to seal the minutes of the non-public session.

68 **Seconded by** Selectwoman Buco

69 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman, Selectman  
70 Tombarello and Selectwoman Buco

71 **Abstain** Selectman Brown – stepped away from the meeting for a minute.

72 **Motion passes 4-0-1**

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74

75 Selectman Goldman reminded the public that if they want to do anything to town property  
76 they need to contact the office prior in order to be released from any liability that may  
77 occur???????

78

79 **Motion by** Selectwoman Buco to accept both sets of non-public minutes of July 10<sup>th</sup> as  
80 written.

81 **Seconded by** Selectman Tombarello  
82 **In favor** all Selectman Brown, Selectman Cleveland, Selectman Tombarello, Selectman  
83 Goldman and Selectwoman Buco.

84 **Motion passes unanimously**

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87 **Further discussion regarding salary survey**

88 Selectman Brown said he received information in writing from attorney Steven Buckley  
89 advising him to recuse himself from any discussions that take place in regarding salary  
90 increases as it is a direct conflict of interest as his wife is the recreation director and the  
91 salary increases would affect him directly. Furthermore, the Town of Sandown has an  
92 Ethics Policy which states that would be a conflict of interest and Board members should  
93 not take part in discussions regarding salary increases as it would be a conflict of interest  
94 as it is a blanket increase.

95

96 Selectman Goldman said they have been talking about a blanket increase for weeks and this  
97 would take 2 BOS out of the discussion, which would be Selectman Brown and  
98 Selectwoman Buco. Selectman Goldman is asking the Board if they want to discuss all the  
99 employees except for the recreation director and the position that way all the members  
100 of the Board can take place in the discussion and he would be okay with that. He said there  
101 can be a follow up discussion regarding the other 2 employees and at that time  
102 Selectwoman Buco and Selectman Brown would recuse themselves if the discussion is  
103 about their spouse's position. The other way to do this is to discuss the employees as a  
104 whole, as they have been doing for the past several weeks, but Selectwoman Buco and  
105 Selectman Brown would have to recuse themselves from the discussion.

106 Selectman Tombarello said their discussion will involve Steve's wife as they will be  
107 discussion the insurance at the same time as the salary increases. He also said said Mr.  
108 Buco is not on this list as he is at 100% and Selectwoman Buco said he is the Patrol Sgt. and  
109 would be entitled to a small increase according to the matrix. Selectman Tombarello feels  
110 it would be a conflict especially when they talk about the insurance as the recreation  
111 director will be part of the discussion.

112 Selectwoman Buco said the Board hasn't decided how the increases will take place and  
113 feels the increases should be taken on a case by case basis. Selectman Goldman said they  
114 have been talking about the employees as a whole for several weeks and feels they can't go  
115 backwards and the Patrol Sgt. would be part of the discussion as well.

116 Selectwoman Buco said this Board needs to decide if that position should be on the list to  
117 get a raise because it was reinstated by the Chief at a salary before he was put in the  
118 position, which was just recent.

119 Selectwoman Buco said this is a tool for discussion and her intention was never to use this  
120 as a blanket. She was intending to review each position individually. She said she would be  
121 willing to recuse herself from the discussion regarding the Patrol Sgt. when they got to that  
122 point as Selectman Brown should reuse himself form any discussion about the recreation  
123 director.

124 Selectman Brown said under the HIPPA law the information regarding what employees  
125 take the town's insurance is private information and names may not be discussed during  
126 the insurance discussion. The board is not able to discuss who and who does not use the  
127 insurance.

128

129 Selectman Tombarello referred to the code of ethics from the State that states a conflict of  
130 interest and Selectman Goldman said this is referring to the Executive Branch of State  
131 Government and not the BOS.

132

133 **Motion by** Selectman Goldman that all of the employees that Lynne and Cheryl gave to  
134 them be placed in the appropriate matrixes on the salary wage matrix as of April 1, 2018,  
135 with a total sum of \$70,566.93 to be put in the 2018 budget.

136 **There was no second on this motion.**

137 Selectman Brown asked if it is the expectation that selectman he and Selectwoman Buco  
138 refrain from this vote and discussion and Selectman Goldman said that would be a personal  
139 decision as he would not ask a selectman to vote a certain way.

140

141 Selectman Tombarello said he would be in favor of doing a workshop to discuss this  
142 further. He also said that there are employees that should be looked at immediately and  
143 need the increase. He referred to the top position on the page and said if they lost that  
144 employee that is being paid 75% of the matrix salary they would have to pay someone  
145 more money to take the position. He said there are others on the matrix that need to be  
146 addressed. He stated again that he is not in favor of doing the 100% increase.

147

148 Selectman Goldman said the Board last year went with the recommendation to have the  
149 survey study done and they have the information back. They currently are looking at a  
150 document that reflects the request to increase all the listed employees to 100% and feels  
151 that the Board does not agree on all the employees listed to be brought up to the same rate  
152 as those in the area. Selectman Tombarello said he is willing to look at the matrix but is not  
153 in favor of bringing up all the employees listed up to 100%, he is looking more at an 85%  
154 increase.

155 Selectman Goldman referred to the Police Department increases last year and how the  
156 Board at that time all voted in favor of that increase. He also said the Board has had this  
157 same discussion the past few years and wants to use the tools provided that they paid for.  
158 Selectman Brown asked Selectman Tombarello if feels that some of the employees deserve  
159 a raise and some don't. How do you make that decision?

160 Selectman Cleveland said he wasn't on the Board last year and as he looks at the  
161 \$70,000.00 proposed amount he is also looking at what it will cost over the next several  
162 years with increases each year and came to the amount of \$780,000.00, which is a lot of  
163 money. He said that he has not had the personal time he needs to look into this further to  
164 be able to make his decision. However, he said he still is not sure that all of the information  
165 that he is given is a valid sample and said he hasn't had that time he wanted to put into it.  
166 He said he would like to look at the positions and not the people in them with looking at  
167 their skills, healthcare benefits, etc. and feels that all positions within the town need to be

168 looked at. He feels that the Board said their deadline to make a decision was voted on to be  
169 September 18<sup>th</sup> and he would like to stick to that deadline. Selectwoman Buco said he  
170 agrees with Selectman Cleveland and would like time to digest and analyze the information  
171 they have received. Selectman Goldman restated that he is still frustrated that the Board  
172 isn't willing to move forward and feels that this discussion has been taking place for the  
173 past few years.

174  
175 Lynne asks if there is anything that the Board can do this evening to move forward with  
176 any of this as this is the third meeting with the same discussion.  
177 Selectwoman Buco asked if the Patrol Sgt. is coming off the table for this discussion so she  
178 knows if she should continue to work on this project or not. She said she will not continue  
179 to work on this if what she says won't matter. Selectman Goldman said the Patrol Sgt.  
180 would be a small wage adjustment to fit into the wage matrix opposed to the recreation  
181 director's position is a much larger increase because of where the position falls currently in  
182 the wage matrix. Selectman Goldman said he doesn't really know how to answer that  
183 question because he doesn't know how the Board wants to move forward with their  
184 decision. Selectman Brown said he will do whatever is necessary to move this forward.

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186 Selectman Goldman asked if this can be put on the agenda on Monday, August 21<sup>st</sup> and will  
187 the Board be ready to discuss this in more detail and the Board agreed.

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190 **Discussion regarding milfoil problem on Phillips Pond**

191 Lynne said there was an article in the Tri Town regarding this and said that the milfoil  
192 problem is back on Phillips Pond and it is expected that the pond will be 100%  
193 contaminated by this time next year. She said the recreation commissioner has concern  
194 about Sealey Beach as well. She said in 2006 there was a warrant article in the amount of  
195 \$40,000.00 to treat the pond. Lynne explained that the entire habitat of the pond is  
196 affected not just the swimming areas. Lynne asked the Board if they would like to create a  
197 warrant article for the March election to take care of this problem. She also said there are a  
198 few grants out there that may be able to help with this cause. Lynne said there are 2  
199 companies out there that does this type of work and she is asking the Board's permission to  
200 contact them for some prices. Lynne suggested to have the Phillips Ponds Association to  
201 come to the next meeting to discuss this. The consensus of the Board is okay with Lynne  
202 moving forward with what she just discussed.

203  
204 **NEW BUSINESS**

205 **Acceptance of donation to Senior Affairs Transportation Trust Fund**

206 **Motion by** Selectman Tombarello to accept multiple donations made to the SSATP in the  
207 amount of \$1,316.06.

208 Seconded by Selectwoman Buco

209 **In favor,** Selectman Brow, Selectman Cleveland, Selectman Tombarello, Selectman  
210 Goldman and Selectwoman Buco.

211 **Motion passes unanimously**

212 **Performance Grant in the amount of \$600.00 for the purchase of School Emergency**  
213 **Notification Software**

214 Lynne stated the Board already signed off on the grant and this is a formality to move  
215 forward with this.

216 **Motion by** Selectman Brown to accept the terms of the Emergency Management  
217 Performance Grant as presented in the amount of \$600.00 for the purchase of School  
218 Emergency Notification Software. Furthermore, the Board acknowledges that the total cost  
219 of this budget will be \$1,200.00 in which the town will be responsible for 50% match which  
220 is \$600.00.

221 **Seconded by** Selectman Tombarello

222 **In favor,** Selectman Brown, Selectman Cleveland, Selectman Tombarello, Selectman  
223 Goldman and Selectwoman Buco.

224 **Motion passes unanimously**

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227 **Update on Fremont Road Bridge Construction**

228 Lynne said this has gone out and notices have been sent to all the abutters of the property.  
229 The project will begin on Monday, August 14<sup>th</sup> and the road will be closed from August 14<sup>th</sup>  
230 through Monday, August 21<sup>st</sup>. It is hopeful that the project will be completed by September  
231 8<sup>th</sup>. The permit has been extended and the Police, Fire and Post Office have all been  
232 notified as well as Trinity Ambulance.

233

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235 **TOWN ADMINISTRATOR'S REPORT**

236 Proposal sent out for this year's oil/propane/gas/diesel and responses are due back by  
237 September 7, 2017.

238 Lynne conducted a review of all personnel files to update any missing documents asking  
239 department heads to help obtain signatures.

240 Held a department meeting on Wednesday, July 19<sup>th</sup> regarding the changes in the internal  
241 control policy, personnel files and evaluations coming up as well.

242

243

244 **CORRESPONDENCE**

245 Letter from Joint Loss Management Committee regarding self-assessment to the buildings  
246 of items needed such as filing cabinets in lower town hall are not secure, train depot  
247 museum items, floor tiles at the new police station, library needs to install handrails on the  
248 egress. Lynne said these are all recommendations.

249

250 Notice received by superior court that was sent to the Town in error.

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252 Letter from the ZBA regarding a hearing coming up on July 22<sup>nd</sup> at 7pm.

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256 **LIAISON REPORT**

257 Selectman Brown – had nothing to report and will be attending the ZBA meeting on July  
258 27<sup>th</sup>

259 Selectman Cleveland – 25<sup>th</sup> OHD race on Saturday, August 12<sup>th</sup>, hosted by the police  
260 explorers, and there will be prizes and giveaways. There are details on the police explorers  
261 page on face book or you can call the police station. He also said the metal steps need  
262 attention and Lynne said there has been a discussion in the past and they have been  
263 inspected a few years ago and there aren't issues at this time. She does however agree that  
264 they do need to be painted and can have the maintenance person try to paint them and see  
265 what that does.

266 Selectman Goldman had nothing to report.

267 Selectman Tombarello said the fire station construction is going well and the Ladder truck  
268 will be up and running for OHD. He said the fines have gone out for the dogs and he is  
269 planning to attend the Cable meeting.

270 Selectwoman Buco – highway shoulder work going on and some work done on the beach  
271 for recreation. OHD will start to meet weekly and they are looking for people to nominate  
272 citizen of the year and young citizen of the year. They are still looking for volunteers as  
273 well.

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276 **Motion by** Selectman Tombarello to go into non-public session under RSA 91-A:3 II (d)  
277 property and (e) litigation (c) reputation

278 **Seconded by** Selectman Cleveland

279 **Roll Call** Selectman Brown – yes, Selectman Cleveland – yes, Selectman Tombarello – yes,  
280 Selectman Goldman – yes and Selectwoman Buco – yes.

281 **Motion passes unanimously**

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283

284 **Motion by** Selectman Brown to seal the minutes of the non-public session.

285 **Seconded by** Selectwoman Buco

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

288 **Motion passes unanimously**

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290

291 Respectfully Submitted,

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295 Sue Reynolds

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