

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

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6 **Meeting Date: September 11, 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 Brown, Selectman Cleveland, Selectwoman Buco and
13 Selectman Goldman

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 and a
19 moment of silence.

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21 **Motion by** Selectman Cleveland to go into no-public under RSA 91-A:3 II a and c

22 **Seconded by** Selectwoman Buco.

23 **Roll Call,** Selectman Brown – yes, Selectman Cleveland – yes, Selectman Goldman – yes and
24 Selectwoman Buco – yes.

25 **Motion passes 4-0-0**

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27 Selectman Goldman stated that while in the non-public session the minutes were sealed but
28 the Board did vote to accept the resignation of Lynne Trahan and wished her well and
29 thanked her for her service to the town.

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32 Selectman Goldman asked the Board to review the minutes of August 21st.

33 Buce Cleveland said line 119 should be piece meal not piece mail and Selectman Goldman
34 said line 133 should read this is not up to the Board to do and line 137 should read
35 be laver not lava.

37 **Motion by** Selectman Brown to accept the minutes of Monday, August 21st as amended.

38 **Seconded by** Selectman Cleveland

39 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman.

40 **Abstain** Selectwoman Buco.

41 **Motion passes 3-0-1**

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46 **PUBLIC COMMENT**

47 Selectman Brown announced employee anniversaries for the month of September are
48 Michelle Short for 15 years, Gary Paradis for 8 years, Richard O’Hanley for 4 years, David
49 Soloice for 2 years and John Runcie for 1 year.

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52 Selectman Goldman said that Gerry LaChance received Citizen of the Year and Pheobe West
53 received the Young Citizen of the Year.

54

55 Mr. Nicolaisen came to the table to show the Board the eagle scout plaque he prepared for
56 the eagle scouts of troop 268. Selectman Goldman asked what happened to the scouts that
57 had to leave Sandown for a period of town. Mr. Nicolaisen said their names are on the
58 plaque in Chester.

59

60 **Review of proposed 2018 budget proposals for Patriotic Purposes, Tan Note, Debt
61 Expense, Assessing, Finance and Budget Committee**

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63 **Assessing budget 4150-06**

64 Lynne is presenting this budget.

65 Lynne said there is a small increase in the assessing services but it may change prior to the
66 public hearing as Municipal Resources can do this as well. Lynne said she is also looking
67 into money that can be found to help offset this cost and she will let the Board know prior
68 to the public hearing if this budget needs to be changed.

69

70 **Motion by** Selectman Cleveland to recommend the Assessing budget to the Budget
71 Committee with Gross Expenses of \$77,628.00, Revenue of \$0.00, Net Expenses of
72 \$77,628.00.

73 **Seconded by** Selectwoman Buco

74 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectwoman
75 Buco.

76 **Motion passes unanimously**

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81 **Patriotic Purposes budget - 4583**

82 Lynne said the \$4,500.00 was spent this weekend for the fireworks show at OHD>

83 **Motion by** Selectman Brown to recommend the Patriotic Purposes budget be
84 recommended to the Budget Committee with Gross Expenses of \$4,750.00, Revenue of
85 \$0.00 and Net Expenses of \$4,750.00.

86 **Seconded by** Selectman Cleveland

87 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectwoman
88 Buco.

89 **Motion passes unanimously**

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92 **Finance – 4150-05**

93 Cheryl Eastman is presenting this budget.

94 Selectman Goldman asked about the hardware/software line and asked if there is anything
95 left to come out of that line and Cheryl said no, this is a one-time charge. Then he asked
96 about the supply line and Cheryl said there are still things that have to be printed at the end
97 of the year that will use up most of the remaining money.

98

99 **Motion by** Selectman Brown to recommend the Finance budget to the Budget Committee
100 with gross Expenses of \$72,476.00, Revenue of \$0.00 and Net Expenses of \$72,476.00.

101 **Seconded by** Selectwoman Buco

102 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectwoman
103 Buco.

104 **Motion passes unanimously**

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107 **Debt, Principle, Interest & Tan – 4711, 4721-4723**

108 Cheryl Eastman is presenting these budgets as well. Cheryl said that all these budgets are
109 contractual except for the Tan Note which is the interest charges in case money is needed
110 to be borrowed.

111 **Motion by** Selectman Brown to recommend to the Budget Committee the Debt Expense
112 Principal budget with Gross Expenses of \$50,000.00, Revenue of \$0.00 and Net Expenses of
113 \$50,000.00. Debt Expense Interest budget with Gross Expenses of \$21,772.00, Revenue of
114 \$0.00 and Net Expenses of \$21,772.00. Tan Note budget with Gross Expenses of \$8,000.00,
115 Revenue of \$0.00 and Net Expenses of \$8,000.00.

116 **Seconded by** Selectwoman Buco

117 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectwoman
118 Buco.

119 **Motion passes unanimously**

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125 **Budget Committee – 4150-09**

126 Michael Costanzo is presenting this budget.

127 Michael said the seminars line should be changed to \$180.00 instead of \$160.00.

128 **Motion by** Selectman Cleveland to recommend the Budget Committee budget to the Budget
129 Committee with Gross Expenses of \$181.00, Revenue of \$0.00 and Net Expenses of \$181.00.

130 **Seconded by** Selectwoman Buco

131 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectwoman
132 Buco.

133 **Motion passes unanimously**

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137 **Further discussion regarding 2018 wage increases**

138 The Board decided to move this item to next week as Selectman Tombarello is not present
139 this evening.

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142 **Motion by** Selectman Brown to accept the minutes of the non-public session of Monday,
143 August 21, 2017.

144 Seconded by Selectman Cleveland

145 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman.

146 **Abstain**, Selectwoman Buco

147 **Motion passes 3-0-1**

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150 **Members of the Sandown Historical Society regarding furnace and heat at Train**
151 **Depot Museum**

152 Robert Brouder, treasurer of the Sandown Historical Society is here to ask the Board
153 permission to having the furnace inspected and cleaned and if that passes they would like
154 to reinstall propane tanks on the Depot side of the building. He said if more work than that
155 is required he will contact Lynne letting her know what he inspection revealed. He said this
156 has been off line 3 years and he would like to keep the heat on during the winter for events
157 and in the spring when they wash the floors so they dry properly.

158 Robert said the society will pays for the inspection and instillation but if it is more that then
159 he would let the Board know. He also said the ongoing expense would be the responsibility
160 of the Society as well.

161 The consensus of the Board is to allow the Sandown Historical Society move forward with
162 getting the furnace inspected and cleaned and to reinstall the propane tanks.

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164 Lynne asked Robert to let Lynne know so she can reach out to whoever wins the bid and
165 they may give a town discount on the propane.

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168 **Arthur Genualdo, Public Works Director – discussion regarding 2017 Road**
169 **Improvement Plan and non-public discussion under RSA 91-A:3 II (a) employee**
170 **matters**

171 Artie is here to discuss the 2017 Road Improvement Plan. He wanted to let the Board know
172 how he wants to spend the \$139,000.00 that was just received. The work on Little Mill Rd.
173 will begin in October and he wants to add a few roads to the plan while Busby is in town.
174 Instead of just overlaying Stage Coach Rd., he would like to do the entire thing, by tearing it
175 up, grading and repaving it. Lynne said this is exactly what the money is to be used for and
176 she received confirmation from DOT and DRA. He said the cost for this is \$62,321.90 and
177 the difference would be \$34,289.00 from the additional block grant money.

178 Selectman Cleveland asked about Hunt Pond Rd. and Artie said he would have to look into
179 it.

180 **Motion by** Selectman Brown to approve the amount of \$62,321.90 for the complete
181 rebuilding of Stage Coach Rd, with \$34,289.00 being taken from the additional block grant
182 money.

183 **Seconded by** Selectwoman Buco

184 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectwoman
185 Buco.

186 **Motion passes unanimously**

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188 Artie said he would also like to do Depot Rd. He said last year he was planning to overlay it
189 and at this point he'd like to reconstruct the road. He said the culvert across from the
190 transfer station needs to be replaced and near the highway dept. by the gas tanks, where
191 the water comes off the road and runs down the hill, he'd like to put in a catch basin and a
192 pipe to divert it to the other side of the road. He said further up towards Main St. he would
193 like to put 380 feet of birming in. He said further up there is lots of ledge and he'd like to
194 have it hammered and removed. He said once the grinding is done and paving he plans to
195 have it raised 8". Selectwoman Buco asked the timeframe and Artie said Busby plans to
196 have 2 crews in October to get both jobs done. Artie also said the road will be passable so
197 the transfer station will stay open and the pipe will be laid on a day that the transfer station
198 is closed.

199 **Motion by** Selectwoman Buco to move forward with the paving of Depot Rd. in the amount
200 so \$88,120.70 to be taken from the additional block grant money.

201 **Seconded by** Selectman Cleveland

202 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectwoman
203 Buco.

204 **Motion passes unanimously**

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207 Artie gave the board an update on the Fremont Rd. Bridge stating it was supposed to be
208 done Friday but the water has been high so they anticipate finishing it this week.

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212 **Motion by** Selectwoman Buco to go into non-public under RSA 91-A:3 II (a) employee
213 matters

214 **Seconded by** Selectman Cleveland

215 Selectman Brown – yes, Selectman Cleveland – yes, Selectman Goldman – yes and
216 Selectwoman Buco – yes

217 **Motion passes unanimously**

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219 Selectman Brown stepped away from the meeting at this time.

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222 **Motion by** Selectwoman Buco to seal the minutes of this non-public session.

223 **Seconded by** Selectman Cleveland

224 **In Favor**, Selectman Cleveland, Selectman Goldman and Selectwoman Buco.

225 **Motion passes unanimously**

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227 Selectman Brown returned.

228

229 **Mr. Paul Bernier – Appeal of selectmen’s decision on release of letter from legal
230 counsel**

231 Paul stated he came before the Board in May regarding concerns he had about a building
232 project that was taking place. He said he attended a Zoning Board meeting and did a very
233 limited presentation due to lack of time. He then met with the chairman of the ZBA and the
234 chairman felt it needed further review. He created a report to be sent to town counsel and
235 is looking for the answers from the town counsel. He is asking the Board to reconsider
236 their decision and would like to see the letter from the attorney. Selectman Brown asked
237 Paul what he thinks the letter is going to tell him and Paul said he has no idea what to
238 expect.

239 Selectwoman Buco asked if the letter doesn’t answer the questions then what’s next, and
240 Paul said he doesn’t know because he doesn’t know what the letter says.

241 Lynne said the ZBA contacted Town Counsel early on to get answers but the packet he
242 presented to the Board did not go to Town Counsel.

243 **Motion by** Selectman Cleveland to release the letter from Town Counsel to Mr. Bernier.

244 **Seconded by** Selectwoman Buco

245 Selectman Cleveland said they want to help him but they also need to take the Town into
246 consideration as well. Selectman Goldman said if this comes to going to court the Town
247 needs to be as protected as possible. Paul said he has absolutely no intention in ending up
248 in court.

249 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectwoman
250 Buco.

251 **Motion passes unanimously**

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256 **NEW BUSINESS**

257 **Opening of sealed bids for Gas/Oil/Propane & Diesel contract**

258 Lynne said there are 3 bids, one from Palmer Gas, Eastern and Hartmann

259 Lynne said these bids are being opened tonight and typically she puts together a
260 spreadsheet comparing the prices and options.

261 Selectman Brown opened the bid for Palmer Gas, Selectwoman Buco opened Eastern's bid
262 and Selectman Cleveland opened the bid from Hartmann.

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265 **Review of lease agreement for new copier – Town Clerk/Tax Collector**

266 Selectman Cleveland asked about the 60,000 copies and asked if they would go over that
267 and Lynne said not for that copier.

268 Selectman Goldman stated this is a 5- year lease on the copier plus \$360.00 per year, which
269 is about \$2,000.00 per year and in 5 years they should have a similar agreement with a new
270 machine.

271 **Motion by** Selectman Brown to allow the town clerk to enter into an agreement with
272 Seacoast Business Machines leasing offer for a copier/printer at the cost of \$360.00 per
273 year for 5- years which includes 60,000 copies with an overage of .006 per page. Includes
274 free shipping for toner and supplies for a guaranteed for 5 years, including \$119.00 per
275 month for 60 months. The Board is ok with authorizing Michelle Short to enter into this
276 agreement.

277 **Seconded by** Selectman Cleveland

278 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectwoman
279 Buco.

280 **Motion passes unanimously**

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283 **Setting of Annual Deliberative Session**

284 The Board decided to set the date of Deliberative Session on February 3, 2018 at 9am.

285 The snow date is automatically within 72 hours.

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287 **Review of Domestic Partner Rider on dental policy**

288 Lynne said the current domestic rider states that it is for opposite sex domestic partners
289 and the Board needs to decide if they want to keep it that way, remove it totally or allow
290 same sex domestic partners to receive the dental benefits.

291 Selectwoman Buco feels that health and dental policies should be consistent. Selectman
292 Brown said he would be ready to decide tonight and his opinion would be to allow both
293 same sex and not same sex domestic partners to be on the rider.

294 The Board decided to wait until next week to have this discussion when they discuss the
295 health insurance options.

296 Selectwoman Buco asked Lynne to ask Cheryl how much administrative time is involved
297 managing this.

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299

300 **Discussion regarding proposed projects for 2018 budget**
301 Lynne said she is planning to prepare the Government Building budget.
302 The Board asked Lynne to look into central air in the upstairs of town hall, parking lot
303 being paved, kitchen converted into offices and an estimate on replacing polls and lights at
304 the transfer station.

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307 **OLD BUSINESS**

308 Lynne said that Selectman Tombarello listened to the School Board meeting talking about
309 the Sandown schools and what the impact will be on the schools.
310 Lynne handed out the information packet to the Board on the Sandown School's
311 presentation to the School Board at last Thursday's meeting.

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314 **TOWN ADMINISTRATOR'S REPORT**

315 OHD is meeting this week as a follow up meeting to the event.

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319 **CORRESPONDENCE**

320 Letter from DOR regarding partial update on Mill Pine Village and Pine Acres - report is
321 attached and there were no points taken and everything came out okay.

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324 Letter from DOR 2016 assessment – they came back to review files and they are all
325 satisfactory.

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328 Letter from NH DOT planning and community assistance looking for participation in the
329 transportation project. If you are interested in getting involved let Lynne know.

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332 Letter from Comcast updating changes on WBIN-TV and Weatherscan stations.

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335 Monthly budget report is included in the packet this week. Selectman Cleveland had a
336 question about the items that were encumbered. Lynne said recreation had a few items
337 and the old meeting house is due to receive a new roof the first week in October.

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340 Lynne asked the Board to choose colors for the posts in front of the windows and the Board
341 decided on blue.

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344 **LIAISON REPORT**

345 Selectman Brown – SSATP will be meeting this week to count their donations from OHD
346 and they work hard gathering their donations

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349 Selectman Cleveland – Finance Cheryl has been working on budgets, Chief Gordon said
350 OHD went well and the explorers did a good job, however there has been an increase in dog
351 bites to other dogs and people and recommends that people use leashes for their dogs.

344 Selectman Goldman – congratulated Gerry LaChance and Pheobe West on the citizen and
345 young citizen of the year. Conservation had a good booth at OHD.
346 Selectwoman Buco - OHD was fantastic and fireworks as well, recreation received new
347 equipment.

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350 ***Motion by*** Selectman Brown to adjourn

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352 Respectfully Submitted,

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356 Sue Reynolds

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