

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5  
6 **Meeting Date: November 20, 2017**

7 **Type of Meeting: Regular**

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

9 **Meeting Location: Town Hall**

10  
11  
12 **Members Present:** Selectman Cleveland, Selectman Tombarello Selectman Goldman,  
13 Selectman, Brown and Selectwoman Buco.

14 **Office Assistant:** Paula Gulla

15 **Recording Secretary:** Sue Reynolds

16  
17  
18 The meeting was called to order at 7:00pm and opened with the Pledge of Allegiance.

19  
20  
21 Selectman Goldman asked the Board to review the minutes of Monday, November 6, 2017.  
22 Selectman Tombarello said line 46 should read State Representative Kerri Lerner.....  
23 Selectwoman Buco asked about line 86 and feels it should read how to implement this.

24 **Motion by** Selectman Tombarello to accept these minutes as amended

25 **Seconded by** Selectwoman Buco

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

28 **Motion passes unanimously**

29  
30  
31 **Public Comment**

32 Selectman Goldman said the giving tree is up down stairs and the food pantry is looking for  
33 donations of canned goods and gift cards.

34  
35 Paula Gulla stated that the Annual Tree Lighting will be held on Friday, December 1<sup>st</sup> at  
36 6:30 at Town Hall.

37 Selectman Tombarello said that 52 families were given baskets today.

38

39 Selectman Goldman said they had technical difficulties at the last meeting and is hoping  
40 that it has been fixed. He stated that last week when they came out of the non-public  
41 session he announced that the Board appointed Tanya Gaynor as the Deputy Tax  
42 Collector's position at a rate of \$17.15 per hour and they appointed Judith Devine as the  
43 part time Motor Vehicle Clerk at \$15.00 per hour.

44

45 **Review of 2018 budget proposals for Conservation**

46 Brian Butler, Paul Carey and Jillian Windmill are here to present this budget.

47 Paul Carey thanked Andrea Carnes for her years of service.

48 Selectman Goldman said that the budget is up 8% and asked for an explanation. Paul said  
49 they have new members that are attending the conferences. Brian said this line has been  
50 reduced over the past few years and because they have new members they are increasing  
51 the Seminars line and Jillian said they are very beneficial for members to attend. Selectman  
52 Cleveland asked about the Payroll line and if it can be reduced comfortably to \$1,600.00.

53 Paul said they are trying to replace this position and said it would be helpful if all the  
54 Board's that utilize this position paid the same hourly rate. Selectman Tombarello said  
55 Andreas was up to speed because she was in that position for years and someone new may  
56 take a little longer to learn what Andrea knew. Selectman Goldman asked about the  
57 Environmental Consultant line not always being used and Paul stated that there have been  
58 several inquiries that they have needed him for and things seem to be picking up.

59 Selectman Brown asked if the consultant attends meetings on a regular basis or just as  
60 needed. Paul said they cover his meeting cost through a Pria account so that money is not  
61 coming out of the budget. Paul said they also use the Environmental Consultant to educate  
62 the Board members as well. Selectman Brown asked why the supply line is at \$100.00 as  
63 they have never used more than \$32.00 and Paul said they have used this line fully for this  
64 year because they are reimbursing members for their paper, ink, etc. Brian Butler thanked  
65 Jillian for all her efforts and bringing awareness to the town through some events such as  
66 Winter Wonderland Scavenger Hunt, Moonlight Valentine, Fishing Derby, Earth Day, etc.

67

68 **Motion by** Selectman Tombarello to recommend this budget to the Budget Committee with  
69 Gross Expenses of \$9,264.00, Revenue of \$240.00 and Net Expenses of \$9,024.00.

70 **Seconded by** Selectwoman Buco.

71 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman, Selectman  
72 Tombarello and Selectwoman Buco.

73 **Motion passes unanimously**

74

75

76

77

78

79

80

81 **Further review of 2018 budget proposal for Library**

82 Peter Stark, Adrienne Skora, Tina Owens and Deb Hoadley are presenting this budget.

83 Deb said the salary line was decreased to 4% from last week's proposal, which includes  
84 starting the new hours for the Assistant Library Director on April 1<sup>st</sup> and not January 1<sup>st</sup>.

85 She said the overall difference in the budget went from a 14.42% increase to a 7.92%  
86 increase.

87 Selectman Brown asked about the Professional Development line and what that consists of  
88 and Deb said that is staff development, dues and mileage.

89 Selectman Goldman asked about the increase in the salary line and the library trustees said  
90 the majority of the increase the budget is in the benefit line for the new full-time position.

91 Deb said for the first 26 weeks the Assistant Director would make \$18,000.00 and the  
92 remaining 26 weeks they would be making \$19,422.00.

93 Selectman Goldman said he can only support a 4 or 5 % increase and not a 7.92% increase

94 Deb stated that the library's portion of the town's taxes are only .39 per thousand and if the  
95 increase is approved the impact would be 8.5 % of the municipal budget, which is only .42  
96 per thousand which is only .3 more. She wanted to make sure that everyone understood  
97 that the library makes up less than 10% of the municipal budget.

98 Selectman Cleveland asked how many Sandown residents are active users and Deb said  
99 approximately 3,200.

100 Tina also said that residents can come to an event at the library even though they don't  
101 have a library card.

102 Deb stated that community support is an important part of what the library does and Tina  
103 also stated that seniors in the community are relying on the resources that the library  
104 offers like books and movies more and more.

105 Selectman Goldman said the amount from 2017 is \$307,934 and would increase to  
106 \$323,330.00, which is 5%.

107 Selectman Brown asked what would be sacrificed if the position wasn't approved and Deb  
108 said that hours can't be covered. Deb goes out into the community and she needs an  
109 assistant to cover and there needs to be supervision during the evening hours as well.

110 Selectwoman Buco feels that they did a great job cutting back what they were asked to do  
111 and is comfortable approving a 5% increase over last year's budget but is having a hard  
112 time with the 8% increase.

113 Selectman Cleveland said he is a friend of the library and appreciates libraries. He  
114 recommends that if this doesn't pass tonight they can always state a good case at  
115 deliberative session.

116 Tina asked about going to the Budget Committee and Selectman Goldman said the budget  
117 that gets presented to the voters is the Budget Committee's budget because they have the  
118 right to change the Board of Selectman's recommendation.

119 Selectman Tombarello said the reduction in the budget from last year is making him  
120 nervous because they are cutting other lines within this budget to be able to increase the  
121 benefits and salary lines to get this position passed.

122 Pete said their goal is to put forth a good program to the community and the way they can  
123 do that is by the added hours for the Assistant Director's position. Deb said some of the  
124 line reductions are due to contracts expiring and paying bills in the year they are due. Deb

125 said the library can't physically hold any more materials, which is why the materials line  
126 has been reduced. Tina stated that although the material line has been decreased the  
127 technology line has increased because people are using more items while they are  
128 commuting back and forth to work while they are in their car. Peter also said the library is  
129 part of a co-op, so they don't need to physically have all the materials in the Sandown  
130 library. Tina stated one of Deb's roles is to meet with the school librarians to be able to  
131 network with them. Deb stated she is searching for grants for the programming lines  
132 which is why that line was reduced and regarding the technology line they are not  
133 upgrading or adding to their laptops this year.

134 Selectman Brown asked about the consequences of not purchasing any new materials for  
135 one year and Deb said it would be detrimental to the library and because they are part of  
136 the co-op, they are required to have all the new releases available to the Sandown  
137 residents. Adrienne said as a mom she feels the library is a very important part of her  
138 children's lives and the new resources for families is necessary.

139 Selectwoman Buco stated the biggest increase is the benefit line and suggested hiring  
140 someone else in a part time position to lessen the expense and Deb said it is a great  
141 suggestion but she needs a supervisor to make decisions when she is not there.

142 Pete stated there are 34 hours scheduled for the current Assistant Director and the  
143 additional hours would be used to cover for Deb or another staff when they are out.

144 Selectman Tombarello asked if other small towns have this position and Deb said yes and it  
145 is a full-time position. Tina said that is not why they are proposing this. They are an  
146 incredibly busy library.

147 Selectman Tombarello said we are taxing ourselves out of the town and the residents of the  
148 town are already disappointed in the increase. Selectman Tombarello said he would love to  
149 support this but doesn't think it is the time to do it.

150 The library trustees said they appreciate the input from the Board.

151 **Motion by** Selectman Brown to pass this budget as originally presented and let it go to the  
152 Budget Committee and Public Hearing with Gross Expenses of \$332,328.45, Revenue of  
153 \$0.00 and Net Expenses of \$332,328.45.

154 **Seconded by** Selectman Tombarello

155 **In favor** Selectman Brown

156 **Opposed**, Selectman Cleveland, Selectman Tombarello, Selectman Goldman and  
157 Selectwoman Buco.

158 **Motion failed 1-4-0**

159

160 **Motion by** Selectman Cleveland to recommend this budget to the Budget Committee with  
161 Gross Expenses of \$320,251.36, Revenue of \$0.00 and Net Expenses of \$320,251.36.

162 **Seconded by** Selectman Tombarello.

163 This is an increase of 4% from last year's budget.

164 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman, Selectman  
165 Tombarello and Selectwoman Buco.

166 **Motion passes unanimously**

167

168

169 **Motion by** Selectman Tombarello to go into non-public session under RSA 91-A:3 II (b)  
170 hiring.

171 **Seconded by** Selectwoman Buco

172 **Roll call**, Selectman Brown – yes, Selectman Cleveland – yes, Selectman Tombarello – yes,  
173 Selectman Goldman – yes, Selectwoman Buco – yes.

174 **Motion passes unanimously**

175

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

177 **Seconded by** Selectman Tombarello.

178 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman, Selectman  
179 Tombarello and Selectwoman Buco.

180 **Motion passes unanimously**

181

182 Selectman Goldman stated while in non-public the Board voted to hire Melyssa Tapley as  
183 the part time Planning Board, Zoning and Conservation Office Assistant.

184

185

#### 186 **New Business**

#### 187 **Review and discussion regarding generator quotes for Town Hall**

188 Selectman Cleveland asked if there is a warranty for the quote in the amount of \$6,200.00  
189 and Paula said yes, it comes with a 5-year warranty. Selectman Goldman asked if \$2,200.00  
190 is worth it for the electrical work and Selectman Tombarello said yes. Selectman  
191 Tombarello said the Kohler is a better unit and has a block heater. Selectman Goldman  
192 asked if Paula knew if there were funds available to purchase this with this year's money  
193 and Paula said she didn't know that. Selectman Tombarello said there was a savings of the  
194 Fremont Rd. Bridge and Paula said that money came from the Capital Reserve Fund, so it  
195 can't be used for this. Selectman Brown asked if the 20kw generator would be sufficient for  
196 this building and Selectman Tombarello said yes. The Board is in favor of having Lynne  
197 look at the existing budget to see if there is money there for this. Selectman Tombarello  
198 and Selectman Cleveland feel the Kohler is the best deal.

199

200

201 **Motion by** Selectman Tombarello to accept the non-public minutes of November 6<sup>th</sup> as  
202 amended.

203 **Seconded by** Selectman Brown

204 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman, Selectman  
205 Tombarello and Selectwoman Buco.

206 **Motion passes unanimously**

207

208

209

210

211

212

213 **Old Business**

214 **Further discussion regarding Right to Know request – Senate Bill 3**

215 Paula said she contacted the attorney, and the town clerk is aware of what needs to be  
216 generated and what doesn't. Paula said she asked if the town clerk can have permission to  
217 contact the attorney as needed regarding this on an ongoing basis. The consensus of the  
218 Board is okay with this.

219

220

221 **Further discussion regarding gas and electrical permits**

222 Paula said she has town counsel's recommendation, which is the Town can't mandate that a  
223 license is needed when the state doesn't require it. Town counsel doesn't support this and  
224 recommends the town not moving forward with this. Selectman Tombarello said that the  
225 Town of Plaistow has made this change and he would like to reach out to the town and  
226 bring back an update to the Board next week. Selectwoman Bucu asked why this has to be  
227 put in place when the plumbing inspector can make the decision not to inspect it.  
228 Selectman Cleveland stated he has the right not to inspect it after the work has been done  
229 and this is asking that that homeowner not do it without a permit.

230

231

232 **Further discussion regarding cover for 2016 Annual Town Report**

233 Paula is looking to the Board for suggestions of the cover of the report. The Board is in  
234 favor of the ladder truck with pictures of the changes to the fire station. Selectman Brown  
235 said he would like to see the truck with the volunteer fire department. Selectwoman Bucu  
236 suggested to add the flagpole memorial as well.

237

238

239 **TOWN ADMINISTRATOR'S REPORT**

240 Paula let the Board know they the exotic weed eradication grant process is moving  
241 forward, and they are looking to hear shortly.

242

243 Computer issues in Town Clerk/Tax Collector's office are being investigated and have been  
244 90% rectified. They have one small piece to be worked out.

245

246 Paula also said there are 2 meetings coming up for the revaluation on December 6<sup>th</sup> at 9am  
247 with Vision.

248

249 Meeting with State Rep. Keri Lerner and Eversource on December 14<sup>th</sup> at 9am.

250 Selectman Cleveland said he understands the purpose of the meeting to let them know they  
251 are disappointment but feels the Board didn't follow the process they should have.

252 Selectman Cleveland said he wonders what good the meeting is going to do. Selectman  
253 Goldman feels someone should go to at least express their disappointment and find out  
254 what the correct process is, so they won't be without power for 3 days. Selectman Brown,  
255 Selectman Cleveland and Selectman Tombarello will attend the meeting.

256 **CORRESPONDENCE**

257 Letter from DES - Still qualify for a public water system testing and the recreation building  
258 is now listed as a building and will be water tested as well. She said this will increase the  
259 Health Officer's budget.

260

261 Letter from resident and Paula followed up with Chief Gordon and he said the matter has  
262 resolved itself and presented the Board with reports of the situation. Selectman Gordon  
263 asked about the follow up call that the Chief was talking about and asked if the picnic table  
264 is on the Town's property and should the sign be removed. Paula said she will follow up  
265 with Chief Gordon with these questions.

266

267

268 **LIAISON REPORT**

269 Selectman Brown – Budget Committee approved the Executive Budget and Lynne is going  
270 to revisit Government Building budget.

271 Public Hearing date is Tuesday, January 8<sup>th</sup> and make up date is Wednesday, January 9<sup>th</sup> at  
272 6pm. Paula said this is the deadline for the petitioned warrant articles to be brought to the  
273 BOS.

274 Selectman Cleveland – Planning Board meeting tomorrow night about the Vantage Point  
275 development on Wells Village Rd. at 7pm at Town Hall.

276 Selectman Goldman had nothing to report

277 Selectman Tombarello had nothing to report

278 Selectwoman Buco – Highway – driveways are completed. Tues & Wed shoulder gravel will  
279 be done, the Christmas lights and wreaths were put up and the permit for the pipe on  
280 Depot road was obtained and this will be installed after Thanksgiving.

281

282 **Motion by** Selectman Tombarello to go into non-public session under RSA 91-A:3 II (a)  
283 employee matters, (c) reputation and (d) property

284 **Seconded by** Selectwoman Buco.

285 **Roll Call**, Selectman Brown – yes, Selectman Cleveland – yes, Selectman Tombarello – yes,  
286 Selectman Goldman – yes and Selectman Buco – yes.

287 **Motion passes unanimously**

288

289

290 **Motion by** Selectwoman Tombarello to seal the minutes of the non-public session.

291 **Seconded by** Selectwoman Brown

292 **In Favor**, Selectman Brown, Selectman Cleveland, Selectman Goldman, Selectman  
293 Tombarello and Selectwoman Buco.

294 **Motion passes unanimously**

295

296 **Motion by** Selectman Goldman to adjourn.

297

298 Meeting adjourned.

299 Respectfully Submitted,

300

301  
302 Sue Reynolds  
303