

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5  
6 **Meeting Date: December 18, 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 Cleveland, Selectman Goldman, Selectman Tombarello and  
13 Selectwoman Buco.

14 **Not Present:** Selectman Brown

15 **Town Administrator:** Lynne Blaisdell

16 **Recording Secretary:** Sue Reynolds

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19 The meeting was called to order at 7:00pm and opened with the Pledge of Allegiance.  
20 Selectman Goldman asked the Board to review the minutes of Monday, December 4, 2017  
21 Selectman Tombarello stated that line 13 should read that he was present for this meeting.

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

23 **Seconded by** Selectwoman Buco

24 **In Favor,** Selectman Cleveland, Selectman Goldman, Selectwoman Buco and Selectman  
25 Tombarello

26 **Motion passes unanimously**

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30 **PUBLIC COMMENT**

31 Lynne let the resident know that the Sandown Cable Access Committee is looking for help  
32 recording evening meetings. This position pays \$50.00 per meeting and if you have  
33 interest you can send your letter of interest or resume to Channel [17@sandown.us](mailto:17@sandown.us) or  
34 mailed to the Town Hall, Channel 17, P O BOX 1756 in Sandown.

38 **Paul Godin, Elderly Affairs Director – update and status of Transportation Committee**  
39 **and possible appointment of new members**

40 Paul stated that they have 2 residents that are interested in being on the SSATP committee.  
41 Scott Bickford and Colleen Donovan. Paul said they had 2 board members resign, Joan Park  
42 and Lorraine Sckarski. They have been with the Board for several years and he thanked  
43 them for their service.

44 Paul stated that sign on the front of Town Hall has helped him to find his replacement as  
45 chair and the Committee will be meeting with her at their next meeting. Paul continued to  
46 say that due to the large donation that Selectman Tombarello was instrumental helping  
47 with he presented him with a plaque and thanked him for his support of the SSATP.

48 **Motion by** Selectman Tombarello to appoint Colleen Donovan through 2020 and Scott  
49 Bickford through 2019 to the SSATP committee.

50 **Seconded by** Selectwoman Buco

51 **In Favor,** Selectman Cleveland, Selectman Tombarello, Selectman Goldman and  
52 Selectwoman Buco.

53 **Motion passes unanimously**

54 The Board thanked Paul and Susan for their investment in the program over the years.  
55

56 Paul stated that they will not need to have a warrant article this year because of the amount  
57 of money in their account.  
58  
59

60 **Review of proposed 2018 budget proposals for Executive and Government Buildings**  
61 **Executive – 4130-01**

62 Lynne Blaisdell is presenting this budget

63 Lynne stated there are a few items that needed to be reviewed. Computer Support,  
64 Comptuer Software & Hardware and Stone Water Management. She said there was  
65 concern regarding the cost of the IT contract, so she asked for quotes from other companies  
66 as well as she received a different proposal from their current vendor in the amount of  
67 \$22,308.00, which is less than the \$28,184.00 that Lynne brought before the Board last  
68 week. The Board is in agreement with this amount.

69 Storm Water Management – Paula updated the Board with the information that she  
70 received. Lynne stated the Board signed an agreement last week with RPC to allow them to  
71 help the town with the process, however it is difficult to put an amount to this at this time.  
72 Lynne handed the Board a packet as a guide. Paula referred to the RPC newsletter and said  
73 there is a lot of helpful information within. She referred to the second to last page under  
74 the heading “What Will It Cost?” She said the range is \$40,000.00 - \$500,00.00 annually.  
75 She feels that Sandown is on the lower end. She stated there is a technical checklist of  
76 items that need to be completed. She then referred to the “Actions and Notes” column  
77 which lists what support is likely needed. She said \$10,000.00 is not an unrealistic number  
78 to begin with. Selectman Cleveland said that this was talked about and approved by the  
79 Planning Board and there was not a lot of storm water and run off within the Town. He  
80 said he has a Planning Board meeting tomorrow evening and will ask for information from  
81 them as well. Paula stated the town may need to look into elicit septic tanks on the river  
82 that may be leaking into the waters. Selectman Cleveland said it is too early to tell and is  
83 not happy with our local government mandating this and not providing funding to do so

84 and Selectman Goldman agrees. Selectman Goldman would like to allow Selectman  
85 Cleveland 1 week to talk to the Planning Board to gather more information before the  
86 Board makes a decision. Lynne noted that the Planning Board usually comes to the BOS  
87 and stated the decision needs to be made sooner rather than later. Paula said they must  
88 comply with what the state is mandating. The Board agrees on the \$10,000.00 amount.  
89 Lynne said the new budget number would be \$282,368.00.

90 **Motion by** Selectwoman Buco to recommend this budget to the Budget Committee with  
91 Gross Expenses of \$282,368.00, Revenue of \$350.00 and Net Expenses of \$282,018.00.

92 **Seconded by** Selectman Tombarello

93 **In Favor** Selectman Cleveland, Selectman Tombarello, Selectman Goldman and  
94 Selectwoman Buco.

95 **Motion passes unanimously**

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97

### 98 **Government Buildings - 4194**

99 Lynne is presenting this budget. She stated that she met with the Budget Committee last  
100 week and reviewed the requested items, she also noted there are a few items that she is  
101 still waiting for quotes. Lynne said the Budget Committee was not in favor of paving the  
102 parking lot in the amount of \$25,300.00, air conditioning in the amount of \$20,650.00 and a  
103 few others. Selectman Cleveland said that he feels the parking lot needs to be paved and  
104 the town hall needs the air conditioners. He also stated the second floor air conditioner of  
105 the police station is not a priority at this time. Selectwoman Buco asked what the  
106 \$25,300.00 includes for the paving and Lynne said it includes the grinding of the existing of  
107 the lot and paving of what is there and paving the area that goes out to Hampstead Rd.  
108 Selectwoman Buco asked if less can be done to the parking lot so that it will cost less.  
109 Selectman Goldman stated that the back area is bad, and the ambulance will be utilizing  
110 that area as well and more personal vehicles will be coming and going much more. There  
111 was more discussion regarding what area of the parking lot needs to be done. Selectman  
112 Goldman said he is in favor of the entire list except for the air conditioner at the police station  
113 as well the fascia boards at the Train Depot. Lynne said that there will be money in the  
114 Police budget and most of these items pertaining to that budget should be able to be done.  
115 Selectman Goldman recapped and said he is in favor of the entire list except for the air  
116 conditioner at the Police station and the fascia boards at the Depot.  
117 Lynne said the total of this line now is \$66,860.00 and asked the Board if they would like to  
118 encumber funds from this year's budget for some of the items on the list. She said she  
119 would like to encumber funds for the air conditioning system at the town hall which is  
120 \$10,650.00.

121 **Motion by** Selectman Cleveland to encumber from the budget \$10,650.00 for the purpose  
122 of the air conditioner units in upper town hall with Palm Tree Air.

123 **Seconded by** Selectman Tombarello

124 **In Favor** Selectman Cleveland, Selectman Tombarello, Selectman Goldman and  
125 Selectwoman Buco.

126 **Motion passes unanimously**

127

128 The Board decided to take a recess at this time to see if they can get a contractor's name  
129 from Chief Gordon for the air conditioning unit at the police station to be able to encumber  
130 funds.

131  
132 The meeting resumed at 8:08.

133 Selectman Goldman stated that the total of this line is now \$54,145.00. They have been in  
134 touch with the Police Chief and he has a quote for an ac unit for the upstairs of the police  
135 station in the amount of \$11,000.00 with Sampson HVAC.

136 **Motion by** Selectman Tombarello to encumber \$11,000.00 from the budget for the air  
137 conditioner at he second floor of the police statetiion with Sampson HVAC to come from the  
138 budget.

139 **Seconded by** Selectman Cleveland.

140 **In Favor** Selectman Cleveland, Selectman Tombarello, Selectman Goldman and  
141 Selectwoman Buco.

142 **Motion passes unanimously**

143  
144 **Motion by** Selectman Tombarello to change the Building Maintenance line of the  
145 Government Building budget to \$54,145.00.

146 Seconded by Selectwoman Buco.

147 **In Favor** Selectman Cleveland, Selectman Tombarello, Selectman Goldman and  
148 Selectwoman Buco.

149 **Motion passes unanimously**

150  
151 **Motion by** Seelctman Tombarello to accept the Government Buildings budget with Gross  
152 Expenses of \$116,440.00, Revenue of \$1,000.00 and Net Expenses of \$115,440.00.

153 Seconded by Selectwoman Buco.

154 **In Favor** Selectman Cleveland, Selectman Tombarello, Selectman Goldman and  
155 Selectwoman Buco.

156 **Motion passes unanimously**

157  
158  
159 **Review of proposed 2018 warrant articles, vote on recommendations and number**  
160 **warrant articles**

161 Paula said that on Article 2 she is still waiting for a figure for the Road Improvement Plan  
162 and they are still in need of an amount for Special Warrant Article G, which is the Bridge  
163 Capital Reserve fund.

164  
165 Paula asks the Board what figure they would like to put into this warrant article (Bridge  
166 Capital Reserve Fund). She said the total amount in the fund now is \$59,000.00. Selectman  
167 Cleveland suggested putting in \$100,000.00 because the total amount needed is  
168 \$900,000.00 in the next 6 years.

169  
170 Lynne stated that she and Paula are suggesting 2 separate articles for the compactors at the  
171 transfer station, one is to lease the compactors and one is to purchase them.

172 Lynne said she is waiting for an escape clause on the leasing of the compactors and a list of  
173 the fees associated.

174 Lynne asked the Board if they want to start a Storm Water Management Capital Reserve  
175 Fund and if so how much would they like to fund this year. The consensus of the Board is  
176 \$10,000.00.

177  
178 Paula stated that Warrant Article I has correct wording for the milfoil treatment at Phillips  
179 Pond and the amount they are requesting is \$43,998.00.

180  
181  
182 The Board reviews the articles to put their recommendations on them.

183  
184 **Motion by** Selectman Tombarello to recommend Article A – Block Grant for \$165,136.00.

185 **Seconded by** Selectman Cleveland

186 **Roll Call** – Selectman Cleveland – yes, Selectman Tombarello – yes, Selectwoman Buco –  
187 yes and Selectman Goldman – yes.

188 **This article is recommended by the BOS 4-0-0**

189

190 **Special Warrant Article B – Road Improvement Plan**

191 The Board is waiting for an amount on this article.

192

193 **Motion by** Selectman Cleveland to recommend Special Warrant Article C – OHD Celebration  
194 in the amount of \$7,000.00

195 **Seconded by** Selectman Tombarello

196 **Roll Call** – Selectman Cleveland – yes, Selectman Tombarello – yes, Selectwoman Buco –  
197 yes and Selectman Goldman – yes.

198 **This article is recommended by the BOS 4-0-0**

199

200 **Motion by** Selectman Goldman to recommend Special Warrant Article D – Police  
201 Department Bargaining Agreement

202 **Seconded by** Selectwoman Buco

203 Selectman Goldman wants to make sure the public understands that the amount being  
204 appropriated for the first year is only \$32,725.00 and not \$70,000.00.

205 **Roll Call** – Selectman Cleveland – yes, Selectman Tombarello – yes, Selectwoman Buco –  
206 yes and Selectman Goldman – yes.

207 **This article is recommended by the BOS 4-0-0**

208

209 **Motion by** Selectman Tombarello to recommend Special warrant article E – if the  
210 Bargaining Agreement were to be defeated.

211 **Seconded by** Selectwoman Buco

212 **Roll Call** – Selectman Cleveland – yes, Selectman Tombarello – yes, Selectwoman Buco –  
213 yes and Selectman Goldman – yes.

214 **This article is recommended by the BOS 4-0-0**

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216

217

218

219 **Motion by** Selectwoman Buco to recommend Special Warrant Article F – Fire Equipment  
220 Capital Reserve Fund - \$50,000.00.  
221 **Seconded by** Selectman Tombarello  
222 **Roll Call** – Selectman Cleveland – yes, Selectman Tombarello – yes, Selectwoman Buco –  
223 yes and Selectman Goldman – yes.  
224 **This article is recommended by the BOS 4-0-0**  
225  
226 **Motion by** Selectman Cleveland to recommend Special Warrant Article G – Bridge Capital  
227 Reserve Fund – \$90,000.00.  
228 **Seconded by** Selectman Tombarello  
229 **Roll Call** – Selectman Cleveland – yes, Selectman Tombarello – yes, Selectwoman Buco –  
230 yes and Selectman Goldman – yes.  
231 **This article is recommended by the BOS 4-0-0**  
232  
233 **Motion by** Selectman Goldman to recommend Special Warrant Article H – Revaluation  
234 Capital Reserve Fund - \$5,000.00.  
235 **Seconded by** Selectwoman Buco  
236 **Roll Call** – Selectman Cleveland – yes, Selectman Tombarello – yes, Selectwoman Buco –  
237 yes and Selectman Goldman – yes.  
238 **This article is recommended by the BOS 4-0-0**  
239  
240 **Motion by** Selectman Tombarello to recommend Special Warrant Article I – Milfoil in  
241 Phillips Pond - \$43,998.00.  
242 **Seconded by** Selectman Cleveland  
243 **Roll Call** – Selectman Cleveland – yes, Selectman Tombarello – yes, Selectwoman Buco –  
244 yes and Selectman Goldman – yes.  
245 **This article is recommended by the BOS 4-0-0**  
246  
247 **Motion by** Selectwoman Buco to recommend Special Warrant Article J - Compactor  
248 Purchase for Transfer Station \$33,280.00.  
249 **Seconded by** Selectman Tombarello  
250 Selectwoman Buco asked that the public be aware of the life of the compactors during  
251 Deliberative Session. Lynne said this is part of selling it at Deliberative Session.  
252 **Roll Call** – Selectman Cleveland – yes, Selectman Tombarello – yes, Selectwoman Buco –  
253 yes and Selectman Goldman – yes.  
254 **This article is recommended by the BOS 4-0-0**  
255  
256 **Motion by** Selectman Cleveland Special warrant article K – Lease/Purchase for compactors  
257 at the Transfer Station - \$38,379.00.  
258 **Seconded by** Selectman Tombarello  
259 **Roll Call** – Selectman Cleveland – yes, Selectman Tombarello – yes, Selectwoman Buco –  
260 yes and Selectman Goldman – yes.  
261 Opposed – Selectwoman Buco  
262 **This article is recommended by the BOS 3-1-0**  
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264

265 **Dog park warrant article**

266 Paula said that she spoke with Pam Gaudreau and they are looking to see if the town has  
267 interest in this. Paula said she spoke with PRIMEX and NH Municipal and there is no  
268 liability to the town if they have the committee hold liability insurance and if the  
269 appropriate signs are posted as well, the legal fees will be minimal.

270 Selectman Goldman asked if the Board supports this or if they should recommend a  
271 petition article. Selectman Cleveland said he likes the idea but there are too many  
272 variables. Selectman Goldman said he thinks it's a great idea but would like to see it be a  
273 petition article as well. He is concerned with the continuity of the group and the financial  
274 support needed for maintenance and insurance and prefers it to be done as a petitioned  
275 article. Selectwoman Buco agrees.

276 The consensus of the Board is that this be a petitioned warrant article.

277  
278 Paula said the Town Clerk received a letter from the lottery and would like to know if they  
279 would like to have a warrant article regarding this. Paula said currently the only restaurant  
280 is Zorvino's but it is recommended that you should be thinking about it for other potential  
281 restaurants in town. This is to allow Keno at local restaurants. The consensus of the Board  
282 is to put it on the ballot to let the residents decide.

283 Selectman Goldman asked if the Board needs to put their recommendation on this and  
284 Paula said there is no money involved with this article, but the Board has put their  
285 recommendations on articles like this in the past.

286  
287 **Motion by** Selectman Goldman to recommend Warrant Article L – Allow Keno at local  
288 restaurants.

289 **Seconded by** Selectman Tombarello

290 Selectman Cleveland, abstain, Selectman Goldman – no, Selectman Tombarello – yes,  
291 Selectwoman Buco – no.

292 ***This article is not recommended by the BOS 1-2-1***

293  
294 There was discussion regarding the order of the articles and Selectman Goldman said he  
295 like the order they are in as long as the Keno article stays at the bottom and Selectman  
296 Cleveland suggesting moving the compactors towards the beginning. Selectman Goldman  
297 recommended moving them after the Fire Capital Reserve Fund and before the Bridge  
298 Capital Reserve Fund. The consensus of the Board is okay with this.

299

300

301 **NEW BUSINESS**

302 **Review draft of personal vehicle and mileage policy**

303 Selectman Goldman asked to move this to the January 20<sup>th</sup> meeting and the Board is in  
304 agreement with this.

305

306

307 **Review and possible motion on 2017 encumbrances**

308 Lynne said the library is looking to incur \$14,400.00 for two new furnaces. Selectman  
309 Goldman is concerned because the information from the Library states the amount may

310 fluctuate slightly depending on the figures of the end of the year. There was a brief  
311 discussion regarding this.

312 **Motion by** Selectman Cleveland to allow the Sandown Public Library to incur  
313 \$14,400.00 from appropriations to purchase two new heating systems from Colonial  
314 Plumbing & Heating LLC from the Library Budget.

315 **Seconded by** Selectwoman Buco

316 **In Favor,** Selectman Cleveland, Selectman Tombarello, Selectman Goldman and  
317 Selectwoman Buco

318 **Motion passes unanimously**

319

320

321 Lynne stated the recreation dept. is looking to incur funds in the amount of \$500.00  
322 from the 2017 budget for lines to be painted on the basketball court. She said they have a  
323 proposal for this job. There was discussion about the additional incur requests but  
324 there are no quotes attached. The consensus of the Board is that an invoice is needed from  
325 Britton and he can be paid up to the second week in January. There was discussion  
326 regarding the electrical work and there is not a way to incur funds with a quote.

327

328 **Motion by** Selectwoman Buco to incur funds of \$500.00 for Exeter Lines from the  
329 Parks and Recreation budget 4520.36.492.

330 **Seconded by** Selectman Tombarello

331 **In Favor,** Selectman Cleveland, Selectman Tombarello, Selectman Goldman and  
332 Selectwoman Buco

333 **Motion passes unanimously**

334

335 **Motion by** Selectwoman Buco to incur funds for Ultiplay in the amount of \$1,422.50  
336 from Parks & Recreation budget 4520.36.740.

337 **Seconded by** Selectman Tombarello

338 **Motion passes unanimously**

339

340 Discussion on the Sturdy Fence quote regarding repairs to the fencing at Miller Field.  
341 Lynne said the quote was given to Cheryl.

342 **Motion by** Selectman Tombarello to incur \$650.00 for Sturdy Fence from Parks &  
343 Recreation budget 4520.36.495.

344 **Seconded by** Selectman Cleveland

345 **Motion passes unanimously**

346

347

#### 348 **Update and status of emergency management meeting with Eversource**

349 Selectman Cleveland stated that all department heads, Lynne, himself and State Rep Keri  
350 Lerner and 3 employees from Eversource were present at this meeting. He stated they  
351 talked about the previous storm and the Town Hall's account was not properly flagged.  
352 Eversource asked that everything flow through the Emergency Management Director  
353 which is Chief Tapley. He feels like they are in good shape providing the Town with access  
354 points. Lynne added that Eversource sends notices prior to a storm and it was



355 recommended that these are used. Elizabeth also asked that Lynne call her personally and  
356 she will do what she can.

357  
358

359 **CORRESPONDENCE**

360 Email from American Red Cross requesting to hold a blood drive on April 4<sup>th</sup> for the Cole  
361 Stoddard Memorial Blood Drive. Lynne said the Board needs to okay this rental and waive  
362 the rental fee as well. The Board is okay with this.

363  
364 Letter from Eversource letting the town know that they will be inspecting the existing  
365 transmission structures in the near future.

366  
367

368 **LIAISON REPORT**

369 Selectman Cleveland – Planning Board meeting tomorrow night, Public Hearing for Vantage  
370 Point.

371 Selectman Goldman – said stay off the ice – forestry vehicle converted to ice rescue today.

372 Selectman Tombarello had nothing to report.

373 Selectwoman Buco – Highway Dept. is working during the storms and doing a great job,  
374 they are also working on any equipment repairs and doing regular duties.

375  
376

377 ***Motion by*** Selectman Tombarello to adjourn

378 Seconded by Selectwoman Buco

379 ***Motion passes unanimously***

380  
381

382 Respectfully Submitted,

383  
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385  
386

Sue Reynolds