

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

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6 **Meeting Date: April 23, 2018**

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 Hudgins, Selectman Brown, Selectman
13 Goldman and Selectman Tombarello

14 **Town Administrator:** Lynne Blaisdell

15 **Recording Secretary:** Sue Reynolds

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18 Selectman Goldman opened the meeting at 7pm with the Pledge of Allegiance.

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20 Selectman Goldman asked the Board to review the minutes of Monday, April 9, 2018.
21 Selectman Cleveland stated line 51 should read agreed not agree. He also stated that lines
22 124 – 128 should be deleted as well as 135 – 136 and 146 – 147 as they were cut and
23 pasted in error.

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

25 **Seconded by** Selectman Brown

26 **In Favor,** Selectman Cleveland, Selectman Tombarello, Selectman Brown and Selectman
27 Hudgins.

28 **Abstain,** Selectman Goldman

29 **Motion passes 4-0-1**

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32 **PUBLIC COMMENT**

33 Lynne stated she received an email from Human Services in Derry to let the public know
34 that CMS (center for Medicare & Medicaid) stating that Medicare is issuing a new roll out
35 and is providing recipients with new Medicare card without their social security numbers
36 on them. However, there are people out there that are taking advantage of this and they

37 are asking people for their information. Lynne wants the public to be aware of this taking
38 place and advises not to give you information to anyone over the phone.

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40 Selectman Cleveland apologized because last week during the Pledge of Allegiance he
41 forgot to remove his hat.

42
43 Selectman Goldman stated it was good to see a lot of the members of the community out
44 last weekend doing clean up around the town and fundraising.

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46 Selectman Brown said the highway department picked up 111 bags of trash and 4 tires as a
47 result of the Earth Day cleanup and there is still more to be collected.

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51 **Review and amendments to existing Town Hall Rental Policy**

52 Paula Gulla came to the table to discuss this with the Board. She has made a few changes
53 that she would like the Board to approve and she also asked the Board to review it and let
54 her know if they would like to make additional changes. She referred to page 2 regarding
55 the new collective bargaining agreement and the increase in the police detail rate which
56 has gone up to \$54.00 per hour per, officer for a 4-hour minimum without a cruiser. She
57 said if someone wanted to rent the town hall and serve alcohol this would require police
58 detail at the 4-hour minimum. She said this information is also repeated on page 3.

59 She stated on page 4 there was a change made to the location of the cleaning materials.
60 Selectman Cleveland asked who inspects after the event and Paula said Allison checks out
61 the area on her next day back to work. Paula said there has been questions regarding the
62 new audio/visual equipment and she spoke with Chris from cable, and he would like to
63 take this on a case by case basis, depending on the knowledge of the renter. Chris said if it
64 someone that is not familiar with the equipment then he would like to have an operator
65 stay and help them run it, which poses the question if the rental cost should be increased.
66 The Selectman asked Paula how many hours does the \$50.00 cover. Lynne reminded the
67 Board that the cost to have someone from Cable cover this event does not come from the
68 operating budget, it comes from the cable fees that the public currently pays. Selectman
69 Goldman asked Paula to ask Cable what the \$50.00 covers and if they feel they should
70 charge an additional hourly rate.

71 Paula stated on page 6 there is updated information regarding accessing the wireless
72 communications at town hall and on the same page under the Liability Insurance because
73 they are insured with Primex they now have the availability to offer to renters the
74 additional insurance coverage if someone wanted a bounce house at their event.

75
76 Selectman Cleveland asked about the tap water section and suggested it reads Tap water is
77 for cleaning only and to please use the spring water for drinking purposes only and Lynne
78 said the tap water is safe as it is tested for public consumption.

79 Selectman Cleveland also asked about the evacuation plan on page 7 and asked that acting
80 commander be changed to incident commander. Selectman Goldman suggested to change
81 the wording to emergency personnel. Selectman Goldman asked about taking deposits for
82 the rental and wondered if it made sense to take a check and deposit it and then refund the

83 deposit if there is no issue. Paula said this would be a question for Cheryl, the Finance
84 Director and Lynne stated the security deposit is a lot of money and could deter renters if
85 the policy is changed this way.
86 Selectman Tombarello asked about finding money for a first aid kit and feels there should
87 be a first aid kit in the upstairs bathroom. He also mentioned the remotes for the a/c units.
88 Lynne said one is being left upstairs by the electrical panel and the other one is downstairs
89 in her office. Selectman Tombarello said the security deposit should cover the remote as
90 well if it is lost or taken. Lynne said they are talking to the Joint Loss Management
91 Committee regarding putting in cabinet in the upstairs hallway to put cleaning supplies,
92 etc. Selectman Brown asked the Board if they would like to discuss the cost of the hall
93 rental. He refers to the cost of renting the upper hall at a cost of \$25.00 per hour with a
94 maximum of \$150.00 and asked if the remainder of the day is free and Paula said yes that
95 was the understanding. She said this is not a money-making event, the rates are charged to
96 cover the costs. Selectman Goldman asked that this be put back on next week's agenda for
97 further discussion.

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99 **NEW BUSINESS**

100 **Appointment of members to various committees and positions.**

101 **Motion by** Selectman Cleveland to appoint Doug Martin to the Planning Board for the
102 remainder of this term until March 2019.

103 **Seconded by** Selectman Tombarello.

104 Selectman Brown said typically the BOS will get a letter from the Planning Board, but they
105 didn't receive one this time. He asked if the Planning Board is okay with this and Lynne
106 said yes. Selectman Cleveland said Doug is currently an alternate and would like to be a
107 member.

108 **In Favor,** Selectman Cleveland, Selectman Goldman, Selectman Tombarello, Selectman
109 Brown and Selectman Hudgins.

110 **Motion passes unanimously.**

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112 **Motion by** Selectman Cleveland to appoint Susan Godin as a Ballot Clerk with a term
113 expiring 2019.

114 **Seconded by** Selectman Tombarello

115 **In Favor,** Selectman Cleveland, Selectman Goldman, Selectman Tombarello, Selectman
116 Brown and Selectman Hudgins.

117 **Motion passes unanimously.**

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119 **Motion by** Selectman Cleveland to reappoint Paul Carey to the Chair of the Conservation
120 Committee for a 3-year term.

121 **Seconded by** Selectman Tombarello.

122 **In Favor,** Selectman Cleveland, Selectman Goldman, Selectman Tombarello, Selectman
123 Brown and Selectman Hudgins.

124 **Motion passes unanimously.**

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128 **Motion by** Selectman Cleveland to reappoint Brian Butler as the Vice Chair of the
129 Conservation Commission for a 3-year term.
130 **Seconded by** Selectman Tombarello
131 **In Favor,** Selectman Cleveland, Selectman Goldman, Selectman Tombarello, Selectman
132 Brown and Selectman Hudgins.
133 **Motion passes unanimously.**

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137 **OLD BUSINESS**

138 **Further discussion regarding 24 Round Hill Rd.**

139 Selectman Brown said he visited this area with the Public Works Director to see if the items
140 on the beach could be removed. He said they can be removed but there are a lot of items
141 there at this time. He said there is a broken picnic table, toys, canoe, storage container, and
142 a dock. He said they did this based on the discussion the Board had last week.

143 Selectman Goldman asked the public if anyone had any input.

144 One of the members of the public said this is a community area, she said the rafts and toys
145 belong to the residents in the area and they are being territorial at this point. She said they
146 have talked about this as a community pitching into to purchase a raft. She also said they
147 have come to an agreement that you take the items home that you bring to the beach.

148 Another member of the public spoke and said that the resident in that area pull their rafts
149 out of the water for the winter and store them on their property. One of the members of
150 the public said they are looking into purchasing a community raft and Selectman
151 Tombarello asked what happens to the resident that didn't pitch in and the members of the
152 public said they would allow anyone to use it. One resident says the way the raft is situated
153 now blocks the public access way to the water and if it was moved out of the way they
154 wouldn't have a problem with it being there.

155 Selectman Hudgins suggested the Board send a letter to all of the abutters and ask that the
156 beach be cleaned up. Selectman Goldman feels that if the Board send this letter then there
157 will be no more storing rafts on the beach in the future. He suggested the residents in that
158 are forming an association with by-laws and try to manage these issues.

159 A member of the public asked if the letter can state that anything left on the beach becomes
160 communal property and Selectman Goldman refers back to forming the association, so this
161 can be included.

162 Selectman Tombarello suggested reaching out to the town attorney to answer a few
163 questions. He also said he would be in favor of cleaning up the beach one time. Selectman
164 Cleveland feels that everyone on the area should be notified before removing anything
165 from the beach. Selectman Brown asked who owns the broken picnic table and the public
166 said it's the same person that owns the dock. Selectman Hudgins feels the letter should go
167 out stating that everyone is on the same playing field and everyone should be respected
168 without tying up the entire area. If items are left on the beach they should be left out of the
169 way. Lynne said if there are items in the right of way area it can be enforced by the police
170 department that the items are removed. Selectman Goldman recapped by saying the town
171 attorney will be contacted this week with the questions that were posed and find out about
172 signage and this will be revisited next week.

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174 A member of the public came to ask if this applies to all the 3 beaches in this area and
175 Selectman Brown stated they are focusing on the issues of this beach first and they may get
176 the answers they need that pertain to the other beaches as well.
177 Selectman Goldman stated that this case is compounded by the fact that the town owns
178 land in this area and has deeded rights to the beach in question. He said if the town doesn't
179 have deeded rights to another beach they may not be something they can enforce.

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Further discussion regarding possible business expo.

183 Lynne said she sent information to the listers for Municipal Management and Town
184 Administrator's and received 2 responses. She said both Newport and Rochester have
185 done this through the Chamber of Commerce. She said she couldn't find any towns that
186 have done this on their own.

187 Selectman Brown feels this is a great idea, talked to the owners of the new coffee shop/ice
188 cream parlor and mentioned this to them and they were very excited about it. He feels that
189 this can only have a positive effect on the community. He said he would like to move
190 forward in holding it this summer or fall as long as it doesn't interfere with OHD.

191 Selectman Tombarello asked about holding it in conjunction with OHD. Selectman
192 Goldman asked if the first week in June is good and Lynne asked who is heading this up and
193 Selectman Brown and Selectman Hudgins said they would like to be involved with this.
194 Selectman Tombarello feels that June is too quick. Selectman Goldman asked to have this
195 put back on the agenda again for next week and asked the Board to give it more thought
196 this week.

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CORRESPONDENCE

200 Letter from State of NH Department of Safety letting the town know they are conducting an
201 audit on the criminal history record information and how the agency handles it. She said
202 she asked a few towns in the area about this and none of them are familiar with it. She said
203 she is not sure if this is something new. She said it talks about the state conducting
204 background checks and doing finger printing and they need to perform audits on agencies
205 on this process. She said the policy is 217 pages long, so she forwarded it to Primex and
206 they said they have never seen this. Primex feels they are looking to see what the process
207 is and how the confidentiality of the background checks are handled. Lynne said she
208 doesn't keep fingerprinting cards in the office, but she does retain the applications as well
209 as the documentation. She said when the information is returned it is sealed in a separate
210 envelope within in their personnel file. She said there are a lot of questions regarding
211 policies and how situations are handled, and she will answer the questionnaire as best she
212 can and then wait and see their response. She said the questionnaire will determine
213 whether or not a site visit is needed.

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LIAISON REPORT

216 Selectman Cleveland – Police - starting this weekend through June 30th they will running
217 safety patrols on ATV's. he said this will be very strict enforcement on any violations such
218 as speeding, trespassing, loud or modified exhausts. Chief Gordon has applied for a grant in
219 the amount of \$3,400.00 to over the cost of the trainings.

220 Selectman Tombarello – Cable TV meeting tomorrow. Lots of dogs that are still not
221 registered, and they need to be done by April 30th.
222 Selectman Goldman – Code Enforcement – received a complaint regarding 17+
223 unregistered vehicles at a home in town but they were removed this weekend. The most
224 unregistered vehicles you can have on your property is 2. Zoning Board meeting this week
225 with 2 cases pending. He said he’s taken a few phone calls regarding the paving on Rte
226 121A and he’s asking the Board’ opinion if they would like to send a letter to the state
227 asking them where Sandown is on the schedule. He said they are planning to shim coat it
228 but he’s wondering if they should inquire about the paving since it hasn’t been paved in
229 years. The Board is in agreement in sending the letter this week.
230 Selectman Brown – Pubic Works picked up 111 bags of trash and thanked the residents
231 that picked up the trash. Library has special programs during this April vacation week. He
232 listed several activities that are taking place and encouraged residents to check it out.
233 Selectman Hudgins – Conservation this Saturday is holding their annual fishing derby.
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236 **Motion by** Selectman Brown go into non-public session under RSA 91-A:3 II (c) reputation
237 and (a) employee matters.
238 **Seconded by** Selectman Tombarello
239 **Roll Call**, Selectman Cleveland – yes, Selectman Goldman – yes, Selectman Brown – yes,
240 Selectman Tombarello and Selectman Hudgins – yes.
241 **Motion passes unanimously**
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244 **Motion by** Selectman Cleveland to seal the minutes of this non-public session
245 **Seconded by** Selectman Hudgins
246 **In Favor**, Selectman Cleveland, Selectman Goldman, Selectman Tombarello, Selectman
247 Brown and Selectman Hudgins.
248 **Motion passes unanimously.**
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252 Meeting adjourned.
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254 Respectfully Submitted
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257 Sue Reynolds
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