

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5
6 **Meeting Date: May 21, 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 Goldman and
13 Selectman Tombarello

14 **Not Present:** Selectman Brown

15 **Town Administrator:** Lynne Blaisdell

16 **Recording Secretary:** Sue Reynolds

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

20
21 Selectman Goldman asked the Board to review the minutes of Monday, April 30, 2018.

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

23 **Seconded by** Selectman Cleveland.

24 **In Favor,** Selectman Tombarello, Selectman Cleveland, Selectman Hudgins and Selectman
25 Goldman.

26 **Motion passes unanimously.**

27
28 Selectman Goldman asked the Board to review the minutes of Monday, May 7, 2018.

29 **Motion by** Selectman Tombarello to accept these minutes as written.

30 **Seconded by** Selectman Cleveland.

31 **In Favor,** Selectman Tombarello, Selectman Cleveland, Selectman Hudgins and Selectman
32 Goldman.

33 **Motion passes unanimously.**

38 **Public Comment**

39 Selectman Goldman took a moment to recognize our Public Works Department. He stated
40 that May 20 – 26th is National Public Works Weeks and the Town of Sandown appreciates
41 all of the employees that make up the Public Works Department.

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43 Selectman Goldman stated that this week is National EMS Week and thanks all of the EMS
44 personnel as well.

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46 Selectman Goldman reminded the public that the Memorial Day Service will be held in the
47 Old Meeting House on Fremont Rd. and there will not be a parade this year. The service
48 will be dedicated to a fallen soldier from 1918 who resided in Sandown. Selectman
49 Goldman encouraged the public to attend.

50
51 Selectman Goldman stated that Gerry LaChance arrived home on Saturday and raised
52 \$16,600.00 on his ride for a total of \$42,000 in the last 18 months.

53
54 Lynne stated that there will be a blood drive this Wednesday, May 23rd from 2-7pm at the
55 Sandown Fire Station. It is best to schedule an appointment by calling 1-800-redcross.

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58 **St. Matthew's United Methodist Church to discuss regarding community project**

59 Pastor Beth Soucise is here to let the Board know they are looking for projects to be done
60 on June 30th in a 3-4 hour time frame to support their "For Our Community" event. She said
61 they are also looking for other groups to join them such as the Lions Club, Boy Scouts, Girl
62 Scouts, etc. She said this event will be followed by a family fun day BBQ being held at the
63 Rock Church in Plaistow. There will be free food, games, inflatables and a concert for all to
64 enjoy. Pastor Beth said they are not only looking for help but they are looking for smaller
65 projects as well. She said if they had a project that required more work they would be able
66 to go back another time to finish it. Selectman Cleveland mentioned conservation and
67 some trail work that might need to be done and suggested Beth contact Mark Treager. She
68 said they are hoping to have all projects in by June 1st so they can start to fill slots with
69 volunteers. She asked the Board to let her know if they hear of anything and she can add it
70 to the list. Beth asked for the contact information for the Boy Scouts, Girl Scouts etc. and
71 Selectman Goldman said he was ok with her having this information. Beth also said if
72 anyone is interested in signing up they can do so at Forourcommunity.org.

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74
75 **NEW BUSINESS**

76 **Further discussion regarding disposal of retired fire truck**

77 Selectman Goldman said he reached out to a friend that is a fire truck collector and gave
78 him the information regarding the retired fire truck. He shared the information he
79 received back with the Board which he stated \$5,000.00 would be the most the town would
80 receive and probably less than that from a collector and feels a third world country would
81 be a good way to go. Selectman Cleveland is interested in donating the truck, so someone
82 can get good use out of it and Selectman Tombarello and Selectman Hudgins agree.
83 Selectman Goldman said he received feedback from someone from the fire department and

84 feels the town should sell it to benefit the tax payers. Selectman Goldman asked the Board
85 if they are okay with putting the truck out to a sealed bid to see how much they will get for
86 it and then make a decision as to whether or not they want to sell it or donate it. Lynne
87 said the Board can state that they have the right to refuse any or all bids received during
88 the bidding process. The Board agreed to go this route to see what they get for it and then
89 decide if it is enough to sell or donate it.

90
91 **Discussion regarding 2017 town audit and review of Capital Improvement Plan**

92 Lynne said they received the 2017 audit and financial statements and they are waiting on
93 the management letter, which will arrive mid-June. She said this report reflects the
94 numbers within the audit. Lynne said one item that was mentioned was compensating
95 absences. She said this is used to pay out unused vacation time to any employee who
96 leaves but this is not something that is budgeted for on a separate line item. Lynne said she
97 would like to talk with Cheryl and the auditors further to see if this is something that
98 should be budgeted for every year and Selectman Goldman said he currently has a
99 compensated absence account and money is moved to this account from surplus within the
100 budget. He asked that Cheryl run a liability report before a decision is made regarding this.
101 Selectman Cleveland feels this should be budgeted within the salary line for each employee.
102 Lynne said she is also going to look into the Custodial Credit Risk to be sure they are
103 covered for the amount they have in the bank. She said she is planning to talk with Cheryl
104 and the Trustees of the Trust funds as well.

105 Lynne said they currently have a CIP that has been in place for a while and updated in
106 2010. She said a lot of the items on that plan have been completed and strongly feels this
107 needs to be updated so the completed projects can be removed, and new ones added. She
108 explained that this usually comes from the Planning Board and she would like to speak
109 with them to see what their plan is moving forward with this. Lynne also said the Board
110 might want to talk about establishing a Capital Improvement Fund and start to fund some
111 of the projects on the plan. Selectman Cleveland said he will speak with the Planning Board
112 regarding this. He also said a lot of the plan was done by the RPC in conjunction with the
113 Planning Board. Selectman Cleveland said there is value in this plan for grant purposes, if it
114 is not in the plan then grants cannot be received. The rest of the Board agreed and said
115 there is value in having Capital Reserve Funds for many reasons.

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118 **Motion by** Selectman Hudgins to accept all 3 sets of the non-public minutes of April 30th
119 and May 7th as written.

120 **Seconded by** Selectman Tombarello

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

123 **Motion passes unanimously**

124
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126 **TOWN ADMINISTRATOR'S REPORT**

127 Lynne said that summer recreation registration needed to be postponed from tonight an
128 tomorrow night to a later date due to an unforeseen circumstance.

Lynne said the ZBA would like her to contact town counsel regarding the status of town properties and grandfathered lots. She said they have questions regarding land owner rights but do not have a legal line in their budget. The consensus of the Board is to allow Lynne to contact he attorney on behalf of the ZBA.

Lynne said the annual spring maintenance has begun on all building including mulching, mowing, et. Flags are being inspected an replaced a necessary in preparation of Memorial Day and buntings will be hung on the Town Hall as well.

Lynne reminded the Board the last Local Officials Workshop will be held on Saturday, June 2nd and if you are interested let Lynne know so she can sign them up.

Lynne said the Historical Society let her know their toilet and hot water tank are leaking so she contacted Gary Paradis and she is waiting to hear back from him. She said this is a government building item and the town will be responsible for it.

CORRESPONDENCE

Letter from Dragon Mosquito with their April report and they are on the town website as well.

Letter from Sandown Planning Board with a notice of decision of a subdivision and lot line adjustment application for 68 North Rd.

Letter from NHES with a new community profile update.

Letter from Hooksett Planning Board regarding a public meeting on May 21st regarding a cell tower.

Letter from Meals on Wheels thanking the town for their support and extending an invitation to the 14th Annual March on Wheels. Lynne said if anyone is interested she will get more information for them.

LIAISON REPORT

Selectman Tombarello said Cable is meeting tomorrow night and the next OHD meeting is in a few weeks.

Selectman Cleveland said next planning board meeting is June 15th.

Selectman Goldman said Code Enforcement is taking care of a few small issues.

Selectman Hudgins said Eversource will be replacing poles in the area and Selectman Cleveland said they are going to start in September and will be using the Rockingham Trails doing extensive work within the area and will bring detailed information to the Board at the next meeting.

175 **Motion by** Selectman Tombarello to go into non-public session under RSA 91-A:3 II (c)
176 reputation.
177 **Seconded by** Selectman Cleveland.
178 **Roll Call**, Selectman Cleveland – yes, Selectman Tombarello – yes, Selectman Goldman – yes
179 and Selectman Hudgins - yes
180 **Motion passes unanimously**
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182 **Motion by** Selectman Tombarello to seal the minutes of this non-public session
183 **Seconded by** Selectman Cleveland
184 **In Favor**, Selectman Cleveland, Selectman Goldman, Selectman Tombarello and Selectman
185 Hudgins.
186 **Motion passes unanimously.**
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189 Meeting adjourned.
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191 Respectfully Submitted
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194 Sue Reynolds
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