

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5
6 **Meeting Date: July 16, 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 Brown.

14 **Members Not Present:** Selectman Tombarello

15 **Town Administrator:** Lynne Blaisdell

16 **Recording Secretary:** Sue Reynolds
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20 Selectman Goldman called the meeting to order at 7pm with the Pledge of Allegiance.
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23 Selectman Goldman asked the Board to review the minutes of Monday, June 18, 2018.
24 Selectman Cleveland said line 41 should read understanding instead of understand.
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26 Selectman Brown said line 14 has him as being absent but he was at this meeting.
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28 **Motion by** Selectman Cleveland to accept these minutes as amended.

29 **Seconded by** Selectman Brown

30 **In Favor** Selectman Cleveland, Selectman Goldman, Selectman Brown and Selectman
31 Hudgins.

32 **Motion passes unanimously**
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38 **Public Comment**

39 Lynne said Phillips Pond is still under a warning and it advisable not to swim – not
40 recommended by the DES. This is due to the lack of rain and they will test again in a few
41 days.

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43 Selectman Goldman stated the Business Expo was officially posted, which will be held Sept
44 22nd from 9 am – 1pm and the registration form can be found on the town website.

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47 **Conservation Commission Members – discussion regarding proposal for wetland**
48 **crossings over conservation land**

49 Mark Treager is here to let the Board know they purchased 76 acres of land that abuts the
50 town forest on Wells Village Rd. He said they are looking to gain access to this property via
51 a bridge built by the Student Conservation Agency. He said this is group of individuals ages
52 18 – 30 and they are trained on these types of things. They ae willing to do 1 week’s worth
53 of work for ½ the price. He explained the process by cutting down a tree, split it, skin it and
54 use guide wires through the trees. They will then place large rock in the path so you are
55 able to hop across that area for a cost of \$5,250.00. He is asking the Board if they need to
56 go out to bid because it is just over the \$5,000.00 amount. Selectman Brown said this
57 sounds like a great opportunity but is torn because this would be going against the town’s
58 purchasing policy. Mark said he can get contractors to bid on the project however this is
59 custom work and he’s not sure who would respond. Mark said this is a unique situation
60 because this is in the town forest and isn’t easily accessible from the road.

61 Selectman Goldman asked if recreation program can witness this being built to have it
62 videoed by cable. Mark said yes, he thinks that is a good idea and was planning to have this
63 put in the Tri Town newspaper and he would like to invite the Southeast Land Trust as
64 well. They are looking to have this done in September while the water is still low. Mark
65 said the money will come from the Conservation fund.

66 Selectman Brown said giving the fact that this is a special case, it is a great opportunity and
67 it’s not that far over the \$5,000.00 bidding price he is in favor of waiving the bidding
68 process. Selectman Cleveland agrees as well.

69 **Motion by** Selectman Cleveland to allow the Conservation Commission to move forward
70 with the Exeter River Crossing in the amount up to \$5,250.00, without any further bids
71 received.

72 **Seconded by** Selectman Brown.

73 **In Favor,** Selectman Bruce, Selectman Goldman, Selectman Brown and Selectman Hudgins.

74 **Motion passes unanimously**

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76 **Motion by** Selectman Cleveland to accept the non-public minutes of June 18, 2018.

77 **Seconded by** Selectman Brown.

78 Selectman Goldman said that he made a spelling change to one of the selectman’s names.

79 **In Favor** Selectman Cleveland, Selectman Brown, Selectman Goldman and Selectman
80 Hudgins.

81 **Motion passes unanimously**

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84 **Scott Marsh, Municipal Resources, Inc. – to review results of 2018 revaluation**
85 Scott said the revaluation has been completed and there was an overall increase of 24%
86 and the taxable value as increased to \$132,000,000. He is looking for authorization to send
87 out the individual change letters, which will give property owners an opportunity to speak
88 with MRI if they have questions on the revised assessments. Scott said the property value
89 is currently at 93-94% and the best place to be is between 90 & 110%.
90 Scott said they are looking to have this completed in time to file the MS1. He is expecting to
91 hold the hearings from August 6 – 16th.
92 Scott said the Board will have to approve the final numbers after this process is complete.
93 The consensus of the Board is to allow MRI to send out the individual change letters as
94 requested.
95 Lynne will post this on the website to let the public know that the letters will be coming
96 and to contact MRI directly.

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NEW BUSINESS

Discussion regarding the formation of Heritage Commission and Heritage Fund and possible appointment of members.

100 Lynne stated she reviewed the handouts and information that she received by the Heritage
101 Commission petitioners. She put together information regarding how the Commission
102 should be formed with guidelines for the Board to review. She said she also read through
103 the RSA's related to the Heritage Commission as well. Lynne is looking for the Boards
104 approval on appointing the interested Heritage Commission members to allow them to
105 move forward with more of the logistics and forming their procedures.

106 Lynne said it is up to the BOS to determine whether the committee will be 5 or 7 members
107 and 5 alternate members. It also states one member needs to be a BOS and one member
108 may be a Planning Board member.

109 Lynne said there is a person from the state that would be willing to come before the Board
110 to review the information on starting a Heritage Commission and answer any questions.
111 She said this can happen with the BOS or the Heritage Commission themselves or a
112 combined meeting.

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116 Fund – ability to accept gifts, money and property in the name of the town with the
117 approval of the BOS. These gifts would then be managed by the Commission for its
118 purpose. The Commission has the right to acquire property with the approval of the BOS
119 and manage and control that property as well. Lynne said this is similar to the
120 Conservation Commission. Lynne said the treasurer has custody of these funds and spends
121 them according to the direction of the Heritage Commission.

122
123 Selectman Cleveland is interested in the presentation and suggested to invite the interested
124 members of the Heritage Commission, so everyone understands how this is supposed to
125 run.

126 Selectman Goldman suggested appointing each member for a 1-year term and then allow
127 the Commission to change the length of the terms depending on who is most committed.
128 Selectman Goldman asked Lynne to be sure the Commission has a copy of the regulations of
129 being a town committee.

130 Lynne asked the Board to appoint the interested commission members and Selectman
131 Cleveland suggested waiting until after they meet with the Board to appoint them. There
132 was talk about whether or not the members should be appointed prior to the meeting or
133 after and it was decided that the Board would invite the interested Commission members
134 to the meeting and appoint them immediately following the meeting.

135
136 Lynne said there a 6 people that have come forward and 1 member of the BOS, which will
137 make a 7-member committee.
138 Selectman Brown asked if the selectman is an ex-officio and Lynne explained the selectman
139 will be an actual Board member, which is greater than an ex-officio.

140
141 Lynne will contact the person from the state and the interested committee members to
142 have them come to a meeting.

143
144 Lynne said Pam wanted to be here to talk but she had a prior commitment.

145
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147 **Review of request by Dept of Environmental Services to promote outdoor water use**
148 **restrictions**

149 Lynne said she received an email from DES asking the public to limit their outdoor water
150 usage and are encouraging use between the hours of 7pm and 8am instead of during the
151 day. She said 45% of the state is experiencing a moderate drought and 55% of the state is
152 abnormally dry. Selectman Goldman suggested copying the recommended restriction from
153 DES for the public to see and the Board agreed.

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156 **OLD BUSINESS**
157 Budget workshop will be held on July 25th with about 44 attendees. Darren is interested in
158 attending.

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160 Lynne asked the Board if they want to provide refreshments and the Board decided on
161 providing bottled water.

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164 **TOWN ADMINISTRATOR'S REPORT**

165 Budget Committee – held first meeting – they would like to meet with the BOS to discuss
166 expectations – Lynne attached the email from the acting chair, Michael Costanzo. She said
167 the Budget Committee would like to request 3 budgets from department heads this year, a
168 zero-based budget, a 3% increase budget and wishful budget. Lynne said it would be best
169 to have them come to a meeting sooner than later and the Board agreed to have them come
170 in on July 30th.

171
172 Business Expo -posted on the town website, library and the town offices and it will be
173 posted in the Tri Town News as well.

174
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176 Raffle permit requirement
177 Lynne said she has received 2 so far and the process is working well – an email blast went
178 out in July to notify the public of the change.

179
180 MS4 Stormwater Permit – Technical Assistance Grant received from RPC
181 Lynne stated the previous contract has expired and an extension has been filed. The time
182 only portion has been extended to September 28th.
183 Lynne is looking for a signature from the Chairman to accept the contract extension.

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185 **Motion by** Selectman Brown to allow Selectman Goldman to sign the contract extension for
186 the Technical Assistance Grant.

187 **Seconded by** Selectman Cleveland

188 **In favor,** Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectman
189 Hudgins.

190 **Motion passes unanimously**

191
192 Lynne said thank you to Michael Devine for doing a tremendous job while handling the
193 situation that arose last week, while the Fire Chief was on vacation.

194
195 Town Assistance Guidelines
196 Lynne feels the allowable expenses need to be updated for those that apply for town
197 assistance. Lynne said it is required by law to update these numbers every few years. She
198 would like to look at this over the next few months. Selectman Brown offered to help
199 Lynne with this.

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201

202 **CORRESPONDENCE**

203 Vision Government Solutions user newsletter was received and they will continue to come
204 out on a monthly basis.

205

206 Dragon Mosquito – things look good, West Nile Virus has been limited to Massachusetts at
207 this point. The activity report is included in the report.

208

209 Update from the Town Clerk/Tax Collector with properties that are coming up to be
210 deeded. Lynne said the deeding date is July 24th and some people that are on the list have
211 already made arrangements with the Board. Lynne said she will begin to make calls to
212 those she has not heard from to see what their plan is.

213

214 NH Dept of Safety – Public Hearing on modular buildings on Friday, June 20th on these
215 changes.

216

217

218 Abutter notice from the Planning Board letting the Board know they are holding a public
219 hearing on July 17th on a conditional use permit filed by Eversource.

220

221 Letter from the Sandown Garden Club stating they will not be maintaining the garden on
222 the corner of Main St. and Fremont Rd. any longer.

223

224

225 Comcast is offering a new choice TV package option in the amount of \$30.00.

226

227

228 Letter from the Vic Geary Center apologizing because they left Sandown off the original
229 letter that was sent to the Carriage Town News thanking the Board for contributions.

230

231

232 Letter from Charitable Trust Funds stating that Terry Knowles is retiring after 37 years of
233 service. Lynne said she was extremely helpful in number of situations and will be greatly
234 missed.

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237 Letter from resident asking the Board to accept partial payments in the future for tax bills
238 and Lynne stated this could be an accounting nightmare for the town. Lynne said this
239 cannot be done without a vote of the town and the standard practice is to pay the amount
240 that is issued but you can't pay more than you owe. There was discussion regarding this
241 and most of the Board feel like it would be good to allow residents to pay in advance.

242 Lynne said this is something that she would need to look into.

243 Selectman Cleveland feels this should be looked into to allow payments to be on bills that
244 haven't gone yet. Lynne said she will speak with Cheryl to see what is involved and

245 Selectman Brown said he has always been taught not to turn down any money that anyone
246 would like to give you. Selectman Goldman said Lynne can work with Cheryl to see what
247 this would entail.

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250 **LIAISON REPORT**

251 Selectman Cleveland – Planning Board meeting tomorrow night at 7 pm. They are aware
252 they have responsibilities with the CIP. He recommended the Planning Board get together
253 with department heads to see what they need. Selectman Goldman suggested possibly a
254 town wide CIP fund.

255 Selectman Goldman – Code Enforcement is working on a case that is not public.

256 Selectman Brown – Library – fundraiser and Hannafords – purchase a community bag and
257 for every bag the library receives \$1.00 per bag. He said there are other community
258 opportunities as well such as the Hampstead Stage Company – performance of Treasure
259 Island on Tuesday, July 31st at 10:30.

260 Selectman Brown asked about the SSATP correspondence and Selectman Goldman said he
261 would like to discuss this in non-public.

262 Selectman Hudgins – Conservation meeting last week while planting the new elm tree on
263 the corner of Fremont Rd. and Rte. 121A.

264

265 Lynne handed out a letter from the DOT stating they are doing an I93 meeting.

266

267 **Motion by** Selectman Brown to go into non-public session under RSA 91-A:3 II (d) property
268 & (c) reputation
269 **Seconded by** Selectman Cleveland
270 **Roll Call**, Selectman Cleveland – yes, Selectman Goldman – yes, Selectman Brown – yes and
271 Selectman Hudgins – yes.
272 **Motion passes unanimously**
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274 Motion by Selectman Cleveland to seal the minutes of this non-public session.
275 Seconded by Selectman Brown.
276 In favor, Selectman Brown, Selectman Cleveland, Selectman Goldman and Selectman
277 Hudgins.
278 Motion passes unanimously.
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281 Meeting adjourned.
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285 Respectfully submitted,
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289 Sue Reynolds
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