

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5
6 **Meeting Date: July 30, 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,
13 Selectman Tombarello and Selectman Brown.

14 **Members Not Present:** Sue Reynolds

15 **Town Administrator:** Lynne Blaisdell

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19 Selectman Goldman called the meeting to order at 7pm with the Pledge of Allegiance.

20
21 Selectman Goldman asked the Board to review the minutes of Monday, July 2nd.
22 Selectman Brown stated that line 181 should not read 4" between each table, but instead
23 should read 2-3 feet.

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

25 **Seconded by** Selectman Hudgins.

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

28 **Motion passes unanimously.**

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30 Selectman Goldman asked the Board to review the minutes of Monday, July 9th.

31 **Motion by** Selectman Cleveland to accept these minutes as written.

32 **Seconded by** Selectman Brown.

33 **In Favor,** Selectman Cleveland, Selectman Brown, Selectman Hudgins and Selectman
34 Goldman.

35 Abstain, Selectman Tombarello.

36 **Motion passes 4-0-1**

38 Selectman Goldman asked the Board to review the minutes of Monday, July 16th.
39 Lynne stated there is a correction to an article that was published in the paper stating the
40 garden club would still be maintaining the garden but in fact the garden club stated they
41 will not be maintaining the garden.

42 **Motion by** Selectman Cleveland to accept these minutes as written.

43 **Seconded by** Selectman Brown.

44 **In Favor**, Selectman Cleveland, Selectman Brown, Selectman Hudgins and Selectman
45 Goldman.

46 **Abstain**, Selectman Tombarello.

47 **Motion passes 4-0-1**

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49 Lynne stated there are non-public minutes going around for all 3 meetings.

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51 **PUBLIC COMMENT**

52 Michael Costanzo, resident in town, came to the table to state that he went to the Planning
53 Board about a month ago regarding construction taking place in his neighborhood (Powder
54 House Rd.) and the builder not putting up a silt fence so there is unnecessary dirt and sand
55 flowing down the road. He continued to say that there is now a 3-story building there and
56 still no silt fence. He is making the Board aware of this in hopes to have the problem
57 addressed before it becomes a storm water management issue. Selectman Goldman said
58 he will ask Code Enforcement to look into it.

59

60 Lynne stated the assessors were in last week and the letters will be going out this week to
61 the residents with their new assessed values from the revaluation. If anyone has a question
62 they can contact the assessor to schedule a hearing. The hearings will begin on August 10th
63 through August 21st.

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66 **Michael Costanzo and other members of the Budget Committee to discuss the 2019 67 budget season**

68 Michael explained when the Budget Committee met they were looking at asking
69 department heads for 3 budgets, as we are working on a default budget. He asked the BOS
70 if they have had any discussions regarding next year's budget and Selectman Goldman said
71 they have not. Michael continued to say with the possibility of having a default budget next
72 year as well the Budget Committee would like to ask department heads to prepare 2
73 budgets. One as a default budget, one with a slight increase (2%) and possibly even a third
74 as a "wish list". Steve said this gives the BOS and the Budget Committee a look at what the
75 department heads are really looking for. This will also will help the Budget Committee
76 have a better understanding of what is really needed vs. what is wanted from the
77 department heads. Michael is asking the BOS to provide recommendations to the
78 department heads with the understanding that the Budget Committee will be looking at the
79 default proposal first, then the standard budget followed by the Board's recommendations.
80 Fran stated that the Budget Committee is asking that all requests from department heads
81 are justified and in writing for the Budget Committee to review. Steve said the Budget
82 Committee is looking to set up a comprehensive approach between the Budget Committee,
83 BOS and the residents of the town. They are allowing enough time for department heads to

84 plan accordingly by coming before the BOS this evening and not waiting until September or
85 October. The hope is that the Budget Committee and the BOS are on the same page prior to
86 the budget season. Selectman Brown feels the Budget Committee is putting a tremendous
87 burden on department heads asking them to prepare 3 budgets. He refers to the Highway
88 Dept. having at least 6 budgets as well as other departments in town having more than 1
89 budget. He feels this will be very time consuming for the department heads and it will take
90 a lot of time for the BOS to review all of them as well. Michael rebutted with the Budget
91 Committee is asking for 2 budgets along with a “wish list”, however the 2 budgets they are
92 asking for should be very similar and not 2 separate budgets. He stated the Budget
93 Committee is looking to work collaboratively with department heads at each of the budget
94 meetings. Selectman Brown feels the department heads have been working hard on their
95 budgets over the past several years and are only asking for things that they absolutely need
96 and feels this is a lot of work to ask from the department heads. Michael stated that he was
97 disappointed last year that a lot of department heads didn’t come before the Budget
98 Committee last year and if they don’t show up this year he is prepared to calculate a default
99 budget for their department and that is all he plans to support. Selectman Goldman stated
100 that he feels that would be a tremendous disservice to the town as many department heads
101 have very small budgets. He applauds the Budget Committee for putting in this effort
102 however he doesn’t think that department heads are worried about the default numbers.
103 They are looking at what they need to run their department. He also feels that this
104 approach may cause unnecessary negativity towards the budget and suggested the Budget
105 Committee set an increase they are comfortable with and ask department heads to present
106 a budget accordingly. Selectman Goldman then asked if the Budget Committee set a
107 maximum budget increase of 2% would that include payroll. Michael stated that if a
108 department head has more than a 2% increase then it would need to be justified and the
109 Budget Committee would review it accordingly. Michael feels all department heads should
110 know what their default budget would like before it happens and referred to being
111 proactive vs. reactive and is trying to prevent what happened last year. Steve stated it is
112 his goal to work together with department heads in hopes that there won’t be a default
113 budget next year and to create more transparency within the budget. Selectman Cleveland
114 said the Budget Committee has good intention, but he has seen residents vote against a
115 budget that was lower than the default budget, so the key is to educate the voters not to ask
116 department heads to do extra work. He also stated that if the town ends up in a default
117 budget it is the BOS responsibility to determine how the monies are spent and doesn’t
118 recommend the Budget Committee spending a lot of time on this. He also stated a
119 department’s “wish list” doesn’t fall under the Budget Committee’s responsibility but more
120 towards the Capital Improvement Plan, which the Planning Board is planning to work on in
121 the very near future. Lynne said past years the Budget Committee has sent a memo to
122 department heads letting them know their expectations and Michael said they are planning
123 to do this but wanted to meet with the BOS first. Lynne also stated she doesn’t feel that
124 Sandown doesn’t have a transparency issue. She said the default budget figure is created
125 by the BOS based on the prior year’s budget and plus or minus any contractual obligations
126 and any prior year expenditures that will also be expended in the following year. Lynne
127 said the town can’t continue to run on bare bones because departments are suffering
128 because of it. She also stated they are in the process of putting together a CIP but the
129 problem is that when the plans are created they aren’t being funded.

130 Steve said the Budget Committee is trying to bring light to the residents, so they
131 understand that if a department is asking for “x” and the budget doesn’t pass then they will
132 have to go without. He’s not necessarily stating that the budgets aren’t being transparent.
133 Michael asked if the BOS is willing to draft necessities within in the budget prior to the
134 budget season so the Budget Committee can use it as a resource throughout the season.
135 Selectman Goldman said this is something the BOS already have but it can’t be acted upon
136 until the end of the year and suggested the Budget Committee letting department heads
137 know they expect all budgets to come in with no more than a 2% increase. Selectman
138 Cleveland feels the department heads should present the Budget Committee with their
139 needs and not a percentage increase of their budget. Fran said she doesn’t feel it is as bad
140 as the BOS think. She sees it as 1 budget being presented with only a few lines within the
141 budget being changed. Michael feels the next step would be for the BOS to provide the
142 Budget Committee with next year’s budget expectations. Selectman Goldman asked Lynne
143 to reach out to department heads to see what their needs are for the upcoming budget
144 season. Michael said the Budget Committee will draft a letter with their request of a budget
145 with a 2% increase, a bare bone budget and a “wish list”. Michael also said the Budget
146 Committee will be doing an expenditure review towards the end of August. Selectman
147 Goldman said the BOS will talk about how they want to look at the budgets moving
148 forward. The BOS thanked the Budget Committee for their time and appreciated the
149 conversation that took place.

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152 **NEW BUSINESS**

153 **Discussion regarding increases and health insurance for 2019 proposed budget**

154 Lynne said she won’t have any health insurance figures until the first week of October.
155 Selectman Goldman asked if the Board has specific questions to speak with Lynne and
156 Cheryl and put this discussion back on the agenda for the next meeting. Lynne asked the
157 Board if they would like to see salary ranges and they said yes, they would like to see 3
158 variations. Lynne also said she needs to know what projects the Board would like to put
159 forth for 2019. Selectman Goldman asked Lynne to speak with department heads to see
160 what they need and present it to the BOS at a future meeting.

161

162 **Review letters of interest for appointment of Sandown representative to TRSD**

163 **Capital Improvement Plan Committee, if any**

164 Lynne said Cindy Buco is still interested in the position and on Thursday Selectman Brown
165 let her know that he would be interested in the position as well. Selectman Cleveland
166 referred to meeting minutes when Cindy Buco came before the Board and said that she
167 wanted to continue in this capacity and the Board agreed. He is questioning why they are
168 having this discussion when they already have a person in this position. Lynne stated the
169 School District feels that this position is appointed annually. Selectman Tombarello said he
170 spoke with Cindy Buco today to see if she is still interested in this position as he wasn’t
171 aware that Selectman Brown was interested in this as well until just now and would be in
172 favor of Cindy continuing in this capacity. Selectman Goldman feels there was a
173 miscommunication in Cindy not submitting a letter of interest and feels like she is placing
174 blame rather than having an interest to serve. He also stated that he didn’t know that
175 Selectman Brown was interested in this until this evening as well. Selectman Goldman said

176 that they didn't hear from Cindy by the deadline that she was interested and doesn't like
177 the way she is treating the Board. He also said regardless of how the Board votes tonight
178 they should put a timeline on the appointment. Lynne said it is not the Town's committee,
179 so they don't set the timeline of the appointment. Selectman Cleveland asked Selectman
180 Brown knowing that Cindy is interested in this position does that change his level of
181 interest and Selectman Brown said no, his decision was based on the fact that he wanted to
182 be sure that Sandown had a representative and during that time he wasn't aware of the
183 circulating emails. He said if nobody else is interested in the position then he would like to
184 do it, and he would also like to be sure that whoever is appointed will represent the town
185 well and will have a good attendance record and will be able to communicate well with the
186 BOS. He said his feelings won't be hurt with the way the Board votes. Selectman Hudgins
187 said if there was misunderstanding there was plenty of time to clarify it prior to the
188 deadline and if Cindy was interested in the position all she needed to do was submit that
189 letter and not the information that she did submit. Selectman Brown said that he is
190 withdrawing his name from this as he doesn't want this to come between the Board and
191 asks the Board to appoint Cindy to this position. Selectman Goldman feels that a solid
192 working relationship between the BOS and the School District is important and felt that
193 Cindy was the correct candidate for that position because she was a member of the BOS at
194 that time. He feels it makes sense to keep that position to someone that is on the Board and
195 doesn't feel that Cindy represents him or his constituents in any way and will not support a
196 vote for her in any position at the school district level. Lynne asked if the Board will take
197 this discussion to a non-public discussion as she has information to share but not in a
198 public meeting. Then the Board can make their decision public when they come out of the
199 non-public session. The Board is in favor of this.

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202 **Acceptance of donation to Senior Affairs Transportation Fund**

203 **Motion by** Selectman Tombarello to accept \$80.00 cash to be deposited into the SSATP
204 donation fund.

205 **Seconded by** Selectman Brown.

206 **In Favor,** Selectman Tombarello, Selectman Cleveland, Selectman Goldman, Selectman
207 Brown and Selectman Hudgins.

208 **Motion passes unanimously**

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211 **TOWN ADMINISTRATOR'S REPORT**

212 Budget Committee workshop last week had a great turnout – 45 people with a great
213 presentation. Some changes were made, and the Board will be updated as it gets closer to
214 budget season.

215 Septic tanks at town hall were pumped today and nothing major was reported.

216 Meetings are continuing regarding the letter of intent that needs to be submitted on
217 Stormwater and the EPA. Lynne said she was able to witness massive amounts of water
218 coming into the town hall parking lot and the damage that it is doing do the property.

219 Lynne said a letter was sent to DOT on the town's behalf.

220 Lynne said she is having a problem with the assessing computer and in the process of
221 getting this fixed.

222 **CORRESPONDENCE**

223 Letter from Granite State Communications looking for a Home Town Hero nominee. Lynne
224 said this should be done by August 17th and she'd like to discuss this in non-public, so it is a
225 surprise to the recipient.

226
227 Letter received from the SAU with the payment schedule from July – December.

228
229 Rockingham VNA & Hospice is holding a fall training session on September 7th through
230 October 26th.

231
232 Letter from the Planning Board regarding a decision from Eversource, information is
233 included in the packet.

234
235 Letter from Chief Gordon regarding a minor incident that took place with one of the
236 vehicles. He paid \$175.00 for the tail light cover and the cost to repaint the bumper is
237 about \$1,400.00. Lynne asked the Board to think about if they feel this would be necessary
238 and Chief Gordon would have to find \$287.00 in his budget. Lynne said \$1,000.00 would
239 come out of the town's insurance budget. Selectman Goldman would like to see it fixed
240 immediately and not wait until the end of the year. Lynne encourages the Board to look at
241 it personally prior to making this decision.

242
243 Letter from FEMA talking about the discovery meetings that were held back in 2016 and
244 there are upcoming meetings to discuss the mappings. Sandown's meeting is scheduled for
245 Tuesday, August 21st from 2-3 pm. Lynne said she is not aware of the expectations of the
246 meetings but will reach out to see who can best represent the town at this meeting.

247
248 **Motion by** Selectman Brown to accept the non-public minutes of July 16th.

249 **Seconded by** Selectman Cleveland.

250 **In Favor**, Selectman Cleveland, Selectman Goldman, Selectman Brown and Selectman
251 Hudgins.

252 **Abstain**, Selectman Tombarello.

253 **Motion passes 4-0-1**

254
255 **Motion by** Selectman Brown to accept the non-public minutes of July 9th.

256 **Seconded by** Selectman Hudgins.

257 **In Favor**, Selectman Cleveland, Selectman Goldman, Selectman Brown and Selectman
258 Hudgins.

259 **Abstain**, Selectman Tombarello.

260 **Motion passes 4-0-1**

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262 Because the non-public minutes of the July 2nd meeting are very long the Board has agreed
263 to wait until the next meeting to approve them. Some members of the Board would like to
264 go into the office and take extra time to read them.

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268 **LIAISON REPORT**

269 Selectman Tombarello said that there are still a few hundred dogs that aren't licensed and
270 is upset that the residents are wasting the police officer's time with this matter.

271 OHD update – there will be no parade this year. Still looking for vendors - they have 20 at
272 this point and in year's past they have had 60.

273 Selectman Cleveland – Police – Chief Gordon mentioned his concern regarding the lack of
274 dogs that are licensed and having to use officers for this process. Planning Board meets
275 tomorrow night.

276 Selectman Goldman had nothing to report.

277 Selectman Brown – Highway – working on polishing floors in the police dept and fire dept
278 and still doing brush clean up and filling in pot holes and has site walk for the road
279 improvement plan. Library – Monday night pop up and is a good opportunity to meet the
280 library staff and there are several upcoming events.

281 Selectman Hudgins – had nothing to report.

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283

284 **Motion by** Selectman Tombarello to go into non-public session under RSA 91-A:3 II (d)
285 property and (c) reputation

286 **Seconded by** Selectman Brown.

287 **Roll Call**, Selectman Tombarello – yes, Selectman Cleveland – yes, Selectman Brown – yes,
288 Selectman Goldman – yes and Selectman Hudgins – yes.

289 **Motion passes unanimously.**

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292 **Motion by** Selectman Cleveland to seal the minutes of the non-public session.

293 **Seconded by** Selectman Tombarello.

294 **In Favor**, Selectman Tombarello, Selectman Cleveland, Selectman Brown, Selectman
295 Goldman and Selectman Hudgins.

296 **Motion passes unanimously**

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299 Selectman Goldman stated that Steve Brown has been recommended for nomination for the
300 TRSD CIP Committee with a term to expire July 30, 2019.

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304 Meeting adjourned.

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308 Respectfully submitted,

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312 Sue Reynolds