

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5
6 **Meeting Date: August 27, 2018**

7 **Type of Meeting: Regular**

8 **Method of Notification: Public Posting at Town Hall**

9 **Meeting Location: Town Hall**

10
11
12 **Members Present:** Selectman Hudgins, Selectman Goldman, Selectman Tombarello,
13 Selectman Cleveland and Selectman Brown.

14 **Town Administrator:** Lynne Blaisdell

15 **Recording Secretary:** Sue Reynolds

16
17
18 Selectman Goldman called the meeting to order at 7pm with the Pledge of Allegiance.

19
20 Selectman Goldman asked the Board to review the minutes of July 30th.

21 Selectman Brown mentioned that line 81 should read Steve Finnegan and line 130 as well.

22 Selectman Brown noted line 164 & 165 would like to replace "her" with Lynne.

23 **Motion by** Selectman Cleveland to accept these minutes as amended.

24 **Seconded by** Selectman Tombarello.

25 **In favor,** Selectman Cleveland, Selectman Tombarello, Selectman Goldman, Selectman
26 Brown and Selectman Hudgins.

27 **Motion passes unanimously**

28
29 Selectman Goldman asked the Board to review the minutes of Monday, August 13, 2018.

30 Selectman Cleveland stated line 158 Should read board, not bard.

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

32 **Seconded by** Selectman Brown.

33 **In favor,** Selectman Tombarello, Selectman Goldman, Selectman Brown and Selectman
34 Hudgins.

35 **Abstain,** Selectman Cleveland

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

38 **Public Comment**

39 Lynne stated the next Household Hazardous Waste Collection Day will be held Saturday,
40 September 29th 9-12 at the highway garage in Brentwood, NH. The notification is on the
41 transfer station's website page.

42
43

44 **Municipal Resources, Inc, to discuss status of revaluation**

45 Scott Marsh from MRI is here to update the Board with the revaluation. Hearings were
46 done from 13th – 24th and there were 164 personal hearings, which is close to 6% of the
47 properties. No major issues or areas of concern, there were just questions regarding the
48 increases. Some have requested inspections, which are being conducted this week. These
49 changes are resulting in about a 1 million dollar reduction from where they started.
50 Final values will be coming before the Board within the next few weeks as they are waiting
51 for the DRA Utility Values. An extension has been put in for this as well. The MS1 will be
52 completed as quickly as possible once all of the information has been received.
53 Scott asked the Board if they have any questions and Selectman Tombarello asked what
54 this means regarding a tax rate increase and Scott said he is an assessor, but what this
55 means is the Town has voted to spend x amount of money so if the property values increase
56 this typically means there will be a decrease in the tax rate.

57 Selectman Cleveland asked about how many abatements and Scott said that is done after
58 the tax bills go out. Selectman Goldman said it is important for residents to understand
59 that the same amount of money will be paid by the residents, however the ratios may be
60 different.

61

62 Selectman Cleveland asked for the mean and median and Scott said that he will get that info
63 to the Board.

64

65 **Motion by** Selectman Brown to approve the non-public minutes of Monday, August 10,
66 2018.

67 **In Favor,** Selectman Tombarello, Selectman Cleveland, Selectman Goldman and Selectman
68 Hudgins.

69 **Abstain,** Selectman Brown

70 **Motion passes 4-0-1**

71

72 **Motion by** Selectman Brown approve the non-public minutes of Monday, July 30, 2018.

73 **Seconded by** Selectman Tombarello

74 **In Favor,** Selectman Tombarello, Selectman Cleveland, Selectman Goldman, Selectman
75 Brown and Selectman Hudgins.

76 **Motion passes unanimously**

77

78 **Motion by** Selectman Brown to approve to non-public minutes of Monday, August 13, 2018.

79 **Seconded by** Selectman Tombarello

80 **In Favor,** Selectman Tombarello, Selectman Cleveland, Selectman Goldman, and Selectman
81 Hudgins.

82 **Abstain,** Selectman Cleveland

83 **Motion passes 4-0-1**

84 **Election Coverage for September 11th.**

85 Selectman Goldman said he is not available until 6pm. Selectman Cleveland said he can do
86 the opening shift. Selectman Hudgins can do 12 – 5. Selectman Brown will be here from 5-
87 10 and Selectman Goldman will get here when he can. Selectman Tombarello is on the
88 ballot.

89
90

91 **NEW BUSINESS**

92 **Discussion regarding third party electric supply for NH Electric Coop accounts**

93 Lynne said this only affects the Police Dept and Recreation Building. The email from Tad
94 lists a 12 month and a 36-month option with different suppliers. However, a 24-month
95 option can be chosen as well, which will fall in line with the PSNH contract.

96 Lynne said Tad’s predictions have been good in the past and has saved the town money.
97 Selectman Cleveland likes the 24-month option so that all contracts expire at the same
98 time.

99 **Motion by** Selectman Cleveland to enter into a new 3rd party electric agreement with
100 Neighborhood Energy for a 24-month period with a rate of .09199.

101 **Seconded by** Selectman Tombarello

102 **In favor** Selectman Tombarello, Selectman Cleveland, Selectman Brown, Selectman
103 Goldman and Selectman Hudgins.

104 **Motion passes unanimously**

105
106

107 **TOWN ADMINISTRATOR’S REPORT**

108 Permanent File Report with the DOR some items were incorrect or missing. Lynne stated
109 staff went through the report and all aspects have been resolved.

110

111 Budget discussions with Department heads for 2019 needs– department heads are happy
112 about being approached sooner rather than later.

113

114 FEMA Flood maps update – Lynne has been meeting with UNH and realizing that some of
115 the rivers are changing which means less flooding in this area.

116

117 Computer problems from last week – it appears that all computer issues have been
118 resolved and Lynne thanked Paula for a job well done.

119

120 Tax Deedings – 2 properties have been paid.

121

122 Employee Performance Evaluations –Lynne will be speaking with department heads about
123 these and she is looking to have them done by the end of September. Selectman Goldman
124 asked that all employees have an opportunity to meet with their department heads and
125 would like them completed as close to on time as possible.

126

127

128

129

130 **Motion by** Selectman Tombarello to accept the non-public minutes of July 2, 2018.
131 **Seconded by** Selectman Brown.
132 **In favor** Selectman Tombarello, Selectman Cleveland, Selectman Goldman, Selectman
133 Brown and Selectman Hudgins.
134 **Motion passes unanimously**

135
136 Lynne asked the Board for a few minutes recess as she received information today
137 regarding the upcoming RIP discussion and would like Arty and Steve to have the
138 information prior to discussing the plan with the Board.

139
140 There was a 5-minute recess at this time.

141
142 **Arthur Genuardo, Public Works Director and Steve Keach, Keach Nordstrom &**
143 **Associates discuss bids for the 2018 RIP**

144 Steve Keach said there were 2 bids received and opened on August 14th and the results are
145 attached. He stated David White & Son, Inc. came in at \$698,433.05 and Busby
146 Construction came in at \$597,654.59. Steve Keach said there are 3 parts to the bid and his
147 recommendation is to award parts A, Alternate A & B at this time, which is Sargent Rd. and
148 Reed Rd. and the Alternate A is a culvert on Cross & Sargent intersection. Lynne has
149 information regarding the available funds.

150 They are looking for the Board to approve the bid from Busby Construction. Lynne handed
151 the Board the weekly P & L. The funds available are about \$515,000.00 with some
152 engineering and permitting costs, which is not enough to do the entire RIP. There was
153 some discussion using some block grant funds, but that money may need to be used for
154 storm coverage.

155 Lynne said there is only \$62,000.00 left in the Highway Operating Budget and there is
156 \$100,000.00 allocated for the Highway Improvement Plan. She also said there is about
157 \$87,000.00 left in the Block Grant but that may need to be used for any upcoming storms.
158 Lynne gave the Board a spreadsheet showing what was spent on storms over the past 3
159 years as well as the current Highway Operating Budget with estimated projections, which
160 can very easily be overspent. Selectman Goldman said it looks like the projection is that
161 this budget will be overspent by \$200,00.00. Steve Keach pointed out that 114% of the
162 budget was expended last winter due to the spring storms. Selectman Goldman said they
163 aren't budgeting enough money in this budget for salt and sand Artie said they aren't
164 budgeting enough for anything and every year for the past 11 he has been asked to cut his
165 budget. He stated that he knew eventually this was going to happen and is not surprised.
166 Steve Keach stated according to his quick calculations he is confident he can have the
167 contractor do the job needed and put a portion of Sargent Rd. on hold that needs to be
168 shimmed and overlaid from Fremont Rd. to Cross Rd. Steve Keach said he understands
169 the town is running on a default budget and is willing to work with them to get the major
170 parts of the RIP completed so they don't fall behind. Selectman Tombarello questioned the
171 removal of the guardrail that was in the original plan. Steve Keach stated it was originally
172 suggested to put this in but after review, it was determined that the slopes can be flattened
173 so the guardrails aren't needed. Lynne reminded the Board about the \$20,000.00
174 engineering costs that was part of the warrant article. If they move forward with what is
175 being proposed the engineering costs will not be available. Selectman Cleveland said this

176 poses a problem. Selectman Goldman said the Board has the option to petition DRA in
177 order to expend the budget and asks the Boards opinion. He's also wondering if the RIP
178 should even be done this year. Selectman Cleveland questioned the projection on the
179 payroll line and why \$13,000 over budget is being projected. Selectman Goldman pointed
180 out that the overtime hasn't been touched at this point, so funds might be misallocated.
181 Selectman Brown asked Steve to review his suggestion and Steve Keach stated they would
182 like to award part A, A alternate and B, in the amount of \$540,890.00 eliminating the
183 guardrail in the amount of \$14,000.00. Fremont Rd to Cross Rd. intersection, they will be
184 doing some dragging and shimming and replacing and adding a few culverts. The balance
185 of Sargent Rd. will be reclaimed stabilized base construction with some drainage and
186 minimal shoulder work. \$540,000.00 is the recommended expenditure which will come
187 from the balance of unallocated Capital Reserve Fund, the majority of the paving line and
188 about \$30,000.00 of the Block Grant line, but he doesn't feel at this point it would be
189 responsible of the BOS to expend the Block Grant line. Steve Keach said they can save the
190 shim and overlay of Sargent Rd. until 2019. He then asked if there is a figure that the Board
191 is comfortable with and they can present this number to the contractor as a number not to
192 exceed. He said this is the beauty of putting a bid together with pieces to it and not a lump
193 sum. He said he would be comfortable with an amount of \$500,000.00. Selectman Brown
194 said he would not be in favor of asking permission from the DRA to overspend this budget.
195 Steve Keach said if they used what is in the paving line and the \$100,000.00 in the budget
196 there should be about \$15,000.00 left in the budget. He also stated he won't send the town
197 a bill until next year for his engineering costs. Selectman Goldman said he appreciates this
198 but that means that next year they will have 2 years to pay because the engineering money
199 was included in the budget for the following year.

200 Selectman Cleveland stated he would be comfortable with the \$500,00.00 cap. He feels that
201 they need to do what they can to keep the road improvements. He also said that they really
202 need to look at this budget and make sure they are budgeting enough for the plowing and
203 salt line, so they are not constantly borrowing to cover these costs.

204 **Motion by** Selectman Tombarello to accept the bid from Busby Construction not to exceed
205 \$500,00.00 for Parts A, B and Alternate A.

206 **Seconded by** Selectman Brown

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

209 **Motion passes unanimously**

210

211

212 **Follow up discussion on membership and possible appointment of members to the** 213 **Heritage Commission**

214 Lynne said Paula received advice from NH Municipal Association, which is provided in the
215 packet. There was discussion regarding the amount of board members and alternates.

216 Lynne asked the Board if they would like a Planning Board member and asked Selectman

217 Cleveland said he will ask. It was determined that they will leave a spot for a Planning

218 Board member at this time and if they aren't interested it will be filled with an alternate

219 member.

220 Sue Dupouy, Fran Roseneau and Jess Hudgins came to the table. Fran said that Pam
221 Gaudreau has been saying that she would like 5 members, but Fran said she would like to
222 see 7 and Sue agreed, and Jess said either way is fine with her.

223 Lynne pointed out that there are 5 alternate positions that are active members of the
224 committee, they just don't have voting rights. They will have the Planning Board member
225 be a 1-year term. Selectman Goldman feels that a 5-member board is the way to go with 5
226 alternates, which is ultimately 10 people and if a board member is not there then an
227 alternate can take that place that evening.

228 **Motion by** Selectman Goldman to appoint 5 members and 5 alternates to the Heritage
229 Commission.

230 **Seconded by** Selectman Tombarello

231 **In Favor**, Selectman Tombarello, Selectman Cleveland, Selectman Goldman, Selectman
232 Brown and Selectman Hudgins.

233 **Motion passes unanimously**

234

235 There was discussion about members and the length of terms. Sue Dupouy and Pam
236 Gaudreau will each hold a 3-year seat and Fran Roseneau will hold a 1-year seat. Jess
237 Hudgins agreed to be an alternate at this time.

238

239 **Motion by** Selectman Tombarello to appoint 5 members and 5 alternate members to the
240 newly formed Heritage Commission the following members will be appointed. Sue Dupouy
241 for a 3-year term, Pam Gaudreau for a 3-year term, Fran Roseneau for a 1-year term and a
242 Planning Board for 1-year term and Selectman Goldman as the Selectman Ex-Officio for a 4-
243 month term. Alternates are Jessica Hudgins for a 3-year term, Anthony Laconte for a 3-year
244 term and Peter Castor for a 1-year term.

245 **Seconded by** Selectman Hudgins

246 Selectman Cleveland asked how often the Commission will meet and Fran said at least once
247 a month, but it may be sooner until things are established. Selectman Cleveland has
248 interest in this committee but can't meet on Thursday evenings. Selectman Goldman said
249 he will do this for 4 months and the Board will determine at that time who will be the ex-
250 officio.

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

253 **Motion passes unanimously**

254

255

256 **CORRESPONDENCE**

257 Wetland permit application from Tim Lavelle regarding property on Wells Village Rd, Tax
258 Map 9, Lot 14.

259

260 Letter from American Red Cross asking the town to commit to the dates listed, October –
261 December. Lynne said they have been holding these blood drives for the past few years
262 and doesn't see why the town shouldn't move forward with the dates presented. The
263 Board is okay with the dates presented.

264

265

266 **LIAISON REPORT**

267 Selectman Tombarello – tomorrow evening is the cable meeting, Budget Committee met
268 last Wednesday and will be electing officers at their September meeting.

269 Selectman Cleveland – Planning Board met and discussed the CIP and meetings will be
270 scheduled with the department heads and he suggested it be put on the BOS agenda for the
271 Board to review.

272 Selectman Goldman reminds the public that the inspectors are working on behalf of the
273 town and they should not be verbally assaulted. It is not the inspector’s job to tell the
274 contractors what to do. The contractor should know what the codes are and should be
275 following them. It is the inspector’s responsibility to ensure the job was completed
276 according to code and if not, it is his job to point that out.

277

278 Selectman Goldman stated at the last meeting the Board voted to give Allison Rochenski a
279 gift card as a small token of their appreciation because they have been getting tremendous
280 feedback regarding the work she has been doing in keeping the town buildings clean.

281

282 Selectman Brown said he has nothing to report this evening and apologizes to the public
283 works director and library director as he left his information at home.

284

285 Selectman Hudgins reported from the recreation commission – Registration is open for the
286 upcoming 8-week fall dance session, which begins on Sunday September 16th. Wednesday,
287 September 26th the performance of The Singing Trooper will take place at 1:30 at Sandown
288 Town Hall, space is limited, and pre-registration is required. Yoga begins on Tuesday,
289 September 11th at 6:30pm at the recreation building. This class is free to anyone that has
290 not previously taken a yoga class through the recreation program. The 19th Annual Town
291 Wide Yard Sale will be on Saturday, September 29th rain or shine and registration will be
292 open from September 11 – 20th and is \$20.00 per site and this fee will support Sandown
293 seniors that are in need through Rockingham Meals on Wheels Program. Registration is
294 open for the Annual Senior Fall trip taking place on October 3rd to Lincoln NH to take in
295 some fall foliage as well as a lunch and a play of “Driving Miss Daisy”, cost is \$34.00 per
296 senior.

297

298 **Citizen request for non-public discussion under RSA 91-A:3 II (c) reputation (Board
299 will vote)**

300 **Motion by** Selectman Tombarello RSA 91-A:3 II (c) reputation 2 matters, (b) hiring

301 **Seconded by** Selectman Cleveland

302 **Roll Call**, Selectman Tombarello – yes, Selectman Cleveland – yes, Selectman Goldman –
303 yes, Selectman Brown – yes and Selectman Hudgins – yes.

304 **Motion passes unanimously**

305

306

307 **Motion by** Selectman Brown to seal the minutes of this non-public session.

308 **Seconded by** Selectman Tombarello.

309 **In Favor**, Selectman Tombarello, Selectman Goldman, Selectman Brown and Selectman
310 Hudgins.

311 **Motion passes unanimously**

312 Selectman Goldman stated that while in the non-public session the Board made a motion to
313 hire Rachel Payette as a full-time police officer pending a successful completion of her
314 background check and preemployment physical and screenings.

315
316 Meeting adjourned.

317
318
319
320 Respectfully submitted,

321
322
323
324 Sue Reynolds