

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

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6 **Meeting Date: November 5, 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 Brown, Selectman Goldman and
13 Selectman Tombarello

14 **Not Present:** Selectman Hudgins

15 **Town Administrator:** Lynne Blaisdell

16 **Recording Secretary** – Sue Reynolds
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21 Selectman Goldman called the meeting to order at 7pm and the Pledge of Allegiance was
22 done.
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24 Selectman Goldman reminded the public that the polls will be open tomorrow from 8am to
25 8pm.
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28 Selectman Goldman asked the Board to review the minutes of Monday, October 22, 2018.
29 Selectman Tombarello stated line 18 should read Selectman Goldman instead of Selectman
30 Brown. Selectman Cleveland said line 110 should read what they need and line 176 should
31 read everyone that qualifies.... Selectman Goldman said line 126 should read Selectman
32 Hudgins.

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

34 **Seconded by** Seconded by Selectman Cleveland

35 **In Favor** Selectman Goldman, Selectman Cleveland, Selectman Brown, Selectman
36 Tombarello.

37 **Motion passes unanimously**

38 **PUBLIC COMMENT**

39 Selectman Brown recognizes the employees with anniversaries in the month of November.
40 They are Dennis Giangregorio 16 years, Andrew Higham 16 years, Gerard Lachance 16
41 years, Leonard MacNeil 10 years, Paul D'Amore 9 years, Christopher Poole 8 years, Dyllan
42 Tapley 8 years, George Hassard 6 years, Steven McGibbon 6 years, Jamie Saltalamacchia 5
43 years, James Brown 4 years, John Duffy 4 years, Shawn Herzog 3 years, Jason Kayyal 3
44 years, Tanya Gaynor 1 year, Judy Devine 1 year and Melyssa Tapley 1 year.

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47 Lynne stated that there will be a boat on Phillips Pond doing a final diving on Wednesday to
48 treat the milfoil on the pond.

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51 **Review of 2019 budget proposals for Executive, Government Buildings, Health**
52 **Officer, Animal Control and Police**

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54 **Health Officer**

55 Ed Mencis is here presenting this budget. Ed said the water testing will stay the same as
56 last year and he is asking for an increase in the Seminars line. Selectman Cleveland asked if
57 this budget reflects the changes that were made to the inspector's budgets and Lynne said
58 this is a stipend budget and isn't fee based.

59 **Motion by** Selectman Tombarello to recommend this budget to the Budget Committee with
60 Gross Expenses of \$4,232.00, Revenue of \$0.00 and Net Expenses of \$4,232.00.

61 **Seconded by** Selectman Brown

62 **In favor** Selectman Tombarello, Selectman Goldman, Selectman Cleveland and Selectman
63 Brown.

64 **Motion passes unanimously**

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68 **Police budget**

69 Chief Gordon is presenting this budget. Selectman Brown said he appreciates the back-up
70 information provided. Selectman Brown asked about the Witness Fee line that is budgeted
71 for \$4,876 but hasn't been spent in several years. Chief Gordon said this is in case there is a
72 need for an officer to go to court and they are paid overtime for this. He said he is including
73 4 full time officers with an average of \$27.81 per hour with only allocating 8 hours per year
74 for each of the officers. This also includes 2 part time officers with an average of \$20.56 per
75 hour with only allocating 8 hours per year for each officer. Chief Gordon said he keeps
76 reducing this line each year as he is not using it but does need to keep money in that line.
77 Selectman Goldman asked about the Unused Sick Time Payout as it is a new line. Chief
78 Gordon said this has been coming from the Payroll line but feels this should be a separate
79 line as this is something that gets paid out at the end of each year.

80 Selectman Goldman asked if there was an advantage in going out to bid regarding the
81 Prosecution line because \$15,000.00 is budgeted each year. Selectman Goldman asks the
82 Board their opinion and Selectman Tombarello said he feels it is best to have a personal
83 prosecutor because they are also available to answer questions any time. Chief Gordon said

84 he could see entertaining this if the prosecution was continually increasing their fees, but
85 they have been the same rate for the past 6 or 7 years. Selectman Goldman feels that the
86 contract should be revisited in order to see what is available. Chief Gordon said if the
87 consensus of the Board would like him to look into it he will but he feels like if it isn't
88 broken then there is nothing to fix. Selectman Cleveland feels that it would be good if Chief
89 Gordon can look into this for next year as he has already prepared the budget and
90 Selectman Goldman said he asked for this to be looked into last year as well and Chief
91 Gordon said he doesn't remember the conversation.

92 Selectman Brown asked about the Part Time Holiday and Part Time Vacation lines and is
93 asking why this line hasn't been spent in the past and Chief Gordon said it looks like it is
94 coming out of the regular payroll line instead of where it should be.

95 Selectman Brown said he'd like to make sure the money is coming out of the correct line.
96 Selectman Cleveland asked about the tuition reimbursement line and Chief Gordon said he
97 reduced it in years past and then they ended up going over. He said he doesn't anticipate
98 anyone using this money next year.

99 Selectman Goldman asked about the Equipment Maintenance line and the \$4,000.00
100 increase and Chief Gordon said this is for IOC and feels that this line has been under
101 budgeted in the past few years.

102 Selectman Goldman asked about the Cruiser line and Chief Gordon said he currently has
103 \$14,000 in the Detail Revolving Fund to offset the cost of a cruiser. He said they can either
104 leave the money in the account and let it build for a few years and purchase a vehicle with
105 it or they can use a portion of it to offset the cost that is proposed in the budget.

106 Chief Gordon explained \$10,041 is for the SUV lease and the \$9,482.45 is for the 2019
107 Charger lease which totals \$19,523.00. Selectman Brown said from 2017 the budget
108 increased by \$89,000.00 and Selectman Goldman stated this is mostly due to the payroll
109 increase. Selectman Goldman said he understands the needs of the town but is having a
110 hard time supporting an 8.4% increase. Chief Gordon said most of the increase is from the
111 Payroll and the Cruiser line and offered to take money from the Detail Account and the
112 Board didn't want him to use those funds, they'd rather see this account grow. He also
113 stated that the numbers in this budget is what it takes to run the department, he did not
114 include a wish list within the budget.

115 Selectman Tombarello asked about the Uniform line and Chief Gordon said he will be using
116 this for Rachel, which is a new officer.

117 **Motion by** Selectman Cleveland to recommend this budget to the Budget Committee with
118 Gross Expenses \$752,635.00, Revenue of \$3,275.00 and Net Expenses of \$749,360.00.

119 **Seconded by** Selectman Tombarello

120 Selectman Tombarello asked about the Revenue line and Chief Gordon said this is payment
121 for licenses to carry and reports sent out.

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

124 **Motion passes unanimously**

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130 **Animal Control budget**

131 Chief Gordon is presenting this budget. Selectman Tombarello asked about the Payroll line
132 not being used and Chief Gordon said this is a part time position and it is hard to budget.

133 There is also a new person in this role. Selectman Brown asked if it would be a hardship to
134 cut this line to \$5,000.00 or \$6,000.00. Chief Gordon said he based this amount on 8.5 hours
135 per week worked, reduced from 13. Chief Gordon said this position is also a member of the
136 contract, so the salary went from part time to full time.

137 Selectman Goldman said this is a relatively new employee and would be okay with it the
138 way it is and would like to see what the job takes next year. Chief Gordon said this is an on-
139 call position and he estimates 8.5 hours worked each week and it doesn't matter who is in
140 the position, it is based on the hourly rate times the 8.5 hours.

141 **Motion by** Selectman Brown to recommend this budget to the Budget Committee with
142 Gross Expenses of \$14,600.00, Revenue of \$500.00 and Net Expenses of \$14,100.00.

143 **Seconded by** Selectman Tombarello

144 **In favor** Selectman Tombarello, Selectman Goldman, Selectman Cleveland and Selectman
145 Brown.

146 **Motion passes unanimously**

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149 **Government Buildings**

150 Lynne said this is a first look at this budget to plug figures into the columns. She said she's
151 having a hard time getting quotes for some various projects but will continue to work on
152 them.

153 Payroll line is the hourly rate plus the 3% increase, which is \$24,824.00. The Electric line
154 will be increased to \$17,000.00. For the Oil line Lynne explained the rate increased slightly
155 and recommended increasing this line to \$9,000.00, Selectman Goldman suggested

156 \$9,500.00 and the Board agreed. Gas/Propane line Lynne feels this line is ok as is. Bldg
157 Maintenance line Lynne said this will have to wait for further discussion. Lynne is asking
158 the Board if they are in favor of her looking into paving the front walkway and the Board is

159 in agreement with this. Alarm System line Lynne said the Police Chief is in need of a new
160 alarm system and Lynne would like to look into another system/vendor for the town and
161 the Board agreed. Selectman Goldman suggested moving all the alarms in town to this

162 budget. Lynne is comfortable with this line at \$2,400.00 and the Board is in agreement
163 with this. Lynne said she is comfortable with leaving the Supply line at \$3,500.00. On the
164 Equipment Maintenance line Lynne said she will bring this back to the Board but feels like

165 it will stay close to the \$5,300.00. Uniform Allowance line – there was a discussion and the
166 Board feels the custodian should be wearing professional shirts. Lynne will reach out to
167 Rockingham Team Wear to see what they can provide.

168 Lynne let the Board know she is struggling with getting quotes on painting or siding the
169 town hall and carpentry on the posts at the front of town hall. She asked the Board if they
170 would like her to look at the handicapped ramp as well and they said yes.

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176 **NEW BUSINESS**

177 **Final 2018 Tax Rate and signing of tax warrant**

178 Lynne said the final rate is \$26.54 per thousand and they are in line with the acceptable
179 levels needed to collect.

180 **Motion by** Selectman Tombarello to set the 2018 tax rate for the Town of Sandown in the
181 amount of \$26.54 per thousand.

182 **Seconded by** Selectman Cleveland.

183 Selectman Goldman stated the 2018 tax rate is \$26.54 per thousand, with \$4.26 town, \$1.00
184 county, \$19.16 local education and \$2.12 for state education.

185 **In Favor,** Selectman Cleveland, Selectman Tombarello, Selectman Brown and Selectman
186 Goldman.

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188 **Review and discussion about proposed warrant articles for 2019**

189 Lynne presented the Board with a list of the articles the Board has briefly discussed with
190 them being the Block Grant, Fire apparatus, OHD article, Isiah 58 NH, the BOS stipend,
191 changing the second session, the operating budget, RIP and the Capital Reserve Fund, the
192 Revaluation and an article for Phillips pond maintenance. Lynne said she is expecting some
193 articles from the Highway Dept. for equipment, and a warrant article from the trustees to
194 expand the cemetery. Lynne said they still need to talk about a Storm Water Management
195 article and possibly another warrant article regarding the dog park. The Board also still
196 needs to discuss the possibility of accepting partial payments for taxes. Dawn Nicolaisen
197 said they are encouraged to be a prepayment town to increase the cashflow in the town.
198 She was told it was up to the Board to make this decision. Lynne said the assessors are
199 asking if the Board would consider a warrant article for a solar exemption and she will
200 have more information on this at a future meeting. She talked about an article for the
201 renovations for town office space and for the back-parking lot as well. There was a brief
202 discussion regarding a Capital Reserve Fund for capital improvements and Lynne said the
203 voters will be able to vote on the expenditures as well. Lynne said there may be a warrant
204 article from the Heritage Commission as well.

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208 **CORRESPONDENCE**

209 Letter copied to the to the town between neighbors experiencing a civil matter. Lynne feels
210 the Board shouldn't get involved but should be aware.

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212 Letter from DES on a previous application that was filed on Hampstead Area Water
213 Company. Selectman Goldman asked the Board if they are okay with Selectman Cleveland
214 reaching out to ask the questions and the Board is okay with this.

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217 **LIAISON REPORT**

218 Selectman Tombarello – Budget Committee meeting on Wednesday – SSATP not meeting
219 this month due to the election tomorrow.

220 Selectman Cleveland - Planning Board meeting will be November 20th at 7pm.

221 Selectman Goldman – Heritage Commission met on Thursday and elected their officers and
222 are excited to move forward. Next meeting is end of November or beginning of December.
223 He said the Board will need to revisit his term.

224 Selectman Brown – said he is no longer the liaison to the SSATP, so he is left with the
225 Library and Highway and if anyone has anything they would like him to take on he would
226 be willing to do so. He offered to be the liaison to the Heritage Commission and they will
227 look into when Selectman Goldman is finished.

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229 Lynne mentioned the Heritage Commission doesn't have a Planning Board member at this
230 point and one of the alternate members is acting as a member at this time.

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232 Lynne also stated the Board is not meeting next week due to the Veteran's Day holiday but
233 instead they will be meeting on Tuesday, November 13th at 7pm for the Public Hearing on
234 the sale of 10 & 12 Birch Drive.

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237 Meeting adjourned.

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240 Respectfully Submitted,

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245 Sue Reynolds