

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

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6 **Meeting Date: November 19, 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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19 Selectman Goldman called the meeting to order at 7pm and the Pledge of Allegiance was  
20 done.

21  
22 Selectman Goldman asked the Board to review the minutes of Monday, November 5, 2018.  
23 Selectman Tombarello stated line 116 should read Rachel Payette.

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

25 **Seconded by** Selectman Brown

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

28 **Motion passes unanimously**  
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31 **PUBLIC COMMENT**

32 Fran Roseneau and Pamela Gaudreau are here representing the Heritage Commission.  
33 Fran stated the Commission has been meeting and are finding structures to be looked at  
34 more closely. She stated she is interested in the red barn on Fremont Rd and said there is a  
35 Historic Barn Assessment Grant in which they will send out a professional barn expert to  
36 do an assessment of the property and will provide the town with a report – cost is \$400.00,  
37 and the Heritage Commission will be responsible for \$100.00. She said they spoke to

38 Conservation and they are in favor of having the property assessed and will pay the  
39 \$100.00. Fran handed the Board a write up that she put together for them to review along  
40 with some pictures of the barn. Pam said she would like to look into seeing if this can be  
41 placed on the registry and wondered if it can be used for something other than just storage.  
42 She would like to be able to make the repairs and have it used for community events.

43 Selectman Cleveland asked what the timeframe is to receive the information and Lynne  
44 said the paperwork says within 90 days. Selectman Tombarello asked what other  
45 properties the Heritage Commission is looking at and Fran said the outhouse at the Depot,  
46 St. Matthew's and also stone structures within the town. Pam also said there is a loading  
47 dock at the Depot they would like to look into as well.

48 Motion by Selectman Brown to approve the Historical Barn Assessment Grant Application  
49 by the Heritage Commission.

50 Seconded by Selectman Tombarello  
51 ***In favor***, Selectman Cleveland, Selectman Brown, Selectman Goldman and Selectman  
52 Tombarello.

53 ***Motion passes unanimously***

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56 Dave Solomon, resident of the town came to the table discuss the tax rate conversation on  
57 social media. He stated a few months ago he and others in the town signed a petition to  
58 explore the withdrawal of SAU55. He said the last few months of SAU meetings have ended  
59 in a stalemate because they can't agree on the leadership. He said at this point they aren't  
60 even discussing the budget or getting any business done and feels the residents of Sandown  
61 should explore leaving the district. He reminded the Board that the majority of the taxes  
62 paid in town is to the district and by leaving the district he's not anticipating a savings  
63 however he is thinking the town will be better represented as Hampstead currently has 5  
64 members on the Board. He said he is willing to speak regarding this at future meetings, so  
65 the public is well educated and isn't wondering where it came from in March.

66 Selectman Brown asked if all 4 towns in the district have to approve the warrant article and  
67 Dave said yes it has to be a majority vote.

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70 ***Motion by*** Selectman Brown to accept the minutes of the non-public minutes of Monday,  
71 October 29, 2018.

72 ***Seconded by*** Selectman Cleveland

73 ***In favor***, Selectman Cleveland, Selectman Brown and Selectman Goldman.

74 Abstain Selectman Tombarello.

75 ***Motion passes 3-0-1***

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78 **Review of 2019 budget proposals for Highway Facility, Highway Operating,  
79 Sanitation Facility, Sanitation Operating, Sanitation Site and Recycling**

80 Artie Genuardo is presenting these budgets.

81 **Highway Facility budget**

82 ***Motion by*** Selectman Cleveland to recommend this budget to the Budget Committee with  
83 Gross Expenses of \$7,600.00, Revenue of \$0.00 and Net Expenses of \$7,600.00.

84 **Seconded by** Selectman Tombarello  
85 **In favor,** Selectman Cleveland, Selectman Brown, Selectman Goldman and Selectman  
86 Tombarello.

87 **Motion passes unanimously**

88

89 **Highway Operating budget**

90 Selectman Goldman asked Artie if he is comfortable with the Overtime line staying at  
91 \$10,000.00 and Artie said he is at this time. Selectman Tombarello would like to add to the  
92 Plowing line because for the past few years we have over expended this line. Selectman  
93 Cleveland stated he would be in favor of increasing this line to \$210,000.00 and if the total  
94 amount is not expended will be put in the Expendable Trust Fund. Selectman Brown said  
95 he is concerned with how the Budget Committee will feel and the feeling of the Board is this  
96 line has been underbudgeted for years and it needs to be increased. Artie reminded the  
97 Board that whether the money is budgeted or not, it will have to be spent. Selectman  
98 Tombarello said he would be comfortable with leaving the Officer Detail line as is and Artie  
99 again stated that if it is needed and it is not in the budget it will have to come from  
100 somewhere. The Paving line has been increased by \$10,000.00 and Artie said he has  
101 additional aprons that need to be done which is why this line is increased. Selectman  
102 Goldman asked about the amount of the engineering costs for the following year, Lynne  
103 said the \$20,000.00 was added to the Capital Reserve Fund last year but because the bid  
104 came back at a much higher rate, they weren't able to use the money appropriated for the  
105 engineering costs. Selectman Godman would like to see this amount be kept in the budget  
106 instead of putting it in the Capital Reserve Fund. There was discussion as to where this  
107 should be budgeted, and Selectman Goldman said he'd like to see an  
108 Engineering/Consulting line within this budget in the amount of \$25,000.00. There was  
109 discussion as to the amount of this line and it was agreed upon at \$20,000.00  
110 Motion by Selectman Goldman to add an Engineering and Consulting line in the Highway  
111 Operation budget and fund it with \$20,000.00.

112 **Seconded by** Selectman Brown.

113 **In favor,** Selectman Cleveland, Selectman Brown, Selectman Goldman and Selectman  
114 Tombarello.

115 **Motion passes unanimously**

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117 Equipment Repair/Maintenance line was increased to \$6,000.00 by the consensus of the  
118 Board. Selectman Goldman asked Artie if he can foresee the need for Vehicle Maintenance  
119 and he said yes, he's been asked not to spend any more money this year, so he's been fixing  
120 a lot himself. Selectman Brown feels that this line should be increased, and Selectman  
121 Goldman stated that Artie was not hired to be a mechanic and that takes him away from his  
122 time as DPW Director. It was suggested to increase this line from \$4,500.00 to \$7,500.00.  
123 The Board is in agreement with this increase. The Uniform line was increased from \$2,520  
124 to \$2,800. There was discussion on the Salt line as it was \$90,000.00 last year and  
125 \$100,000.00 is being requested for next year. Selectman Brown is concerned that this line  
126 has been overspent for the past several years. Selectman Cleveland suggested increasing  
127 this line to \$115,000.00 and the Board agreed.

128 **Motion by** Selectman Tombarello to recommend this budget to the Budget Committee with  
129 changes as discussed as follows: Plowing line increased by \$20,000.00, a new line of

130 Consulting/Engineering with \$20,000.00, Vehicle Maintenance increased by \$3,000.00,  
131 Uniforms increased by \$230.00, Salt line increased by \$15,000.00 and the Equipment  
132 Repair/Maintenance line increased by \$1,000.00 with a total Gross Expenses of  
133 \$736,318.00, revenue of 1.00, net expenses of \$736,317.00.

134 **Seconded by** Selectman Cleveland

135 **In favor,** Selectman Cleveland, Selectman Brown, Selectman Goldman and Selectman  
136 Tombarello.

137 **Motion passes unanimously**

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### 139 **Sanitation Facility**

140 Lynne asked the Board and Artie if the roto phases for the compactors should fall under  
141 this budget instead of the Government Building account. Selectman Goldman said he'd like  
142 to see it in this budget and Artie asked if it should go in the Equipment Repair/Maintenance  
143 line in the Sanitation Operating budget and the Board agreed.

144 **Motion by** Selectman Tombarello to recommend this budget to the Budget Committee with  
145 Gross Expenses of \$9,464.00, Revenue of \$0.00 and Net Expenses of \$9,464.00.

146 **Seconded by** Selectman Brown

147 **In favor,** Selectman Cleveland, Selectman Brown, Selectman Goldman and Selectman  
148 Tombarello.

149 **Motion passes unanimously**

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### 151 **Sanitation Operating budget**

152 Artie asked for the Supply line to be increased from 900.00 to \$1,000.00 and the Board  
153 increased the line to \$1,200.00 because it has been overspent the last several years.  
154 Equipment Repair/Maintenance line was requested at \$1,500.00 and the Board increased it  
155 to \$8,700.00 due to the roto phases for the compactors.

156 Waste Disposal line is increased by \$5,000.00 and Artie said because of the compactors he  
157 is saving on a can a week. He also said the amount of trash coming to the transfer station  
158 has increased.

159 **Motion by** Selectman Tombarello to recommend this budget to the Budget Committee with  
160 the following changes: The Supply was increased by \$200.00, Equipment  
161 Repair/Maintenance increased by \$7,200.00 for a total Gross Expenses \$375,031.00,  
162 Revenue of \$18,000.00 and Net Expenses of \$357,031.00

163 **Seconded by** Selectman Cleveland

164 **In favor,** Selectman Cleveland, Selectman Brown, Selectman Goldman and Selectman  
165 Tombarello.

166 **Motion passes unanimously**

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### 168 **Sanitation Site budget**

169 There is an increase to this budget by \$1,000.00. Artie said he hasn't spent this budget  
170 because he was asked to put a hold on spending. He said next year he would like to  
171 purchase concrete blocks to create a new recycling bay for recycling glass.

172 **Motion by** Selectman Tombarello to recommend this budget to the Budget Committee with  
173 Gross Expenses of \$3,000.00, Revenue of \$1.00 and Net Expenses of \$2,999.99.

174 **Seconded by** Selectman Brown.

175 ***In favor***, Selectman Cleveland, Selectman Brown, Selectman Goldman and Selectman  
176 Tombarello.

177 ***Motion passes unanimously***

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179 **Recycling budget**

180 Artie said Paula was able to find some seminars for staff to attend at no cost, so he was able  
181 to reduce this line from \$1,400.00 to \$900.00. Artie is requesting an increase of \$7,000.00  
182 for the Disposal line as this line has been running over for the past few years.

183 ***Motion by*** Selectman Tombarello to recommend this budget to the Budget Committee with  
184 Gross Expenses of \$96,351.00, Revenue of \$18,000.00 and Net Expenses of \$78,351.00  
185 Seconded by Selectman Cleveland

186 ***In favor***, Selectman Cleveland, Selectman Brown, Selectman Goldman and Selectman  
187 Tombarello.

188 ***Motion passes unanimously***

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191 **Cemetery Trustees to discuss request for warrant article to expand Center Cemetery**

192 Carroll Bassett came to speak to the board regarding this article. Lynne said this is Article  
193 G within the packet. They are looking to expand the Center Cemetery – looking to clear  
194 trees, add loom, gravel driveways and fence the cemetery. Carroll said the last time there  
195 was major work done to this was in the 1960's. Selectman Brown asked how much longer  
196 is the cemetery good the way it is, and Carroll said only until next year. Selectman Goldman  
197 stated the Bassetts have been stewards of the cemetery for the past 100 years and don't  
198 like to ask for any money to repair it. Carroll said this would maximize the amount of  
199 graves, with minimal amount of work. Selectman Goldman said he would be in support of  
200 this article and hopes the voters will support it as well.

201 The Board is in favor of putting this on the warrant. Selectman Cleveland thanked Carroll  
202 for doing what he did to get people in to help with this to save the town money.

203

204 Selectman Goldman left the meeting for a moment at this time momentarily

205

206 **Chris Longchamps, Pamela Gaudreau, Michelle Peterson and Peter Coster to discuss**  
207 **use of property for dog park**

208 Chris presented the Board with information regarding a dog park they would like to see be  
209 implemented in town. Selectman Tombarello said this will cost money and asked how will  
210 it be funded and Pam said they will have to fundraise. They will look into different types of  
211 grants as well and they are not looking for the town to fund it.

212 Chris said they spoke to Conservation regarding this land and they said they don't own the  
213 land, the town does. However, if when the lot is cut 85% goes to the General Fund and 15%  
214 goes to Conservation. Selectman Goldman asked if the park can be moved because it seems  
215 to be in the center of the property. Peter stated when they met with Conservation, they  
216 said they may be interested in developing walking trails on the perimeter of the park,  
217 which is why they proposed to have it where it is. Selectman Brown said he is not in favor  
218 of this and is not in favor of giving 2 acres of town property for a small group of individuals  
219 in the town and feels dogs can be walked and don't need the dog park. He said he is

220 surprised that Conservation hasn't been asked to donate a piece of property they own. He  
221 feels this is passive recreation and is not in favor of putting this on town owned property.  
222 Pam stated that when she came to the Board 2 years ago, she was sent to Conservation and  
223 in turn they sent her back to the BOS and she said she doesn't understand why she is being  
224 asked to go back and forth. Pam said there are many people in town that can't hike or take  
225 their dogs for walks that will benefit from the park. She also said they are trying to go  
226 about this responsibly. Selectman Brown said that he is concerned that in years to come it  
227 might not be taken care of as well as it will be in the beginning and Chris stated the Dog  
228 Park Committee would sign a lease with the town and if things weren't taken care of  
229 property they could be asked to leave. Chris said that Conservation does have land, but it  
230 isn't flat like the property they are currently looking at. He also stated this is something  
231 that the townspeople want, and they are looking to do something with this piece of land  
232 that has been sitting vacant for years. Selectman Tombarello would like to see the area  
233 moved to a corner of the proposed lot that would allow the other area to be sold if needed.  
234 Selectman Goldman suggested the Lynne brief Darren on this discussion and have him  
235 meet with the Conservation Commission to see if they have land. Chris said that they have  
236 already done this, and they are looking at a well graded lot and feel that Reed Rd. is a good  
237 place for this. The Board recommended the location be moved as close to the Chester line  
238 as possible. Selectman Goldman asked Chris and Pam to meet with Lynne to see what other  
239 town properties may be available. Chris said he will be happy to meet with Lynne and  
240 come back to the Board with a few options. Selectman Cleveland asked Pam and Chris to  
241 look into how much of a cost this will be to share with the public for fences, parking lot, etc.

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## 245 **NEW BUSINESS**

### 246 **Review of proposed 2019 warrant articles**

247 Paula came to the table to review the wording of the articles with the Board. She said they  
248 are not in any order.

249 Article A – Highway Block Grant in the amount of \$166,857.00, same wording as in the past.

250 Article B – OHD in the amount of \$7,000.00. Paula said this year's expenses were  
251 \$7,200.00.

252 Article C – Fire Equipment and Apparatus Capital Reserve Fund in the amount of  
253 \$50,000.00.

254 Article D – Selectman's stipend increase – at this time the Board agrees with the wording.

255 Selectman Cleveland suggested it to read the selectman's annual stipend.

256 Article E – Isiah 58, NH \$2,500.00.

257 Article F – Change election date article – Paula said this is the suggested wording proposed  
258 by but she wasn't sure if the Board was looking to change the election to an April date and

259 Selectman Cleveland said they were looking at an April date due to the school election  
260 being held on the same date. Paula said she spoke with NH Municipal and they said the

261 Board can change the date for Sandown regardless of what the other towns due, however

262 they will have to have a separate school election on the same date as the other towns in the  
263 district. Selectman Cleveland said their intent was not to hold 2 separate elections.

264 Article G – Center Cemetery expansion in the amount of \$38,000.00

265 Article H – Road Improvement Capital Reserve Fund has no amount at this point.

266 Paula stated there is no vote needed on the plan itself.  
267 Article I – Bridge Capital Reserve Fund – Paula said there are needs to fix culverts and Artie  
268 is asking the Board to keep this in mind. Selectman Goldman suggested speaking with Artie  
269 to come up with a figure for this.  
270 Article J – Revaluation Capital Reserve Fund – needs a figure. Selectman Goldman said this  
271 is mandatory every 5 years. Lynne and Paula will work on a figure for this.  
272 Article K – Treatment to Phillips Pond – needs a figure – Paula said some money will be left  
273 over from this year’s warrant article and could be used towards next year’s project. Lynne  
274 said they will ask the Phillips Pond Association how much they are able to donate towards  
275 this project.  
276 Article L – Capital Reserve Fund for Storm Water Management – needs a figure. Paula said  
277 she’s been in touch with Steve Keach for information regarding this article and they are  
278 meeting with him on November 28<sup>th</sup>. Steve Keach feels that \$10,000.00 will cover the cost  
279 for the first year.  
280 Article M – Highway Department Truck – Ford 450 dump truck estimated amount is  
281 \$63,000.00. Artie would like the Board’s direction regarding an additional article for a  
282 larger truck and would they like him to purchase new or used. Selectman Goldman said  
283 he’d like to see 3 warrant articles, one for a purchase of the smaller truck, one for a  
284 purchase of a larger truck and a lease option for both for possibly a 3-year term. Selectman  
285 Brown said he’d like to explore the possibility of a recently used truck. Selectman Goldman  
286 said they don’t purchase any used police vehicles or any used fire trucks and feels they  
287 shouldn’t purchase used highway equipment.  
288 Selectman Goldman stated that from 2008 – 2017 the tax rate increase of the school went  
289 up 25%. Selectman Tombarello is in favor of a Capital Reserve Fund for the Highway  
290 Department vehicles. Selectman Goldman asked for 4 articles, two to purchase the vehicles  
291 that were discussed and two to lease them.  
292 Article N – Highway Department mower – amount of \$14,000.00 Lynne said the largest  
293 piece of property by the barn on Fremont Rd, along with other parcels such as the library,  
294 community gardens, etc.  
295 Article O – Siding of Town Hall - needs an amount – development stage – Lynne said she  
296 has received one estimate for this project. Lynne said that Selectman Hudgins will be  
297 working with Lynne on this as well regarding the siding and also the porch repairs. Lynne  
298 said she has a company coming in to look at the integrity of the porch this week.  
299 Paula asked the Board if they still wanted to do the article of accepting prepayment of  
300 taxes. Paula said she couldn’t find any articles like this from other towns, because the  
301 Board of Selectman have the authority to make that decision. Selectman Cleveland said he  
302 is in favor of making the decision to accept payments but wants to be sure the Tax  
303 Collector’s Office is ready for the extra traffic. He suggested discussing it briefly tonight  
304 and putting it on the agenda for a future meeting to have input from the residents in the  
305 town. Paula said that both Cheryl and Dawn are in support of this as it helps with cash flow  
306 for the town. Lynne will put this on the first meeting in December for further discussion.  
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312 **OLD BUSINESS**

313 **Further discussion regarding Executive and Government Buildings proposed 2019**  
314 **budgets**

315 Lynne gave the Board an updated list with potential needs for these budgets and this will  
316 be discussed further at next week's meeting.

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318

319 **TOWN ADMINISTRATOR'S REPORT**

320 Lynne said she met with the Budget Committee last week to review the Executive and  
321 Government Buildings budget but they will be reviewing them again at a later date once  
322 they are finalized.

323

324 Lynne attended the NH Municipal Conference last week and great workshops and  
325 networking.

326

327 She is in the process of planning the Annual Tree Lighting and is asking the Board for  
328 \$100.00 from the Operating Budget and they received an \$80.00 donation from the Lions  
329 Club today and Lynne thanked them for that. Selectman Brown said it's a great event and is  
330 in favor of supporting it and the Board agrees.

331

332 Final invoice received for the treatment of Phillips Pond and there will be a small balance  
333 left for next year.

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336 **LIAISON REPORT**

337 Selectman Tombarello – Budget Committee meeting last week and SSATP had their  
338 fundraiser at the Manchester Monarchs game.

339 Selectman Cleveland – Police Dept – evacuation at Sandown North School to test protocols  
340 and said it went well. Chief Gordon also reported less accidents this first storm than in  
341 years past.

342 Selectman Goldman had nothing to report.

343 Selectman Brown – Library trustees meeting Deb Hoadley doing programs at the Rec  
344 Center, the Schools, at Town Hall and other locations within in the town. They would like  
345 to offer curb side pickup by ordering the books on line and letting the library know when  
346 you arrive, and they will bring the books out to you. Selectman Brown said the library is  
347 working hard to improve their services.

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349 Meeting adjourned.

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352 Respectfully Submitted,

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355 Sue Reynolds