

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5
6 **Meeting Date: April 1, 2019**

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 Brown, Selectman Hudgins, Selectman Cleveland, Selectman
13 Tombarello and Selectman Olsen

14 **Finance Director:** Cheryl Eastman

15 **Recording Secretary:** Sue Reynolds

16 **Town Administrator:** Lynne Blaisdell

17
18
19 Selectman Tombarello called the meeting to order at 6:30pm and the Pledge of Allegiance
20 was done.

21
22
23 **Further discussion regarding 2019 operating budget**

24 Recreation budget – Summer Recreation and Special Recreation - Deb Brown, Recreation
25 Director came to the table. Deb said she has met with Cheryl and the Recreation
26 Commission and has also spoken to LGC and other members of the state-wide recreation
27 association. She said she has always been told she can't expend payroll out of the revolving
28 fund even as recent as last October. She said the attorney from LGC would rather see the
29 payroll come from the budget off set by the revenue. Deb said when she spoke to some of
30 the area recreation directors, she found they are using their revolving funds as well for
31 payroll. She said she met with Cheryl, and they agreed they can handle this the same way
32 the special details are handled. Selectman Tombarello asked how much money is in their
33 revolving fund. Deb said some of the money that is in the fund comes from builders in
34 order to meet the building requirements. Instead of providing recreation in their
35 development they make a donation to this fund. Cheryl stated there is currently just over
36 \$108,000.00 and Deb said this amount includes money from the developers and should
37 also be used for facility improvements or implementations.

38 Selectman Brown said he won't participate too much in this conversation but is interested
39 in listening.

40 Deb said she can reduce the summer recreation payroll amount in the budget by 41,079.00.
41 Selectman Cleveland referred to a spreadsheet he put together for the Board to review and
42 said for the past 11 years it has cost the town upwards of 1 million dollars, averaging
43 \$99,000.00 per year for the last 6 years. He feels there needs to be a different way to fund
44 this budget as he's heard a lot of negative feedback over the years regarding this budget.
45 Deb stated over the past 10 years the expenses of \$544,029 for summer rec and special
46 programs, the revenue generated was \$506,858.00, which went back to the general fund.
47 She stated on average over the past 10 years the cost was \$3,766 for programs for any child
48 in town to participate. Selectman Cleveland said he added the total expenses and
49 subtracted the revenue to send up with the net result. He feels the summer recreation
50 program can almost be self-funding and mentioned staff having a stipend, which would
51 cost the town a lot less.

52 Deb referred to a warrant article that passed in 2008 to accept the recreation building and
53 have the expenses to run it come from the operating budget. Deb said from 2008 - 2018
54 the operating expenses were just over \$133,000.00 and the revenue was \$29,000.00 which
55 means the cost to operate the building is just about \$10,000.00 per year, which is what the
56 voters agreed to in 2008. Deb said at no point did the voters say that this would be a self-
57 funding program. Deb said this building is for use by the entire town and does not operate
58 at a deficit and the intent was never to be self-sufficient. Deb said there is nothing saying
59 that the revenue the building generates was to be returned to the town, but she feels it is
60 the right thing to do and has always gone back to the general fund. She also stated
61 Selectman Cleveland's figures don't take into consideration money that has been donated
62 or user fees, etc. Deb stated that \$179,000 was donated to the construction of the building,
63 \$10,000 to pave the parking area, \$20,000 for playground equipment and instillation,
64 \$15,000 for tables, chairs, etc., \$7,000 for fencing, \$10,000 to replace the well at Miller Field
65 last year and \$2,000 to install a sump pump at the recreation building and \$27,000 to help
66 with the invasive weeds on Phillips Pond, totaling \$270,000.00 (which is a portion) of what
67 has been spent on town infrastructure since 2008. Selectman Cleveland said if there have
68 been donations, he'd like to see proof of that and also feels like he is the only one on the
69 board that feels this way. Selectman Tombarello said he was not prepared for this
70 conversation this evening. He was expecting to speak with Deb to see what she was able to
71 give back to the town to help offset the cost of the default budget.

72 Selectman Cleveland said he is ok with talking about this later but reminds the Board that
73 whatever they decide tonight will affect the starting amount of the 2020 budget. He would
74 like to know exactly where they end up because his feeling is that they will be over the
75 default number and is concerned about a third default year. He also said he would like to
76 look at this budget reasonable to ensure it gets passed next year. Selectman Tombarello
77 said there will be a future conversation regarding this.

78 Selectman Olsen asked how many the rec building is rented per month and Deb said 260
79 events last month alone, but they are not all rentals. Selectman Olsen said the town
80 organizations use this building and the fields at no cost. Selectman Hudgins asked if this is
81 something that Deb is looking to do for more than just this year and Deb said yes.
82 Deb asked the Board if they have a date set for their final decision because she can't hire
83 anyone until she knows where the Board stand with salary increases. Selectman

84 Tombarello feels the Board will be able to make their final decision next week. He also
85 stated the Board has discussed a lot of budgets over the past few weeks and nothing has
86 been finalized at this time.

87
88

89 Library budget - Diana True and Deb Hoadley are presenting this budget.

90 Deb Hoadley presented the board with her actuals from 2018 along with some notes. Deb
91 said the RSA states the amount raised and appropriated in a default year will be allotted for
92 library purposes. She said they amount they are looking at is the same as the 2018 default
93 number. She said all she has available to give to the town is \$1,000.00 from the workmen's
94 compensation since the town is paying for this out of their budget.

95 Not related to operating cost - Deb said last week there was talk about the parking lot and
96 railing and is in agreement that it can be removed from the Government Buildings budget
97 in the amount of \$1,250.00. Selectman Tombarello understands the RSA states the library
98 is able to spend the default amount of money, but it doesn't say that the library isn't able to
99 voluntarily return money to the town. Selectman Tombarello mentioned the part time to
100 full time position and Deb said they will be working with last years budget and they are
101 bottom line and they will have to see what the numbers are regarding this and make a
102 decision from there. Diana said they are aware that the town is in a default budget and they
103 will also operate with their default budget as well. Deb also said they will follow what the
104 BOS recommend regarding salary increases. Diana True said they can rely a little on the
105 Friends of the Library's funding to help with library programming as well.

106
107

108 Conservation - Jillian Winmill

109 Jillian said there is currently \$420,000 in the Conservation fund as of February 1st. She said
110 most of the money is air marked for long term purchases for the town. There have been
111 some things in planning since 2004. She said they also have some items in the works but
112 isn't able to discuss them publicly and offered to go into non-public if the Board chooses.
113 She said they need to do a natural resource inventory for the State which could cost
114 upwards of \$12,000.00.

115 Selectman Tombarello asked if the Conservation Commission would be willing to pay for
116 the bond on the Minton property for 1 year. Jillian said the town voted to pay the bond on
117 the Minton property and year after year the amount is less, and it doesn't have a large
118 affect on the tax payers. She doesn't feel having the Conservation Commission take care of
119 this for 1 year is going to help long term with the budget. She said would have to ask for a
120 vote of the commission but doesn't feel they would vote in favor of this. She said they will
121 discuss this and vote on it at their next meeting.

122

123 Selectman Brown feels the Board should discus the salary increases at this point because
124 they won't know where they are at until this decision is made.

125

126 Cheryl stated if a 3% increase is granted there is \$22,669.00 that can go back into the
127 budget. If a 2% increase is granted there is \$35,060.00 that can go back in the budget and if
128 a 1% increase is granted there is \$45,668.00 that can go back in the budget and if no
129 increase is given there is \$57,665 back in the budget. Selectman Brown said that with what

130 department heads have already given back they are in the black and Cheryl said that is
131 correct.

132 Selectman Tombarello is in support of a 3% increase, he said a study was done a few years
133 ago, and the town has great employees with no turnover and would like to keep a 3%
134 increase. Selectman Olsen said he is also in favor of a 3% increase and feels like it will a
135 step backwards for them if they don't receive an increase because of the 1% increase they
136 were asked to absorb from their health insurance.

137 Selectman Brown said he is refraining from this discussion because he has a family
138 member that works for the town. Selectman Hudgins is in favor of the 3% increase and
139 doesn't want to see the employees go backwards. Selectman Cleveland said when the
140 salary increases were discussed he thought the Board talked about a percentage but
141 doesn't remember them voting on a specific percentage increase. He would like to give the
142 employees whatever they can but feels that they are in financial distress and need to be
143 aware of future year's budgets. Selectman Tombarello said Sandown voted against the
144 school district salary increases, however they passed in the amount of \$900,000.00 for the
145 first year alone.

146
147 **Motion by** Selectman Tombarello to implement a 3% salary increase for all paid employees
148 in the town of Sandown.

149 **Seconded by** Selectman Olsen.

150 **In favor** Selectman Tombarello, Selectman Hudgins and Selectman Olsen.

151 **Abstain**, Selectman Cleveland and Selectman Brown.

152 **Motion passes 3-0-2**

153
154 Fire Budget - Chief Tapley, Mike Devine and Jon Goldman are presenting this budget
155 Chief Tapley said the engineers met and they are able to work with the 2018 budget
156 number in the amount of \$148,035. He said they removed the radios from the budget. Jon
157 Goldman stated he's not sure what the Board is looking for. He stated the proposed budget
158 didn't pass so the Board should be working with the default budget and the salary
159 increases, which is less than \$50,000.00 and doesn't understand what the end goal is.
160 Selectman Goldman said whatever the Board decides on for this budget, then becomes the
161 default number for 2020, if that budget doesn't pass. He agrees with Selectman Cleveland
162 not to set lines too low within the budgets because that is where the budget will begin for
163 the following year. Selectman Tombarello said the Board may put other money back into
164 the budget that was removed over the past few weeks.

165
166 Cheryl stated in the Executive budget the Website Support & Maintenance line default
167 number is \$2,150.00, but there are contractual obligations in the amount of \$3,650 so she is
168 asking the Board to increase this line. The Board is in agreement with this.

169
170 Town Report - Cheryl said the default number is \$1,800.00 but \$2,650.00 was spent due to
171 additional pages being added because all town properties needed to be listed in this year
172 edition.

173 Dues - amount that should be allocated is \$5,774.00.

174

175 Postage – Lynne said the Board cut this line last week in the amount of \$2,800.00, but they
176 receive \$1.00 per piece mailed and the Board agreed to put this amount back in the budget
177 so the postage line will go back to \$8,300.00. Lynne said the revenue is reflected in the
178 Town Clerk’s budget.

179
180

181 Town Clerk’s budget – Dawn Nicolaisen came to the table at this time.
182 Dog license line will go back to \$267.00.

183
184

185 Moderator budget
186 Ballots and coding total is \$3,928.00 and the Board agreed to fund it as such.

187
188

188 Finance budget
189 Hardware/Software line – increase in security module line should be funded at \$1,756.00.

190
191

191 Assessing budget
192 Vision Annual Software Maintenance – contractual amount of \$3,935.00

193
194

194 Budget Committee
195 Seminars line to \$360.00, because there are several new members to attend the budget
196 training.

197
198

198 Insurance budget
199 2019 proposed – contracted rates and the default budget should reflect this \$109,608.00.

200
201

201 Animal Control
202 Payroll line to \$8,423.00, which is less than what was requested in 2019 and increase the
203 Cell Phone line to \$300.00.

204
205

205 Cheryl said if all these changes are made there is \$13,142.00 can be put back into the
206 budget.

207
208

208 Selectman Tombarello said he would like to fund the Health & Human Services budget fully
209 in the amount of \$18,000.00.

210
211

211 Selectman Brown said he’d like to give the \$10,041.00 back to the Police budget for the
212 police cruiser.

213
214

214 Chief Gordon came to the table at this time to discuss this and he is recommending that the
215 \$10,041 be put back in to the budget so that he can make the lease payment from his
216 budget and not the Special Detail Fund. The Board is in favor of this.

217
218

218 Cheryl said the balance that can go to go back into the budget is \$3,101.00.

219

220 Selectman Cleveland said he would like to see the \$3,101.00 given back to the Highway
221 Department for the Equipment Repair and Maintenance line. The Board agrees with this
222 and Selectman Cleveland will let Artie know.

223 Selectman Cleveland said there will be some significant increases in the recycling budget
224 because China has stopped taking the trash and this will affect us greatly in the future.
225

226 Selectman Brown said he is in favor of putting the \$3,101.00 back in the Highway budget
227 and ending the budget discussions as part of their weekly meetings. Selectman Tombarello
228 asked Cheryl to provide the Board with a P & L on a weekly basis for now so they can keep
229 an eye on the budgets.
230

231 Selectman Tombarello asked the Board to review the minutes of Monday, March 18, 2019.
232 Selectman Tombarello stated that all selectman were present, so the wording Not Present
233 needs to be removed from line 13.

234 **Motion by** Selectman Brown to approve these minutes as amended.

235 **Seconded by** Selectman Cleveland

236 **In favor** Selectman Tombarello, Selectman Olsen, Selectman Hudgins, Selectman Brown an
237 Selectman Cleveland.

238 **Motion passes unanimously**
239

240
241 **Motion by** Selectman Brown to approve March 18th non-public minutes as amended

242 **Seconded by** Selectman Cleveland

243 **In favor** Selectman Tombarello, Selectman Olsen, Selectman Hudgins, Selectman Brown an
244 Selectman Cleveland.

245 **Motion passes unanimously**
246

247 **Public Comment**

249 Selectman Brown recognized employees having anniversaries in the month of April and
250 they are: Andrew Artimovich – 9 years, Alexander Collins – 2 years, Pat Messina – 2 years,
251 Christopher Rothwell – 12 years and Vincent Troisi – 2 years.
252

253 Lynne stated town of Fremont letting the town know tomorrow the Sandown Road bridge
254 will be closed all day. It will reopen with one lane of traffic only until the repairs are
255 completed this summer.
256

257 Lynne stated there will be a blood drive on Thursday, April 4th at town hall from 8am –
258 1pm.
259

260 There is an open position on the Budget Committee until March 2020. Letters of interest
261 are being accepted until May 1st and can be sent to the Budget Committee at P O box 1756,
262 Sandown, NH 03873.
263

264 Earth Day clean up April 19th – 21st. You can pick up the blue garbage bags at Town Hall or
265 the library.

266 Selectman Brown had a public comment for the library and stated they are holding a
267 Menacing Night at the Modern Museum - murder mystery – Thursday, April 11th at
268 Zorvino’s and includes performance, buffet, coffee, tea and desserts. This is a major
269 fundraiser for the library.

270
271 Selectman Cleveland stated he heard from an agitated resident regarding the Board
272 starting their meetings at 6:30. They are asking that if the Board starts their meeting at
273 6:30 can they cover the administrative items first so that the important items are discussed
274 after the 7pm hour. Lynne said most of the time when the meetings start early it is because
275 the Board holds non-public meetings prior to the start of the regular meeting.

276
277 Dawn Nicolaisen stated the Town Clerk/Tax Collector’s office will be closed this
278 Wednesday as the office staff will be at a training.

279
280 Trish Edress, member of the public asked what the town is doing regarding the well water
281 situation with the town of Hampstead. Lynne said any member of the public is more than
282 welcome to contact DES at any time. Lynne said one of the members from Hampstead will
283 be willing to come to a meeting to discuss this with the Board. Trish said she is concerned
284 with the testing being done during the winter and also on a vacation week.

285
286 **NEW BUSINESS**

287 **Appointment of Committee Members**

288 **Motion by** Selectman Tombarello to appoint the following members to the Joint Loss
289 Management Committee for a term to end March 2020. Chief Joseph Gordon, Michael
290 Devine, John Runcie, Deb Brown, Deborah Hoadley and Paula Gulla.

291 **Seconded by** Selectman Cleveland

292 **In Favor**, Selectman Tombarello, Selectman Brown, Selectman Hudgins, Selectman Olsen
293 and Selectman Cleveland.

294 **Motion passes unanimously**

295
296 **Motion by** Selectman Tombarello to appoint David Ardolino to the ZBA until March 2022
297 and John White until March 2021.

298 **Seconded by** Selectman Brown.

299 **In Favor**, Selectman Tombarello, Selectman Brown, Selectman Hudgins, Selectman Olsen
300 and Selectman Cleveland.

301 **Motion passes unanimously**

302
303 **Motion by** Selectman Brown to appoint Nicholas Ortins, Jillian Winmill and Christy
304 Ducharme to the Conservation Commission until March 2020 and Terry Knuutunen as an
305 alternate until March 2020.

306 **Seconded by** Selectman Cleveland.

307 Lynne states Christy should be an alternate.

308 **In Favor**, Selectman Tombarello, Selectman Brown, Selectman Hudgins, Selectman Olsen
309 and Selectman Cleveland.

310 **Motion passes unanimously**

311

312 **Motion by** Selectman Hudgins to appoint Fran Roseneau and Peter Koester to the Heritage
313 Commission until March 2022.

314 **Seconded by** Selectman Brown.

315 **In Favor,** Selectman Tombarello, Selectman Brown, Selectman Hudgins, Selectman Olsen
316 and Selectman Cleveland.

317 **Motion passes unanimously**

318

319 **Motion by** Selectman Tombarello to appoint Scott Bickford to the Sandown Senior Affairs
320 Transportation Committee until March 2023 and Duane Butts as an alternate member until
321 March 2023.

322 Lynne said she hasn't spoken to Dwayne Butts regarding if he wants to accept this.

323 **Seconded by** Selectman Hudgins.

324 **In Favor,** Selectman Tombarello, Selectman Brown, Selectman Hudgins, Selectman Olsen
325 and Selectman Cleveland.

326 **Motion passes unanimously**

327 Lynne said she hasn't spoken to Dwayne Butts regarding if he wants to accept this.

328

329 **Motion by** Selectman Olsen to appoint George Blaisdell to the Recreation Commission until
330 March 2022.

331 **Seconded by** Selectman Brown.

332 **In Favor,** Selectman Tombarello, Selectman Brown, Selectman Hudgins, Selectman Olsen
333 and Selectman Cleveland.

334 **Motion passes unanimously**

335

336

337

338 **OLD BUSINESS**

339 **Further discussion regarding website redesign**

340 Lynne asked the Board if they have any comments or suggestions. Selectman Brown said
341 he looked at it and feels it looks great. He believes they will make adjustments as they
342 move forward.

343 Selectman Cleveland asked what the tentative live date is and Lynne said its tentatively 10
344 weeks from the day they are given the ok. The consensus of the Board is to move forward
345 as it stands at this time.

346

347

348 **CORRESPONDENCE**

349 Lynne stated notice of decision from the Planning Board stating they voted to conditionally
350 approve Eversource to work on the transmission lines.

351

352

353 Abutter notification for anyone living on Phillips Pond received letter from Solitude Lakes
354 Management letting them know they will continue to do the treatment and the permit
355 application has been filed.

356

357

358 **LIAISON REPORT**

359 Selectman Olsen – had a busy week and a lot to learn. He also attended the cable meeting
360 but there wasn't an agenda so he's hopeful they will meet again next month.

361 Selectman Brown – Library has 2 new trustee members and they have good meetings and
362 are very active. Still working on their flooded basement. Tuesday night will be his first
363 Heritage Commission meeting.

364 Selectman Hudgins – recreation meeting revolved around the budget and attended a
365 Conservation meeting

366 Selectman Cleveland – has his first Fire and Rescue meeting this week and Planning Board
367 meeting will be middle of April.

368 Chief Gordon said that they had their first off site evacuation this morning at the Central
369 School. Selectman Cleveland said highway has been patching potholes and are transition
370 from winter to summer and getting the equipment ready for summer.

371 Selectman Tombarello -Budget Committee has an open position. He stated 72 licensed at
372 town hall and approximately 130 various animals received rabies shots. Chief Gordon
373 came back to the table to say there are currently 700 dogs registered out of 1,500 in the
374 town. He is encouraging the public to get their dogs registered for the minimal fee charged
375 and save the officers time from having to go door to door.

376 Lynne said there are a lot of towns doing rabies clinics and you don't have to be a member
377 of the town holding it to participate.

378 Selectman Tombarello said he has an SSATP tomorrow night at 7pm.

379

380

381 **Motion by** Selectman Brown to go into non-public session under RSA 91-A:3 II (a)
382 employee matters and (c) reputation.

383 **Seconded by** Selectman Hudgins.

384 **Roll Call,** Selectman Olsen – yes, Selectman Tombarello – yes, Selectman Brown – yes,
385 Selectman Cleveland – yes and Selectman Hudgins – yes.

386 **Motion passes unanimously**

387

388

389 **Motion by** Selectman Tombarello to seal these minutes

390 **Seconded by** Selectman Olsen.

391 **In favor,** Selectman Tombarello, Selectman Olsen, Selectman Hudgins, Selectman Brown
392 and Selectman Cleveland.

393 **Motion passes unanimously**

394

395

396 Meeting adjourned.

397

398

399

400 Respectfully Submitted,

401 Sue Reynolds