

1 DRAFT

2 BOARD OF SELECTMEN

3 TOWN OF SANDOWN, NH

4 SANDOWN, NH 03873

5
6 **Meeting Date: April 15, 2019**

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 Brown, Selectman Hudgins, Selectman Tombarello and
13 Selectman Olsen

14 **Not Present:** Selectman Cleveland

15 **Recording Secretary:** Sue Reynolds

16 **Town Administrator:** Lynne Blaisdell

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19 Selectman Tombarello called the meeting to order at 7pm and opened with the Pledge of
20 Allegiance.

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22 Selectman Tombarello asked the Board to review the minutes of Monday, April 1, 2019.

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24 **Motion by** Selectman Olsen to accept these minutes a written.

25 **Seconded by** Selectman Brown.

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

28 **Motion passes unanimously**

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31 **PUBLIC COMMENT**

32 Lindsay Phaneuf and Shae-Lynn Phaneuf, Little Miss NH Miss Amazing Preteen 2019 in the
33 11- year-old division. Lindsay said that Shae-Lynn will be going to Nationals in August and
34 will be fundraising to help with the cost to get her there. Shae-Lynn was also selected
35 today to the Eastern Area Ambassador which means she will be making 1 – 2 public
36 appearances a month. Lindsay said Little Miss Amazing was founded in 2007 to empower
37 young ladies up to the age of 35 with disabilities of any sort. Shae-Lynn has a passion for

38 animals and often finds herself volunteering at the animal shelter. She is also available to
39 visit birthday parties. You can also visit her Facebook page at Shae-Lynn Phanif Miss
40 Amazing NH Preteen 2019.

41
42 Lynne stated they are accepting applications for the 2 open positions at the transfer station,
43 17 hours per week, including weekends, and you must be at least 18 years old and
44 applications are available at Town Hall.

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46 Selectman Tombarello said the transfer station is closed this Sunday for Easter and there
47 are extended hours on Saturday.

48
49 Lynne received a press release stating the district moderator has appointed members to
50 serve on the SAU Withdrawal Planning Committee. Sandown representative is Mark
51 Sherwood, Karen Steel from Atkinson, Sabrina Alverge from Danville and Barbara Kiska
52 from Plaistow, will serve with appoint representatives Dr. Kim Farrah from Danville and
53 Lee Dube from Sandown and Timberlane Budget Committee Member, John Hughes and
54 Superintendent Metzler. The first meeting will be held on Tuesday, April 30th at 7pm at the
55 superintendent's office.

56
57 Lynn stated Earth Day is this weekend Friday – Sunday, bags are available at town hall and
58 library. The Girl Scouts are sponsoring this event. The Highway Dept. will be picking up
59 the trash on Monday for those that signed up. If you see anything suspicious please call the
60 police department.

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63 **Motion by** Selectman Brown to accept the non-public minutes from April 1, 2019 as
64 written.

65 **Seconded by** Selectman Hudgins.

66 **In favor,** Selectman Olsen, Selectman Brown, Selectman Tombarello and Selectman
67 Hudgins.

68 **Motion passes unanimously.**

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71 **Further discussion regarding 2019 operating budget and 2018 encumbrances**
72 Selectman Brown stated that last week he made a request of the Finance Director to
73 prepare for the Board a spreadsheet with 1, 2 & 3% salary increases for this week's
74 meeting. He feels that this was not a fair request for him to make as he is married to a town
75 employee and has previously recused himself from any salary discussion in the past. He
76 feels that he should also not participate in any discussion regarding removing raises from
77 employees as he feels it is a conflict of interest. He said he has talked to each of the other
78 Board members present this evening individually after the meeting and they all agreed he
79 shouldn't have brought it up. He said if the Board would like to have this discussion tonight
80 he will not be participating in it and he apologized to the Recreation Director for making
81 those comments at last weeks meeting.

82

83 Selectman Olsen said the Board voted on a 3% increase a few weeks ago and feels there is
84 no longer a need to discuss this and Selectman Hudgins agreed. Selectman Tombarello also
85 stated he is not in favor of revisiting this.

86

87 Lynne stated the default budget is \$4,058,443.00 with a 3% increase effective April 1st,
88 which is what the Board has in front of them this evening.

89

90 Selectman Tombarello said the right column shows the 11% employee contribution to the
91 health insurance and said that although he had asked for different variations, he is not
92 willing to make any changes to this area at this time because some of the employees
93 wouldn't be affected by this change.

94

95 **Motion by** Selectman Tombarello to accept the default budget in the amount of
96 \$4,058,443.00 from April 15th forward.

97 **Seconded by** Selectman Hudgins.

98 **In favor,** Selectman Tombarello, Selectman Hudgins, Selectman Brown and Selectman
99 Olsen.

100 **Motion passes unanimously**

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102 Lynne presented the Board with the list of 2018 encumbrances to see if they are still in
103 favor of moving forward with what was previously proposed. Lynne said there are 4 items
104 that have either been completed or in the process. She said the items that could be
105 discussed this evening are the playground equipment, the paving at town hall and the air
106 conditioners at the police station. Lynne did say that the air conditioners at the police
107 station came in at \$5,000.00 higher than the \$9,500.00 so Chief Gordon is ok with not
108 getting these at this time. Lynne said the Board can have another conversation regarding
109 this in November or December to see if there is money left in the budget at that time to
110 purchase them. Lynne explained that none of this money goes back to the 2019 budget,
111 however it would go back to the general fund to help offset the taxes next year.
112 Selectman Hudgins is in favor of paving the parking lot and allowing the recreation director
113 to purchase the playground equipment. Selectman Tombarello suggested leaving the
114 \$9,5000.00 in the fund balance. The Board agrees on both of these suggestions.

115

116 Selectman Brown asked about the money that was encumbered in 2018 and if it isn't used
117 this year for the purchase of the air conditioners then it can't be used for anything else in
118 2019 except for the air conditions and Lynne said that is correct it becomes money in the
119 fund balance in which it can be used to offset the tax rate for the following year.

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121 Chief Gordon asked about the light pole at the police station and Lynne said that she
122 doesn't have that with her, but she will look into this.

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125 **Joint Loss Management Committee – review and discussion of revised Safety Policy**

126 Paula Gulla and Chief Gordon came to the table to discuss this. Paula stated the town is
127 required to have a safety policy. She said the original one was adopted in 1996 and has
128 never been updated. They presented the Board with an updated policy and asked how they

129 would like to handle this process. Paula this will also need to be sent to Primex for
130 approval as well. Selectman Tombarello suggested the Board review the information on
131 their own and review it at the next meeting. Paula said this put them in a good position to
132 apply for a Prime 3 point discount which can save the town up to a \$1,400.00. Paula also
133 asked the Board to email her with any questions they have so she can have answers for
134 next week's meeting.

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137 **Chief Joseph Gordon to discuss proposed longevity policy**

138 Chief Gordon stated after an employee meets the 10-year period this would go into effect.
139 He is proposing 1% a year towards the retirement day and stated this money is already in
140 the payroll line. Chief Gordon also explains some of the employees listed may not retire
141 from their current position in the timeframe listed. He referred to group 1 and group 2,
142 and group 1 is specific to non-fire and police employees.

143 Chief Gordon is looking for the Board's feedback on the wording of the policy. Selectman
144 Olsen asked if the elected officials are treated differently than town employees and the
145 Board said no, they are treated the same. Selectman Brown feels this only works if the
146 employee retires early and Chief Gordon said the policy is written that the employee has to
147 resign by August 1st, in order for there to be money in the budget to meet the payout.
148 Selectman Brown asked if this is something the Board can approve or if it has to go before
149 the votes. Lynne said the Board can adopt this as a new policy.

150 Selectman Brown said he likes it because it is offering the employees an incentive and it
151 creates an opportunity to train the replacement employee.

152 Selectman Tombarello suggested this be reviewed legally and Selectman Hudgins said he'd
153 like to review it this week. This will be put back on the agenda for next week. Chief Gordon
154 said Ori is looking to retire and he'd like to see this completed so she can benefit from it.
155 Chief Gordon said that he spoke with Selectman Cleveland regarding this and he asked why
156 we are looking to add this, and Chief Gordon said we aren't the first town to implement
157 this. Chief Gordon also explains this is a way to show appreciation to long time employees
158 that are vested in their positions and are able to pass along valuable information to their
159 peers. He also stated that usually when an employee leaves, new employees are hired at a
160 lower rate, which will also leave money in the payroll line of the budget. Selectman
161 Hudgins said he is all about taking care of the employees and Selectman Tombarello said he
162 likes the fact that it is self-funding and already in the budget. Selectman Brown isn't sure if
163 he should vote on this or not as it will affect his wife as she is a town employee. The
164 consensus of the Board feels it would be okay if he voted on this as there are no raises
165 involved. Selectman Brown said he will decide on his vote at the time it is motioned.
166 Chief Gordon is asking the Board if the language that is presented is acceptable. The Board
167 agreed to review the information this week and discuss it again at the next meeting.
168 Lynne said she'd like to have NH Municipal look at it this as well.

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175 **NEW BUSINESS**

176 **Acceptance of donation to Senior Affairs Transportation**

177 **Motion by** Selectman Brown to accept the \$12.00 donation to be deposited into the SSATP
178 fund.

179 **Seconded by** Selectman Olsen.

180 **In Favor,** Selectman Olsen, Selectman Brown, Selectman Tombarello and Selectman
181 Hudgins.

182 **Motion passes unanimously.**

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184 **Appointment of Cable Advisory Board members**

185 **Motion by** Selectman Brown to appoint Richard Lewis until March 2020 and Chris
186 Donnellan until March 2021.

187 **Seconded by** Selectman Olsen.

188 **In Favor,** Selectman Olsen, Selectman Brown, Selectman Tombarello and Selectman
189 Hudgins.

190 **Motion passes unanimously.**

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192 **Discussion regarding changing to fiscal accounting period**

193 This will be put on next week's agenda as Selectman Cleveland is not present tonight to
194 participate in the discussion.

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198 **CORRESPONDENCE**

199 Letter from Russell Prescott, Executive Council of the State of NH letting the Board know he
200 is here if they need anything.

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202 Letter from the Planning Board regarding hearing taking place on April 16th to review a
203 minor subdivision application submitted by Nordic Lincoln Realty Trust for property
204 located at Tax Map 22, Lot 55, 56 North Rd.

205

206 Required letter from the Tax Collector letting the Board know the final tax bills for 2018
207 were mailed on 11/13/18.

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209 Letter from Granite State Analytical Services letting the Board know the areas that were
210 tested were fine.

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212 Letter from Eversource regarding replacing transition lines in Sandown and Fremont, Main
213 Street area and Pheasant Run Drive, continuing through the Fall of 2019.

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215 Letter from Xfinity stating as of May 2, 2019 there will be an increase in Acorn TV from
216 \$4.99 to \$5.99.

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221 **LIAISON REPORT**
222 Selectman Olsen has nothing to report.
223 Selectman Brown – Library is this week but will not be able to attend, however he attended
224 their murder mystery fundraiser and said a lot of money was raised.
225 Selectman Tombarello has nothing to report.
226 Selectman Hudgins – Conservation meeting – cleaning out the red barn and the fishing
227 derby will be the following weekend from 7:30 am – 10:30 am.
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231 **Motion by** Selectman Tombarello to go into non-public session under RSA 91-A:3 II (c)
232 reputation (a) employee matters 2 cases.
233 **Seconded by** Selectman Brown.
234 **Roll Call**, Selectman Olsen – yes, Selectman Tombarello – yes, Selectman Brown – yes and
235 Selectman Hudgins – yes.
236 **Motion passes unanimously**
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239 **Motion by** Selectman Tombarello to seal these minutes
240 **Seconded by** Selectman Olsen.
241 **In favor**, Selectman Tombarello, Selectman Olsen, Selectman Hudgins and Selectman
242 Brown.
243 **Motion passes unanimously**
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247 Meeting adjourned.
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250 Respectfully Submitted,
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254 Sue Reynolds