



2024
TOWN OF SANDOWN
VOTER GUIDE

TOWN ELECTIONS
TUESDAY, MARCH 12, 2024

TOWN HALL
320 MAIN STREET

POLLS OPEN
8:00 AM TO 8:00 PM

Warrant Article 1. To choose all necessary Town Officers for the ensuing year (to be voted by ballot March 12, 2024).

<u>POSITION</u>	<u>TERM</u>	<u>CANDIDATE</u>	<u>VOTE FOR NOT MORE THAN:</u>
SELECTMEN	3 Year	Jeff Gilman	1
		Edward L. Mencis	
		David J. Solomon	
		Bruce Z. Cleveland	
TOWN CLERK/TAX COLLECTOR	3 Year	Dawn Nicolaisen	1
MODERATOR	2 Year	Kevin Major	1
PLANNING BOARD	3 Year	Ernest Brown	2
	3 Year	Paul W. Carey	
	3Year	Matthew Devine	
FIRE ENGINEERS	3 Year	Michael J. Devine	2
	3 Year	Chris Poole	
CEMETERY TRUSTEE	3 Year		1
SUPERVISORS OF THE CHECKLIST	6 Year	Rosemarie Bruno	1
LIBRARY TRUSTEE	3 Year	Melissa Tiney	1
LIBRARY TRUSTEE	1 Year	Barbara Lachance	1
BUDGET COMMITTEE	3 Year	Amanda Knight	2
	3 Year	Leslie Kruithof	
BUDGET COMMITTEE	1 Year	Matthew Loeblich	1
TREASURER	3 Year	Erica Olsen	1
TRUSTEE OF THE TRUST FUND	3 Year	Dana Wells	1

**Warrant Article 2. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$6,058,414 Should this article be defeated, the default budget shall be \$5,858,042 which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. This operating budget warrant article does not include appropriations contained in ANY other warrant articles. Estimated tax impact of this article is \$5.32 per thousand.
(Recommended by the Board of Selectmen: 5-0-0)
(Recommended by the Budget Committee: 5-1-0)**

Article 2 provides the appropriations for the total operating budget for the Town of Sandown. It does not include funds for Special Warrant Articles, Capital Reserve Funds, Expendable Trust Funds or any other warrant articles.

[2023 Budget Proposals](#)

[2023 Budget Proposals – Payroll](#)

[2023 Default Budget](#)

[Budget Comparison – 3 years](#)

A “YES” vote will approve the Proposed 2024 Operating Budget for Town operating expenses.

A “NO” vote will reject the Proposed 2024 Operating Budget and use the 2024 Default Budget for Town operating expenses.

Understanding the Estimated Tax Impact of a Warrant Article

The “estimated” tax impact noted on a warrant article is based only on the amount of the appropriation in the article and the total property valuation of the town.

The actual setting of the tax rate (completed in the fall) also involves any revenue received by the town. After a tax rate is calculated, the Board of Selectmen then has the option to use unreserved fund balance (surplus) to offset the rate and lower the tax impact.

The “estimated” rate stated on the warrant assumes there is **NO** revenue to offset the expenses, so this is basically a “worst-case scenario” because there is always revenue coming into the town. Unfortunately, we can’t say in January what the actual revenue will be for the entire calendar year.

Remember:

A tax rate reverts back to “0” on January 1. Any appropriations voted in March will build up the tax rate from zero.

Potential articles to be approved by voters and estimated tax impacts in 2024 are:

Article 2	5.32
Article 3	0.04
Article 4	0
Article 5	0
Article 6	0.52
Article 7	0
Article 8	0
Article 9	0.09
Article 10	0.04
Article 11	0.02
Article 12	0.02
Article 13	0.01
Article 14	0.03
Article 15	0.01
Article 16	0.01
Article 17	0.01
Article 18	0
<u>Article 19</u>	<u>0</u>
Total	6.12

IF all articles pass, this estimates a **total town** tax rate of \$6.12/thousand – **not in addition** to the \$20.90 tax rate from 2023 **BUT**, this is assuming **NO** revenue – and there will be revenue. **AND**, the valuation of property in town will have updated figures for 2024 at the time of the setting of the rate and will include increases based on new properties and improvements to existing properties.

Example: The total estimated tax impact on the warrant articles approved in 2023 was \$9.25, but after all the factors were used in the calculation of the tax rate, the actual town tax rate in 2023 was \$3.35.

Warrant Article 3. Shall the Town vote to approve the cost items included in the collective bargaining agreement reached between the Town of Sandown Board of Selectmen and the Union representing the Police and Animal Control Officers, the Teamster Local 633 Union, which calls for the following increases in salaries and benefits at the current staffing level:

Contract Year	Estimated Increase
Year 1	\$49,510
Year 2	\$50,404
Year 3	\$40,519

and to further raise and appropriate the sum of Forty Nine Thousand Five Hundred Ten Dollars (\$49,510) for the current fiscal year beginning January 1, 2024 and ending December 31, 2024, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels.

Estimated tax impact of this article is \$.04 per thousand.

(Recommended by the Board of Selectmen: 5-0-0)

(Recommended by the Budget Committee: 6-0-0)

The above article is to approve a 3-year collective bargaining agreement between the Town of Sandown and the Teamster Local 633 Union. The warrant article raises and appropriates the costs for the first year of the agreement – a cost of \$49,510.

A “YES” vote will approve the collective bargaining agreement and further approve increases in salaries and benefits at the current staffing level.

A “NO” vote will not approve the collective bargaining agreement.

Warrant Article 4. Shall the town, if WARRANT ARTICLE 3 is defeated, authorize the governing body to call one special meeting, at its option, to address WARRANT ARTICLE 3 cost items only? (Majority vote)
(Recommended by the Board of Selectmen: 5-0-0)
(Recommended by the Budget Committee: 6-0-0)

The above article is to allow the Selectmen to hold a special meeting to address the collective bargaining agreement, should Warrant Article 3 fail to pass.

A “YES” vote will allow the town to hold a special meeting to address the collective bargaining agreement.

A “NO” vote will not allow the town to hold a special meeting to address the collective bargaining agreement.

Warrant Article 5. Shall the Town vote to raise and appropriate the sum of One Hundred Sixty Seven Thousand Fifty Seven Dollars (\$167,057) for the road improvement programs to be recommended by the Sandown Highway Department and approved by the Sandown Board of Selectmen, said sum expected to be supplied by the State of New Hampshire Highway Block Grant.
Estimated tax impact of this article is \$0
(Recommended by the Board of Selectmen: 5-0-0)
(Recommended by the Budget Committee: 6-0-0)



HIGHWAY BLOCK GRANT AID

By law, all municipalities in the State having Class IV and V mileage are entitled to Highway Block Grant Aid. RSA 235:23 stipulates the funding apportionments. Highway Block Grant Aid is distributed to municipalities by the State of New Hampshire on a yearly basis with partial disbursements made four times a year. Sixty percent (60%) of the funds are distributed in the first two payments (30% in July and October) and the other 40% in the final two payments (20% in January and April). **The funds can only be used for construction, reconstruction and maintenance of each municipality's Class IV and V highways.** It can, therefore, be used to be part of the match for a project in the bridge aid program. It also can be used towards equipment to maintain the local roads. The intent here is that it be used towards the local roads; i.e., not used to build a new library or school or buy a fire truck.

Highway Block Grant Aid funds represent a portion of the State's highway revenues received in the preceding fiscal year including revenues resulting from SB 367. There are two “pots” of

money from which allotments are made. The first, identified as Apportionment A, represents 12% of the State's highway revenues. One-half of that "pot" is distributed among the municipalities based on their population in proportion to the entire State's population and the other half is disbursed based on a municipality's Class IV and V road mileage in proportion to the total statewide Class IV and V mileage. In general, the allocation of these funds represents a disbursement of approximately \$1,476 for each mile of Class IV and Class V highway inventoried by each municipality and \$13 for each person residing in a municipality based on the state planning estimate of population.

The formula for dispensing funds from the second "pot" of money (a set sum of \$400,000) is less straightforward. It was established to assist those municipalities having high roadway mileage to maintain and whose overall value of property (on an equalized basis) is very low in relationship to other communities. In FY 2021, 17 municipalities received funds from this "pot".

As the New Hampshire Department of Transportation (NHDOT) is responsible for determining the actual disbursements of funds, it is important that they be provided accurate and current information regarding each municipality's Class IV and V mileage. This is typically accomplished by filling out the "Information Report" sent to municipalities each year by the Bureau of Planning and Community Assistance. At the conclusion of each municipality's yearly legislative meeting (i.e. Town Meeting), the NHDOT should be notified of all changes to the community's roadway system. The information should include the length and location of all Class IV and V highways reclassified, accepted, and/or discontinued by the municipality that year.

The total amount of funding distributed statewide annually over the last five state fiscal years is:

FY 2019 \$36,287,968
FY 2020 \$36,911,575
FY 2021 \$35,009,311
FY 2022 \$34,877,596
FY 2023 \$36,078,558

***For more information contact: Bureau of Planning and Community Assistance,
NHDOT, PO Box 483, Concord, NH 03302-0483. Telephone: 603.271.3344***



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Commissioner

July 27, 2023

RECEIVED

AUG - 2 2023

SELECTMEN'S OFFICE
TOWN OF SANDOWN NH

David Rodrigue, P.E.
Assistant Commissioner
Andre Briere, Colonel, USAF (RET)
Deputy Commissioner

Thomas Tombarello, Chair of Selectboard
Town of Sandown
PO Box 1756
Sandown, NH 03873

**Re: Sandown Highway Block Grant Aid – in Accordance with RSA 235:23
Payment for Maintenance, Construction and Reconstruction of Class IV and V Highways**

Dear Mr. Tombarello:

The following is notification of State Highway Block Grant Aid available to your town in State Fiscal Year 2024 (July 1, 2023 thru June 30, 2024) based on estimated revenues through June 30, 2023. The Block Grant Aid payment includes highway revenue from Senate Bill (SB) 367 that was effective July 1, 2014. The total could possibly change based on final audited State Fiscal Year 2023 revenues. The resulting adjustment will be reflected in the April payment. Funding is anticipated to be available upon the availability and continued appropriation of funds in the future operating budget.

State Highway Block Grant Aid anticipated to be available to the Town of Sandown during Fiscal Year 2024 (July 1, 2023 to June 30, 2024) is as follows:

July 2023 Actual Payment:	\$50,116.94
October 2023 Actual Payment:	\$50,116.94
January 2024 Actual Payment:	\$33,411.30
April 2024 Estimated Payment:	\$33,411.31

TOTAL FOR FY 2024: \$167,056.49

In generalized terms and in accordance with statutory provisions for distribution of Apportionment "A" and SB 367 funds, a disbursement is made of approximately \$1,463 for each mile of Class IV and Class V highway inventoried by each municipality and approximately \$13 for each person residing in a municipality based on the state planning estimate of population. Apportionment "B" is distributed this year to 14 small towns under a somewhat more complicated formula as specified in RSA 235:23, which recognizes the economics of maintaining their Class V highway mileage when considered in relationship to their equalized valuation tax base.

Please contact us at 271-3344 if you have any questions.

Sincerely,

C. R. Willeke

C. R. Willeke, PE
Municipal Highways Engineer
Bureau of Planning and Community Assistance

CRW/dmp

JOHN O. MORTON BUILDING • 7 HAZEN DRIVE • P.O. BOX 483 • CONCORD, NEW HAMPSHIRE 03302-0483
TELEPHONE: (603) 271-3734 • FAX: (603) 271-3914 • TDD: RELAY NH 1-800-735-2964 • WWW.NHDOT.COM

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A “YES” vote will allow the Town of Sandown to utilize the State’s Block Grant aid to assist with maintaining and upgrading various town-maintained roads.

A “NO” vote will not allow use of the State’s Block Grant aid and would mean that road expenses would be paid through the operating budget and raised through taxation.

Special Warrant Article 6. Shall the Town vote to raise and appropriate the sum of Five Hundred Ninety Two Thousand Dollars (\$592,000) to be added to the previously established Road Improvement Capital Reserve Fund.

Estimated tax impact of this article is \$.52 per thousand.

(Recommended by the Board of Selectmen: 5-0-0)

(Recommended by the Budget Committee: 6-0-0)

The Road Improvement Capital Reserve Fund is used for road improvements and road reconstruction in accordance with the Road Improvement Plan. The proposed road improvements for 2024 total \$692,000. This article would raise and appropriate a sum of \$592,000. The balance of \$100,000 is included in the paving line item of the Highway Department Operating Budget.

The breakdown of the 2024 road improvements are as follows:

Miles	Road	Type of Work	Estimated Cost
	Country Acres Road	Reconstruction	\$240,200
	Cobblestone Lane	Reconstruction	61,600
	Hollow Oak Drive	Reconstruction	210,500
	William Street	Reconstruction	104,200
	Ferguson Lane*	Reconstruction	\$75,500 (town portion)
	*Developer will contribute \$63,000 towards improvements		
		Total Estimated Cost	692,000
		Warrant Article	592,000
		Highway Budget Paving Line Item	100,000

Memo

To: Mr. Arthur Genuardo; Public Works Director

From: Steven B. Keach, P.E.

Date: December 14, 2023

Subject: 2024 Roadway Improvement Projects – Sandown, New Hampshire
KNA Project No. 17-1009-4

At your request we have considered the series of individual roadway improvement projects your department has targeted for 2024 for the purpose of developing corresponding budgetary recommendations for completion of the same. On that basis we offer the following remarks and recommendations:

- **Country Acres Road Reconstruction**

The proposed scope of work includes reclaimed stabilized base reconstruction of the full length and width (2,200± and 24-feet respectively) of Country Acres Road commencing at Main Street. Upon reclamation of the existing paved roadway surface, the resulting road base will be further strengthened and improved through full width addition of a nominal 6-inch thickness of crushed gravel prior to installation of successive courses hot bituminous pavement (2-inch binder followed by 1 ½-inch wearing course) to a width of 22-feet. Incidental improvements will include selective tree removal and trimming; shoulder leveling; and driveway apron reconstruction. Based on the recommended scope of work, we recommend a project budget of \$240,200.

- **Cobblestone Lane Reconstruction**

Given immediate proximity to Country Acres Road and its equally poor present condition, the 2024 program also includes reclaimed stabilized base reconstruction of the entire length (560± feet) of Cobblestone Lane (Country Acres Road to Hollow Oak Drive) at a projected cost of \$61,600. The scope of work proposed at this location is identical to that planned at Country Acres Road.

Civil Engineering

Land Surveying

Landscape Architecture

10 Commerce Park North, Suite 3B

Bedford, NH 03110

Phone (603) 627-2881

Fax (603) 627-2915

- **Hollow Oak Drive Reconstruction**

Again, based on poor current condition and immediate proximity, the 2024 program also includes reclaimed stabilized base reconstruction of the full length of Hollow Oak Drive (1,950+ feet) commencing at its intersection with Country Acres Road. The scope of work proposed at this location is identical to Country Acres Road and Cobblestone Lane. The projected cost of Hollow Oak Drive reconstruction is \$210,500.

- **William Street Reconstruction**

Although the same reclaimed stabilized base reconstruction strategy planned within the Country Acres neighborhood described above is to be employed in the reconstruction of the full length of William Street (850+ feet situated between Main Street and April Avenue), the overall scope of work at this location will also include: (a) improvement of vertical roadway alignment at its approach to Main Street; (b) replacement of two deteriorated corrugated metal cross culverts; and (c) roadside drainage improvements intended to eliminate current ponding of stormwater and ice on the paved roadway surface. The projected cost of William Street reconstruction is \$104,200.

- **Ferguson Lane Reconstruction**

In 2021 the Sandown Planning Board granted conditional final approval to each of two applications for residential development accessed by Ferguson Lane. Based on recognition that the deteriorated condition of approximately 1,500+ linear feet of Ferguson Lane, situated immediately east of Odell Road, would be inadequate to safely accommodate volumes of incremental traffic anticipated to be generated upon buildout and occupancy of proposed residential construction, the Board relied on applicable New Hampshire law to impose conditions of approval for the purposes of requiring development proponents to contribute fair-share funding for completion of necessary transportation improvements. Based upon subsequent fulfillment of approval conditions, in 2022 the Town of Sandown collected a total of \$64,019.42 which is reserved to offset the full cost of completion of public improvements to Ferguson Lane. The recommended repair strategy remains full width/depth reclaimed stabilized base reconstruction in 2024 at an estimated total cost of \$139,500. Based upon availability of reserved funding, the municipal portion of projected overall project cost is \$75,480.58 (Say \$75,500).

In summary, we recommend allocation of funding to each individual 2024 public road system improvement project in the following amounts:

- Country Acres Road: \$240,200
- Cobblestone Lane: \$61,600
- Hollow Oak Drive: \$210,500
- William Street: \$104,200
- Ferguson Lane: \$75,500 (Town Portion)
- Program Total (2024): \$692,000

We trust you will find the content of this brief memorandum in keeping with your present needs and expectations. As always, please contact me directly in the event you should have specific questions or further instructions at this time.

<i>Civil Engineering</i>	<i>Land Surveying</i>	<i>Landscape Architecture</i>
10 Commerce Park North, Suite 3B	Bedford, NH 03110	Phone (603) 627-2881 Fax (603) 627-2915

A “YES” vote will allow the Town of Sandown to perform the above-noted road improvements on the roads listed above.

A “NO” vote will prevent any road improvements on the above-noted roadways and restrict the Town to perform only hazardous road repairs.

**Special Warrant Article 7. Shall the Town vote to raise and appropriate the sum of Forty Thousand Dollars (\$40,000) be added to the Plowing Expendable Trust Fund previously established with said funds to come from the unassigned fund balance. Estimated tax impact of this article is \$0 per thousand.
(Recommended by the Board of Selectmen: 5-0-0)
(Recommended by the Budget Committee: 6-0-0)**

In 2023, there was \$40,000 remaining in the salt line of the Highway operating budget. The Selectmen approved moving these funds from the unassigned fund balance to the Plowing Expendable Trust Fund to save for future use.

Balance in the Plowing Expendable Trust Fund as of 12/31/23 \$101,803.93

A “YES” vote will add \$40,000 to the Plowing Expendable Trust Fund.

A “NO” vote will not add any funds to Plowing Expendable Trust Fund.

**Special Warrant Article 8. Shall the Town vote to raise and appropriate the sum of Twenty Eight Thousand Two Hundred Forty Five Dollars (\$28,245) to be added to the Phillips Pond Expendable Trust Fund previously established with said funds to come from the unassigned fund balance. Estimated tax impact of this article is \$0 per thousand.
(Recommended by the Board of Selectmen: 5-0-0)
(Recommended by the Budget Committee: 6-0-0)**

In 2022, the Town supported the creation of an Expendable Trust Fund to save for future treatment costs and set aside funds to maintain the water quality and access issues of Phillips Pond.

Exotic weeds including invasive variable milfoil and fanwort spread in Phillips Pond to the point that treatment was recommended and approved by the voters in 2018, 2019, 2020, and 2021. The pond was treated in those years and a reduction of the exotic weeds was evident in many areas of the pond. The town was awarded a grant in 2022 from NHDES and passed a warrant article to raise and appropriate \$28,245 for treatment that year. It was later determined by NHDES that no treatment was needed in 2022. This resulted in unexpended 2022 funds in the amount of \$28,245 which transferred to the fund balance at the end of 2023. With the passing of the warrant article in 2022 creating the Phillips Pond Expendable Trust Fund, the town can now retain any unexpended money into this fund for future treatment. In order to lessen any tax impact on the taxpayer for future treatment, the Selectmen agreed to ask the people to move the \$28,245 from the fund balance and place this amount in the expendable trust fund and use these funds for future treatment plan.

Balance of the Phillips Pond Expendable Trust Fund as of 12/31/23 \$20,726.76

A “YES” vote will move funds from the fund balance and add \$28,245 to the Phillips Pond Expendable Trust Fund for the betterment of Phillips Pond.

A “NO” vote will not add any additional funds to the Phillips Pond Expendable Trust Fund.

Special Warrant Article 9. Shall the Town vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000) to be added to the Fire Equipment and Apparatus Capital Reserve Fund previously established.

Estimated tax impact of this article is \$.09 per thousand.

(Recommended by the Board of Selectmen: 5-0-0)

(Recommended by the Budget Committee: 6-0-0)

The Fire Equipment and Apparatus Capital Reserve Fund was established in 2012 for the purpose of purchasing fire-fighting equipment and/or vehicles. This fund allows money to be saved for future needs but also makes it possible to be eligible for various grant opportunities. Many grants require the Town to have a certain percentage of matching funds, in order to receive their grant.

Since this fund was created in 2012 the department has received the following equipment:

- Quint Ladder Truck Town Portion: \$160,000 Grant: \$497,000 (truck was a demo)
- SCBA equipment Town Portion: \$ 13,000 Grant: \$220,000
- Ambulance Town Portion: \$240,000
- Outfit Command Car \$6,000
- Replace Pump on Forestry Tanker: \$3,000

The department will need to replace the 1994 Freightliner Engine/Tanker truck next. Grant funds are not guaranteed from year to year, so it is possible the town would need to fund the full replacement of any vehicle. Therefore, the department continues to ask the voters to support this Capital Reserve Fund.

Balance in the Fire Equipment and Apparatus Capital Reserve Fund as of 12/31/23
\$328,014.14

A “YES” vote will add \$100,000 to the Fire Equipment and Apparatus Capital Reserve Fund.

A “NO” vote will not add any additional funds to the Fire Equipment and Apparatus Capital Reserve Fund.

Special Warrant Article 10. Shall the Town vote to raise and appropriate the sum of Forty Five Thousand Dollars (\$45,000) to be added to the Stormwater Management Capital Reserve Fund previously established.

Estimated tax impact of this article is \$.04 per thousand.

(Recommended by the Board of Selectmen: 5-0-0)

(Recommended by the Budget Committee: 6-0-0)

Definition of MS4 per the Environmental Protection Agency (EPA) website:

“Polluted [stormwater](#) runoff is commonly transported through municipal separate storm sewer systems (MS4s), and then often discharged, untreated, into local water bodies.

An MS4 is a conveyance or system of conveyances that is:

- owned by a state, city, town, village, or other public entity that discharges to waters of the U.S.,
- designed or used to collect or convey stormwater (e.g., storm drains, pipes, ditches),
- not a combined sewer, and
- not part of a sewage treatment plant, or publicly owned treatment works (POTW).

To prevent harmful pollutants from being washed or dumped into MS4s, certain operators are required to obtain [Federal stormwater permits](#) and develop stormwater management programs (SWMPs). The SWMP describes the stormwater control practices that will be implemented consistent with permit requirements to minimize the discharge of pollutants from the sewer system.”

The Town of Sandown is subject to the requirements of the [MS4 general permit](#). With the assistance of Nick Cristofori from Comprehensive Environmental Inc. (CEI) the town filed the required annual report, developed and passed the Illicit Discharge Detection and Elimination Ordinance (IDDE), mailed the required public education materials and finalized the required Operating and Maintenance Plans for town infrastructure, street sweeping plan along with other requirements that were due. The cost of working with CEI is \$20,000.

This year, in addition to the requirements of filing the permit, the town will need to construct a Best Management Practice (BMP) for one of the identified impaired waterbodies to filter out pollutants and/or prevent pollution by controlling it at its source. This BMP will need to be completed by June 2024 with an estimated cost of \$25,000. Showell Pond and Phillips Pond will likely require construction of multiple BMPs over the next 10 years to meet the requirements of the permit. Budget figures over the next few years will increase and will depend on the size and type of these BMPs. These will likely be higher ticket items.

Adding funds to this capital reserve fund will allow the town to file the required annual report and construct the required 2024 BMP while saving for future projects.

Balance in the Stormwater Management Capital Reserve Fund as of 12/31/23 \$11,561.62

A “YES” vote will add \$45,000 to the Stormwater Management Capital Reserve Fund.

A “NO” vote will not add any funds to the Stormwater Management Capital Reserve Fund.

Special Warrant Article 11. Shall the Town vote to raise and appropriate the sum of Twenty Five Thousand Dollars (\$25,000) to be added to the Bridge Capital Reserve Fund previously established.

Estimated tax impact of this article is \$.02 per thousand.

(Recommended by the Board of Selectmen: 5-0-0)

(Recommended by the Budget Committee: 6-0-0)

As reported in 2015, the State of New Hampshire forced the closure of the bridge located on Phillips Road. This bridge was on the [State's Red List](#) for many years and suffered too much deterioration to remain open. Temporary repairs were made, and the road was reopened. This bridge will eventually need full replacement. The cost of this replacement is estimated to be approximately \$1 million. The bridge located on Odell Road is deteriorating and will also need to be repaired/replaced at an estimated cost of \$100,000. The long-term plan is to continue to put money away in the capital reserve fund to save for this project. We are hoping to receive 80% of the cost back on the Phillips Road bridge from [the State of New Hampshire State Bridge Aid program](#) but funds will not be available until 2027 and that is contingent on the program still being in place.

Balance in the Bridge Capital Reserve Fund as of 12/31/23 \$ 821,593.19

A "YES" vote will add \$25,000 to the Bridge Capital Reserve Fund.

A "NO" vote will not add any additional funds to the Bridge Capital Reserve Fund.

Special Warrant Article 12. Shall the Town vote to raise and appropriate the sum of Twenty-Thousand Dollars, (\$20,000) for the purpose of purchasing ballot counting devices. The ballot-counting devices must be certified for use in New Hampshire elections by the NH Ballot Law Commission. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until purchase of the ballot-counting devices is completed or by December 31, 2029, whichever is sooner.

Estimated tax impact of this article is \$.02 per thousand.

(Recommended by the Board of Selectmen: 5-0-0)

(Recommended by the Budget Committee: 5-1-0)

The current Accuvote machines that Sandown uses are no longer being manufactured. They are still being maintained and supported by LHS but only through the 2024 elections. The Ballot Law Commission approved new ballot counting machines for New Hampshire. The new machines will scan each ballot which will take longer to process, so there is a need for multiple machines to process all the ballots efficiently. This warrant article will allow the town to purchase three new ballot counting machines.

A "YES" vote will appropriate \$20,000 for the purpose of purchasing ballot counting devices.

A "NO" vote will prevent any funds being appropriated for ballot counting devices.

Special Warrant Article 13. Shall the Town vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the Revaluation Capital Reserve Fund previously established.

Estimated tax impact of this article is \$.01 per thousand.

(Recommended by the Board of Selectmen: 5-0-0)

(Recommended by the Budget Committee: 6-0-0)

Under the rules of the Department of Revenue Administration (DRA) and per [RSA 75:8-a](#), the town is required to conduct a revaluation of property values every 5 years. This revaluation process can typically cost anywhere from \$45,000 for a cyclical revaluation to over \$150,000 for a full revaluation if the properties are not reviewed cyclically. This fund allows us to appropriate a certain amount each year and “save” for future revaluations. The town is currently contracted with an assessing firm and completed a revaluation in 2023. Adding funds to this capital reserve fund will keep us on track to save for the next revaluation scheduled for 2028.

Balance in the Revaluation Capital Reserve Fund as of 12/31/23 \$26,721.32

A “YES” vote will add \$10,000 to the Revaluation Capital Reserve Fund.

A “NO” vote will not add any funds to the Revaluation Capital Reserve Fund.

Warrant Article 14. Shall the Town vote to adopt a longevity policy for Town employees which will provide on the employees’ anniversary date annual awards ranging from \$500 to \$3,500 based on the employees’ years of service, to raise and appropriate the sum of Thirty Four Thousand Two Hundred Forty Nine Dollars (\$34,249) for this purpose. This appropriation is the amount of the longevity bonus for all employees from January 1, 2024 until December 31, 2024. If this Article is approved, longevity bonuses shall remain as part of the operating and default budgets in future years.

Estimated tax impact of this article is \$.03 per thousand.

(Recommended by the Board of Selectmen: 4-1-0)

(Recommended by the Budget Committee: 4-2-0)

LONGEVITY POLICY TOWN OF SANDOWN

I. **INTRODUCTION** The Town of Sandown is committed to recognizing the service of our employees. In the interest of retaining quality employees and the institutional knowledge they possess, the Board of Selectmen adopts a Longevity Policy consistent with years of service.

II. **PURPOSE** This policy aims to implement systems and procedures to reward longevity service to employees of the Town of Sandown.

III. **POLICY** This Policy will reward length of service for permanent, year-round employees who work full-time (35 hours per week or more) and part-time and per diem (20-34 hours per week) and will be paid annually.

The compensation is based on years of service as follows:

<u>Full-time (35 hours/week or more)</u>		<u>Part-time and Per Diem (20-34 hours/week)</u>	
• 3 to 5	\$ 500	3 to 5	\$ 250
• 6 to 8	\$1,000	6 to 8	\$ 500
• 9 to 11	\$1,500	9 to 11	\$ 750
• 12 to 14	\$2,000	12 to 14	\$1,000
• 15 to 17	\$2,500	15 to 17	\$1,250
• 18 to 20	\$3,000	18 to 20	\$1,500
• 21 and up	\$3,500	21 and up	\$1,750

IV. **ELIGIBILITY** Effective April 1, 2024, regularly scheduled, permanent employees working full-time, 35 hours per week or more and part-time/per diem employees working 20-34 hours per week, who have successfully completed their probationary periods, work year-round to the levels specified above, and have been employed by the Town continuously for at least three years are eligible for the longevity pay. Volunteer, seasonal and temporary employees are not eligible for longevity pay.

Longevity pay will be paid out annually and based on employee's anniversary dates. Employees with anniversary dates between January 1st – June 30th will receive the longevity pay during the month of July. Employees with anniversary dates between July 1st – December 31st will receive the longevity pay during the month of January.

Eligibility for part-time and per diem employees shall be calculated based on their average work week for the preceding 52-week period (i.e., the prior fiscal year).

If there is a break in service, eligibility for longevity pay will be based on the employee's most recent hire date. This would not include military service periods or any leave association with Family Medical Leave Act (FMLA).

An employee will not be paid longevity pay upon termination from employment.

V. **ADMINISTRATION** The Board of Selectmen is responsible for the administration, revision, interpretation, and application of this Policy.

VI. **AMENDMENTS** This Policy may occasionally be amended by a majority vote of the Board of Selectmen at a regularly scheduled meeting.

VII. **EFFECTIVE DATE** This Policy shall be reviewed, discussed, throughout, and implemented by April 1, 2024.

A "YES" vote will adopt the longevity policy and appropriate \$34,249 for the purpose of the 2024 payments to employees.

A "NO" vote will not adopt the policy.

Special Warrant Article 15. Shall the Town vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Government Building Capital Reserve Fund previously established.

Estimated tax impact of this article is \$.01 per thousand.

(Recommended by the Board of Selectmen: 5-0-0)

(Recommended by the Budget Committee: 6-0-0)

The Sandown Planning Board has spent many years developing and updating a Capital Improvement Plan and will be updating the town's Master Plan to assist officials with planning for our future building needs. In 2020 the voters agreed to establish the Government Building Capital Reserve Fund to save for these improvements. This article seeks to add funds to that capital reserve fund.

The Government Building Capital Reserve Fund can be used for any building owned by the town in anticipation of future maintenance or projects.

Balance in the Government Building Capital Reserve Fund as of 12/31/23 \$15,771.91

A "YES" vote will appropriate \$5,000 to add to the Government Buildings Capital Reserve Fund.

A "NO" vote will not add any funds to the Government Buildings Capital Reserve Fund.

Special Warrant Article 16. Shall the Town vote to raise and appropriate the sum of Seven Thousand Five Hundred Dollars (\$7,500) to be added to the Old Home Day Celebration Expendable Trust Fund previously established.

Estimated tax impact of this article is \$.01 per thousand.

(Recommended by the Board of Selectmen: 5-0-0)

(Recommended by the Budget Committee: 4-1-1)

The Old Home Day Expendable Trust Fund was established to pay for the costs of the annual Old Home Day Celebration. The Old Home Day Celebration is a community event open to all. It is a family-oriented day full of music, food, vendors, inflatable rides, stage performances, pie eating contests, children's bike parade and more. It also gives local organizations an opportunity to participate and fundraise at the event.

The balance as of 12/31/23 in the Old Home Day Expendable Trust Fund is \$481.74

The balance as of 12/31/23 in the Old Home Day Donation Fund is \$12.51

A "YES" vote would add \$7,500 to the Old Home Day Celebration Expendable Trust Fund for the next celebration.

A "NO" vote would prevent funds being added to the Old Home Day Celebration Expendable Trust Fund.

Warrant Article 17. Shall the Town vote to raise and appropriate the sum of Six Thousand Dollars (\$6,000) for fireworks with a date and time to be determined by the Board of Selectmen.

Estimated tax impact of this article is \$.01 per thousand.

(Recommended by the Board of Selectmen: 5-0-0)

(Recommended by the Budget Committee: 4-1-1)

In year's past, a fireworks display was hosted by the Town at the Old Home Day Festival and funded through the operating budget. However, in recent years, the Selectmen have elected to put this to warrant article and let the voters decide on the fireworks display.

A "YES" vote will appropriate \$6,000 for the purpose of a fireworks event.

A "NO" vote will prevent any funds being appropriated for fireworks.

Petitioned Warrant Article 18. Shall the Town vote to prohibit door to door sales/solicitations. By voting yes, the town can enforce the practice of stopping door to door solicitations and will be approved to serve violators with fines payable to the Town. Violations will be subject to the laws of Trespassing with the first offense at \$50.00, the second offense at \$500.00 and the third offense up to \$1,000 and possible loss of their driver's license.

Estimated tax impact of this article is \$0 per thousand. This article is advisory only and is not enforceable.

(Recommended by the Board of Selectmen: 3-2-0)

(Not Recommended by the Budget Committee: 2-3-1)

Resident Kathy Clark submitted a petition signed by 36 registered voters seeking to prohibit door to door sales/solicitations.

Town counsel has reviewed the article and determined that it is advisory only. The results of the vote will be reviewed by the Board of Selectmen after the election on March 12, 2024.

Petitioned Warrant Article 19. Shall the Town vote to ban the use of voting machines in local, state and federal elections. This article is advisory only and is not enforceable.

(Not Recommended by the Board of Selectmen: 0-5-0)

(Not Recommended by the Budget Committee: 1-5-0)

Resident David Solomon submitted a petition signed by 29 registered voters seeking to ban the use of voting machines in local, state and federal elections.

Town counsel has reviewed the article and determined that it is advisory only. The results of the vote will be reviewed by the Board of Selectmen after the election on March 12, 2024.

NOTE: Additional information on many of the above warrant articles can be found on the Town of Sandown website on the [Town Election Information](#) page.