

**BOARD OF SELECTMEN  
MEETING MINUTES  
March 22, 2010**

**PRESENT:** JAMES L. STEWART, CHAIRMAN; RICHARD H. HARTUNG, SELECTMAN; PRISCILLA R. LINDQUIST, SELECTMAN; SALLY THERIAULT, ADMINISTRATIVE ASSISTANT

Chairman Stewart called the regular meeting to order at 7:00 pm  
Present at the meeting: P. Williams, Chief Carrier, S. Harms, Chief Beaudoin, and J. Whitehouse, Mr. and Mrs. Farrington

**Public Announcements**

- Saturday, March 27<sup>th</sup> from 9:00 to noon, there will be a rabies clinic at the Hampstead Central Fire Station. The Town Clerk/Tax Collector will be available at the clinic to register dogs.
- Saturday, April 10 from 8:00 to 4:00 the Kent Farm Facility is open. It is the first dump day of the year. A sticker is required and can be purchased at the Town Clerk/Tax Collector's office.
- Saturday, April 24<sup>th</sup> is the Fishing Derby.
- April 30<sup>th</sup> all dogs need to be registered with the town. Please register the dogs at the Town Clerk/Tax Collector's office.
- The Town Clerk/Tax Collector office is now open daily at 7:00 am.
- Waste Oil, fluorescent light bulbs, car batteries and thermostats are collected at the Town Garage on the first and third Saturdays of the month. Books may be dropped off at anytime.

**Visitors Comments**

5 Marilyn Park Drive, Mr. and Mrs. Farrington- Mr. Farrington explained when they purchased their house at 5 Marilyn Park Drive, which was to raise their family and set their roots down in Hampstead. They bought land that they have been unable to utilize because it is now mostly swamp area. Their garage is also under water and has flooded at least 4 times since they purchased it. They would like to know what their options are and where they can turn to for help. Chairman Stewart explained that in past storms the water would flow across the road and close the road down. With the new culvert in, the road did not get the water it used to get. Mr. Farrington explained that the culvert is now bigger and better but the water flows right onto their property. He stated that they never received anything about the culvert work. They have talked with neighbors that have stated that the most recent storm was not as bad as the May 2006 storm, but it was for them. Chairman Stewart explained that the issue is downstream where other culverts need to be changed out to help the water flow from the culvert, but that the State of NH has not agreed to change out the one on Route 111. There are changes that need to be made down stream so that it doesn't make things worse there. This year they are coming in to change out the culvert on Route 121 so it shows that they are moving forward and making some of the changes. Selectman Hartung stated that it was hard to determine if the culvert made that big of a difference. He stated that each storm has had different characteristics. Marilyn Park has reacted differently to each storm. Selectman Hartung stated that the Farrington's also get flooded from the back side of the property, which gives them almost 180 degrees exposure to water. He asked if the residents had flood insurance. The Farrington's stated that they did, but not enough. They stated that they believe the Hampstead Commons had some impact on the water behind them. Selectman Lindquist stated that she felt there was nothing the town could do and that this was nothing new. The property was built back in the late 1960's when there was no zoning. Mr. Farrington asked what help they could get, because they don't want to move. Selectman Hartung stated that he has gone to the State of NH before with DOT, but there is a chain of events to get through. Chairman Stewart asked for Mrs. Theriault to get a contact from FEMA and get the information to the Farrington's. Mr. Farrington asked if the town could push the state to get the work

going. Selectman Hartung stated that changing the culverts to 5" would help, but that the state wasn't interested. Mr. Farrington also noted that the Hampstead Commons plows the snow piles into the swamp instead of the retention pond and they didn't know if that was making the situation worse. Selectman Hartung said that the Farringtons needed to go through the process with FEMA and their insurance. He stated that may make some offer about buying the house from them. The Board thanked the Farringtons for bringing their concerns to the Board.

### Department Heads

Police Chief, J. Beaudoin-Chief Beaudoin asked for permission to purchase a digital imaging system for \$6,000 from Information Systems. The money was placed in the 2010 budget for this purpose. Information Systems is the software they currently use, and that they service a good portion of the state police departments. Selectman Lindquist asked if this was a bid price. Chief Beaudoin stated that 90% of the departments use the same software. If they went with another company, it would need to be modified to be compatible with their software. Chief Beaudoin stated that the software will allow pictures to be added to reports.

Selectman Lindquist moved to purchase the multi user Imaging System from Information Systems Corp. for \$5,900 (\$5,000 for software and \$900 for maintenance). Selectman Hartung seconded the motion and the motion passed unanimously.

### New Business

Bids for Mowing-There were 7 bids received for the mowing of the Depot Road complex.

1. Cantone Landscaping-Atkinson NH \$22,640.00 (\$390 per cut, \$800 spring clean up)
2. All Pro-Atkinson, NH \$20,660.00
3. CBC Outdoor-Manchester, NH \$22,210.00 (\$385 per cut, \$650 spring clean up)
4. Mike's Landscaping, E. Hampstead \$23,320.00
5. Taurus Landscaping- Sandown, NH \$22,060.00 (\$385 per cut, \$500 spring clean up)
6. Auger Property- Hampstead, NH \$22,775.00 (\$400 per cut, \$375 spring clean up)
7. Bennett Landscaping, Hampstead \$21,000.00 (\$375 per cut)

Bids for Fertilization- There were 4 bids received for the fertilization of the ballfields.

1. Tru Green- Manchester, NH \$ 6,627.00
2. Greenskeeper-Plaistow, NH \$ 9,587.00
3. Hillside Landscaping- Nottingham NH \$10,758.00
4. Greener Days- Hampstead, NH \$ 7,703.00

Selectman Lindquist motioned to forward the bids to the Recreation Commission for their recommendation. Selectman Hartung seconded the motion and the motion passed unanimously. Mr. Whitehouse of the HRC took the original folder with all the bids and information.

American Red Cross Proclamation month – Selectman Lindquist and Chairman Stewart read a proclamation noting that March, 2010, is Red Cross month. All residents were asked to become partners in preparedness.

Bid award recommendation for fire station exhaust system-Chief Carrier was not present, but he had submitted the recommendation to the Board to award the exhaust system RFP to Aire-Deb Corp at a cost of \$45,954.00. It is expected that there is electrical work to be done at a rough cost of \$2,500. Selectman Hartung motioned to accept the recommendation from Chief Carrier and award the exhaust system proposal to Aire-Deb Corp. Selectman Lindquist seconded the motion and the motion passed unanimously.

Chief Carrier did come in later and stated that the bids are about \$12,000 less than the grant awarded. He stated that the grant can be amended to use the balance for specific fire prevention. He has nothing in mind yet, but stated that if \$5,000 it would not require an amendment to the grant. He also noted that he is waiting for a quote on the electrical cost for the exhaust system.

Reorganization of BOS/liaison

The Selectmen reviewed the 2009 liaison list and discussed what changes they wanted. After some moving around the final changes are as listed below.

Selectman Hartung:

Assessing, CART, Dam Committee, EMD, Ethics Commission, Fire Department, Human Services, Ordway Park, Patriotic Purposes and Town Clerk/Tax Collector

Selectman Lindquist:

Board of Adjustment, Cable, Code Enforcement/Building Department, Finance and Investments (includes accounting, payroll and auditing), Historic/Heritage Commission, Personnel Police, Wage and Salary Committee, Planning Board, Police Department, Records Committee, and Solid Waste Committee

Selectman Stewart:

Budget Committee, Buildings and Grounds, Cemetery, Conservation, Seniors, Highway, Library, Recreation, School Board, and Street lighting.

Chairman Stewart stated that he has been the sitting chair for the last year and was ready to step aside. Selectman Lindquist has no interest in the Chair so he nominated Selectman Hartung. Selectman Hartung asked that Selectman Stewart stay as Chair and the they would review it again in the fall at the start of budget season.

Selectman Hartung motioned to maintain Selectman Stewart as the Chair until October 1<sup>st</sup>, when they will revisit the issue. Selectman Lindquist seconded the motion and the motion passed unanimously.

Old Business

Liaison Report

Selectman Hartung

Patriotic Purposes- The replacement check from the Boy Scout troop has been received. Brett Hamel was awarded his Eagle Scout at a recent ceremony.

Area Selectmen's Meeting- There was a representative of Glacier Electric who explained that they are an electricity reseller and are looking to meet with area towns and look at ways to save them some money. Selectman Hartung would like to explore this. Selectman Lindquist would like to see more information about it. It apparently has no contract and the town can switch back to its supplier at any time. Mrs. Theriault asked if this was just for the buildings, or did it include the street lights. Chairman Stewart stated that it included the street lights. He remembers Atkinson saying that they are saving 25% on the buildings and 8% on street lights. They have been doing it for three months. Chairman Stewart stated that it was a good meeting. There were discussions on Aflac, which other towns are now looking into. They also discussed the potential for Saturday or Sunday meetings. Overall the weekend meetings tend to have less participation, but wanted to throw it out there for committees in town that might be interested.

### **Selectman Lindquist**

Ordway Park- Selectman Lindquist had a question on Ordway Park. She recently was reading the Ordway will and it stated that the interest on the original donation of \$1,000 was to be used to care for the park and she felt that this is money that should be turned over to the general fund annually, just like the cemetery funds are. She will check with the Trustee of the Trust Funds to see if they are doing this. There was also a warrant article in 1978 requiring the Selectmen to set up this interest fund.

### **Chairman Stewart**

Recreation Commission- There was a good turnout at the last meeting with all the organizations present. He noted that there are 184 scheduled to play lacrosse in town. HRC is looking at the work for the fence area so that the gates can be left open, allowing lower parking with access to the playground.

Conservation- At their last meeting they discussed GEO- Caching on Whitcher Road (Town Forest). Selectman Lindquist explained that she has done this with her son. The finder uses a GPS device to locate where items are hidden and then replace what is found with items of their own. It gets people into the woods. Conservation has hired someone to help with the trail maintenance. There was a lot of tree damage along the trails after the wind storm.

### **Administrative Assistant Report**

#### **• Action Items**

- Disposition of Municipal Records – PL- A meeting will be set up shortly
- Meetinghouse exterior – PL- Hopefully work will begin once the weather is better
- Wage and Salary Classification Study – JS/PL/RH, W&S This can be taken off
- Perambulation documentation to Towns and State – ST- This can be taken off
- Shoreland Protection Act – KE
- Selectman Lindquist added that the interest on the Ordway Park account be added.

### **Damages to Town buildings**

Some roof shingles came off the Town Office building and gym. The repair work has been done. The damage does not exceed the insurance deductible.

### **Financial Forms to Department of Revenue Administration**

Both the MS-2 "Reports of Appropriations Actually Voted" and MS-6 "Budget of the Town" are ready to be reviewed by the BOS and then will be sent to DRA.

### **Debris removal – Windstorm 2010**

FEMA is considering the cost of removing debris from the Town's right of way. Mrs. Theriault has only received two requests from residents asking what the Town is going to do for the debris removal. For those who called she mentioned that the brush disposal day at Kent Farm Facility is April 17<sup>th</sup>, no sticker is required.

### **Minutes**

There is one set of non-public meeting minutes dated January 1, 2010 that need to be reviewed and signed.

### **Preliminary Damage Assessment (PDA)**

The most recent flooding storm has amounted to a few thousand dollars. This information was forwarded to the State of NH.

### Continuity of Operations Plan -(COOP)

Mrs. Theriault is attending a COOP meeting at Timberlane High School on Tuesday. This is a requirement of the plan.

### Server- Town Hall

Mrs. Harrington and Mrs. Theriault asked if it would be okay to move forward and purchase the new server for the town office building. The estimate is at \$5,000 and is from the Dell government prices. Mrs. Harrington had Mr. Woodrow of the Hampstead School District review the original estimate and hardware and he agreed that it was a good deal.

The Selectmen agreed that it was okay to move forward and get the hardware changed out.

### Appointments

Library Trustees- A letter came from the Trustees asking for three people to be appointed as alternates to the Library Trustees. Each one has a letter of request. The people are Charlene Flaherty, Paul Schofield, and Aileen Wall. The appointments are for one year terms and are appointed by the Selectmen.

Selectman Lindquist motioned to appoint Charlene Flaherty, Paul Schofield and Aileen Wall as Library Trustees. Selectman Hartung seconded the motion and the motion passed unanimously.

### Other Openings

- o Ordway Park, full members and alternates
- o Cable Committee volunteers
- o ZBA, alternate (1)
- o Solid Waste and Recycling Committee
- o Capital Improvements

Selectman Hartung noted that it was time to notify the various committee members that have terms up in 2010. They announced that if anyone is interested in being on a committee, to send a letter to the office, or any of the Selectmen.

### Correspondence

LGC- There is a dinner coming up to discuss a new vision and new direction of the LGC.

REDC- Rockingham Economic Development is hosting a strategy for planning for southern NH.

### Visitors Comment

There were none present.

### Future Agenda Items

- Energy Committee
- Hampstead Senior Committee
- Town Administrator (Chairman Stewart stated that he has the Atkinson job description and that Atkinson had copies from 11 other towns that Hampstead could review).

### Non-public RSA 91A:3 II (a) employee matters

*Selectman Hartung moved to go into nonpublic under RSA 91-A: 3 II (e) employee matters at 8:37 pm. Selectman Lindquist seconded the motion. A roll call vote was taken. Selectman Hartung: yes, Selectman Lindquist: yes, Chairman Stewart: yes.*

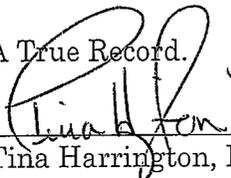
Chief Beaudoin asked to speak first. He left at 8:48 then Chief Carrier came in. He stayed until 9:13 pm. At this time, Mrs. Theriault and Mrs. Harrington were also dismissed.

~~9:40~~<sup>9:40</sup>  
~~???~~ Selectman Hartung made a motion to come out of non-public session at ~~???~~<sup>9:40</sup> p.m. Selectman Lindquist seconded the motion and the motion passed unanimously. A roll call vote was taken. Selectman Hartung: yes, Selectman Lindquist: yes, Chairman Stewart: yes.

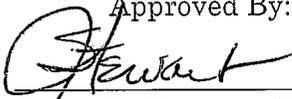
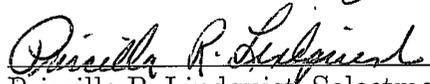
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~~????~~<sup>9:40</sup> Selectman Hartung made a motion to adjourn at ~~???~~<sup>9:40</sup> p.m. Selectman Lindquist seconded the motion. The motion passed unanimously.

A True Record.

  
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Tina Harrington, Recording Secretary

Approved By:

  
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James L. Stewart, Chairman  
  
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Richard H. Hartung, Selectman  
  
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Priscilla R. Lindquist, Selectman

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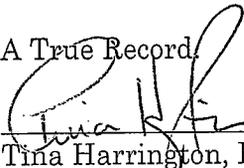
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*Amended Page*