

**BOARD OF SELECTMEN
MEETING MINUTES
June 28, 2010**

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

6:45 Meeting with Paul Carideo, recommendation by Conservation Commission to be appointed as a member

The Selectmen meet with Mr. Carideo to discuss his request to be on the Conservation Commission.

Chairman Stewart called the regular meeting to order at 7:00 pm

Present at the meeting: P. Williams, Chief Beaudoin, J. Worthen, K. Colbert, S. Wentworth, K. Cole, N. Richardson, and R. Clark

Public Announcements

- Tuesday, June 29th the Cable Advisory Committee is sponsoring the John Penny Band at Meetinghouse Park starting at 6:30 p.m.
- Tuesday, July 6th the Cable Advisory Committee is sponsoring "All Together Now" a Beatles Tribute band at 6:30 at Meetinghouse Park.
- The week of July 5th trash will be on a regular schedule. Trash is delayed only when the holiday falls on a weekday (not the celebrated day)
- Waste Oil, fluorescent light bulbs, car batteries and thermostats are collected at the Town Garage on the first and third Saturdays of the month 8 am to 1 pm. Books may be dropped off at any time.

Department Heads

- Conservation Commission-The Selectmen met tonight with Paul Carideo to discuss an appointment to the Conservation Commission. Mr. Carideo is a past member and brings a lot of knowledge to the Commission. Mr. Lovell stated that the Commission has met with Mr. Carideo and would like to see him appointed. **Selectman Stewart motioned to appointed Mr. Carideo to the Conservation Commission for a three year term. Selectman Lindquist seconded the motion and the motion passed unanimously.** Both Selectmen Hartung and Lindquist noted that it was good to see him back on the Commission.
- Budget committee- Brian Vass submitted a letter asking to be appointed to the Budget Committee in the position vacated by Jean Routhier. He had run in the March, 2010, elections and had placed well. **Selectman Stewart motioned to appoint Brian Vass to the Budget Committee to complete the term of Jean Routhier, which is March, 2011. Selectman Hartung seconded the motion and the motion passed unanimously.** The Selectmen welcomed him aboard.

Police Department- Chief Beaudoin stated that in March the town vote approved a full time officer. He would like to have a current part time officer, Joe Touma appointed as the new full time officer. Mr. Touma has been a part time officer for about 10 years, has a degree in criminal justice and ready to start July 1st. He explained that Mr. Touma is well respected by the other officers, will be able to patrol on any shift.

Selectman Lindquist motioned to appoint Joseph Touma as a full time officer effective 7/1/2010. Chairman Stewart asked if the appointment had been reviewed with the union leadership. Chief Beaudoin stated that the union had no issue with Mr. Touma, who is already in the union as a part time officer. **Selectman Hartung seconded the motion and the motion passed unanimously.**

Fire Department- Chief Carrier presented the Selectmen with a pay plan for the call department. He explained that when the new compensation plan was adopted, it did not include a place for the call department. He would like to see the pay broken down by skill level. He presented the Selectmen

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with 4 levels, Call Firefighter, Call Lieutenant, Call Captain and Call Deputy Chief. He also added his Administrative Assistant, but placed the position onto grade 3 of the regular compensation plan. In each lever there are three levels for EMS (EMT-B, EMT-I, EMT-P, as well as three levels across. Under Call Firefighter the three levels are Support, Firefighter I and Firefighter II. The other three levels are Firefighter I, II and Fire Officer I & II. All levels will include an additional \$.50 for driver operations. All employees in the department will be placed on the grid based on their current skills. The only way to get an increase is to add skills. Chief Carrier stated that he looked at the towns that were used in the compensation study and from the LGC study. He tried to be consistent and felt that it might be a little lower than some other towns, but it was a good starting point and would put us as one of the first to use a skilled based pay range. The question was asked about COLA and the Selectmen agree that rates would be subject to a COLA adjustment. Chairman Stewart asked the impact with the new rates. Chief Carrier stated that the average rate would be \$14.32 and it would add about \$6,000 to his budget.

New Business

Review/re-affirm investment policy –

Per RSA 41:9 VII the investment policy of the Treasurer needs to be approved on an annual basis. There are no changes to the policy from when it was originally adopted.

Selectman Lindquist motioned to adopt the Treasurer's Investment Policy adopted May, 2009, as presented on June 28, 2010. Selectman Hartung seconded the motion and the motion passed unanimously.

Old Business

Liaison Report

Selectman Lindquist-

There was a request from the Recreation Commission for the Selectmen to review a request from a political organization to use the field (Meetinghouse Park) behind the town office for a political event. The HRC is okay with the request but wanted to make sure it was okay with the Selectmen whereas there has been no request in the past. It is scheduled for 9/11/10 at 5:30 pm. Both Selectmen Lindquist and Hartung stated that this had been allowed in the past and had no issue with it.

Cable Committee- There was an email received by Selectman Lindquist from Nick Pangaro regarding a request from a business in town to allow her to show her business at the upcoming cable concerts. Mr. Pangaro stated that he has had a few requests and wasn't sure how to respond to them. He stated that it wasn't his decision to make so he forwarded it to Selectman Lindquist. He felt that there should be some form of policy and the Cable Committee had not yet met to discuss the issue. Selectman Lindquist stated that as the liaison to the Cable Committee, she drew up a policy that stated permission would be given for any vendor to use Meeting House Park during the cable concerts for the marketing of goods that benefit the town, not the vendor. There was discussion about the policy. Chief Beaudoin is only required to issue permits to people doing games of chance or hawkers. Chairman Stewart stated that Recreation has turned down requests for private use such as an exercise "boot camp" because the person requesting the permit was making a profit. Mr. Pangaro stated that he wants to see the town thrive and encouraging businesses is one way to do so. There is no problem with someone going up to see a vendor during the show to get information about a vendor. Chairman Stewart stated that he has no problem with this, but does see it could get carried away and a lot of vendors setting up shop along the park. Mr. Pangaro disagreed and stated that if they were placed in the back of the park, away from the general public there shouldn't be a problem. One option is that when music is playing, no business can be conducted. The policy might need to explain what is obtrusive. Selectman Hartung suggested that a small fee be attached to a request for a permit. Chief

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Beaudoin stated that the police department receives the fees for hawkers and doesn't allow hawkers during field day.

Chairman Stewart suggested that anyone that has a legitimate business would have to be allowed under the policy. Selectman Hartung asked if it should just be a local business. Selectman Lindquist asked how to restrict it. They discussed kids selling raffle tickets as fund raisers as well. It was agreed that Selectman Lindquist's policy presented will work.

Permission for any vendor to use Meetinghouse Park during a cable concert for the marketing of goods shall be restricted to goods and services that benefit the town not the vendor. "It was added that a permit shall be required, which will be available from the Administrative Assistant. The Selectmen need to approve the permit and it was requested that a form be drawn up that includes multiple dates. They would like the ability to also rescind any permit given if needed.

Record Retention Committee-Selectman Lindquist stated that they met recently and Tricia Curran will bring the regulations to an upcoming Dept. Head meeting so each department can look at the regulations relating to them. They will then look at how much needs to be shredded and look at getting a company in. If there are left over records, they can then look at other options, such as micro fiche.

Selectman Hartung

SE NH HMMAD- The annual meeting was recently held and it was well attended by the representative from each community. The proposed budget was approved, and we will see that around budget season. The Board of Directors was re-elected to another term, with Rick as the Chairman. Overall the district is doing well.

Field Day- On June 26th the annual field day event was held and attendance was a little light, but the fireworks were great. He noted that the Lion's Club did reasonably well on revenue. He did have a concern with the DJ and kids on the stage during the final 30 minutes prior to the fireworks. He stated that there were about 100 kids on the stage and luckily when they did leave the stage, they did so in an orderly fashion.

Fire Department- Chief Carrier stated that he had a contract for the ambulance. This is part of the process stating that they agree to these specs as outlined in the RFP. It does not list the specs but talks to the legal aspect of the contract. Everyone agreed to allow the Chairman to sign the agreement. Chief Carrier took it with him.

Chairman Stewart

School Board - The School Board announced that due to more revenue than expected, they had a surplus at year end. They decided to take some of the funds and do some capital improvement work around the schools such as retrofitting the bathrooms at both schools (making them handicapped accessible) and to purchase a generator for the Central School. Chairman Stewart stated that a lot of food can be spoiled after a three day outage.

The surplus was originally around \$1.3 million and they are spending about \$400,000, which will return about \$900,000 to the taxpayers.

Conservation Commission-The Commission noted that there is trail work to do along the West Road property.

Library Trustees- The Library trustees have been given the updated personnel policy changes to review.

Budget Committee- They recently met to go over their information.

Personnel Policy Changes- Chairman Stewart-

He explained that he incorporated the recent changes into the personnel policy (compensation policy) and reformatted the policy. He had received a few changes from the other members and added them into the policy as well (regarding the compensation plan). He also noted that he removed any reference to the word permanent. It is has reference that the policy is for non- union employees at the beginning. Now that the fire department call department pay scale has been set, it will also be added to the policy. Once that is done, the policy will be sent to the Wage and Salary Committee for their input.

Selectman Hartung motioned to add the call pay scale to the policy, send a draft version to the Selectmen, then to Wage and Salary. Selectman Lindquist seconded the motion and the motion passed unanimously.

Administrative Assistant Report

Action Items-

Municipal records put date to 7/7/10

#3 is completed, #5 add amendment and sent to WS/LT and look for end of July for a completion date (7/26/10). #6 is for March 2011, so that can come off as long as the information is put into a folder for items to go on 2011 warrant. Mrs. Theriault is looking at an old policy for #8 and to update it.

There was some discussion on the website links. Currently there are 5 people/departments that have the ability to put information onto their sites and they are Tricia Curran, Town Clerk/Tax Collector; Kris Emerson, Building Department; Mike Carrier, Fire Department; Dawn Shaw, ZBA; John Frazier, Police Department. The School Department, Library and Recreation have a link to their own sites that they maintain. Mrs. Theriault acts in the capacity of webmaster with Selectman Hartung copied on all webmaster mail. There is nothing on the website for local businesses whereas this would be difficult to maintain/monitor. There was a question about having a link to American Towns. Ms. Thrasher said that there is a local business group in town, Hampstead Business Alliance that is looking to promote Hampstead businesses and is looking to set up a facebook page. They would like to have a link from the town web page to help residents know they are in town and to help local businesses. One concern with putting businesses up is monitoring if they are valid. The job could become a full time job to keep the site current. Selectman Hartung would like to see how it would connect over and would like to review for the next meeting. #9 COOP- may need to sit down with some of the departments. The plan can be daunting to complete. The EOP is required to be accepted annually and was adopted in September, 2009, after it was rewritten. Once the COOP is added, then the EOP can be reviewed for adoption. Definitions: EOP- Emergency Operations Plan, COOP- Continuity of Operations Plan.

Mrs. Theriault noted that with more items on the action list, her AA report is getting smaller.

Skate park liability

The state statutes address skate parks and liability. There will be no additional insurance costs if there is a skate park installed and there will be no added exposure, however the equipment has to be up-to-date. For instance, homemade ramps that don't meet the requirements can't be installed. A copy of the information will be forwarded to the Recreation Commission. Chairman Stewart stated that there are a lot of communities that have skate parks now with clear rules in place. He noted that when violations are found, the police are quick to close down the park in Hudson. Selectman Hartung suggested that we look at some of those policies and processes.

Correspondence

- Dog Park – A letter was received from Alisha Giordano asking if the town would consider a dog park. The Selectmen agreed to send a letter to her asking her to find a spot and someone to do it and it can be placed on the warrant next year. If she can initiate the legwork, the office can help with the warrant article.

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- Election Law Training- The selectmen received a notice of upcoming training sessions. Selectman Hartung is interested in attending and will bring back any updates to the rest of the members.
- Continental Paving is doing the paving work on Route 121 from the Plaistow line to the Chester line (9.50 miles)
- Hampstead Town Post- Michelle Wolf is looking to start up a new post and would like a page dedicated to the town and happening in town. The post is to be mailed to all residents on a monthly basis, free of charge. The Selectmen agreed that this is valuable information, but that they couldn't add any more work to the workload in the office. The information is readily available through various sources such as the website, cable TV, paper etc. They asked that a list of the departments and their members be forwarded to Ms. Wolf along with list of meeting dates and times.
- Selectman Hartung thanked Mr. Ken Clark for the work he did on restoring the WWII monument. The Selectman agreed to have a letter of thanks sent.
- Selectman Hartung also requested a thank you be sent to Edgefield Veterinary Hospital for the work they did in collecting donations to the facility, that help offset the costs associated with animals the ACO brings in. The donations received helped reduce any bills to the Town of Hampstead by \$5,000.

Appointments

- Call for candidates :
 - Ordway Park, full members and alternates
 - Cable Committee volunteers
 - ZBA, alternate (1)
 - Solid Waste and Recycling Committee
 - Capital Improvements
 - Rockingham Regional Planning Commission/Technical Advisory Committee

Visitors Comment

There were none present.

Future Agenda Item

Energy Committee
Hampstead Senior Committee
Town Administrator

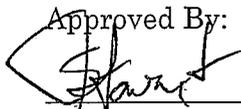
Selectman Lindquist made a motion to adjourn at 8:50 p.m. Selectman Hartung seconded the motion. The motion passed unanimously.

A True Record.



Tina Harrington, Recording Secretary

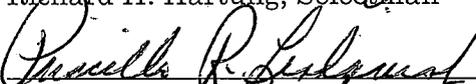
Approved By:



James L. Stewart, Chairman



Richard H. Hartung, Selectman



Priscilla R. Lindquist, Selectman