

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

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

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

Guests: Jon Worthen, Jaye Dimando, Penny Williams from Tri-Towne news, Don Dollard, Mr. Franco Rossi from Cartographic, Mr. Tim Fountain from Cartographic, Mrs. Jackie Jacobs and Mr. Eric Jacobs

Public Announcements

- The Town Offices will be closed for business on Thanksgiving Day and the day after Thanksgiving.
- Friday, November 26th, David Treat of the Conservation Commission is leading a "Turkey Burner Walk", which is a vigorous 2-hour hike both on and off trail in the West Road Conservation Area. The walk will begin at 9:00 and the meeting place is the West Road parking area.
- Sunday, December 5 - Senior Dinner at the Granite Rose starting at 1:00 p.m.
- Sunday, December 12 - Christmas Parade, the theme is Christmas Around the World and starts at 2:00 p.m. For more information on participating in the parade, go to the Town's website, which has a link to the fire department's website.
- 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 anytime.

Visitors Comment

Jaye Dimando said that the Senior Drop-in is held every Thursday from 9-noon. She mentioned events that will be taking place during the month of December. On December 9th, there will be a lifelong learning series, tickets are \$18. On the 23rd there will be a Christmas Party with a Yankee swap. The Senior Drop-in will be closed in December 30th. Starting in January there will be chair exercises from 9:15 to 9:45.

Mrs. Dimando also announced the Holiday Home Tour by The Friends of the Library, which is held every other year and is scheduled for December 4th from noon to 5:00 p.m. Tickets are available at the Library at a cost of \$12.00 in advance and \$15.00 on the day of the event.

Department Heads

Road Agent- Jon Worthen said that he is going to hold off on paving the parking lot of the Town Office due to the drop in temperature. In order to do the work the temperature has to be at least 50 degrees. Mr. Worthen also advised of the detour on Drew Road in Derry for approximately 3-4 weeks. Drew Road is an access road for parts of Hampstead. Mr. Worthen will speak with Derry to find out if they need Hampstead to plow the Hampstead side of Drew Road, in return, Derry can plow parts of Hampstead that will be difficult to access during the road closure.

New Business

- Introduction of Franco Rossi, Cartographic Associates, Inc

Mr. Don Dollard advised that he sold his mapping business to Cartographic Associates. The change in ownership will take place on December 31, 2010. Mr. Dollard was able to do the tax maps for the Town for the last four years. Circumstances have been changing and towns are switching towards GIS programming. Mr. Dollard has known Mr. Rossi for many years and is very comfortable transferring the business to him.

Mr. Franco Rossi said that he has been in business for 25 years and services 300 communities in New England. He is here to speak of the transition. Cartographic will continue to serve the Town of Hampstead in the manner in which it has been accustomed. They will strive to meet Mr. Dollard's high standards and can bring value by moving towards today's technology. The company is committed to Mr. Dollard's past mapping budget. One of Mr. Dollard's staffers will continue to be used so that the change will be seamless. The major difference in ownership is that the Town will own the work product and not the company. The Town will be provided with the digital data and it will be up to the Town to decide how, if at all, it is disseminated. The company is located in Littleton, NH however Mr. Tim Fountain, Vice President is more local, he resides in Bedford, NH. Mr. Dollard is also available to meet any additional needs should any arise.

Selectman Lindquist told Mr. Dollard that he will be missed. Mr. Dollard responded that he has enjoyed working with the Town. Chairman Hartung added that he is looking forward to working with Cartographic Associates.

- Presentation by CART – Lee Maloney

Lee Maloney from CART provided a PowerPoint presentation. CART offers transportation to everyone who is older than 16 years of age. Most of the transportation requests are for medical visits, job access, shopping and social visits. The region is comprised of 7 towns and a total of 200 square miles. The fee to the rider is based on zones. \$3 per trip (one-way) for same town transportation, \$4 per trip within the region and \$5 outside of the region. Half fares are offered to Section 8, Town welfare recipients and Medicaid recipients. Riders need to call in advance for a ride. It is a door-to-door service.

Ms. Maloney provided a breakdown on the funding mechanism. 59% is from grants, 33% is municipal funding and \$2,000 is from the State based on ridership figures. CART is requesting \$17,740 for 2011, this is based on ridership. Most of the trips from Hampstead are 8.8 miles per trip. This is above average when compared to other towns. The Town of Hampstead utilizes 13% of the service and the request for funding is at 10%.

Selectman Lindquist asked if Exeter Hospital could be one of the hospitals where transportation is offered. Ms. Maloney said that the hospitals that are part of the network contribute to CART. At one time Exeter Hospital was asked if the hospital would be part of the transportation network and the hospital declined. Ms. Maloney will ask again.

Selectman Stewart suggested that Ms. Maloney speak at the deliberative session as well as to the seniors at the drop-in. Chairman Hartung mentioned that it would be up to the moderator to allow individuals from outside of the Town to speak during the deliberative session.

Mrs. Jackie Jacobs a resident and user of CART stated that CART is the only means of transportation she has, with the exception of her son. She is happy to pay whatever CART is asking. She stated that a number of times she will make arrangements for transportation only to get a call back saying that CART can only provide her with a one-way ride. She schedules a ride a couple of weeks in advance and then subsequently, on occasion, gets a call advising that she can only go one-way and CART can not provide her with a roundtrip. It is usually on the days that CART provides rides to the hospitals. Ms. Maloney said that they are working on establishing shuttles between Derry and Londonderry in the hope that that will free up hours for other transportation responses. Mrs. Jacobs also addressed the suspension process (three cancellations result in a suspension) and said that it is very demeaning. Sometimes people can't help canceling their ride. One reason would be the weather, if it is icy, the van can't get right to her house, if the weather is that bad, she wouldn't be able to walk down the hill to get to the van either.

Old Business

- Continued discussion concerning Paid Time Off (PTO)
Selectmen Stewart presented possible changes to the PTO by adding a "Catastrophic" category. He distributed a draft policy, which detailed catastrophic days, a 20-day bank and the change of vacation and sick days to PTO days. Sally Theriault was asked to contact each of the department heads for feedback and to schedule a meeting next Monday at 6:00 to discuss any of their comments or concerns that were brought forward.
- 8:00 p.m. Public hearing:

Chairman Hartung opened the public hearing at 8:00 and read the following:

Pursuant to RSA 31:95 (b) the Hampstead Board of Selectmen will be holding a public hearing on Monday, November 22, at 8:00 p.m. at the Town Office building, 11 Main Street, for the purpose of hearing public testimony and to gather information regarding grants received in 2010 in the amount of \$5,000 or greater.

Thermal Imaging Unit	\$5,000.00 (partial grant)
State's portion of December 2008 storm -	\$12,791.25
FEMA February 2010 storm -	\$31,348.91
Exhaust system Fire Station -	\$46,193.00
Quint	\$118,750.00 (expecting \$475,000)

Selectman Lindquist questioned the RSA and the timeliness of the public hearing and wondered why the Town didn't have a public hearing before the money was used. Sally Theriault stated that any of the FEMA fund grants would have gone right into the General Fund and money is expended at the time of the storm, before the funds are received. Chairman Hartung stated that if the Town receives a gift, for example a pavilion, then the Town would hold a public hearing before the receipt of the gift. The intent is to not

automatically accept a gift that would financially obligate the Town in the future. A public hearing to gather information would allow for the exchange of this kind of information before accepting a gift.

Old Business

- **Roadside monuments**

Jon Worthen was asked to look into this due to a couple of complaints he had received. He researched what other states and towns are doing and referred to RSA 236:48-a. This RSA discusses DWI fatalities. Chairman Hartung asked if this RSA covers all parameters for fatal accidents. If DWI is not a component then is signage disallowed?

Jon Worthen provided a list of what other states are doing. It was noted that Hampton, NH has a policy.

Selectman Lindquist said that one memorial on a State road has been there for a lot longer than two years. Jon Worthen was asked to contact the State and find out what the state is going to do for enforcement of existing monuments. What is the cutoff date for RSA 236:48-a and is the RSA for State roads only or would it include town roads also?

- **Liaisons Reports**

Garden Club - Selectman Lindquist thanked the Garden Club for decorating the town property. Selectman Lindquist made a motion to send a thank you note to the Garden Club for the wonderful decorations. Selectman Stewart seconded that motion. The motion passed unanimously.

Meetinghouse - Selectman Lindquist also said that there was a wonderful ecumenical service at the Meetinghouse and many people commented on how nice the building looked.

Cable - The Cable Committee and the School met. The Cable Committee will fund the school project and the school will look into a system that will work well with the Cable Committee's system and one that will be good for the Middle School students.

Conservation - Selectman Stewart provided an update on an Eagle Scout project that is to create a trail system in the Page Road conservation area. He also mentioned that a couple of hikers complained that they saw hunters on the West Road trail system. Selectman Lindquist said that the Conservation Commission is responsible for posting the no hunting signs.

BTLA - Chairman Hartung said that he is willing to attend a BTLA hearing regarding a veterans' exemption case instead of having MRI represent the Town. He will speak with Scott Marsh in preparation of the hearing.

ACTION ITEMS

Administrative Assistant Report

Mosquito Grant

Sally Theriault prepared and submitted the mosquito grant application. The Town should hear back either late winter or early spring concerning whether or not the Town had been approved for the grant. The amount that was requested is \$5,000.

Local Government Center

LGC has requested the signing of a multiyear liability policy, which will provide a rate increase of 6% next year and not to exceed 9% for the following two years. It should be signed by the Chairman of the Board of Selectmen.

The Board discussed the possibility of checking the cost of liability insurance with other insurance companies before committing to a multi-year contract. The Town should see if other insurance policies could become effective at the same time in order to group other policies together for bidding purposes.

Selectman Stewart made a motion to delegate the research of existing contract end dates to Chairman Hartung and Sally Theriault. Selectman Lindquist seconded that motion. The motion passed unanimously.

Open Enrollment

The month of December is open enrollment for the employees. December 1st is also the time when we have the employees provide verification of additional insurance for the purposes of receiving the Health Insurance Stipend. In light of the percentage change for the stipend, which has been changed from 25% to 20%, I have provided the Board with an updated policy to be signed.

Selectman Lindquist made a motion to adopt changes to the Health Insurance Stipend Policy. Selectman Stewart seconded the motion for discussion purposes.

Selectman Stewart said that there should be sensitivity by the Board when dropping the stipend from 25% to 20%. An employee may opt to be covered by health insurance and this would add costs to the Town. Selectman Lindquist said that they can do that and added that this policy can be re-examined in the future if needed. There should be an equal sharing between employees who have insurance and those that receive the stipend.

Motion passed unanimously.

Default Budget

The default budget has been prepared and is ready for the Board's review and comments.

Chairman Hartung had an opportunity to make changes to the default budget before tonight's meeting and that budget had been previously e-mailed to the other Selectmen.

The Board reviewed the default budget. The default budget is slightly higher than the proposed operating budget. When asked why the default budget is higher, Sally Theriault said that as department heads make concerted efforts to contract their respective operating budgets, the result is that the default budget can be greater than the proposed operating budgets. The definition of default budget means the amount of the same appropriation as

contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. (RSA 40:13, IX (b)).

Additional clarification was given regarding the wage line items for the employees. As in years past, COLA was excluded from the default budget.

Minutes

There were no minutes for approval at this time.

Activity Log

The activity log was reviewed. Kris Emerson should be asked to speak with the Board about options for a generator so that it can either be encumbered or placed on next year's warrant. Plaistow had a generator installed and may be able to provide helpful information.

Appointments

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

Visitors Comment

There were none at this time.

Future Agenda Item

Energy Committee
Hampstead Senior Committee
Town Administrator

Non Public Session

Selectman Stewart made a motion to go into non public under RSA 91-A: 3 II (a).

Selectman Lindquist seconded the motion.

Roll call vote, Selectman Lindquist, yes; Selectman Stewart, yes; Chairman Hartung, yes.

Motion passed.

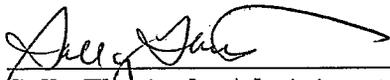
A tentative agreement has been reached with the Police Union. The increases in the contract are for nine months not the full year. Selectman Hartung said that he has a problem with the educational incentive since they just got a lump-sum check two years ago and now there is an additional incentive.

Selectman Stewart said that hourly rates will appear in the contract not percentages, percentages were never discussed. Therefore, there shouldn't be any problems with the evergreen clause when the contract ends.

Selectman Stewart motioned to come out of non public at 9:30 pm. Selectman Lindquist seconded the motion. Roll call vote, Selectman Lindquist, yes; Selectman Stewart, yes; Chairman Hartung, yes. Motion passed.

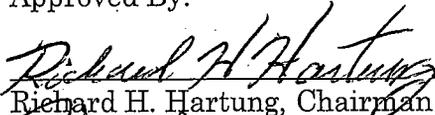
Selectman Stewart made a motion to adjourn at 9:30 p.m. Selectman Lindquist seconded the motion. The motion passed unanimously.

A True Record.

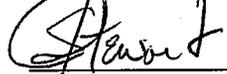


Sally Theriault, Administrative Assistant

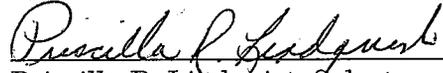
Approved By:



Richard H. Hartung, Chairman



James L. Stewart, Selectman



Priscilla R. Lindquist, Selectman