

**BOARD OF SELECTMEN
MEETING MINUTES
December 13, 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: Penny Williams from Tri-Towne news, J. Mesa-Tejada, Chief Beaudoin, P. Thrasher, J. Curley, J. Ingemi, Chief Carrier, P. Bracken, P. LaChappelle (Waste Management), C. Hogan

Public Announcements

- The Town Offices will be closed for business on Christmas Eve and New Year's Eve.
- Wednesday, January 12, 2011, at 7:00 p.m. - Public Hearing on the budget at the Town Offices.
- Friday, February 11, 2011, is the First Session of the Town Deliberative Session at the Hampstead Middle School at 7:00 p.m.
- 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 anytime.

Visitors Comment

J. Mesa-Tejada- He reminded the Selectmen that under RSA 33 one meeting needs to be held in January for a separate public hearing on a bond for the proposed police station.

Department Heads

Fire Department, Chief Carrier- He noted that the new ambulance has arrived and that he hopes it is ready for use by Friday. The State of NH is expected to inspect it and give its approval of the ambulance as a transport vehicle.

Library, Peggu Thrasher, Librarian- She noted that those with a library card may now download e-books to their smart phones, free of charge.

Police Department, Chief Beaudoin- He noted that he is anticipating that he will be overspending his bottom line of the 2010 budget. He gave some reasons for this, which is the cost for impounding vehicles involved in the fatal accidents this year, as well as the cost of the manpower for the number of fatal accidents that were in town this year. The calls for the department have increased a lot to do the economy.

Recreation, Kim Colbert, Chairman- Mrs. Colbert wanted to encumber funds to do survey work at the Depot Rd. ballfield. She explained that the property has been walked with members of the Conservation Commission and it was suggested that a survey be done of the area. She noted that they have one estimate, but expect the cost to be more than \$5,000 which would require for it to go out to bid. Chairman Hartung noted that the Selectmen would be looking at what needs to be encumbered at the next meeting, but that there needs to be an actual contract in place in order to encumber. The funds alone could not be put aside until a proposal process was complete. There is no way to do the process before year end.

New Business

Retire Senior Volunteers, Donna Odde

Ms. Odde noted that she is the Director of the program, which is a federal program that is a national and community service. They traditionally go to towns to ask for a small contribution to go with the federal match of 33%. It was created to find a way that older adults could still be at home, but use their skills. There are currently 452 people in Rockingham County that serve meals, drive and whatever other services are needed. There are 5 volunteers that work with Caregivers in this area and there are 2 new recruits that are stepping up to pick up the cancelled program at Sarah's Care for osteoporosis. This is to help the seniors maintain their balance to help prevent falls. It will be a no cost exercise program that helps reduce the effects of osteoporosis. The funds donated by the town help fund programs like that. She also noted that there is a Silver Scholarship program coming that recognizes those with 300+ service hours and it allows a \$1,000 scholarship to a grandchild. Selectman Lindquist stated that she has always heard positive feedback on the agency.

Sexual Assault, Diane Lavoie

Ms. Lavoie stated that she is the Director of Education at Sexual Assault Services and that they are asking for level funding in 2011. They staff a hotline with 3 callers in the nighttime and up to 15 daytime people. In Hampstead they have accompanied clients three times to Child Advocacy and are looking to get back into the school for a teen advocacy program. The Selectmen thanked her for her time.

Recommendations by Recycling and Waste Disposal- Pat Bracken, Chairman

Mr. Bracken explained that both Bestway Disposal and Waste Management provided a one year, three year and five year contract when asked for extensions. The town is able to get a better deal going with a longer term extension. He read a prepared letter to the Selectmen regarding the recommendation of the Recycling and Waste Disposal Committee to recommend that the Selectmen agree to a three year contract with Bestway Disposal, which would be for the curbside trash and recycling pick up as well as the tipping fees. They would allow the town to begin a single stream program with the current bins. Mr. Bracken explained that Waste Management offered the same information but the committee felt that there were a few unknown costs with Waste Management to determine the true costs over the three years. Mr. Bracken noted that the service provided by Bestway also needs to be taken into consideration.

Selectman Stewart asked for clarification. He thought that the committee was to sit down with the two current providers and ask for a one year extension on what they currently provide, and then that the contract would go out for bidding later in the year. He asked Mr. Bracken if the cost was better on the 3 year contract. Mr. Bracken explained that yes it was, it would allow more stability on the costs. Selectman Stewart noted that the other companies were not allowed to come back and give a different one year proposal. He also stated that gives Bestway all the trash work in town. Mr. Bracken noted that this is not a precedent.

Selectman Lindquist motioned to award a 3 year contract for the curbside trash pick up, recycling curbside pick up and tipping fees to Bestway Disposal, as is the recommendation of the committee. Selectman Stewart seconded the motion for discussion.

Mr. Mesa-Tejada asked to speak and stated that the Selectmen do not have the authority to bind the town for future budgets and that any long term contract would need to go to town meeting, as per the Sanborn decision. Chief Carrier stated that there needs to be an escape clause in the contract that allows an out.

Mr. LaChappelle of Waste Management asked to speak to the Selectmen. He noted that he is a City Councilor in Rochester and that its responsibility is to make sure the town is getting the best deal and he believes that Waste Management overall is cheaper than Bestway in a three year contract. Mrs. Harrington noted that the Waste Management contract is lower than Bestway because they based the contract on a four day pick up cycle, whereas Bestway's is for five. Mr.

Bracken noted that he couldn't argue with the numbers, but that there is also a service factor that needs to be considered and the town has no complaints with Bestway whereas when Waste Management had the contract there were complaints.

Selectman Stewart stated that a one year extension with the current providers with the best deal we can get is what they need. The multi years contracts were not part of it. He suggested that it go forward for a one year contract and verify with Town Council the ability to bind the town for future contract years.

Mr. Bracken stated that the town has always had 3 year contracts with set rates so why is it different now.

Selectman Stewart moved to amend the article to be a one year extended contract with the two current providers and to negotiate the best deal for the town and to prepare the RFP for a three year contract. This would be pending legal confirmation that a multi year contract can be entered into.

Chairman Hartung seconded the motion for the amendment.

Mr. Bracken asked for clarification. He stated that the Selectmen are asking the committee to go back and get the best price from the two vendors for a one year extension. Bestway for curbside trash, recycling and Waste Management for tipping. Two Selectmen agreed, Selectman Lindquist did not agree.

The amendment passed with two in favor (JS, RH) and one against (PL)

The vote on the amended motion passed with two in favor (JS, RH) and one against (PL).

Mr. Bracken stated that he would try to have the final numbers for the 12/27/10 meeting.

Chairman Hartung noted that they could meet anytime to accept.

Update on proposed police station – Chief Beaudoin

Chief Beaudoin apologized for not making the most recent budget committee meeting to explain the updated project. The building committee was meeting that night to review the costs of the station. He thanked the committee for their hard work over the years. Dean Howard sat as the Chairman with Jorge Mesa-Tejada, Paul Wentworth and Judy Graham. The warrant for 2007 was for a 12,500 square foot building with a cost of \$2,000,000. They have reduced the size of the building to less than 10,000 square feet. They did this by eliminating the cellar. The new proposal will now be on a slab. The new proposal is at a cost of \$1,996,721 which is a ¼ million dollars less than the prior proposals. The elevator is gone, the 5 car garage is gone and the jail cells were reduced from 4 to 2 as well as the size of the rooms was reduced. The station will have a generator and will be self sufficient in the event of any power outages. There is a training room that will be available to the public for use. It has an outside door for access that gives no access to the inside operations of the police department. There will be dispatchers around the clock, (during emergencies) as well as a kitchen. The two car garage or sally port will have a link fence that will allow them to have an impound lot. The sally port will have a center drain so that in an emergency one of the bays can be used as a shelter for animals. There is also an ACO office added to the new plan. He noted that JH Spain has attended many meetings with the committee and it will be a turnkey operation- once completed for that number (\$1,996,721) they should be able to walk in and begin operations. It includes everything including items such as curtains and bullet proof windows.

Selectman Stewart stated that a prior issue was the separation of juveniles and wondered if that could be done with this plan whereas there were only 2 cells. Chief Beaudoin stated that they would use one of the offices in the building similar to what they do now. He stated that he sees that the new building will meet the needs of the town for 25+ years. If needed in the future, the upstairs could be made into office space. Visitors would enter the station via Veteran's Way and the officers would enter via the Highway Department. Selectman Stewart asked about the use of the Highway Department's septic system. Chief Beaudoin stated that they will wait and see what the engineers think is the best way to move forward.

Chief Beaudoin stated that he has spoken with Mr. Williams regarding some bond numbers for a 5 year, 10 year and 15 year bond. They will be looking into an 80/20 split with the contractor to get the job done on time and under budget. The town has not paid a penny to JH Spain for the work they have done over the last 3-4 years.

Chief Beaudoin explained that the current station is just getting too old to handle the day to day needs of the department. He will not hire people to fill a new station. He currently has 8 full time officers and 2 part time dispatchers. He noted that he might look into hiring another part time dispatcher down the road, especially if the service can be provided to the fire departments dispatch. There will be a radio tower with the new building and they are looking into getting grants to help. If they can prove that it is a benefit to Hampstead as well as other communities, there might be some assistance.

The Selectmen thanked him as well as the committee for the hard work they have put into the project and allowed the two drawings to be placed in the lobby of the town office.

Acceptance of audit report

Selectman Lindquist motioned to accept the 2009 audit report. Selectman Stewart seconded the motion and the motion passed unanimously.

Concurrence by BOS to sign NH Public Works Mutual Aid Program

Mrs. Theriault explained that this agreement is similar to what the police and fire use for mutual aid. It helps with getting support when needed.

Selectman Stewart motioned to accept the mutual aid pact as recommended by the Road Agent. Selectman Lindquist seconded the motion.

Selectman Lindquist would like to know what other towns are participating, especially those around Hampstead.

Selectman Stewart motioned to table the motion until 12/27/10 meeting. Selectman Lindquist seconded the motion and the motion passed unanimously.

Acceptance of Union Agreement to go onto the 2011 Warrant

The tentative agreement for the police union has the following costs associated with it, 2011; \$23,916.60, 2012; \$18,558.00 and 2013 \$19,006.60 and for three months in 2014. The Selectmen have agreed on the agreement.

Selectman Stewart motioned to have Mrs. Theriault draft the language that explains the 3 year contract. Selectman Lindquist seconded the motion and the motion passed unanimously.

Old Business

Liaisons Reports

Selectman Lindquist:

Cable Committee- the Cable Committee has agreed to have Lori Collins, the Technical Specialist for the Hampstead School District be appointed to the Cable Committee.

Selectman Lindquist motioned to appoint Lori Collins as a member of the Cable TV Advisory Committee for a three year term. It was noted that Selectman Lindquist verified that residency is not required for an ad-hoc committee. **Selectman Stewart seconded the motion and the motion passed unanimously.**

Historic Commission-They would like to use about \$1,000 of the money left to put aside to paint the Meeting House when the weather is better.

Chairman Hartung:

He noted that the Recreation Commission did a great job on the senior dinner.

He attended a BTLA hearing in Concord and it was very informative.

Selectman Stewart:

Conservation- The closing was held on the Sanborn property and the land has been transferred to the Conservation Commission. The parcel will connect the trail with Ordway Park (not for riding).

Continued discussion concerning roadside memorials

Chairman Hartung drafted a policy on roadside memorials and read it into the record. Selectman Lindquist stated that it looked good but she did note a correction. There was some discussion as to whether or not this would apply to state roads, private roads and within the ROW. It was noted that the policy would refer to public roads. Selectman Stewart suggested that a year was a long time and that maybe the roadside memorials should be limited to 90 days. Chairman Hartung suggested a 90 day permit from the issue date whereas it could take 10-20 days for approval. There will be a public hearing scheduled prior to implementing the policy. Chairman Hartung was thanked for his research.

Administrative Assistant Report

Sign FSA Agreement

The Flexible Spending Agreement outlines the changes in the plan, such as over-the-counter medicine will no longer qualify for FSA pre-taxed dollars, effective January 1st, 2011. The agreement needs to be signed by the Chairman of the Board of Selectmen. This month employees are either opting in or out of FSA. There has been more interest in the plan this year than in prior years.

Selectman Stewart motioned to authorize the Chairman to sign the agreement on the FSA for 2011. Selectman Lindquist seconded the motion and the motion passed unanimously.

Ad for Part-time custodian/cleaning person has been published

The ad for the part time custodian/cleaning person has been advertised in the paper and posted at the Town Office Building, Library and on the Town's website. Several people have already applied for the job. The due date for submitting an application is December 27th. The Selectmen asked who would be making the decision. Mrs. Theriault explained that she would be working with Mr. Harms to review the applications and then get Selectmen approval.

Draft Warrant

Mrs. Theriault just started the draft of the warrant for 2011. As departments provide her with articles, the articles will be added to the warrant.

Minutes

Public meeting minutes of October 25th, November 6th, 8th, 22nd and 30th (work session) 2010 have been signed and are ready for approval. There are a couple of non-public meeting minutes that have to be reviewed also.

Selectman Stewart made the motion to approve the minutes of October 25th, November 6th, November 8th, November 22nd and November 30th. Selectman Lindquist seconded the motion and the motion passed unanimously.

Activity Log

The Town is making changes to work on being in compliance with GASB 45. There have been no further updates on the intranet. Mrs. Harrington will contact a former member of the Cable Committee for any information.

2011 Warrant Articles- Amendment to the Code of Ethics regarding town equipment. Selectman Lindquist will draft. To add "or designee" to the Recreation Revolving Fund along with "Chairman" Selectman Lindquist asked that the Cable Co-Coordinator position be removed. She stated that the Cable Committee is looking into it. Mrs. Theriault will contact Mr. Emerson about the generator. The Police tentative agreement will be two articles with the second one being if the article fails to hold a special election.

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 Lindquist made a motion to go into non public under RSA 91-A: 3 II (c) under reputation at 8:53 p.m. Selectman Stewart seconded the motion.

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

Mrs. Theriault announced that there had been a breach on the town's debit card. Mr. Williams discovered the breach and contacted the bank. They are researching where the breach occurred and the current debit card has been destroyed and reissued.

The Administrative Assistant was asked to contact the Division of Employment Security to ask some specific unemployment questions.

Selectman Stewart motioned to come out of non public at 9:11 pm. Selectman Lindquist seconded the motion. Roll call vote, Selectman Lindquist, yes; Selectman Stewart, yes; Chairman Hartung, yes. Motion passed.

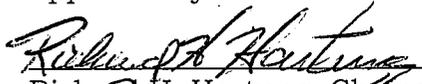
Selectman Stewart made a motion to adjourn at 9:12 p.m. Selectman Lindquist seconded the motion. The motion passed unanimously.

A True Record.

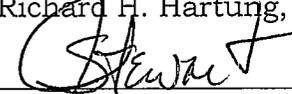


Tina Harrington, Recording Secretary

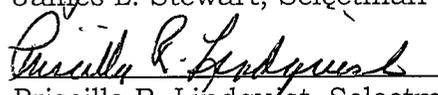
Approved By:



Richard H. Hartung, Chairman



James L. Stewart, Selectman



Priscilla R. Lindquist, Selectman