

**BOARD OF SELECTMEN
MEETING MINUTES
December 27, 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. Worthen, P. Bracken

Public Announcements

- The Town Offices will be closed for business on New Year's Eve.
- Wednesday, January 12, 2011 at 7:00 p.m. - Public Hearing on the budget and bond for the proposed police station at the Town Offices.
- January 25th, Christmas tree pick-up by Boy Scout Venturing Crew 121, call 329-4362 to arrange a time. Donations are gladly accepted.
- 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

Department Heads

Recycling and Waste Disposal Committee, Chairman Bracken-

Mr. Bracken explained that Bestway and Waste Management have submitted one year extensions. Bestway is offering to extend the contract for one year for curbside pickup of trash and recycling and hold it at the 2010 rate. They also increased the rate of the diesel fuel before the town becomes responsible for paying the difference. The current rate is at \$3.00 and the rate for 2011 will be at \$3.50. Bestway has also agreed to change the recycling from a dual stream process to a single stream process at no additional cost to the town. The committee will need to work on the educational portion of the change, and Bestway is willing to work with them and wait until they are ready to make the switch. By going single stream doesn't change the process curbside, but does make it easier for the hauler to dispose of the recycling because it can all be mingled. As part of the education process the committee needs to look into whether or not they want to look at larger containers or just allow residents to use large barrels that are marked. Selectman Stewart asked if he would be allowed to use a larger barrel and the response was yes, they have agreed to pick up containers up to 30 gallon, but that it needs to be clearly marked recycling, or, Bestway might be able to supply the stickers.

Waste Management has offered an extension for one year on the tipping fees of \$70 per ton, which is \$8 per ton less than what is being paid now. Both extensions are significant savings for the town. The committee will work on a new RFP to go out in 2011. He also noted that he is working on the 2011 budget, but can't complete it until the extensions are accepted so that he knows what the cost will be. He is hoping to have the information in time for the public hearing.

He did note that the Town has received revenue in the amount of \$19,163 from the transfer station permits, coupons for items taken at Kent Farm as well as the recycling bins and compost bins. Both the recycling bins and the compost bins were wash items.

Selectman Lindquist motioned to accept the proposals from Bestway Disposal and Waste Management for one year extensions as recommended by the Recycling and Waste Disposal Committee. Selectman Stewart seconded the motion and the motion passed unanimously.

It was suggested the Mr. Bracken notify the vendors and get the extensions to the contracts signed

New Business

Encumber funds

- 1. Appraisal for assessing \$8,550 to \$10,400

The Selectmen have discussed having Shurtleff Appraisal do an appraisal on some parcels that are currently in litigation. The cost is expected to be \$8,549.00.

Selectman Lindquist made the motion to encumber the \$8,549.00 from account 41521-31201 for the appraisal work. Selectman Stewart seconded the motion and the motion passed unanimously.

- 2. Sansoucy update of utilities and valuation of Fairpoint \$12,000

With the change in the telecommunications tax, the Selectmen would like to have the current utility appraiser, Sansoucy, assess the telephone poles. It is estimated to cost \$6,000 and the cost for doing the update on the utilities appraised in 2010 for a total to Sansoucy of \$12,000.

Selectman Stewart motioned to encumber funds in the amount of \$12,000 for George Sansoucy and Company under account 41521-31000. Selectman Lindquist seconded the motion and the motion passed unanimously.

- 3. Electrical work for generator \$4,895 and \$2,320

Mrs. Theriault explained that it would cost around \$30,000 for a generator for the town office. She would like to encumber the money to do the electrical work which is in two steps, one for \$4,895 and the second one for \$2,320. They are with the same contractor. In talking with Kris Emerson regarding the generator, he suggested that the town act as its own general contractor and purchase the supplies and hire the person to install the generator. Selectman Lindquist asked if the generator was going to be a warrant article for 2011 or in the budget. After some discussion it was agreed that it should be a warrant article and that they would have to sell the need for it. Mrs. Theriault was concerned with it being a warrant articles whereas there are a lot of money article already for the 2011 warrant. They agreed to table the request.

- 4. Parking lot Town Office Building \$8,225

The cost is for repairing the parking lot at the town offices.

Selectman Lindquist motioned to encumber the funds for repairing and paving the parking lot at the town office at a cost of \$8,225.00 and to be charged to line 41942-43000. Selectman Stewart seconded the motion and the motion passed unanimously.

- 5. Kitchen cabinets for Fire Station \$4,628
- Additional equipment for Quint \$5,638
- Lettering for Quint \$3,500
- Fire Department parking lot \$4,410

It was decided to group all four items for the fire department together. The budget for the fire department is actually \$15,000 over budget, but with the application of the grant received for the exhaust system, there is a balance of around \$38,000. Chief Carrier promised that he would hold \$25,000 from his budget to cover the shortfall on the grant for the Quint. With the remainder he would like to do some work in the kitchen at the station. There were also items for the Quint that were taking off the original order to get the cost down. The Chief asked at that time to be allowed to encumber funds for those items at year end if they were available.

Selectman Stewart was concerned with encumbering funds for kitchen cabinets and not encumbering funds for a generator for the town office which is more critical. Selectman Hartung explained that it was not apples to apples. It is not just kitchen cabinets but includes counter top, labor and the cabinets, which need repair. There is no paperwork for a generator and you can't encumber funds for something that isn't in the process. Mrs. Theriault stated that she could pull information off the internet to get a cost for the generator.

The discussion on the parking lot centered as to what budget it would come from. Mr. Worthen stated that he would have the money in his budget if needed.

Selectman Lindquist motioned to encumber the funds totaling \$18,176.00 for the items listed above. Of that \$4,628 would be to account 42208-43000, \$9,138 would be to account 42202-74000

and the last one for \$4,410 to account 43121-39000. Selectman Stewart seconded the motion and the motion passed unanimously.

6. Preservation of Records

\$2,527

The Town Clerk, Mrs. Curran has sent three books out to be bound and is not expecting to have everything back by the beginning of the year and is asking to have the amount encumbered of \$2,527.

Selectman Lindquist motioned to encumber the amount of \$2,527 from account 41401-59000.

Selectman Stewart seconded the motion and the motion passed unanimously.

7. Painting of Meetinghouse

\$1,400

The Historic Commission would like to encumber money to continue the painting of the Meeting House.

Selectman Lindquist motioned to encumber \$1,400 from account 41943-43000. Selectman Stewart seconded the motion and the motion passed unanimously.

8. Repair work on front door of Museum

\$600

Selectman Lindquist noted that the HDC was looking into having the lattice over the museum entry way painted, but no notices that there are no funds left in the account. There is work that needs to be done there including replacing the furnace, also.

Selectman Stewart motioned to encumber funds of \$600 to do the repair work at the museum (old library) from account 41944-43000. Selectman Lindquist seconded the motion and the motion passed unanimously.

They went back to discuss the generator and agreed without a generator, you couldn't encumber the funds for the electrical work. They will take the electrical cost and add it to the cost of a generator for a warrant article. Mrs. Harrington noted that with the reduction that should be coming forward on the RAWD budget, the bottom line budget for 2011 could stay the same with adding the generator to the budget, if the Selectmen were interested.

Schedule bond hearing

The bond hearing for the proposed police station is scheduled for the same evening as the public hearing on the budget. It was agreed to have the bond hearing at 6:15 pm to be completed by the 7:00 pm posting of the hearing on the 2011 budget.

Selectman Lindquist motioned to hold the Public Hearing on the Bond for the proposed Police Station on Wednesday January 12, 2011 at 6:15 pm. Selectman Stewart seconded the motion and the motion passed unanimously.

Update on personnel policy to include PTO policy:

Selectman Stewart gave a copy of the updated policy to each member. He also gave a print out of the changes that were made wherever the policy spoke to vacation, sick or personnel time. He also took the other changes made recently and made sure they were incorporated into the policy. There are no other changes only formatting changes. The Selectmen should formally adopt the new version. The other two will review their copies and sign off when they are all set.

Old Business

New Hampshire Public Works Mutual Aid Program - Jon Worthen

Mr. Worthen had sent the Selectmen a link to watch a story about the mutual aid pact for public works in New Hampshire. The cost is \$25 for a year to join. If there is a large storm in our area there are about 30 towns that could participate in helping out. If a natural disaster that exceeds the town's ability, you can call them in with their equipment and manpower etc. Whatever town comes into Hampstead will be paid by Hampstead. If it is a FEMA event, it will be at the prevailing rates. Mr. Worthen explained that in most cases that one would call in the mutual aid would be a FEMA event. He noted that there is also office or administrative support to help with paperwork in the agreement. The mutual aid agreement is only activated when one calls for it, it is not automatically sent because of an event.

Selectman Stewart motioned to take the recommendation of the Road Agent, Mr. Worthen, and join the NH Public Works Mutual Aid Program. Selectman Lindquist seconded the motion and the motion passed unanimously. Chairman Hartung asked for the links to be available if anyone was interested.

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Liaisons Reports

Selectman Lindquist:

There was nothing to report

Chairman Hartung:

There was nothing to report

Selectman Stewart:

Conservation- The timbering project is going on at the Town Forest along West Road. He suggested that the other members take a look.

Administrative Assistant Report

Tax exemptions/credits

Mrs. Theriault researched the tax exemptions/credits for wind, solar and wood energy systems.

In 1978 the Town approved solar energy systems which read:

To see if the Town will vote to adopt the provisions of RSA 72:62 allowing for a property tax exemption on real property equipped with a solar energy heating or cooling system, which exemption shall not exceed the amount equal to the full valued of said energy or cooling system.

In 1981 the Town approved both wind and wood-heating energy systems:

Shall we adopt the provisions of RSA 72:66 for a property tax exemption on real property equipped with a wind powered energy system, which exemption shall be in an amount of \$100?

Shall we adopt the provisions of RSA 72:70 for a property tax exemption on real property equipped with a wood heating energy system, which exemption shall be in an amount of \$100?

In 1982 there was another warrant article, which passed and read:

To see if the Town will vote to repeal the property tax exemption for a wood heating energy system as voted in Article 26 of the 1981 Warrant.

The reasoning at that time was that the law was vague and that everyone who applied for an exemption that year would have received it.

The Solar and Wind Power energy exemptions are still in effect.

The Solar exemption just states that the equipment used will not be assessed. The Wind Power exemption is a set amount.

Sanbonize

At the last meeting the topic of Sanbornizing came up. Sanbornizing deals with collective bargaining agreements.

The Selectmen have the authority to enter into multi-year non-collective bargaining agreements without voter approval. However multi-year contracts/agreements must contain escape clauses also known as nonappropriation clauses, which the contracts do have.

Minutes

There were a couple of non-public meeting minutes that were reviewed and signed at the end of the meeting.

Activity Log

Item 1 is still being worked on. Item 2 is in the hands of Mrs. Harrington. Item 3 is ongoing. Item 4 is completed. Item 5 is complete.

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Selectman Lindquist has given Mrs. Theriault the wording for the Code of Ethics change regarding the use of town equipment by employees. Mrs. Theriault has been working on a draft warrant and will get a copy to the Selectmen. Chairman Hartung asked that they not be numbered.

Roadside Memorials will be discussed at the next meeting.

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

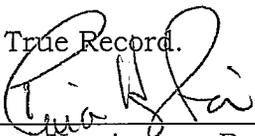
Mrs. Harrington thanked the Selectmen for working with the State of NH DOT in staggering the lights at Route 111/121A and Route 111/121. She stated that it made it a lot easier to be able to take a left now that the north and southbound lanes were green at separate times.

Future Agenda Item

- Energy Committee
- Hampstead Senior Committee
- Town Administrator

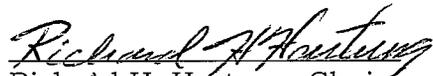
At the close of the meeting, the Selectmen reviewed the two sets of non public minutes. Selectman Stewart made a motion to adjourn at 8:38 p.m. Selectman Lindquist seconded the motion. The motion passed unanimously.

A True Record.

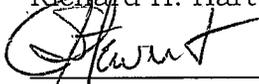


Tina Harrington, Recording Secretary

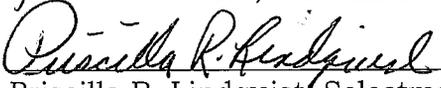
Approved By:



Richard H. Hartung, Chairman



James L. Stewart, Selectman



Priscilla R. Lindquist, Selectman