

**BOARD OF SELECTMEN  
MEETING MINUTES  
February 14, 2011**

**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 6:45 pm

The Board decided that the topic to be discussed did not warrant going into non-public session. Both Kris Emerson and Tricia Curran expressed their concern about the how the weather related closures of the Town Offices were handled. They were both worried about the safety of the public and access to the building. In the future clear direction is needed. Department heads do not have the authority to close the office on their own. Inquiries concerning future closures will go through the AA, who will in turn seek the direction of the Board. If possible advanced notice will be given, which will give the office an opportunity to advise the public and staff. If the office is closed by the Board, employees will be paid for the time missed from work as stated in the personnel policy.

**Non Public Session:**

There was a motion made by Selectman Lindquist to go into non public session at 6:55 pm under RSA 91A:3 II (c) reputations. Selectman Stewart seconded the motion.

Roll call vote:

Selectman Lindquist: yes; Selectman Stewart: yes; Selectman Hartung: yes

Present: Town Clerk/Tax Collector, Tricia Curran and Ken Bombard, resident.

Selectman Stewart motioned to come out of non public session at 7:07 pm. Selectman Lindquist seconded the motion.

Roll call vote:

Selectman Lindquist: yes; Selectman Stewart: yes; Selectman Hartung: yes

Selectman Stewart motioned to seal the minutes of the non public. Selectman Lindquist seconded the motion and the motion passed unanimously.

Chairman Hartung called the regular meeting to order at 7:10 pm

Guests: Penny Williams from Tri-Towne news, K. Colbert, T. Flaherty, S. Murphy, E. Reschberger, J. Crowley, P. Thrasher

**Public Announcements**

- Friday, February 18, 2011, moonlight snowshoe walk on conservation land at 7:00 p.m. The meeting location is at the West Road parking lot.
- Tuesday, March 8<sup>th</sup> Town Meeting, second session, polls are open from 8:00 a.m. to 8:00 p.m. at the Hampstead Middle School.
- 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**

There were none.

## **Department Heads**

### **Recreation Commission- Kim Colbert, Chairman**

Mrs. Colbert read a letter from Tracey Flaherty, a resident that was interested in being appointed to the Recreation Commission. Currently the only openings are for an alternate.

Selectman Stewart made a motion that as the liaison to the Recreation Commission that the **Selectmen accept the recommendation of the HRC and appoint as an alternate for a three year term, Tracey Flaherty. He noted that she has a great background and should fit in well with the rest. Selectman Lindquist seconded the motion and the motion passed unanimously.**

### **Library- Peggy Thrasher, Director**

Ms. Thrasher updated the public on an upcoming program on Genealogy. The program is scheduled to be on Wednesday February 16<sup>th</sup> at 6:30 pm at the library. Cynthia O'Neil, a certified genealogist with 25 years of experience, will be showing the resources that could be used for researching. There are two databases at the library that provide all kinds of information such as birth certificates, death certificates, census records and even military records. One can only be accessed at the library. The other program can be accessed from home. These will be explained at the presentation. Any one interested needs to call the library and reserve a spot. The presentation will focus on what is available in NH to do research.

## **New Business**

### **Memorandum of understanding between the Town and local churches**

During 2010 the Selectmen entered into memorandum of understandings with the area churches. With this, the town will plow and sand the parking lots of the churches in return, the churches provide services to the residents such as food pantry, AA meetings etc.

The agreements are for one year and need to be renewed each year. There have been no changes and the Selectmen agreed to sign the agreements for 2011. There was one agreement that was signed in the fall for the Hampstead Union Church. This one will be amended to be for 2011 so that all the agreements have the same time agreement.

**Selectman Lindquist moved to continue the Quid Pro Quo agreement for 2011 with the five churches in Town. Selectman Stewart seconded the motion and the motion passed unanimously.** The agreements were signed by all three members.

### **Discussion concerning COLA policy**

Mrs. Theriault explained that a question came up regarding how COLA is to be handled in 2011 with the new pay plan in place. It was discovered that the current policy does note that when COLA is approved, pending the passage of the proposed budget, it is retroactive to January 1<sup>st</sup> of that budget year. Chairman Stewart explained that when the new pay plan was put in place last year, it was effective on April 1<sup>st</sup>. He thought it was easier to move the effective date of any COLA to be after election period, and an effective date of April. He noted that when the pay study was done, the wages in Hampstead are not lagging as much as they were. He explained that he COLA is normally a way to help accelerate wages. He felt that there was some confusion as to whether or not the COLA was added to the pay plan upon passage of the budget and given to the employee when they were due for their annual review. There are a few people that are due for reviews prior to April 1<sup>st</sup> and if any of them are at the max, the employee would be given no increase, unless the COLA passed in March. He suggested that all employees that had a review date prior to April 1<sup>st</sup> have their date moved to April 1<sup>st</sup> starting in 2012. He also suggested that the current practice of providing a COLA after the budget passes retro to January be continued in 2011 and in 2012 changed to a date of April 1<sup>st</sup> for COLA. Selectman Lindquist asked why not just change it this year. Selectman Stewart explained that the employees were already expecting it effective January 1<sup>st</sup>, if passed. If changed in 2012, this would give plenty of notice.

**Selectman Stewart made a motion to pay COLA in 2011 as is stated in the personnel policy and in 2012 to move the COLA to be effective on April 1<sup>st</sup>, if the budget passes. Selectman Lindquist seconded the motion.**

Discussion: Mrs. Crowley disagreed with the purpose of COLA as explained by Selectman Stewart. She stated that the COLA was separate from a merit increase and that it was to give the employee the ability to purchase with the cost of things going up. She also noted that she was confused as to what happens to those that had reviews prior to April 1<sup>st</sup>. She noted that the library had at least three employees in that situation and that if their review dates were moved to April in 2012, they lose up to 3 months of a potential pay increase, whereas others would be getting 12 months. Selectman Stewart suggested that an equity adjustment be made to those employees. Mrs. Reschberger stated that she agreed with Mrs. Crowley and that they have 3 people do for reviews prior to April with one being the Director. She doesn't believe they should be penalized and that a one time calculation would be a good idea. Ms. Thrasher, asked why change the review dates at all? It was suggested to change just those that are at the max that have review dates in January, February or March to a new review date of April 1<sup>st</sup>, which would coincide with any potential COLA increase as of 2012. It was agreed to amend the motion to move just those that are at the max to an April review date.

Amended motion-

**Selectman Stewart made an amendment to the motion to pay COLA in 2011 as is stated in the personnel policy and in 2012 to move the COLA to be effective on April 1<sup>st</sup>, if the budget passes. Also to move those employees at the max of the pay scale, and with a review date of January, February or March, to a review date of April 1<sup>st</sup> effective in 2012. Selectman Lindquist seconded the amendment. The amendment passed unanimously. The motion as amended passed unanimously.**

### **Old Business**

*Deliberative Session-* Chairman Hartung stated that it was a good session and that he learns something new every session. Selectman Lindquist said that there was a good article in the Eagle Tribune on Saturday about the deliberative session.

### **Liaisons Reports**

Selectman Lindquist-

*Cable Committee-* The Cable Committee voted to spend up to \$21,000 of the cable funds in the Cable Account for the school cable channel to get it up and running.

*Zoning Board-* The last meeting of the ZBA that they agreed to hold a rehearing on the McPhee case.

*Recycling and Waste Disposal-* The committee briefly spoke with Lori Collins of the school district and she has agreed to bring back information about putting together some public service announcements on recycling.

*Heritage Commission/Historic Commission-* They recently received a copy of a demolition permit from Kris Emerson. The process in place is that he will notify the Commission when he receives a demolition request. This will allow the Commission to contact the owner and get some pictures taken of the property before it is demolished.

Selectman Stewart- Nothing to report

Chairman Hartung-Not a lot to report other than that he has been working with the library regarding the snow on the roof and is happy to report that the snow has been removed. He noted that the company that removed the snow was up there for quite a time.

### **Administrative Assistant Report**

*Permits*

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The NPDES PII Small MS4 General Permit Annual Report for years 6 and 7 have been completed and sent to EPA. Mrs. Theriault was asked if she has confirmation that they received the reports. She stated that she remembers receiving an email confirming that they were received.

Safety report

The Safety Report to Department of Labor was also completed and was submitted on-line. This report is required every two years.

Town Report

Town Report update is in the hands of the printers a draft copy is expected later this week. Selectman Lindquist will review the draft report.

NHRS Workshop

Mrs. Theriault attended the NH retirement system workshop; the purpose of the meeting was to keep municipalities advised of the current situation with the retirement system. The pension fund currently stands 58% funded when it should be 80%. In order to increase the fund, several changes have occurred over the last several years. 1) Current employees are no longer eligible to receive a medical subsidy for supplemental insurance (Group I). Employers are paying more into the retirement system and new hires will also have to contribute more. There was emphasis placed on the current situation, indicating that it didn't happen overnight and it is not going to be fixed overnight either.

The average annual pension for employees is \$12,208, Teachers is \$21,375, for the police it is \$32,689 and for fire it is \$34,454. Note that Police and fire would not receive social security unless they became employed in the private sector.

Minutes

Minutes ready for approval- January 10th, January 14th, (Budget Hearing), January 24th. Non Public minutes, January 10th.

Selectman Lindquist motioned to approve the minutes of January 10, 2011, January 14, 2011, and January 24, 2011. The minutes for the non public will be reviewed after the public session is closed.

**Activity Log**

The activity log was reviewed.

**Correspondence**

There was none

**Appointments**

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

**Visitors Comment**

There was none.

**Future Agenda Item**

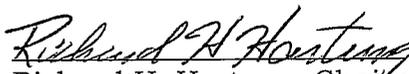
Energy Committee  
Hampstead Senior Committee

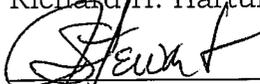
**Selectman Lindquist made a motion to adjourn at 8:04 p.m. Selectman Stewart seconded the motion. The motion passed unanimously.**

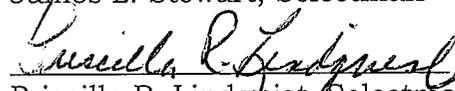
A True Record.

  
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Tina Harrington, Recording Secretary

Approved By:

  
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Richard H. Hartung, Chairman

  
\_\_\_\_\_  
James L. Stewart, Selectman

  
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Priscilla R. Lindquist, Selectman