

**BOARD OF SELECTMEN
MEETING MINUTES
June 27, 2011**

PRESENT: RICHARD H. HARTUNG, CHAIRMAN; PRISCILLA R. LINDQUIST, SELECTMAN; SEAN P. MURPHY, SELECTMAN; SALLY THERIAULT, ADMINISTRATIVE ASSISTANT

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

Guests: P. Williams from Tri-Towne news, J. Worthen, B. O'Brien

Public Announcements

- Tuesday, June 28th Meetinghouse Park concert with All Together Now, a Beatles sound-a-like band. Concert starts at 6:30 p.m.
- The Town Office is closed on Monday, July 4th for Independence Day.
- Saturday, July 9th is bulk disposal day at the Kent Farm Facility from 8:00 a.m. to 4:00 p.m. A permit is required and may be purchased from the Town Clerk/Tax Collector.
- 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 no visitor's comments

Department Heads.

Highway Department- Jon Worthen-

Mr. Worthen announced that line painting will be done on Tuesday, June 28th throughout the town. Selectman Lindquist asked when the lines would be painted in the town office parking lot. Mr. Worthen stated that he expects it to be done in the next few days.

New Business

Chairman Hartung thanked all those that put on the festivities over the weekend (Civic Club and Lion's Club etc.) and also thanked the workers from Atlas.

Old Business

Social Media Policy- The Selectmen reviewed the Social Media Policy as well as department heads. Chairman Hartung explained that the policy was presented by Chief Carrier as a department policy, but it was felt that it would be appropriate for the town as a whole. The policy was not written from scratch but taken from various policies approved by other towns. Selectman Lindquist noted that it could be useful to have. Selectman Murphy asked if Town Counsel had reviewed the policy yet. Mrs. Theriault stated that it had not been sent to Town Counsel yet. Mrs. Theriault had a couple of notes, one of which is to compare the disciplinary action against the union contract to make sure there are no conflicts.

Selectman Lindquist motioned to forward the Social Media Policy to Town Counsel for their review and comments. Selectman Murphy seconded the motion. Mrs. Theriault was asked to update the policy to reflect the Town of Hampstead where it said Hampstead Fire Department and to send the proof to the Selectmen before sending it to Town Counsel. Mrs. Theriault asked if the background checks on employees would be done by each department or by the Selectmen's Office. The agreement was that it would be done in the Selectmen's Office, but that each Chief would be responsible for updating their own information. **The motion passed unanimously.**

Liaison Report

Selectman Lindquist

Heritage/Historic Commission-Selectman Lindquist announced that the painting of the Meeting House is moving along and that it is expected to be finished this week. The only part that won't be painted by Odds and Ends, is the steeple. They will need to look at hiring a company that has the equipment to do higher areas. She also noted that she recently went upstairs in the Meeting House with Tricia Curran to look at what records are up there that could be destroyed. They have a pile that can be shredded and will have the Commission go over the stuff still up there to determine what can be destroyed. They will leave the stuff to be shredded there until it is complete.

Selectman Murphy

He had nothing specific to report

Chairman Hartung

SENHHMMAD- The annual meeting of the HazMat District was held on June 22nd in Plaistow. He was elected the Chairman of the Board of Directors for another year. Chairman Hartung explained that he attended an Atkinson Board of Selectmen meeting to discuss their withdrawal from the HazMat District. He informed them that it was his understanding that they needed to formally vote on withdrawing and write a letter to the HazMat District. They are waiting to see what happens.

Administrative Assistant Report

Mileage rates

The Internal Revenue Service is changing the standard mileage rate from 51 cents per mile to 55 1/2 cents per mile effective July 1, 2011. The Selectmen asked for a copy of the notice be sent for their review. The Selectmen agreed not to change the rate at this time.

Energy Suppliers

The workshop for the Board of Selectmen has been scheduled for Thursday, June 30th at 6:30 p.m. Selectman Lindquist asked if any suppliers would be present. Mrs. Theriault stated no, only the Selectmen. The purpose of the work session is to see if they are interested in moving forward and in which direction whereas there were three different proposals. If they chose to move in one direction, she can contact other vendors of that type to present their information.

Activity Log

The log was reviewed and the Social Media Policy was added to the log.

GASB 45- Still moving forward with some small resolutions made.

Intra Net has no updates

The Exterior of the Meeting House was updated and can be taken off for next meeting.

Utility Pole Assessments- Sansoucy is working on the assessments and with no amendments made, the exemptions lapse June 30th. There will be no State values so we will need to have our own assessments in order to move forward.

Tel Noar- This is in the works and being reviewed.

Payables-Payroll- This is being worked on. Selectman Lindquist asked again that Nancy Vitale be taught the payroll as well.

Energy Supplies- There is a work session this week to discuss the options.

Plow Drivers- Mrs. Theriault looked into some questions that Selectman Murphy had. She will put the information together into a matrix and forward it to the Selectmen.

One of the questions asked area towns was how the plow drivers sign in and where. The Towns have many different ways, some sign in at garage, call in and even some use time cards. The

Selectmen asked Mr. Worthen what he was doing. He explained that he calls all the drivers at the same time (takes about 20 minutes) and approves their time sheet, but that they put their call time on their sheet. He said that it was pointless to have a driver come from Kingston or Sandown that has their route near there, to drive to the garage and then back to their route.

Correspondence

There was no correspondence

Appointments

Appointments – Animal Control Officer, Assistant Animal Control Officer

There was an ad that went out for an Animal Control Officer. There were 12 applicants and they interviewed 5 people. The interview committee was Chief Beaudoin, Mrs. Theriault and Selectman Lindquist. The Selectmen agreed with the Chief's recommendation to appoint Sheila Johanneson as the new Animal Control Officer. She was an assistant under Mrs. Childs and has done a great job filling in. She knows what to expect and the regulations governing the position. Chairman Hartung noted that he worked with her on the Regional All Health Hazards. They were also very impressed with Brian Farrell and have agreed to make him an Assistant Animal Control Officer.

Selectman Lindquist motioned to appoint Sheila Johanneson as the Animal Control Officer. She will be paid hourly, not on a salary as Mrs. Childs was. **Selectman Murphy seconded the motion and the motion passed unanimously.**

Selectman Lindquist motioned to appoint Brian Farrell as an Assistant Animal Control Officer. Selectman Murphy seconded the motion (neither Selectman Murphy nor Chairman Hartung have met Mr. Farrell). It was noted that he was interested in Law Enforcement as well. He is in construction by trade and available to handle calls when needed. **The motion passed unanimously.**

- Call for candidates :
 - Ordway Park, full members and alternates – monthly meetings
 - Cable Committee volunteers – monthly meetings
 - Recycling and Waste Disposal Committee – monthly meetings
 - Capital Improvements
 - Technical Advisory Committee (RPC) – quarterly meetings

Visitors Comment

There were none present

Future Agenda Item

Energy Committee
Hampstead Senior Committee
Town Administrator

Non Public Session:

There was a motion made by Selectman Lindquist to go into non public session at 7:41 pm under RSA 91A:3 II (e) litigation. Selectman Murphy seconded the motion.

Roll call vote:

Selectman Murphy: yes; Selectman Lindquist: yes; Selectman Hartung: yes

Selectman Lindquist motioned to come out of non public session under RSA 91A:3 II (e) litigation at 8:04 pm. Selectman Murphy seconded the motion.

Roll call vote:

Selectman Lindquist: yes; Selectman Murphy: yes; Selectman Hartung: yes

Selectman Hartung motioned to seal the minutes of the non public session under RSA 91A:3 II (e) litigation. Selectman Lindquist seconded the motion and the motion passed unanimously.

There was a motion made by Selectman Lindquist to go into non public session at 8:07 pm under RSA 91A:3 II (a) employee matters. Selectman Murphy seconded the motion.

Roll call vote:

Selectman Murphy: yes; Selectman Lindquist: yes; Selectman Hartung: yes

Selectman Lindquist motioned to come out of non public session under RSA 91A:3 II (a) employee matters at 9:00 pm. Selectman Murphy seconded the motion.

Roll call vote:

Selectman Lindquist: yes; Selectman Murphy: yes; Selectman Hartung: yes

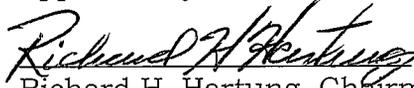
Selectman Lindquist motioned to seal the minutes of the non public session under RSA 91A:3 II (a) employee matters. Selectman Murphy seconded the motion and the motion passed unanimously.

Selectman Lindquist made a motion to adjourn at 9:00 p.m. Selectman Murphy seconded the motion. The motion passed unanimously.

A True Record


Tina Harrington, Recording Secretary

Approved By:


Richard H. Hartung, Chairman


Priscilla R. Lindquist, Selectman


Sean P. Murphy, Selectman