

**BOARD OF SELECTMEN
MEETING MINUTES
August 8, 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, C. Grant, S. Bogle (RPC), P. Thrasher, J. Stewart, T. Randall, M. Tyson

Public Announcements

Chairman Hartung asked that a moment of silence be held in memory of Ben Davine. Mr. Davine was a resident of Hampstead who recently passed away in Kuwait.

- Saturday, August 13th 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.
- Tuesday, August 16th at 6:30 p.m. Cable TV is sponsoring The Reminiscence, a mixture of music from the 1950's and 1960's. The final show is being held on Saturday, August 20th at 6:00 p.m. with a blue grass music at Meetinghouse Park
- 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

Jim Stewart- Chairman of the Hampstead Police Building Committee (HPBC).

Mr. Stewart updated the Selectmen on the progress that the HPBC has made and the request the release of the funds that were donated to the new police station fund. He stated that the committee has agreed on the drawing that was submitted by the design team. The next step is to get a cost for building. In order to get quotes from contractors and general contractors, a set of engineering stamped drawings need to be available. There is a design team in town, Hampstead Design Consultants that stated they, as residents, are committed to helping get the station built. They gave the committee a quote for what the bare minimum design would be, which is at \$4,990. The committee reviewed the estimate and realized that they are getting a great deal, which is a not to exceed quote. They would like to use the funds that were donated from the Hampstead Trails Association for the cost of doing these designs. Selectman Murphy asked if these were the plans that would be used to build on. Mr. Stewart replied that these were the build to plans. He explained that they want to go to the voters with a not to exceed price in March. If the voters approve it, they would then go get a general contractor. There would be a RFP process that would go through the Selectmen's office and the responses back to the design team if possible. They would like to be as transparent as possible he explained. He stated that he believed all of the contractors (sub and general) would be able to use these plan to put together a proposal. Each of the contractors would review the plans and design a system that would fit the building. Selectman Lindquist noted that she has spoken with the donor of the \$5,000 for the police station and she is okay with using the funds for this purpose. Selectman Lindquist asked Mr. Stewart who comes up with the estimates. He explained that the plans would be taken to 3 people for each discipline (or who ever may want to do so) and they would prepare an estimated cost to build. Mrs. Lindquist asked Mr. Stewart who would guarantee that the construction could be done for that cost. Selectman Murphy asked about the costs regarding the site plan etc. Mr. Stewart stated that all that information for the soil testing, waste water and septic are already done. Selectman Murphy asked if the request to expend the \$5,000 could be

put on hold until he has time to understand the process. He explained that he didn't want to see money spent for the plans twice. Mr. Stewart asked if the Selectmen could hold a work session with member of the design team later this week. Chairman Hartung stated that he thinks he has the concept and doesn't see any flaws and that there is more outreaching than in the past. He understood that these are not blue print plans. Selectman Lindquist agreed that it was a good idea to wait and have a work session. She still had a concern that the job gets done at the approved cost and what happens if it can't. It was agreed to meet on Wednesday 8/10/11 at 6:15 PM and that the public was invited. Mr. Stewart also noted that the committee meets most Thursday nights and this week would be a presentation on solar energy.

Department Heads.

Library- Peggy Thrasher, Director

Ms. Thrasher announced that the summer reading program has ended and that there were 255 kids that participated in the program. The adult reading program is still ongoing. She also suggested that if one takes a book to the beach to read, a large print book would work well. She also noted that her last day with the library is August 12th and thanked the Selectmen for their support of the library. The Selectmen thanked her for the work she has done bringing the library to the community and the work she has done. Ms. Thatcher stated that Merrily Samuels will be the acting director until there is a replacement.

New Business

Historic Byways – Carol Grant and Scott Bogle from Rockingham Planning Commission (RPC) Mrs. Grant is a resident of Atkinson and a member of the Atkinson Scenic By Way Committee. What they did was apply for Route 121 in Atkinson be named a scenic byway. This is different from a scenic road, which has restrictions on what can be done. The by way designation is just that, there are no restrictions attached other than no billboard signs along the by way. They may also not include areas that might be commercial, such as strip mall or business. Places such as Don's Market would be included, but there was a question about the bank and post office. She explained the application process that they went through and the requirements to apply. She would like to see Hampstead as well as Chester and possibly Auburn also apply so that the Route 121 corridor, now known as the Stage Coach Route with the Atkinson designation. The road is what the stage coach would follow from Boston to Manchester. Being accepted as a NH by way is like being given a Blue Ribbon, Mrs. Grant stated. There is no cost to the town to apply other than time and cost for binder, paper and stamp. The application needs to be sponsored by an official body of the Town. In Atkinson it was the planning board. They like to see the support from the town as part of the application. She suggested that the town pick out what they want to emphasize and attach pictures (color works well). There is the possibility of grant money available for byway designations for items such as a management plan. There was a question as to what type of things would be applied for. Mrs. Grant replied that it would be anything that enhances the roadway. A bike path and parking would be some ideas. Mr. Bogle has some things that other scenic by ways in NH have applied for. Mr. Bogle explained that the scenic by way program is a Tourism Development Program, managed by the DOT. There are three levels of roads with the first being "All American Roads", which has 27 named nationally, such as Route 66.

The second type are known as National Scenic Byways, with 93 named nationally, with 3 in NH. The ones in NH are the White Mountain Scenic Trail, Kangamangus Highway and the Connecticut River. The third type is the State Scenic Byway of which there are 14 and 3 of them in the RPC district. The three in the RPC district are the NH Coastal Byway, which is Route 1A and Route 1B; American Independence Byway (Exeter, Statham, Newmarket, etc.) and the Atkinson Stage Coach Road. Mr. Bogle explained some of the requirements such as the scenic resources, natural resources, historic resources, cultural resources, archeological resources and recreational resources. The archeological resources are usually seen out west. The NH Coastal

Byway incorporates the recreational resources with the beaches as well the Seafood Festival. Cultural Resources would be museums or craft places.

He explained some of the other items that would be incorporated into an application. Mr. Bogle suggested that the four communities try to meet together if there was any interest. Auburn belongs to the Southern NH Planning Commission and would need to work with them. The Scenic By Way Committee meets September 20, 2011 and then again the third week in December. RPC could help with the application process as part of their regular duties. If a CMP (Comprehensive Management Plan) was to be done, they could help, but at a cost. Chairman Hartung suggested that a letter be sent to the Planning Board along with the binder from Atkinson to see if they would be interested in sponsoring. The Selectmen asked the television audience to contact the office if anyone was interested in helping. Mr. Bogle will contact Chairman Hartung after speaking with SNH Planning, as well as contact via email, Mrs. Theriault.

Old Business

Social Media Policy-

The policy has been to Town Council and back to department heads for their review. There was a concern on page 3 regarding department sanctioned uses. An employee would just need the department head's written permission. The document as presented tonight is good and ready to move forward.

Selectman Lindquist motioned to adopt the Social Media Policy as presented August 8, 2011 with a signature block to be added and a date stamp. Selectman Murphy seconded the motion. The motion passed unanimously.

Agreement with camp Tel Noar – PILOT

The Selectmen have been working with Town Council and the Cohen's to agree on a new PILOT (payment in lieu of taxes) for Camp Tel Noar. The current agreement is for \$25,000 per year. They have agreed that for 2011 the new amount will be \$35,000. The years 2012 and 2013 each will have the amount of \$40,000 paid. The Selectmen signed the agreement.

Liaison Report

Selectman Lindquist

Heritage/Historic Commission-The HDC received a quotation from MMR (Mid Maine Restoration) for the work to be done on the steeple at the Meeting House. The quote is for \$9,960 and Selectman Lindquist asked if the quotation could be accepted without going out to bid. Town policy requires RFPs when the cost is expected to be over \$5,000. There are not a lot of steeple jacks around and this company has done work in the past on the Meeting House. They will paint the steeple from the point that Odds and Ends stopped. They will fix and repair problems they come across as well. They are hoping to have the work completed in time for the Thanksgiving Service.

Selectman Lindquist motioned to accept the quote from MMR and award them the work at the Meeting House for \$9,960. If there isn't enough in the budget to complete the work, the HDC will ask for funds from their account. They collect money from people using the Meeting House and the money collected is to help with repairs and maintenance. Chairman Hartung explained that the policy for going out for proposal is a BOS rule, not a state statute. Selectman Murphy seconded the motion and the motion passed unanimously.

Family Mediation-

Selectman Lindquist had a request from a resident to be appointed to the open Family Mediation position that had been held by the late Dale Childs.

Selectman Lindquist motioned to appoint Kathy Costa to Family Mediation. Mrs. Harrington noted that Mrs. Costa is currently on the Code of Ethics Commission. Selectman

Lindquist felt there was no conflict and stated to let her serve if she is interested. **Selectman Murphy seconded the motion and the motion passed unanimously.**

Selectman Murphy

Had nothing to report

Chairman Hartung

Had nothing to report

Administrative Assistant Report

Mosaic Parcel Map

The Department of Revenue Administration and the UNH Technology Transfer Center have collaborated on the New Hampshire Mosaic Parcel Map Project. The goal is to build and annually maintain a statewide GIS layer that contains each municipalities parcel data. This will significantly increase emergency preparedness of the entire state by being able to assess the monetary damage done to properties as the result of a disaster. The Town of Hampstead is being asked to participate in the update of the data. Last year the Town had supplied the information. They Selectmen agreed to allow the information be forwarded.

Updating Website

A memo was sent out to the different departments asking for updates to their web pages. A couple of come in so far with recommended changes/updates. Mrs. Theriault expects that she will see some more come in as the website continues to be updated. She also asked the Selectmen to let her know if there are things that they see that need to be corrected on the website.

UNH Carbon Challenge

Mrs. Theriault received some correspondence today regarding sustainable energy. For more information people can contact myenergyplan.net

Activity Log

Energy Suppliers- The rates for 9/1/11 for PSNH is expected to be .8889 per KW. Resident Power has quoted .8431 with the residents at .889 or .7849.

Selectman Murphy asked if a quote was received from Standard Power. Mrs. Theriault stated that the Selectmen had only asked these two companies to submit rates whereas they can both help the residents as well.

Chairman Hartung stated that he would like to be able to bring the residents in. He asked that it be added to the next agenda for 8/22/11 for a path to be chosen. If needed a work session can be held.

Selectman Murphy asked that the information on the fuel usage be gathered and contact the school to see if it possible to go in jointly to get a supplier. He stated that when he spoke with Mike Hall it sounded like the school had not yet entered into a contract.

Snow Plow Drivers- Chairman Hartung noted that he would be meeting with Mr. Worthen the week of August 15th to review the plan for plowing the roads.

GASB 45- Selectman Lindquist asked why we weren't compliant. The Selectmen suggested that Town Treasurer Mr. Williams bring forward more information for them.

The scenic by ways will be added to the activity log.

Chairman Hartung announced that if people looking for the town office phone number calls information with their cellphone, they might be given his home phone number. He hasn't been able to determine where the misinformation is coming from yet.

Correspondence

There was no correspondence

Appointments

- 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 8:50 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 9:00 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.

#2

There was a motion made by Selectman Murphy to go into non public session at 9:00 pm under RSA 91A:3 II (a) employee matters. Selectman Lindquist 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 9:36 pm. Selectman Murphy seconded the motion.

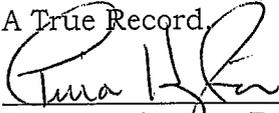
Roll call vote:

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

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

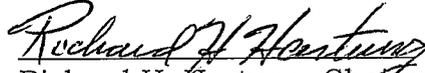
Selectman Murphy made a motion to adjourn at 9:36 p.m. Selectman Lindquist seconded the motion. The motion passed unanimously.

A True Record.



Tina Harrington, Recording Secretary

Approved By:



Richard H. Hartung, Chairman



Priscilla R. Lindquist, Selectman



Sean P. Murphy, Selectman