

**BOARD OF SELECTMEN  
MEETING MINUTES  
November 28, 2011**

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

Guests: J. Worthen, E. Reschberger, P. Williams, P. Bracken, D. Hiett, P. Carideo, E. Cabral, R. Morris, Scott Bogle (RPC)

**Public Announcements**

- January 10<sup>th</sup> is the Presidential Primary, the polls will be open from 8:00 a.m. to 8:00 p.m. at the Hampstead Middle School.
- The Annual Hampstead Fireman's Parade is scheduled for 2:00 pm on SATURDAY, December 10<sup>th</sup>. There is a snow/rain date of Sunday, December 11<sup>th</sup> if needed.
- 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**

*Introduction of Debra Hiett- Library Director* – Emily Reschberger introduced Deb Hiett, the new Library Director. Mrs. Hiett updated the Selectmen about the upcoming events happening in December at the library. All the events are on the library website. She stated that she was happy to be in here and offered if anyone had concerns or questions about the library to stop in and see her.

Mrs. Reschberger asked for the Selectmen to appoint Gwen Glick as an Alternate Library Trustee. She read the letter of request. The Selectmen asked that they be able to meet Ms. Glick before doing an appointment. Later in the meeting Ms. Glick did come forward to meet the Selectmen with Mrs. Reschberger.

**Selectman Murphy motioned to appoint Gwen Glick as an alternate Library Trustee. Selectman Lindquist seconded the motion. The motion passed unanimously.**

*Conservation Commission's concern regarding Wilkinson's ZBA application*

Paul Carideo, a member of the Conservation Commission had some concerns regarding the ZBA application for the Wilkinson property located on map 9 lot 6. The property owner is looking to add onto the property.

Currently the driveway is on town land and there is an easement to the property owner to pass and repass. He had concerns with access to the back 7 acres, which is through this driveway. The back lot is conservation land. He went on to state he had concerns where this property was directly across from Wash Pond as well as the fact it has wetlands in the back of the property. Mr. Carideo was concerned with where trucks would be parked during the construction and how the demolition would be handled. Selectman Lindquist asked about the easement and was told that it is in the deed of the property owner. The Selectmen were not too worried about the use of the driveway whereas there is a recorded easement. Mr. Carideo will try to attend the hearing and, if unable, will send a letter stating his concerns. The Selectmen thanked him for bringing his concerns forward. Selectman Lindquist will also attend the hearing.

*2012 Cemetery Trustees Budget- Presented by Terry Sullivan*

Mr. Sullivan explained the budget that he previously submitted to the Selectmen. The 2011 budget is at \$57,805 and the 2012 is proposed for \$57,305. Current expenditures for 2011 are at \$51,020.64. He explained that he was told to make a 2% reduction which he did. The proposed budget of \$57,305 was the first draft of their budget. He explained that he needs to speak with Steve Harms and see if there is any equipment that needs to be replaced in 2012. If not, then he will come back and reduce that line item some more. Currently there is about \$5,000 for the truck lease and the rest for new equipment. He explained that this is the third year of the improvements that were planned. Mr. Sullivan stated that they have been taking down more trees than planned because of the last few big storms and damage that was caused. The fence at Pine Ridge Cemetery is almost complete, and the road in West Hampstead was re-graded and repaved. In 2012 they will be looking at doing work in the old cemetery such as the sink holes and paving issues. The work was to be done in 2011, but the tree issues forced them to wait another year. The estimate is \$9,000 to \$11,000 to repair the old cemetery. He stated that Mr. Harms has the quotes. Mr. Sullivan stated that he would have an update on the budget for the December 12<sup>th</sup> meeting and hopefully will be able to reduce the new equipment line some more.

### **New Business**

#### *Scenic Byways - Scott Bogle*

Mr. Bogle was back in to explain the Scenic Byway program. There is a meeting in Chester NH on December 5th at Stevens Hall on Route 121 at 7:00 pm with Chester, Auburn, Derry, Atkinson and hopefully Hampstead, to talk about having Route 121 as a scenic byway and then leading into Route 28 bypass in Derry to the Frost Farm. The other communities are very interested in working on getting this established along with Rockingham Planning Commission (RPC) and Southern NH Planning Commission (SNHPC). Selectman Lindquist asked who in the towns normally step up to do the work for the application. Mr. Bogle stated that it could be any but a lot have the Historic Society as well as some Chamber of Commerce. In speaking with the DOT (Dept. of Transportation) it was stated that a regional application might be better than an individual town. The Town of Derry was speaking with SNHPC about having a Robert Frost byway which will join forces with the one started in Atkinson, called the Stagecoach byway. Mr. Bogle explained that the scenic by way is different than a Scenic Road. There is no regulatory impact to the residents along the road, other than no billboard advertising, which is actually regulated through RSA.

In reviewing the 5 towns there are at least 8 Nationally Registered Properties along the proposed byway. He stated that each town would state the resources that are along the bi-way or just off it, such as the Meeting House. Once a nomination is given for the byway a corridor management plan (CMP) needs to be put in place. This plan is a little more intensive than the actual application, but there will be limited assistance available from the two planning commission. If anyone is interested they can contact Mr. Bogle at 603-778-0885 or [sbogle@RPC-NH.org](mailto:sbogle@RPC-NH.org). Selectman Lindquist stated that she believes the Historic Commission is supportive of the program, but doesn't have the resources to help in the process.

### **Old Business**

#### *Recycle Bank- Recycling and Waste Disposal Committee*

Chairman Hartung noted that at the last meeting there was a presentation on Recycle Bank, which is a way to reward residents for recycling. There is a grant opportunity for a two year free membership to Recycle Bank. There was not much feedback from the community.

**Selectman Murphy motioned to enter into an agreement with Recycle Bank and to apply for the grant. Selectman Lindquist seconded the motion. The motion passed unanimously.**

#### *Plow Routes- Jon Worthen, Road Agent*

Mr. Worthen presented three charts to the Selectmen. The first explained his current routes, the roads each route had as well as the length of each road. The second was the routes of a previous road agent. The third was the two routes combined to show any variances. Mr. Worthen explained that each route has an average of 5.28 cul de sacs and should average 2-3 hours of plowing (in and out twice and to do cul de sacs). He has a total of 21 routes and noted that route 20 and 21 charge by the hour. He allows those two to do their regular private routes and to keep track of their time on the town's clock. He found out in the past that there are a couple of places that have plow companies come in and do the driveways of the residents (Cranberry Meadows) and the snow, then when the town truck comes in, it pushes back the snow into the plowed driveways. He also noted that the private trucks sometimes get there before the town truck and pack down the snow. He thought it would be better to try working with those contractors rather than workings against them and see how it works. Dependable Construction fills in on routes when Mr. Worthen has any trucks down.

Mr. Worthen explained that he contacted towns on his PW.net regarding the type of equipment used to plow the roads. In Sandown there are 6 wheelers with plows and wings, and then a one ton truck to do the larger routes. The one ton follows behind the big truck to do the intersections and cul de sacs. In Plaistow it takes about 2-3 hours per route. Atkinson stated that the average is 3 miles per route, but didn't give the number of routes they have. In Danville there is 9 miles of road plowed and there is a plow wing with a one ton following. Smaller plows do the smaller roads. Mr. Worthen currently has 2 wing trucks, and they do Emerson Avenue/Central Street and Brown Hill Road, Webber Road area. Selectman Murphy asked if there was cost difference using the larger trucks. Mr. Worthen responded that the hourly cost is more, but they should be able to do the routes faster. He also noted that he doesn't have anyone with those vehicles. Selectman Lindquist asked about the ability of the Town to purchase a truck to do the work. Chairman Hartung noted that it was a large piece of equipment. Mr. Worthen offered to look into the cost. Selectman Murphy said before purchasing any equipment, there should be a cost analysis done as to the cost benefit versus contracting and who would drive the truck and the cost for that. He would like to see Mr. Worthen look at the cost. Mr. Worthen also reminded the Selectmen that they need to enter into new memorandum of understandings with the area churches for the upcoming winter season.

### **Liaisons Reports**

#### Selectman Lindquist

Historic Commission- The 2012 budget was prepared and has been given to Mrs. Theriault. It will be discussed at the meeting on December 12<sup>th</sup>. She stated that there is work that needs to get done on both the Museum and the Meeting House to preserve the buildings.

#### Selectman Murphy

Had no updates

#### Chairman Hartung

Planning Board- Chairman Hartung noted the recent passing of longtime Planning Board member, Bill Kelly.

### **Administrative Assistant Report**

#### Memorandum of understanding

On a yearly basis the Town and area churches enter into a memorandum of understanding. This provides detailed information about what the churches offer to the general public and in return the Town plows the parking lots and driveways of the local places of worship. The agreements have been printed out and are ready for the Board members' signatures. Selectman Lindquist asked if the contracts could be for more than one year. Mrs. Theriault noted that in the contract itself it speaks to a one year contract. After some discussion it was agreed to keep it on an annual basis and Mrs. Theriault will send the list of items the church does with the agreement and ask them to update any changes.

**Selectman Lindquist motioned to enter into a MOI (memorandum of understanding) with the area churches. Selectman Murphy seconded the motion. The motion passed unanimously.** There were two copies given to be signed for each church.

Waste disposal contract

The contract with Bestway has been reviewed by Town Council and is ready for the Board signatures. The contract was signed by each member of the Board of Selectmen.

The day after Christmas

The second meeting night in December is scheduled for December 26<sup>th</sup> and the Town Offices are closed. Mrs. Theriault asked the Selectmen if they were interested in an alternative meeting night. It was agreed to cancel the meeting for now and to see if one is needed. If one is needed the Selectmen can reschedule the meeting.

Activity Log

CIP was added to the log. Selectman Murphy stated that the town needs to have a plan to see what the needs are and a way to budget for them. Item 6 is still ongoing, item 4 can be removed. The rest of the items are still ongoing. Priscilla said the Capital Improvement Plan is under the jurisdiction of the Planning Board by statute.

**Appointments**

There are new members of the Hampstead Fire Department that need to be appointed by the Selectmen. They have been hired by the Fire Chief and have been attending department trainings and calls.

**Selectman Lindquist motioned to appoint Dominic Dominjanni, Roberta Emerson, Anna Hanides, Timothy Lanning, Sue Morrison, Ryan Parisi and Jacob Somers as members of the Hampstead Fire Department. Selectman Murphy seconded the motion. The motion passed unanimously.**

Call for candidates:

- o Cable Committee volunteers – monthly meetings
- o Recycling and Waste Disposal Committee – monthly meetings
- o Capital Needs Committee
- o Scenic Byways project
- o Friends of Ordway Park-monthly meetings

**Visitors Comment**

There was none.

**Future Agenda Item**

- Energy Committee
- Hampstead Senior Committee
- Town Administrator

**Selectman Lindquist made a motion to adjourn at 8:40 p.m. Selectman Murphy seconded the motion. The motion passed unanimously.**

A True Record.

Approved By:

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Tina Harrington, Recording Secretary

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Richard H. Hartung, Chairman

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Priscilla R. Lindquist, Selectman

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Sean P. Murphy, Selectman