

**BOARD OF SELECTMEN  
MEETING MINUTES  
February 27, 2012**

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

The Selectmen met in non public session at 6:30 with a resident (RSA 91A:3 II(c)) and at 6:50 with Joe Lessard of Municipal Resources under RSA 91A:3 II (e).

The public session began at 7:00 pm

Guests: P. Williams, (Tri Town News), H. Williams, Mr. and Mrs. R. Davis, R. Birdsall, Joe Lessard (MRI)

**Public Announcements**

- Police Department will host an open house on Saturday, March 3<sup>rd</sup> from 12 pm to 3 pm at the police station. The HFD ladder truck (Quint) will be there along with the Rockingham County Sheriff's Mobile Command Post Trailer and The Bearcat, Rockingham County Sp. Ops Unit armored personnel carrier. Food will be generously donated by Toss & Sauce and J & B Butcher Shop.
- Tuesday, March 6<sup>th</sup> is Candidates night at the Town Office building starting at 7:00 p.m.
- An information night will be held at the library on March 7<sup>th</sup> and March 8<sup>th</sup> regarding the proposed police station.
- Tuesday, March 13<sup>th</sup> - Town Meeting, the polls will be 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**

There were none

**New Business**

Equalization Ratio- Waterfront Properties

Mr. Lessard reported to the Selectmen that the results of a study done with DRA indicates that the overall ratio is in line but that the sales for the last two years on waterfront properties indicates that they may be under assessed. He was bringing it to their attention to see if they wanted to have MRI due an analysis of the properties. It currently looks like the assessment is at 77% of the general level. He noted that he wasn't sure how many properties are affected. He suggested that they could do the research and prepare a proposal. When they were reviewed in the past, there weren't enough sales to see a clear picture. Mr. Lessard noted that this is similar to the issue with the mobile homes in 2010. At that time they were over assessed and adjusted down for 2011. He predicts that these properties would be going up which might be a problem. Selectman Hartung asked if this would require site visits. Mr. Lessard responded that it would include an analysis of the sales itself to determine if it is the waterfront property only or all property within the waterfront area. There may be a physical drive by and a notice would be sent to the taxpayers to make them aware of the times for meeting to review any changes. The town is due to have a town wide reassessment in 2014 and Selectman Hartung asked if that included a

door by door inspection. Mr. Lessard stated no, the inspections are to verify the data and if the data is good, then they don't need to do the inspection. He also noted that DRA does not require physical inspection. Selectman Lindquist asked that if the update was done now, would the reval in 2014 need to be as in depth. Mr. Lessard suggested that it would be less of a drastic change in 2014 if the properties continue to increase. Selectman Lindquist stated that the values should be as correct as they can be and she would like to see the proposal put together.

**Selectman Lindquist motioned to ask Municipal Resources, Inc. (MRI) for a proposal for the assessment. Selectman Hartung seconded the motion and the motion passed unanimously.**

### **Old Business**

#### Fund Balance Policy

Selectman Hartung suggested that on paragraph F to have the minimum amount to read as "The Town will strive to maintain an unassigned fund balance in its General Fund equal to 8-15% of the total annual appropriations of the community (which includes the Town, County, and School District). The Selectmen have the authority to apply up to \$250,000 of the Town's beginning unassigned fund balance in order to reduce the property tax rate."

**Selectman Hartung motioned to accept the Fund Balance Policy as amended. Selectman Lindquist seconded the motion. The motion passed unanimously.**

### **Liaisons Reports**

#### Selectman Lindquist

Historic Commission-Selectman Lindquist explained that the Historic Commission applied for a grant through the Methuen Festival of Trees to help with the work on the Meeting House. She was pleased to announce that they were awarded the grant that will help pay half the cost of the work on the balustrade. The Commission has money in an account that will pay for the other half of the cost. They are grateful for the grant award and they should be able to have the work done at the same time that the steeple work is being done and save the cost of having the crane in twice.

There have been no further applicants for the Boston Post Cane other than the two received earlier. The deadline is set for March 1<sup>st</sup>.

#### Selectman Hartung

Area Selectmen's Meeting- Selectman Hartung stated that he attended the Area Selectmen's meeting held in Chester on February 16<sup>th</sup>. There was a presentation by Family Promise regarding homelessness and the program that area churches are putting together. The next meeting of the Area Selectmen is scheduled to be in Kingston on May 24<sup>th</sup> which will include the area State Representatives.

Ken Weyler was honored today for all his work for the area at a ceremony held at the Vic Geary Center .

#### Chairman Murphy

There were no updates.

### **Administrative Assistant Report**

#### Town Report

The Town Report will be printed this week to be ready for the March 6<sup>th</sup> deadline.

#### Activity

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The activity report has not seen a lot of activity lately, partly due to the budget season. Mrs. Theriault asked if any of the members of the BOS would like to add anything to the activity report.

PSNH Street Lights- Mrs. Theriault stated that she had been in touch with PSNH to see if they still offered the program that allowed more energy efficient streets lights replace the older models. She was told that the program is currently not offered but will be notified when it is. There are new lights, LED ones that are being used for street lights, but not in cold climates. There were discussions in the past about swapping out the old mercury lights for the sodium vapor lights but there was a concern that the town would be stuck with disposing of the old lights. Chairman Murphy suggested that it could be looked at down the road. There is a light on East Road located at the corner of the driveway near St. Christopher's Church .. Selectman Lindquist stated that the request needs to be given to the Highway Safety Committee to get their recommendation.

Sidewalks- Mrs. Theriault said that there are grants available for studies to be done to have sidewalks. Selectman Lindquist stated that has been addressed before and there is no land available for sidewalks. The issue was dropped.

457 Plan- At a recent Department Head meeting, there was a request to look into having a 457 plan. In the past there was concern that there was a cost to the town for the administration of the plan. At that point, the Selectmen requested that it be decided by Town Meeting. It was defeated that year. Sally has spoken with other towns and there are no costs to the town and the companies has been developing the plan documents. Chairman Murphy explained how the cost is part of the mutual fund cost and that he would be in favor for her to explore it, Selectman Lindquist noted if she has the time. There were no other items to add to the log.

### Meeting Minutes

The members of the Board of Selectmen have signed the meeting minutes of January 9<sup>th</sup>, 11<sup>th</sup>, 13<sup>th</sup> and 23<sup>rd</sup> are ready for approval at this time. There were several non-public meeting minutes for review.

**Selectman Lindquist motioned to accept the minutes of January 9, January 11, January 13, and January 23, 2012 as amended. Selectman Hartung seconded the motion. The motion passed unanimously.**

### Re- Appointments/Appointments

Re-appointment Linda Skidmore – Joint Loss Management Committee, 3-year term

**Selectman Hartung motioned to re appoint Linda Skidmore to the Joint Loss Management Committee for a term of three years. Selectman Lindquist seconded the motion. 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
  - Scenic Byways project

Chairman Murphy asked that we check on the status of the Rockingham Planning Commission appointment list whereas there was correspondence stating that Susan Hastings' term was coming due.

**Correspondence**

One e-mail from a resident regarding concerns in the change to the allowed amounts for curbside pickup. The resident felt that there was a need to increase the recycling and had some questions such as the allowed bag size. Chairman Murphy stated that he had one comment from a resident that was against the change and stated that he also was. He stated that he believes curbside pickup is one service that all in town can participate in. Selectman Hartung stated that he thought reducing it in ½ was too big a reduction. Selectman Lindquist stated that the email was also sent to the Recycling and Waste Disposal Committee and it was suggested to them that they put together a program to show what can be recycled. She noted that she would take the questions and concerns back to the committee.

The Road Agent submitted a list of road work that he currently has planned for 2012 for the Selectmen to be aware of. It was noted that Garland Drive will be on the list this year and hopefully there will be enough in the budget to cover the whole job. Mr. Worthen stated that he has heard that paving costs might be going up and it is currently at \$70 per ton.

**Visitors Comment**

State Representative Regina Birdsall- She updated the Selectmen on some of the programs she has coming up on her program "Chatting with a legislator". She will have Tim Lovell, Hampstead Conservation Commission Chairman on to discuss the issues that were before the house this year regarding conservation. She is hoping to have Maria DeGarcia in to discuss the Cancer Care of America proposal for New Hampshire, as well as gubernatorial candidates.

**Future Agenda Item**

Energy Committee  
Hampstead Senior Committee  
Town Administrator

#2

Non Public Session RSA 91A:3 II (c) reputation

**Selectman Lindquist motioned to go into non public session under RSA 91A 3:2 (c), reputation at 7:49 pm. Selectman Hartung seconded the motion. On a roll call vote;**

**Selectman Lindquist: yes, Selectman Murphy; yes, Selectman Hartung; yes;**

John Worthen was present to answer the issues that were brought to the attention of the Selectmen by a resident.

**Selectman Lindquist motioned to come out of non public session at 8:41 pm. Selectman Hartung seconded the motion. Roll call vote;**

**Selectman Lindquist: yes, Selectman Murphy; yes, Selectman Hartung; yes;**

#3

**Selectman Lindquist motioned to go into non public session under RSA 91A 3:2 (a), employee matters at 8:41 pm. Selectman Hartung seconded the motion. On a roll call vote;**

The Selectmen reviewed the job description for the Human Services Coordinator and options for replacing Mrs. Forsyth. The Selectmen agreed with going forward and calling area towns to see if they had a part time human services person that might be interested in picking up some additional hours and to place the ad in the paper. The Selectmen agreed that if these alternatives don't bring anyone forward, they would look at some of the other options.

There was an update to one of the positions in the Town Clerk's office. With the added responsibility that the clerk position had added, it was agreed to make a clerk I and a clerk II. Clerk I would be at the same current grade of grade 3 and the new clerk II would be a grade 4.

**Selectman Lindquist: yes, Selectman Murphy; yes, Selectman Hartung; yes;**

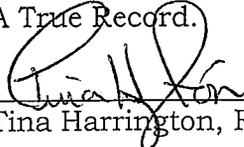
**Selectman Hartung motioned to come out of non public session at 9:13 pm. Selectman Lindquist seconded the motion. Roll call vote;**

**Selectman Lindquist: yes, Selectman Murphy; yes, Selectman Hartung; yes;**

**91A 3:2 (a) employee matters. Selectman Hartung seconded the motion. The motion passed unanimously.**

***Selectman Lindquist made a motion to adjourn at 9:13 p.m. Selectman Hartung seconded the motion. The motion passed unanimously.***

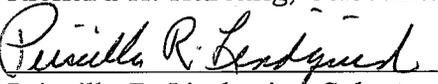
A True Record.

  
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Tina Harrington, Recording Secretary

Approved By:

  
\_\_\_\_\_  
Sean P. Murphy, Chairman

  
\_\_\_\_\_  
Richard H. Hartung, Selectman

  
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Priscilla R. Lindquist, Selectman