

**BOARD OF SELECTMEN  
MEETING MINUTES  
July 9, 2012**

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

The public session began at 7:00 pm

Guests: J. Worthen, P. Williams

**Public Announcements**

- Tuesday, July 10<sup>th</sup> The Meetinghouse Park Summer Music Series presents Banjo Dan and the Mid-nite Plowboys at 6:00 p.m.
- Saturday, July 14<sup>th</sup> the Kent Farm Facility is open from 8:00 a.m. to 4:00 p.m. A sticker is required and may be obtained from the Town Clerk/Tax Collector's office during regular business hours.
- Saturday, July 21<sup>st</sup> is community shredding day at the Civic Club from 9- noon. Donations may be made to the Firemen's Association.
- 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 present.

**Department Heads**

There were none.

**New Business**

*Discussion concerning self-funded 457 (b) plan-* Mrs. Theriault updated the Selectmen on the 457 (b) plans. She explained that there is no cost to the Town and that any fees are rolled into the cost of the fund directly. The Town of Hampstead would need to sign on to allow full time employees and regularly scheduled part time employees to participate. To add this benefit would require a vote of the Selectmen. Mrs. Theriault noted that she had left the information for the Selectmen to review about the Valic Plan. Selectman Lindquist asked if this had gone out to bid. Mrs. Theriault stated that it had not, but in the past there were three or four companies that had come in and explained what they offered but there was confusion over what cost if any there was to the Town. It was put on the warrant asking for funds to cover any potential cost, but was defeated. There is work that the Town would need to do such as put the payroll deduction in and process the payment to Valic. It was agreed that Selectman Lindquist would meet with the representative from Valic and Mrs. Theriault. If she was okay and all her concerns were addressed, the others would be okay with going forward. Chairman Murphy suggested that Selectman Lindquist ask about any cost to the town.

**Old Business**

*Continued discussion concerning budgeting for mower - Tabled until Budget Season*

Mrs. Theriault noted that one of the Cemetery Trustees came in and asked for the discussion to be tabled. There was an issue in the spring with the mowers keeping up with the cutting but since then the sense of urgency has gone down. They are looking at the cost and will look at the

## **Liaisons Reports**

### **Selectman Lindquist**

Heritage/Historic Commission- The bell at the Meeting House rang at 1 minute past midnight on July 4<sup>th</sup> for about ½ hour and the bell didn't come crashing down.

Cable- There will be a meeting with Comcast on Wednesday to see what the equipment in the basement was i.e. I-Net)

### **Selectman Hartung**

Patriotic Purposes- The fireworks and concert went well. Everyone had a good time. Selectman Hartung noted that Hampstead was able to shoot off about 100 additional shells thanks to the time donated by the personnel working on the fireworks crew.

EMD- There is an All Health Hazards meeting in Derry on July 11<sup>th</sup>, and a CART meeting on July 17.

## **Administrative Assistant Report**

### Department of Labor workshop

Mrs. Theriault attended a department of labor workshop. All the attendees were provided with a CD, which contained forms. One of which she provided to the Selectmen to show what is required for employers to provide new hires. There had been a question several weeks ago as to why the Town provide offer letters to employees. The information contained in the offer letter is required by law. Information was also shared about what do employers do when the employee takes vacation time in advance of earning that time, what an employer does when an employee leaves employment after receiving educational assistance and how that is reimbursed. It was also mentioned that if an employee is given vacation time in advance, they should be signing a document that they agree to have any money paid up front withheld from their final check, if needed. The Selectmen agreed that they like the idea of that form and asked Mrs. Theriault to amend it to be able to use. Selectman Lindquist asked that a signature page be added to the Ethics Policy. Selectman Lindquist asked about the offer letters that are given to employees and what they state. Mrs. Theriault said that they vary by position and that the Selectmen had just seen one for the new FT firefighter.

### LGC Leadership workshop

Mrs. Theriault also attended the LGC leadership workshop, which consisted of a mini-course in budgeting. There are three more workshops this year to complete the leadership certificate program.

### LGC survey

The wage and benefit survey has been completed. Annually, LGC asks for updated information from towns as it relates to wages and benefits.

### ICMA survey

ICMA (International City/County Management Association) survey was also completed and this had to do with services offered by the Town to residents and who is responsible for managing the services.

### Meeting Minutes

Regular meeting minutes of May 31<sup>st</sup> and June 25<sup>th</sup> have been approved.

**Selectman Hartung motioned to accept the minutes of May 31, 2012 and June 25, 2012. Selectman Lindquist seconded the motion. The motion passed unanimously.**

Activity Log

The log was reviewed.

**Re- Appointments/Appointments**

Selectman Hartung asked that the members that were recently appointed be notified that their appointment papers are ready and that they need to be sworn in. Mrs. Harrington will work on it.

- Call for candidates :
  - Ordway Park, full members and alternates – monthly meetings
  - Cable Committee volunteers – monthly meetings
  - Recycling and Waste Disposal Committee – monthly meetings
  - Town Facilities Committee
  - Hampstead Police Building Committee.
  - Rockingham Planning Commission member

**Correspondence**

Permit for Meeting House Park-

There were two requests by vendors for the use of the MeetingHouse Park during concerts. One from Paige Herlihy who is raising funds for Habitat for Humanity. She is requesting to be able to do fundraising at the remaining Cable concerts scheduled.

**Selectman Lindquist motion to grant the request. Selectman Hartung seconded the motion. The motion passed unanimously.**

The second request was from Kona Ice for You. It is an ice cream truck that sells shaved ice and they donate 25% back to the community. So far they stated that they have given back close to \$20,000 to various organizations.

**Selectman Lindquist motioned to approve the permit with one condition, no playing of music, while it was in the area of the park, and that the permit would be rescinded if there was. Selectman Murphy seconded the motion. The motion passed unanimously.**

**Visitors Comments**

There were none

**Future Agenda Item**

- Energy Committee
- Hampstead Senior Committee
- Town Administrator

There was a request for a nonpublic under RSA 91A:3 II (C) reputation.

**Selectman Lindquist motioned to go into non public session under RSA 91A:3II (e) litigation at 7:31 pm. Selectman Hartung seconded the motion.**

**Roll call vote:**

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

Selectman Lindquist updated the other members on the Cable contract negotiations and some of the upcoming meetings.

There was discussion about the taxing of public utilities such as Fairpoint and Comcast.

Selectman Hartung motioned to come out of non public session at 7:44 pm. Selectman Lindquist seconded the motion. Selectman Hartung, yes; Selectman Lindquist, yes; Selectman Murphy, yes

*It was discussed that the purpose should not have been litigation, but maybe reputation instead.*

Selectman Hartung motioned to go into non public session under RSA 91A:3II (c) reputation at 7:44 pm. Selectman Lindquist seconded the motion.

Roll call vote:

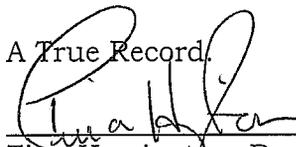
Selectman Hartung, yes; Selectman Lindquist, yes; Selectman Murphy, yes

Selectman Hartung motioned to come out of non public session at 7:44 pm. Selectman Lindquist seconded the motion. Selectman Hartung, yes; Selectman Lindquist, yes; Selectman Murphy, yes

*There was a motion made by Selectman Lindquist to seal the minutes of the non public regarding Camp Tel Noar under reputation. Selectman Hartung seconded the motion. The motion passed unanimously.*

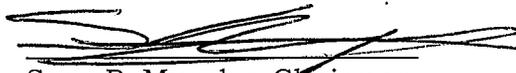
Selectman Lindquist made a motion to adjourn at 7:55 p.m. Selectman Hartung seconded the motion. The motion passed unanimously.

A True Record.

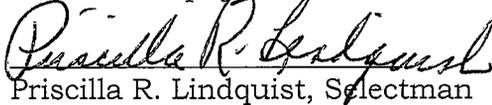


Tina Harrington, Recording Secretary

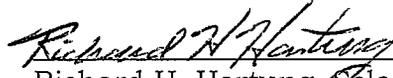
Approved By:



Sean P. Murphy, Chairman



Priscilla R. Lindquist, Selectman



Richard H. Hartung, Selectman