

**BOARD OF SELECTMEN**  
**MEETING MINUTES**  
June 24, 2013

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

The public meeting began at 7:00 pm.

Guests: P. Williams (Tri Town News), A. Howe, C. Howe, J. Worthen, R. Clark, E. Lanpher, and R. Gaudette

**Public Announcements**

- Tuesday, June 25<sup>th</sup> at 6pm - Meetinghouse Park concert series presents Reminisants and is sponsored by the Cable Advisory Committee.
- Saturday, June 29<sup>th</sup> is the annual fireworks display at Meetinghouse Park beginning at dusk (9:30).
- Thursday, July 4<sup>th</sup> the Town Offices will be closed for Independence Day
- 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 anytime.

Chairman Murphy announced the recent death of retired Detective Sergeant Ken Owens and offered the Boards' condolences to the family and thanked him for his many years of service to the town.

**Visitors Comment**

*Budget Committee- Ann Howe, Vice Chairman*

Mrs. Howe noted that Mr. Mesa-Tejada resigned from the Budget Committee and she asked that the Selectmen consider her husband, Chris Howe for the open position. She noted that he ran for the open position and had also applied for the vacant position when Mr. Mesa-Tejada was appointed. Chairman Murphy stated that they would take the issue up later in the meeting.

**Department Heads**

*Planning Board- Randy Clark, Chairman of the Planning Board*

Mr. Clark gave the Selectmen good news in that the Superior Court upheld the Planning Board decision regarding the Depot Development. The abutters had taken the Planning Board to court over the approval of the proposed gas station. The court ruled in favor of the Planning Board. As Mr. Clark noted this is the second time that the court has upheld the Planning Board's decision on this particular property. 10 years ago the Planning Board ruled against the development and they were taken to court by the developer and the courts upheld that decision then. It stated that it speaks to the Planning Board and their decision process. He also noted that this case has resulted in about \$6,000 in legal fees, but he had only budgeted for \$2,000 this year. He has money still in the Engineering line that won't be spent so overall his bottom line should not be affected.

**New Business**

*Recommendation for French Drainage System*

Mr. Worthen stated that he reviewed the bids received from the last meeting for the French drain work to be done around Scott Drive. He looked at the two low bidders, Busby Construction and Deano Construction. The difference between the two amounted to about \$1,800. He would like to move forward with Busby Construction based on the knowledge he has on their work and that he has worked with them. He stated that he called the DPW in Goffstown to get a recommendation on Deano Construction but they hadn't heard of them. Mrs. Theriault had contacted the references given by Deano Construction and they were all very positive of them.

Mr. Worthen noted you don't put down references for people that will give you bad ones. Selectman Lindquist agreed After some discussion a motion was made.

**Selectman Hartung motioned to award the contract to Deano Construction, the low bidder of Goffstown, NH. Selectman Murphy seconded the motion. The motion passed with two in favor (RH, SM) and one against (PL).**

Investment Policy and Fund Balance Policy- It was agreed to review the Investment Policy and Fund Balance Policy in September when they also need to reaffirm the EOP plan and get them all on the same cycle.

Sign prosecutor's contract-The annual contract for the Rockingham County Attorney's office has been signed for the prosecution of the Hampstead Police Department cases.

Sign PILOT agreement- The Board of Selectmen recently entered into an agreement with Camp Tel Noar for an additional \$1,000 to be added to the PILOT program. This would bring the annual amount to \$42,500. The increase is due to the purchase of the land on Kent Farm Road in 2012. Chairman Murphy passed the agreement to be signed by the members.

Review Meetinghouse Park permit application- There were two permit requests for tables at the concerts. The Selectmen signed off on both permits.

### **Old Business**

Donation of Parcel of Land- Hilltop Lane- At the previous meeting, Mrs. Theriault said that the owners of Map 8B lot 85 were looking to see if the Town would accept the donation of the property. Selectman Lindquist asked to see the where the property is located on the tax map. The lot is .34 acres and listed as unbuildable with an assessment of \$18,200. There is no value for the Conservation Commission to have the land, but Mrs. Theriault will ask them. Selectman Hartung suggested that the property owners contact their abutters and see if there was some interest because they could add to their own lot after going through the proper process. There was some discussion about accepting the property and disposing of it at a later time. Mr. Clark suggested that it was better for the town to take the land and control it.

**Selectman Lindquist motioned to accept the gift of Map 8B Lot 85, subject to a public hearing. Selectman Hartung seconded the motion. The motion passed unanimously.**

### **Liaisons Reports**

#### **Chairman Murphy**

Nothing to report

#### **Selectman Lindquist**

Nothing to report

#### **Selectman Hartung**

SENHHMADD- The annual meeting of the Hazmat district was last week. Captain Will Warnock of the Hampstead Fire Dept. was reappointed as the Team Coordinator. Hampstead Deputy Chief Gilmartin has served as the Treasurer of the District for many years. Chief Michael Carrier was appointed to fill that position and Selectman Hartung was reappointed as the Vice Chairman. There were no changes to the budget as Selectman Hartung had previously presented. The big increase to the budget is for the renting of building space in Windham to store their equipment.

**Administrative Assistant Report**

Canon copier

The copier will be delivered before on or before June 28<sup>th</sup> in order to receive the rebate. The lease agreement includes maintenance and toner with a \$1 buyout at the end of the five year lease. The monthly lease is \$156. The copier in the meeting room will go upstairs and the broken one up there will be taken out by the company. They will be doing the moving of all the equipment.

Certified Supervisor/Manager Program

Mrs. Theriault was notified by the State that she has been accepted into the certified supervisor/manager program. Classes begin in August and run through May. She noted that she will put the classes on the calendar so the Selectmen know when she will be out. Selectman Murphy congratulated her for being accepted.

Conversation with EPA

Mrs. Theriault had an impromptu telephone conference with three EPA employees to discuss any concerns that the Town might have with the new MS4 requirements. The EPA is aware that we are part of the coalition that is preparing a letter to EPA and DES, which will address the municipalities concerns as it relates to the new regulations. She was on the phone with them for approximately 30 minutes and was able to ask them specific questions as it relates to Hampstead.

Going forward, she suggested that the Board should have a workshop to discuss whether or not the Town is going to retain an outside agency to prepare the new permit and help guide the Town through the process or have someone within the town designated to do the work. Mrs. Theriault emphasized to the EPA that Hampstead did not have the expertise or the full time staff to handle the new regulations. Selectman Lindquist asked if RPC had been contacted to see if they could be of any assistance to the Town. Mrs. Theriault will check into this.

FEMA

Mrs. Theriault was informed that the Town of Hampstead was approved for FEMA reimbursement for about \$25,000. The Chairman needs to sign the paperwork, or authorization needs to be given to Mrs. Theriault to sign. Once FEMA receives the signed paperwork the check will be released. Chairman Murphy signed the paperwork.

Paint Front Entrance/Porch Facing Main Street.

The front entrance and porch area is in need of painting. The question is the extent of work the Selectman want done. Every several years it is scraped and repainted. The details of the woodwork is diminished every time it is repainted. The Selectmen were asked if they would like to just do minor work such as scraping and repainting or remove the paint and restore the area. Selectman Lindquist said that she could contact Mr. Ares to see what he recommends. Chairman Murphy said it would depend on the cost as to whether or not just paint, or completely scrap and paint. It was agreed to get estimates on the cost of doing the complete job.

Meeting Minutes

**Selectman Hartung made a motion to approve the minutes of May 20, 2013 as amended. Selectman Lindquist seconded the motion. The motion passed unanimously.**

**Activity Log**

The activity log was reviewed and had the Investment Policy and Fund Balance Policy added to it. Mrs. Theriault did speak with Ms. Samm of the DRA again regarding coming down and meeting

with the Selectmen. According to Mrs. Theriault, Ms. Samm saw no reason to come down and they would be better served talking with their tax collector. Selectman Hartung asked for the office to contact PSNH to find out when the changing of the lights will happen from East Road to Central Street.

Selectman Lindquist noted that at the last meeting of the School Board they voted to spend \$270,000 of their surplus money.

### **Re- Appointments/Appointments**

#### **Letter of Resignation**

A letter of resignation was received from Jorge Mesa-Tejada from the Budget Committee. The letter was read into the minutes.

**Selectman Lindquist motioned to accept the resignation with regret and to send Mr. Mesa-Tejada a letter of thanks for his service. Selectman Hartung seconded the motion. The motion passed unanimously.**

As previously stated at the beginning of the meeting Chris Howe has asked to be appointed to the now vacant position. The term of the position is until March, 2014.

Mr. Howe spoke to the Board and explained that he understood there were concerns prior to both him and his wife being on the same board but he noted that she is a government auditor and he brings being a business owner to the committee for experience. Mrs. Howe stated that she had spoken with Matt Murphy, Chairman of the Budget Committee and she as Vice Chair are in agreement that he be appointed. If he had not received any votes during the election, it might be a different story. Chairman Murphy stated that Mr. Howe has now asked twice to be appointed to that committee and the previous time it was only the two interested people and the Selectmen appointed the one with the experience. Mrs. Howe stated that she didn't know what the objections were. Selectman Hartung explained that his objections were small. It was agreed that the Selectmen would put it out there for the opening and at the next meeting would make the appointment. If Mr. Howe comes back in two weeks and there are no other applicants, they will bless the appointment. The Budget Committee itself is not meeting until September so there is nothing being lost there.

#### **Call for Candidates:**

- o Ordway Park, full members and alternates – monthly meetings
- o Cable Committee volunteers – monthly meetings
- o Recycling and Waste Disposal Committee – monthly meetings
- o Town Facilities Committee - monthly meetings
- o Conservation Commission – monthly meetings

### **Correspondence**

None

### **Visitors Comments**

#### **R. Gaudette, Wheelwright Road**

Mr. Gaudette asked how the residents would see the impact of the new police station on their tax bills so that it would actually show a "one and done" He would like to see it listed on the tax bill as a separate item. The Selectmen stated that they didn't think this was allowed, but would verify and if allowed they would do it. It was stated that the paperwork at the tax rate setting that shows what was appropriated could be made available. Each year the tax rate is set on what was appropriated that year less any revenues so that the police station would not be included in the tax rate for 2014. Mr. Gaudette stated that he has spoken with Ms. Samms many times and stated that the Selectmen set the rate, not the state. He asked her how we could get a lower tax rate and she responded to get a lower budget.

**Non Public Sessions**

Selectman Hartung motioned to go into nonpublic session under RSA 91 A: 3II (c) reputation at 7:55pm. Selectman Lindquist seconded the motion.

*Roll call vote: Selectman Lindquist, yes; Selectman Hartung, yes; Selectman Murphy, yes:*  
Guest- Chief Michael Carrier

Selectman Hartung motioned to come out of nonpublic session under RSA 91 A: 3 II (c) reputation at 8:43 p.m. Selectman Lindquist seconded the motion.

*Roll Call vote: Selectman Lindquist, yes; Selectman Hartung, yes; Selectman Murphy, yes:*

Selectmen Hartung motioned to seal the minutes of the nonpublic session. Selectman Lindquist seconded the motion. The motion passed unanimously.

Selectman Lindquist motioned to go into nonpublic session under RSA 91 A: 3II (a) employee matters at 8:43pm. Selectman Hartung seconded the motion.

*Roll call vote: Selectman Lindquist, yes; Selectman Hartung, yes; Selectman Murphy, yes:*

An employee and their family are looking to make a change in the health insurance outside the Town of Hampstead's open enrollment period. According to the LGC, if a spouse has an open enrollment outside the time frame of their spouse, and there were significant cost changes, then the employee could be allowed to make a change outside open enrollment. The information was sent to the LGC to verify that there was a change that could be significant. Through the process Mrs. Theriault learned that the LGC will review the policies to confirm if there were any significant cost changes and then it would be up to the Board of Selectmen to make the decision to allow the change outside open enrollment.

The Selectmen decided that the change could wait until open enrollment for the Town of Hampstead.

Selectman Lindquist motioned to come out of nonpublic session under RSA 91 A: 3 II (a) employee matters at 8:50 p.m. Selectman Hartung seconded the motion.

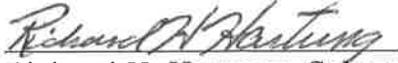
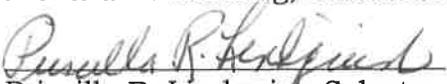
*Roll Call vote: Selectman Lindquist, yes; Selectman Hartung, yes; Selectman Murphy, yes:*

Selectman Hartung made a motion to adjourn at 8:50 p.m. Selectman Lindquist seconded the motion. The motion passed unanimously.

A True Record.

  
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Tina Harrington, Recording Secretary

Approved By:

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Sean P. Murphy, Chairman  
  
Richard H. Hartung, Selectman  
  
Priscilla R. Lindquist, Selectman