

**BOARD OF SELECTMEN
MEETING MINUTES
March 24, 2014**

PRESENT: SEAN P. MURPHY, CHAIRMAN; RICHARD H. HARTUNG, SELECTMAN; PRISCILLA R. LINDQUIST, SELECTMAN;

Visitors: Paul Wentworth, Steve Londrigan, P. Williams (Tri Town News)

Public Announcements

- The Robert Frost/Stage Coach Scenic by Way Committee will be holding a Public Hearing on Monday, March 31st at the Derry Municipal Center, at 10 Manning Street, Derry at 7:00 pm.
- 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.

Visitors Comment

There were none

Department Heads

Recreation Commission-Kim Colbert introduced Julie Ahern, the new Chairman of the Recreation Commission. Mrs. Colbert also announced that the HRC (Hampstead Recreation Commission) will be holding a "Spring Fling" on Saturday, April 12th from 10 am to 12 pm. There will be an egg hunt along with some other games. It will be held at the Town Gym. She also announced that the summer Recreation program is looking for a tennis instructor and a swimming instructor. If someone is interested they can contact the Recreation Director, Angie Ingraham, at hampsteadrec@aol.com

New Business

Update and sign contract with Cross Country for the statistical review- Mr. Marsh was present to answer any questions the Selectman had on the contract. He explained that Cross Country Appraisal would be doing a statistical update using the sales from the last two years (4/1/12-4/1/14). He met with a representative from Cross Country along with a representative from the DRA recently and everything is ready to go. All contracts are required to be reviewed by DRA and there was a recommendation that a bond be put up by the vendor. It was mutually agreed to do a 35% retainage from each invoice. When the work is done and satisfactory the balance can be released after approval from the Selectmen. Mr. Marsh stated that MRI would be responsible for the oversight and to sign off on each invoice to verify the work has been done. He also noted that there was a small increase in the contract for \$5,000 to cover two items that weren't included in the original RFP but need to be done. He noted that the change in the contract brings them to \$59,000 which is still lower than the other company that bid on the job. There was a payment schedule attached to the contract. He also noted that as part of the statistical update Cross Country will be doing new tables and the adjustments and then review the properties. They will give the BOS an analysis and send out notices to the residents and set up the hearings etc. Selectman Lindquist asked if we had a choice in doing the update. Mr. Marsh replied that the N.H. constitution states that it will be done every 5 years.

Selectman Hartung motioned to enter into a contract with Cross Country Appraisals of Concord, NH at a cost of \$59,000. Selectman Lindquist seconded the motion. The motion passed unanimously.

Recommendation from Recreation for the fertilization and mowing bids

Mrs. Colbert spoke on behalf of the Recreation Commission. She stated that she asked for Town Counsel to draw up a contract for the two proposals that would put teeth into the agreement, but had just received it and hadn't had a chance to review it. She presented the Selectmen with two packages, one for the Mowing RFP and one for the Fertilization RFP.

Mowing - She noted that there were 13 companies that responded and they began the review by taking off the companies that were over \$400 per cut and up. That left 5 bids to review and with these they checked the references. They also looked at the one year contract versus the three year contract and decided that a one year contract would work better. They are recommending CBC Outdoor Services of Manchester, NH, at \$310 per cut and \$16,120 per year. She explained that they are a smaller company and based on that fact there were hesitant

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to do a three year contract and that financially there was not as much of an advantage as they hoped. She noted that the other companies they talked to may have had good recommendations, but they had no field experience. Selectman Lindquist motioned to accept the recommendation of the Recreation Commission in awarding the mowing proposal to CBC Outdoor Services of Manchester NH at a cost of \$310 per cut for a one year contract. Selectman Hartung seconded the motion. The motion passed unanimously.

Fertilization - There were 9 companies that submitted proposals and it was stated of the 9 proposals 6 were over \$10,000 so they were not looked at. Mrs. Colbert explained that the aeration quote was asked for but it won't be done in 2014 so they also discounted that cost. Of the final five, there were three that they looked at, Truly Green, Greener Days and Scotts. The Recreation Commission is recommending that the fertilization proposal be awarded to Greener Days of Hampstead for a three year contract. They are actually only \$400 over the other ones and have done the work in the past. The committee is happy with the work they have done. Selectman Hartung motioned to award the fertilization proposal to Greener Days of Hampstead, based on the recommendation of the Recreation Commission. The contract will be for \$22,509.00 for three years. Selectman Lindquist seconded the motion. The motion passed unanimously.

Update on New Police Station -

Mr. Londrigan, Chairman of the New Police Station Building Committee, presented the Selectmen with a print out of the various costs of the police department. He stated that the Town approved the overall cost of \$1,638,000. The cost of the construction was at \$1,362,000. The ledge removal from the site was more than they had planned for and it created an overrun on that line item. In order to get back on schedule the committee discussed where various cuts could be made. He went over the various lines that will have changes such as the elimination of the sprinkler system, the generator, hand dryers, flag pole and interior fencing. Chairman Murphy asked for clarification, he wanted to know if the cost of the ledge was in the original construction amount of \$1,362,000. Mr. Londrigan stated that it was not included in that figure. Mr. Londrigan announced that originally Equipment, Services and Utilities were budget for at \$216,600. That amount is now reduced to \$116,000 with the bulk of the change being the removal of the generator. He stated that there would be no bells and whistles and maybe some empty offices when completed, but at least the building would be ready to move in. With the changes presented tonight the cost comes down to \$1,226,000 for the construction which would give them a little breathing room. These changes put them back on budget and don't affect the safety or integrity of the building. The changes as presented are attached to the minutes. The Selectman thanked him for bringing the information forward.

Chairman Murphy asked for a motion to accept the Building Committees recommendation for the changes and to reorganize the costs of the project as outlined. Selectman Hartung made the motion and Selectman Lindquist seconded the motion. The motion passed unanimously.

Reorganization of Board of Selectmen-

The Selectmen normally reorganize the first meeting after the election.

Selectman Lindquist motioned to reaffirm Selectman Murphy as the Chair. Selectman Murphy seconded the motion. Selectman Hartung asked for discussion on the issue. He noted that traditionally the third year of a Selectmen's term they were Chairperson and he was looking to doing that. He noted that he knew time was tight for Selectman Murphy and that he had done re organizing of his time so that he would be able to commit to being the Chairman. Selectman Murphy stated that he is able to do both. He stated that all the committees that he is liaison to, are aware of how to get in touch with him. He stated that he has been to their meetings and gave them all his business card with contact information and that has been working well. He also stated that he liked being the Chairperson and that he had some apprehension with Selectman Hartung being the Chairman after some comments that came out during the election. Selectman Lindquist also noted that she had no interest in being the Chairperson. She stated that Selectman Murphy runs a good meeting and if things are needed during the day herself and Selectman Hartung are generally available.

The motion passed with two in favor (SM, PL) and one against (RH).

The Selectman discussed their various current departments that they are liaison to. After very little discussion they agreed to stay with the departments and committees that they each currently have.

Selectman Lindquist motioned to stay with the current liaisons. Selectman Hartung seconded the motion. The motion passed unanimously.

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Old Business

Liaisons Reports

Chairman Murphy- Nothing to report

Selectman Lindquist-

RAWD-At a previous meeting of the Selectmen they had voted to go into a one year extension with Casella for the Kent Farm Transfer Station. The contract has finally come in signed by a representative of Casella. There were some concerns the RAWD Committee had regarding the verbiage in the contract so Town Counsel drew up an addendum. Both the contract and the addendum need to be signed.

A motion was made and seconded to allow Selectman Lindquist to sign on both the contract and the addendum. The motion was seconded and approved.

HDC- The plaque for the Meeting House has come in. The Historic Commission will decide on where it will be placed.

Selectman Hartung- Met with the EMD and CERT Coordinator to discuss future plans and goals for the year.

Discussion concerning the NH Emergency Notification System Authorization User Form (Reverse 911)

Mrs. Harrington stated that after talking with the contact at E-911, it was discovered that up to 4 people could be designated as authorized to ask for a reverse 911. It was also noted that it couldn't be based on call but that either the Town placed the reverse 911 or E-911 did, not both.

After some discussion the Selectmen agreed that they would like for E-911 to be the agency that does the actual reverse 911 instead of the town, but that Chief Carrier, Chief Beaudoin and Sandy Koleque-Spalaris would be the authorized agents to initiate the system.

Selectman Lindquist motioned to add Chief Beaudoin, Chief Carrier and Sandy Koleque-Spalaris as the designated agents for the Town of Hampstead. Selectman Hartung seconded the motion. The motion passed unanimously.

AA Report:

Property Liability Insurance

Mrs. Theriault is in the process of gathering the information that is necessary to request property liability quotes from a couple insurance carriers. She asked for authorization for the Primex quote.

Selectman Hartung motioned to authorize the application for Primex to be processed by Mrs. Theriault.

Selectman Lindquist seconded the motion. The motion passed unanimously.

Municipal Services Form

The MS2 form for Department of Revenue Administration regarding the results of the Town Meeting has been prepared and needs the BOS signature. This form along with other documents will be sent to DRA.

It was agreed to hold off on signing this tonight. Selectman Hartung noted that the warrant articles weren't listed on the report. They would come in and sign the document after Mrs. Harrington verified the accuracy of the report with Mrs. Theriault.

Minutes

Selectman Murphy motioned to approve the minutes as amended for January 30, 2014. Selectman Hartung seconded the motion. The motion passed unanimously.

Activity Report

There was no updates.

Re- Appointments/Appointments

Gwen Glick, Chairman of the Library Trustees submitted a letter of request to reappoint Charlene Flaherty, Brian Vass and John Skidmore as alternate Library Trustees.

Selectman Hartung motioned to appoint Charlene Flaherty, Brian Vass and John Skidmore as alternate Library Trustees for a one year term. Selectman Lindquist seconded the motion. The motion passed unanimously.

The following individuals have requested to be reappointed for a new three year term.

ZBA-Geoffery Dowd, Dale Blaine and Dan Reese (alternate)

Cable- Natalie Gallo,

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Ethics- Ellen Edwards

Historic Commission- Priscilla Lindquist, Maurice Randall, and Chip Hastings

Friends of Ordway Park- Julia Forbes

Recycling and Waste Disposal- Ellen Cabral and Robert Nugent.

Selectman Hartung motioned to appoint all the candidates listed to their various committees with a term to expire in 2017. Selectman Lindquist seconded the motion. The motion passed unanimously.

Call for Candidates:

- o Ordway Park, full members and alternates – monthly meetings
- o Recycling and Waste Disposal Committee – monthly meetings

Correspondence

There was no additional correspondence.

Visitors Comments

There were none

Selectman Lindquist made a motion to adjourn at 8:13 p.m. Selectman Hartung seconded the motion. The motion passed unanimously.

A True Record.

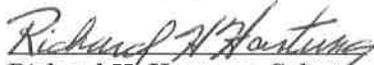


Tina Harrington, Recording Secretary

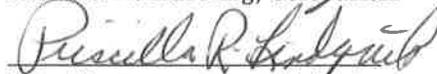
Approved By:



Sean P. Murphy, Chairman



Richard H. Hartung, Selectman



Priscilla R. Lindquist, Selectman