

**BOARD OF SELECTMEN
MEETING MINUTES
December 22, 2014**

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

Visitors: P. Williams (Tri Town News), P. Bracken, J. Beaudoin, J. Mesa-Tejada, E. Cabral, C. Kowalski and H. Williams

The meeting was called to order at 7:00 pm following a nonpublic session from 6:30 pm

Public Announcements

- The Town Offices will be closing on Wednesday, December 24th at noon and 2:00 p.m. on Wednesday, December 31st.
- Compost bins are available at the Town Offices. The cost for each bin is \$50 each.
- 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 no comments

Department Heads

Police Department- Chief Beaudoin

Chief Beaudoin asked the Selectmen to allow him to make some further changes to his proposed 2015 budget. He explained that with two officers out on short term disability, he hadn't accounted for the money that they get paid and their benefits. The process is the insurance company pays the Town of Hampstead who then in turn pays the employee. Even though the funds are a wash, he noted that he needed to budget for the funds. It was agreed that Chairman Murphy and Chief Beaudoin would sit down together in the next week or so to go over the potential changes.

Chief Beaudoin went on to explain that about three years ago when Ken Owens left there were two Sergeants (Owen and Chambers). Since that time, Chief Beaudoin had not replaced Sgt. Owens. He announced to the Selectmen that he would now like to promote Bob Kelley to Sergeant. He explained that Detective Kelley works hard and has done a great job. He has the respect of the officers and is a good leader. He went on to explain that the Police Department follows a chain of command and right now Sergeant Chambers gets all the calls and determines when the Chief gets called. With the appointment of another Sergeant it would take some of the work load off him. Chief Beaudoin said that by promoting Bob Kelley to a Patrol Sergeant, they would be training someone else to take over the Detective position from within the department. They are currently working with someone and will bring the name forward later. He would like to see the appointment be effective on next Monday, December 29th, and whereas Bob Kelley comes from a large family and with the respect he has among others, there may be a lot of people wanting to be present that the appointment and swearing in as Sergeant takes place at the new police station. He suggested at 7:00 pm but the Selectmen noted that they were awarding the Boston Post Cane on Monday at 7:00 pm but will be at the station as soon as they could around 7:30 -7:45. Chief Beaudoin agreed that would be fine. Mrs. Harrington asked Chief Beaudoin if the raise that goes with the promotion was covered in the 2015 budget and was told it was.

Mr. Mesa-Tejada said that he has worked with Bob Kelley on many levels and he is very co-operative and computer savvy and an asset to the department.

Chairman Murphy motioned to appoint Robert Kelley as Sergeant for the Town of Hampstead as per the Chief's recommendation. Selectman Lindquist seconded the motion. The motion

passed unanimously 3-0 with the Selectmen commenting on the great job that Bob Kelley has done.

Recycling and Waste Disposal Committee, Chairman Pat Bracken

Mr. Bracken told the Selectmen that the contract for Casella is on their desk for a signature from the Chairman. The contract for 2015-2017 was reviewed by the Committee, Town Counsel and Casella, and everyone is in agreement with the contract as presented tonight.

Selectman Lindquist motioned to allow the Chairman to sign the contract with Casella for the years 2015-2017 for the curbside trash and recycling collection and disposal, curbside bulk collection, and the Kent Farm Transfer Station. Selectman Hartung seconded the motion. The motion passed unanimously 3-0.

Mr. Bracken reported to the Selectmen that at the last meeting of the Committee they reviewed the various fees and are coming forward with a recommendation to the Selectmen to make some changes effective 1/1/2015. Currently the cost to dispose of tires is at \$3. The committee has been made aware that some businesses are charging up to \$5 for disposal of tires and that a nearby town actually has \$5 attached to the motor vehicle registrations for all residents. They would like to increase the fee to \$4. The last time there was an increase in the tires was in 2006 when it went from \$2 to \$3. Since then the cost of operating the transfer station has increased. The Selectmen discussed the merit of charging all for the disposal of tires and decided against it.

Mr. Bracken also mentioned that they would like to increase the cost per extra bag of trash be increased from \$1 to \$2. Chairman Murphy asked why whereas the recycling numbers have increased. Mr. Bracken explained that yes they have increased but have leveled off and the tonnage is increasing. In 2013 they sold about 1700 bags and in 2014 year to date have sold 1188 but would like to see those numbers drop more. Chairman Murphy was okay with the changes to the tires but not the trash stickers.

Mr. Bracken went on to say that currently the cost for the transfer station permit is \$15 and a one day pass for those that use a vehicle not registered to them is also at \$15. The committee is recommending that these both be increased to \$20. In reviewing the history of the fees, Mr. Bracken explained that the last time it was increased was in 2006. He also noted that they were leaving the other fees as they are.

Selectman Lindquist motioned to increase the trash stickers from \$1 to \$2 effective 1/1/2015. Selectman Hartung seconded the motion. The motion passed with two in favor and one against (2-1). (PL, RH for) (SM against)

Selectman Lindquist motioned to increase the Kent Farm transfer station permit from \$15 to \$20 and the one day pass for a vehicle (not U-Haul) from \$15 to \$20 both effective 1/1/2015. Selectman Hartung seconded the motion.

Mr. Bracken was asked how often the one day pass is used. He responded that he asked the Town Clerk tonight and was told it was infrequent. **The motion passed unanimously (3-0).**

Selectman Lindquist motioned to increase the fee for tires from \$3 to \$4 effective 1/1/2015. Selectman Hartung seconded the motion. The motion passed unanimously (3-0).

Lastly Mr. Bracken updated the Selectmen on the cost of the Household Hazardous Waste Collections which Hampstead has participated in twice a year. For 2014 each collection cost the town about \$4,000 each and they had only budgeted for \$5,000. In 2015 Hampstead is scheduled to be the host town and have increased the budget to cover for the cost. The Committee is proposing to not participate in the Spring collection held in Plaistow for 2015. The cost for the collections is proportionate to the number of participants from each community. It has been averaging about \$75-\$80 per resident attending and the committee felt that it would best be served by waiting for the one collection. Chairman Murphy pointed out that the cost for would still be the same by attending only one collection because there would be the same number of people just in one collection and the amount brought in would be the same so the math doesn't change by going to one collection. Mr. Kowalski, a member of the committee responded that some of the costs are fixed costs and having only one would be more cost efficient.

Selectman Lindquist motioned to participate in only one Household Hazardous Collection for 2015, which would be the fall collection and skip the spring collection in Plaistow. The motion was seconded by Selectman Hartung and the motion passed unanimously (3-0).

Mr. Bracken also announced that committee is looking for new members and currently have members with various backgrounds that work well together but that they could use new members with ideas. He noted that being a volunteer and being involved is enough compensation. They meet the 2nd Wednesday of the month at 7:30 pm in the meeting room at the town office. He announced that anyone was welcome to come in and attend a meeting.

Treasurer-H. Williams

Mr. Williams stated that he was present to answer the questions the Selectmen had regarding the budget increase he requested for bank fees. He noted that he dealt with the bank fees regarding transfer of funds only. He gets charged for services but has compensated balances that have been able to offset the fees currently. He has been told by at least one bank that the fees are going up and he is meeting with one of the other banks to go over the same topic. He may not need to utilize the funds in the budget but he would rather they be there in the event he needs it to cover the fees. He pointed out that overall it was not a significant amount when looking at the \$22,000,000 that he handles. Selectman Lindquist asked Mr. Williams about looking at other banks, especially in town. He noted that one of them is a Massachusetts bank and not national nor NH based and can't be used for deposits based on a legal opinion he received. He is talking with other banks as well.

Budget Committee- J. Mesa-Tejada, Chairman

Mr. Mesa-Tejada announced that the regularly scheduled meeting for the Budget Committee has been moved from January 8th to January 15th. He explained that the ZBA needed the office to move their January 1st meeting and whereas the public hearing on the two budgets (school and town) would be held on January 13th and 14th, the committee didn't need to meet until after them.

New Business

7:15 p.m. Public hearing – establish an expendable trust fund for the basketball court.

There was no one present to speak to the public hearing and the Selectmen chose to not bring the discussion forward but to repost it for a future meeting. Mrs. Theriault stated that it did not need the formal posting of a public hearing and could be done at the next meeting. It also does not affect the 2015 budget so could be done when the applicants are ready.

Review draft of town warrant articles.

Chairman Murphy read the warrant and noted that it was a draft only and that the warrant article numbers are subject to change. The first article is the election of officers and then there are two place holders for the Planning Board articles.

Article 4 - is listed as the town budget

Article 5 - Request for \$475,000 for new fire truck with \$125,000 from the capital reserve and \$350,000 to be entered into a lease purchase. There was a change from a period to a comma after fire truck.

Article 6 - \$10,000 for the Building Repairs and Maintenance Expendable Trust- Mrs. Theriault explained that the committee has not come forward with the request but she will contact them.

Article 7- \$10,000 for the Library Maintenance Fund- as requested by the Library Trustees

Article 8- \$1,200 for the payment to Lamphrey Health

Article 9 - \$6,000 for the payment to support the Vic Geary Center (need to add the before Vic Geary)

Article 10- \$6,000 for the payment to support the Center for Life Management

Article 11- to be deleted- not needed

Article 12- To vote to establish a capital reserve fund for the Highway Construction and name BOS as agents to expend for work to be done at Shop Pond. It is estimated the cost is \$100,000 so the Selectmen agreed to do in two years at \$50,000 each year. The cost for the engineering was added to the 2015 budget.

Article 13- To allow the Selectmen to change the fees (zoning). There were two articles on the 2014 warrant and one passed (the Planning Board article) which changed the authorization of setting fees

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from the Planning Board posting in the warrant to allowing the Selectmen to set fees). The second article which gives the Selectmen authority to set the fees did not pass and was not clear to the voters its purpose.

Article 14 - to permit the Planning Board to appoint alternates

Article 15- to rescind the action of the town meeting that allowed the election of the Road Agent and to move and allow the Selectmen to appoint a full time Road Agent. The elected term would end at town meeting 2016 if the vote passes in 2015.

Article 16-To authorize the Selectmen to enter into a long term lease agreement with a cell tower company to build a tower on town property. It was noted that the actual warrant should say on any town owned property and not be specific. The Selectmen were asked by Mr. Mesa-Tejada why the name of the company isn't listed and he was told that it would need to go out to bid.

Mrs. Theriault said that she would clean it up prior to going to the DRA and Town Counsel.

Article 17- To enter into a lease agreement with the Hampstead School District for the use of the old police station. Mrs. Theriault stated that she received an email from Dr. Wilson stating that the School Board will be discussing this at an upcoming meeting on January 6th.

Old Business

Liaison Reports

Chairman Murphy

He will be attending Pinkerton Academy on January 9th to talk with American Government classes.

Selectman Lindquist

Had nothing to report other than emphasizing that the RAWD Committee could use some new volunteers.

Selectman Hartung-

CART- They are in the process of holding the interviews for the new Director and hope to have someone on board soon.

AA Report:

Primex- There was a request to enter into a 2 year agreement with Primex where there would be no increase in the premiums for Worker's Compensation of more than 10% each of the two years beginning in January 2016. Mrs. Theriault noted that historically there hasn't been any increase of more than 10% annually. She also noted that it locks in Primex as the insurance company for worker's compensation for the two years. She also reported that whereas Primex now is our Property & Liability Insurance Company we receive a multi policy discount. The Selectmen agreed that it would be worthwhile to enter into the agreement whereas they hold the other policy as well.

Selectman Hartung motioned to authorize the Chairman to sign the CAP agreement with Primex for the Worker's Compensation policy. Selectman Lindquist seconded the motion. The motion passed unanimously (3-0).

Flexible Spending Account- There is paperwork that needs to be signed by the Chairman for the annual flexible spending account with Healthtrust. Mrs. Theriault reported that she has read through most of the new contract and has only noticed one difference from the current one. The difference is that in the past it was up to the employer to make sure the employee completed the paperwork to participate or not. The change is that now it is up to the employee to state if they want to participate and the form does not need to be filled out to opt out anymore. The contract needs to be signed annually whereas the documents are prepared and administered by Healthtrust, but the Town is officially the administrator.

Selectman Lindquist motioned to authorize the Chairman to sign the FSA contract for 2015 as prepared by Healthtrust. Selectman Hartung seconded the motion. The motion passed unanimously (3-0).

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The annual census data for government finances has been completed and submitted for the federal government.

Utility Assessing- Mrs. Theriault reported that in going over the contract for the utility assessing there is a new fee of \$2,000 for the company to assess Comcast. Currently that is not being done and it is a point of contention with Fairpoint. It was noted that they use the poles and are therefore subject to the taxation, which would probably be passed on to the consumers. Mrs. Theriault said that she asked Town Counsel if it should be done and was told that it should be the same as all the companies/users of poles. With the increase to the cost to do the utility assessing would be \$8,000. The increase of \$2,000 could generate about \$11,000 (\$400,000 of assessed value). The Selectmen asked if this was something the current Assessor could do and Mrs. Theriault said no and that they were the ones who asked that it go out to bid. The contract is on the counter for the Selectmen to review.

Hilltop Lane

There was interest last year from someone to purchase property on Hilltop Lane that was donated to the Town. It was discovered that the Selectmen did not have authority to sell property that was given to the Town without Town Meeting vote. There is a person that has come forward again recently asking about purchasing this parcel. The warrant article could be generic to any land donated to the town or be specific. The Selectmen agreed that they would like it to be specific. Selectman Hartung noted that even if the Town Meeting gives them permission to sell a parcel doesn't mean that they have to sell it.

There was discussion about the fact that the property was deemed unbuildable and that anyone purchasing the property should be made aware of the fact that there are no guarantees that it can be built on. Selectman Lindquist said that it could be in the deed as well.

Meeting Minutes

The minutes of November 10th are signed and ready for acceptance.

Selectman Lindquist motioned to accept the minutes of November 10th as amended. Chairman Murphy seconded the motion. The motion passed unanimously. (3-0).

Activity Report

The Selectmen reviewed the activity report.

Mrs. Theriault stated that it looks like the MS-4 permit requirements may be out in June of 2015. She provided the Selectmen with a current list of cell phones either reimbursed to employees or paid for directly by the Town. It was noted that the costs to reimburse the employee range from \$25 per month to \$50 per month. The plans held by the town range from \$30 for a basic phone to \$70 for a smart phone plan. It was suggested that the office look into why one smart phone on the same carrier is at \$70 and another is at \$55.

The Selectmen discussed the use of cell phones and the providing of them by the town.

Chairman Murphy stated that the position should deem whether or not a cell phone by the town or reimbursed is the deciding factor. Once the positions are determined the employee could choose a town provided phone (and probably carry two, a personal one and a town one) or be reimbursed a set amount for the use of their personal phone. If it is not a position as will be defined, then there is no reimbursement.

Re- Appointments/Appointments

Call for Candidates:

- Ordway Park, full members and alternates – monthly meetings
- Recycling and Waste Disposal Committee – monthly meetings
- Recreation Commission, alternate member – monthly meetings
- Trustees of the Trust Funds, alternate members – meetings as needed
- Budget Committee – once a month

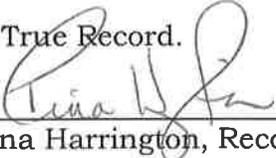
Correspondence

Visitors Comments

There were none.

Selectman Hartung motioned to adjourn at 8:41 pm. Selectman Lindquist seconded the motion. The motion passed unanimously.

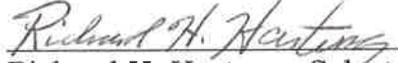
A True Record.



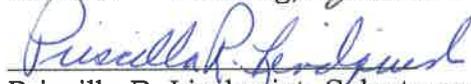
Tina Harrington, Recording Secretary

Approved By:

Sean P. Murphy, Chairman



Richard H. Hartung, Selectman



Priscilla R. Lindquist, Selectman