

**BOARD OF SELECTMEN  
MEETING MINUTES  
April 13, 2015**

**PRESENT:** SEAN P. MURPHY, CHAIRMAN, PRISCILLA R. LINDQUIST, SELECTMAN; CHAD BENNETT, SELECTMAN

Visitors: P. Williams (Tri Town News), E. Lanpher, D Howard, Jr., J. Worthen, R. Hartung, Chief Carrier, Chief Beaudoin, K. Colbert. J. Ahern and P. Carideo.

**Public Announcements**

- Compost bins are available at the Town Offices. The cost for each bin is \$50 each.
- Annual Rabies Clinic to be held on Sunday, April 19<sup>th</sup> from 9 am to 12 pm at the Central Fire Station.
- Waste Oil, 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**

**Variance granted to the Bonfanti's on Shore Drive– Ed Lanpher**

Mr. Lanpher was present to discuss a recent decision by the Board of Adjustment. He noted that the decision put a condition on that the two lots owned by the applicant needed to be combined. He stated that the lots are to be contiguous per R.S.A. 674:39a and that there is a road between the lots. Chairman Murphy asked if they are required to share a border and Mr. Lanpher stated yes. He also stated that he has been talking with the abutters and is not sure if they are going to ask for a rehearing or not. Mr. Lanpher noted that he didn't think it was right for someone to have to pay to ask for a rehearing. He went on to explain that there are 5 things needed for a variance. Mr. Lanpher said that he didn't want to upstage the abutters but wanted to see if the Selectmen would be interested in asking for a rehearing if the abutters don't. Selectman Lindquist said that the Selectmen can request a rehearing but that she would rather see the abutters bring the request forward. What Mr. Lanpher was looking for was the Selectmen to be the insurance policy and if the abutters don't ask for a rehearing, the Selectmen could.

The motion was made by Selectman Lindquist to request a rehearing on the Bonfanti case with the Board of Adjustment, per R.S.A. 677:2 unless the abutters have already applied. Selectman Bennett seconded the motion. The motion passed unanimously 3-0.

**Agencies/organizations – Rick Hartung**

Former Selectman Hartung was present to go over some of the committees that he would like to still participate in, if allowed, by the Selectmen. He noted that he is active on the CART board as the Treasurer and also sits on the Regional Coordination Council.

Selectman Lindquist motioned to allow Richard Hartung to represent the Board of Selectmen to CART. Selectman Bennett seconded the motion. The motion passed unanimously (3-0).

Mr. Hartung stated that his term on the Rockingham Planning Commission TAC is good until 2016 and it is not required to have a Selectman be the sitting member. The Derry Regional Health Hazards is currently looking for a new director. Once that is all settled, he could participate with permission from the Selectmen. Southern NH Haz Mat District-Mr. Hartung explained that the annual meeting is held around June each year and each town must have a representative. He would require a letter authorizing him to represent the Hampstead Board of Selectmen. He noted that he could come back later for this if no one else wanted to attend. Chairman Murphy said that they would discuss it at their next meeting.

## Department Heads

### Police Department- Chief Beaudoin

Chief Beaudoin asked if the cost of removing snow from the roof of the police station would be covered under the FEMA declaration. He also noted that the schools did a lot of removal from the roofs as well. Mrs. Theriault will check on it and explained that the FEMA declaration was for a very specific time frame. Mr. Worthen said that they he heard at the meeting for FEMA there was discussion about declaring for the other storms as well.

Chief Beaudoin asked how the Highway Safety Committee appointments have been going for the Police Chief, Fire Chief and Road Agent. He didn't know if it went with their term of office or an appointed position. He was told that it has been going with the term in office and appointing the residents (non department heads). He stated that Dean Howard is up in 2015 and is asking to not be reappointed. His son Dean Howard Jr. is interested in being on the committee and Mrs. Harrington will check with Jim Stewart (his term is up in 2015 as well).

Cleaning person- Chief Beaudoin said that his current cleaning person is no longer interested and his son has been doing the cleaning with him. There were no other applications from people interested in the position and he would like permission to hire him for a part time position of 9 hours per week ( 3 nights -3 hours each night) at the rate of \$12.50 per hour.

Chairman Murphy said that was not a problem as long as the rate was in line with the other employees in similar jobs. Mrs. Theriault stated that the position starts at \$12.10.

## New Business

### HASB drawing for raffle

Dean Howard Jr. stated that he was expecting to pull the winner for the new ATV, but ticket sales haven't covered the cost of the ATV yet. He is hoping that he will be able to have the drawing for the May 11<sup>th</sup> meeting. There are 300 tickets at \$50 each. The ATV is from DaSilva Motorsports and the proceeds of the raffle are going to the Basketball Court Account. Tickets can be purchased from him, Jacob Billings or Mike Fairbanks.

### Cellphone tower authority to enter into a lease

Mrs. Theriault asked the Selectmen if they want her to start the process of putting together an RFP for the Cell Tower or to just deal with the gentleman who brought the request forward. Selectman Lindquist stated that it needs to go out for proposal and could go now whereas the Town gave them permission. Mrs. Theriault will speak with Chief Carrier to make sure what he needs is included into the proposal.

## Old Business

### Recommendation for Tennis Court and Basketball Court bids

Julie Ahern, Chairman of the Recreation Commission, stated that the Basketball Committee and the Recreation Commission would like to throw out all the proposals received and put it back out to bid with a change in some of the information. She stated that the bids came in a lot more than anticipated and that they didn't necessarily ask for all the correct information. Chairman Murphy asked what was changing and was told that one is that they are asking for recommendations and that there was a change on the tar 1.4 vs 2. They are not putting the additional shot lines out to help reduce the cost as well. They are hoping that if the Selectmen accept the recommendation to reject all the bids, it could go out again right away and be ready to open for May 11, 2015.

Selectman Lindquist motioned to accept the HRC recommendation to reject the Basketball Court bids. Selectman Bennett seconded the motion. The motion passed unanimously (3-0).

Tennis Court Recommendation- The recommendation is to go forward with New England Sealcoat at \$5,887.00. They were not the low bidder but the Recreation Commission feels that they would be the better choice. The low bidder was at \$5,815.00.

Selectman Lindquist motioned to accept the recommendation of the HRC and award the Tennis Court Repairs to New England Sealcoat at a cost of \$5,887.00. Selectman Bennett seconded the motion and the motion passed unanimously (3-0).

Property at Hilltop Lane process for sale of property

Mrs. Theriault asked the Selectmen if they were interested in selling the property at Hilltop Lane and if so whether or not to put it out to bid. She noted that there was a gentleman that had brought forward the request to purchase the property and it was almost completed until it was discovered that the Selectman did not have authority to sell donated property. Town Meeting gave them permission to sell this parcel on the March, 2015, ballot. She also noted that the property is listed as not buildable. After some discussion it was determined to put it out to bid.

Chairman Murphy motioned to have the Administrative Assistant draw up the RFP to sell the property on Hilltop Lane. Selectman Bennett seconded the motion. The motion passed unanimously.

Liaison Reports

**Chairman Murphy**

Police Department- Chairman Murphy heard that the Police Union will sign off on the personnel policy acceptance page as amended for Union personnel.

**Selectman Lindquist**

Patriotic Purposes- Colonel Steadman has someone interested in an Eagle Scout project. The project would be working in the Veteran's Park and he wanted to know if the Selectmen had any objection. The Selectmen had no issue.

Historic Commission-They recently met and have discussed completing the painting of the museum and they believe they have the money in the budget to do the side and back of the building.

**Selectman Bennett**

Nothing to report

AA Report:

FEMA grant for January 26-28<sup>th</sup> storm

"Juno" cost approximately \$32,860 for snow removal; of that 75% will be reimbursed from FEMA. That amount will be approximately \$24,645. When the grant is received, the funds will go into the general fund.

Also, at the Town's Deliberative Session, an amendment was made to add \$30,000 to the operating budget due to the cost of snow removal that had already been incurred in 2015. As such, the BOS need vote to transfer those funds to the Contract Equipment line item: 43125-59000.

Chairman Murphy motioned to place the \$30,000 added at deliberative session to the highway budget line item 1001-43125-59000. Selectman Lindquist seconded the motion. The motion passed unanimously.

Application for Hazard Mitigation grant

Mrs. Theriault submitted a letter of intent in order to apply for a grant for the Shop Pond erosion problem. A couple years ago she had spoken with a representative from the State about the same project. At that time the work on Shop Pond did not qualify for the grant. In response to the letter of intent, she has received a letter from Homeland Security and Emergency Management indicating that the project is deemed eligible. However the application still has to be submitted and in doing so Mrs. Theriault will have to determine the Benefit Cost Analysis that includes any historical monetary damages, of which there is none and this, has to be calculated and compared to the cost of the project. Also, the Board has to indicate where the funds are

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coming from for the 25% share of the cost of the project. Since it was voted down, the funds would have to be placed in 2016 budget.

The Selectmen agreed that it was not worth pursuing in 2015. In order to pursue it for 2016 Mrs. Theriault stated that it would need to have the support of the Board of Selectmen on the application. Mrs. Theriault stated that she would bring it up in December or January during budget season and hopefully there would still be funding available.

### DRA portal

The Department of Revenue's portal is up and running. All of the required forms are now either submitted directly online or scanned in and uploaded. This will make the tax rate setting easier since duplicate entries will not have to be made. The forms will be done electronically instead of as a hard copy and then mailed to DRA.

### Meeting Minutes

There is a set of non-public meeting minutes for the Selectmen to review at the end of the meeting.

### Hold Harmless Agreement- Lancaster

Selectman Lindquist brought forward a Hold Harmless Agreement that is part of the conditional approval for the Lancaster's to subdivide their property on Estes Road. It needs to be accepted and signed by the Selectmen and then recorded with the plan. This would release the Town of Hampstead from any liability. Selectman Lindquist motioned to sign the Hold Harmless Agreement for the Lancaster's on Estee Road. Selectman Bennett seconded the motion. The motion passed unanimously (3-0). Later in the meeting it was noted that the names of the Selectmen were incorrect. The Hold Harmless was drawn up in December 2014 when Rick Hartung was on board. It was agreed to sign the new Hold Harmless Agreement when it is ready with the correct names.

Selectman Lindquist made the motion to sign the revised Hold Harmless Agreement when it comes in. Selectman Bennett seconded the motion. The motion passed unanimously.

### Activity Log

Mrs. Theriault went over the activity log. The work session with Mr. Hartung will be taken off the list. One of the committees he was on will be added to the agenda for the next meeting (HazMat). The LED lights are still an ongoing project along with the other items on the list.

Regarding the old police station, Mrs. Theriault spoke with Clay Shaw to see what interest the Cable Committee would have with the building. He responded that they would discuss it at an upcoming meeting. Selectman Lindquist asked what the status of Mrs. Theriault's report on the uses of the old station was. Mrs. Theriault stated that it will be finished and is due for school in June, but has been asking various groups and the school and there is limited interest in it. Some of it is due to the unknown cost to upgrade the building for use.

### 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

### Appointments

Selectman Lindquist motioned to appoint Dean Howard Jr. to the Highway Safety Committee for a three year term. The motion was seconded by Selectman Bennett and passed unanimously. (3-0)

Selectman Lindquist motioned to reappoint the following people for three year terms.

Arline Grant and John Skidmore to Patriotic Purposes

John Lisien to Board of Adjustment

Regina Birdsall, Howie Lyhte and Clay Shaw to the Cable TV Advisory Committee

William Guest to Conservation

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Natalie Gallo to Family Mediation

Kathy Costa, Eric Jacobs, Nicholas Maselli to Ethics Commission

Susan Hastings - Rockingham Planning Commission

Nicole O'Donnell- Recreation Commission

Michael Carrier-Joint Loss Management

John Kelly-Historic Commission

Selectman Lindquist asked to hold the appointment for Anthony Leocha to the Cable Committee until she speaks with Clay Shaw.

The following are appointments for different terms

Joint Loss- Jon Worthen (to 2016), Sally Theriault (to 2017) and Susan Hastings (to 2016)

Family Mediation- Kathy Cost (to 2017)

Selectman Lindquist motioned to appoint Jon Worthen, Sally Theriault, Susan Hastings and Kathy Costa to their respective committees for the terms listed. The motion was seconded by Selectman Bennett. The motion passed unanimously. (3-0)

### Correspondence

There was none

### Visitors Comments

Selectman Bennett stepped down from the Selectmen's table to speak to the Selectman as a resident at 588 Main Street. He asked if the Selectmen would consider adding more boulders to the area near the trail system across the street from his property that was closed. He explained that ATVs are coming across his property and passing through that area because of the room between the current boulders. The area he talked about is on town property not the trail. Mr. Worthen was asked to look into it and see how it was closed and whether or not he had the boulders to place there. Mr. Bennett stated that he could get some if they were needed.

### Nonpublic Session

Selectman Lindquist motioned to enter into a nonpublic session at 8:16 pm under RSA 91A: 3 II (a) employee matters. The motion was seconded by Selectman Bennett.

Roll Call Vote: Selectman Bennett- yes, Selectman Lindquist - yes and Chairman Murphy- yes.

Chairman Murphy reported to the Selectmen that he had met with Lt. Frazier regarding the request for a parity increase. It was agreed to bring his salary for 2015 to 10% more than the Union Sergeant pay.

Selectman Lindquist motioned to approve the 10% parity increase for 2015 effective 4/1/15. Chairman Murphy seconded the motion. The motion passed with two in favor (PL, SM) and one abstained (CB).

Mrs. Harrington reported to the Selectmen that she received a notice from the State of NH Health and Human Services and the NH Administrator of Social Security regarding rehired annuitants and their classification regarding paying into social security. Mrs. Harrington had Town Counsel review the letter and asked for her recommendation. The recommendation is to stop withholding SS from paychecks of employees that are retired Group II annuitants and to reimburse them as far back as we could apply for a refund, which is three years from the time filed.

Selectman Lindquist motioned to come out of nonpublic session at 8:45 pm under RSA 91A: 3 II (a) employee matters. Selectman Bennett seconded the motion.

Roll Call Vote: Selectman Bennett- yes, Selectman Lindquist - yes and Chairman Murphy- yes.

### Work Session Wage and Salary Classification.

Mrs. Theriault talked with the Selectmen about whether or not they would be interested in updating the Wage and Salary Classification that was done in 2008-2009 and effective 2010. She explained that there are people that are at the max of the grades and others that have had their supervisors bring forward requests for changes in job descriptions. Mrs. Theriault explained LGC is no longer doing the classification studies and were referred to MRI (Municipal Resources) to do a study. In talking with them Mrs. Theriault was told

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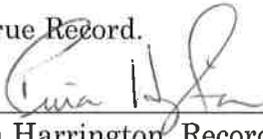
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a lot of the LGC reports don't carry over to the software used by MRI and that they suggested doing a complete study. The cost would be about \$10,000 and there was a refund from Healthtrust that could cover the cost. After some discussion the majority of the Selectmen believed that each job has a value to it and when the max is met that is the value. They eventually agreed that they would prefer to look at each case on its own rather than doing a complete study.

It was also brought up as a reminder that Article 20 in the 2000 Warrant states "To see if the town will vote to mandate that any increase in the number of supervisory personnel employed by the Town be specifically approved by a Special or Annual Town Meeting prior to implementation, and to prohibit changes in job descriptions of present personnel to by-pass this process." This was passed overwhelmingly.

Selectman Lindquist motioned to adjourn at 9:12 pm. Selectman Murphy seconded the motion. The motion passed unanimously.

A True Record.

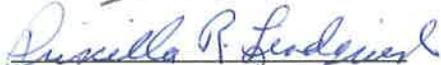


Tina Harrington, Recording Secretary

Approved By:



Sean P. Murphy, Chairman



Priscilla R. Lindquist, Selectman



Chad Bennett, Selectman