

**BOARD OF SELECTMEN  
MEETING MINUTES  
May 11, 2015**

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

Visitors: P. Williams (Tri Town News), J. Worthen, Chief Carrier, Deputy Chief Warnock, Chief Beaudoin, Paul Carideo, B. Vitale, Fish & Game Officer McKee, T. Kostandin, and two members of the ATV Club.

**Public Announcements**

- Compost bins are available at the Town Offices. The cost for each bin is \$50 each.
- The Town Clerk-Tax Collector's Office will be closed on Wednesday, May 20<sup>th</sup>.
- Route 121A and East Road are being paved this week
- 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**

There were none

**Department Heads**

There were none

**New Business**

RFP- Basketball Court- There were 4 bids received for the installation of a basketball court on Veteran's Way.

1. Tennis Courts of NH- Guilford, NH \$71,375.00 plus option 1 Additional \$11,600
2. Britton Landscaping- Sandown, NH \$48,908.00
3. CCR Sports/Vermont Tennis- St. Johnsbury, VT \$43,678.00 hoops \$4,000
4. Site Improvements- Salem, NH \$57,300 no hoops

A motion was made to forward the proposals to the Recreation Commission to review with the Basketball Committee by Selectman Lindquist. Selectman Bennett seconded the motion. The motion passed unanimously.

Later in the meeting, Mr. Vitale came back and asked that the bid be awarded to Vermont Tennis (CCR Sports) for \$43,678 plus hoops at \$4,000 for a total of \$47,678.

Selectman Lindquist motioned to take the recommendation of the Recreation Commission and award the basketball court RFP to CCR Sports, Vermont Tennis for a total of \$47,678.00. Selectman Bennett seconded the motion and the motion passed unanimously.

RFP- Combination Pumper- Fire Department There were 2 bids received.

1. Greenwood Apparatus, N. Attleboro, MA \$482,620.75 and \$5,000 trade in on Engine 4
2. KME Fire- Woodville, MA \$528,763.00 and \$6,000 trade in on Engine 4

Chairman Murphy motioned to pass the RFP's to Chief Carrier for his review and recommendation. Selectman Lindquist seconded the motion. The motion passed unanimously.

Chief Carrier came back later in the meeting and asked the Selectmen to award the proposal to Greenwood Apparatus (E-One). Town Meeting authorized up to \$475,000 for the new truck and this was the closest bid. He also noted that he had a concern with the amount of the trade in on Engine 4. He stated that last year

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they put about \$12,000 into the truck. He said that he could work on backing out \$7,620 in equipment to get to the \$475,000. It was suggested that he go back to Greenwood and see if they would offer more for the older truck. Chief Carrier said that he would, but also asked that if needed, would it be okay to sell the truck outright. The problem with that is the money would go into the general fund not direct to the vendor to offset the truck cost. Selectman Lindquist said that would be fine and then to overspend the line item. The Chief asked the Selectmen to accept the Greenwood proposal, without the trade in, and he will talk with them about getting more for the trade in.

Chairman Murphy motioned to accept the Chief's recommendation and award the RFP for the combination Pumper to Greenwood Apparatus for \$475,000 and to work out the details. Selectman Lindquist seconded the motion. The motion passed unanimously.

*RSA 664:17-Placement and Removal of Political Advertising*

Chairman Murphy explained that he had this placed on the agenda after he received a phone call with some concerns during the special election and the placing of political signs and people standing on public property. The RSA states that signs cannot be affixed or placed on any public property. It can be held by someone standing on town property because the sign is on their person. Chairman Murphy noted that he had the Town Clerk verify the rules with the Attorney General's office. There is no statute that says you can't stand on public property with a sign. Chairman Murphy asked that the RSA be sent to all town employees so that they are aware of the rules. Selectman Lindquist noted that this means political signs should not be placed on town property such as the islands. Chairman Murphy said that they can be placed on the State Right of Way as long as it does not obstruct the safe flow of traffic and with consent from owner over where ROW passes.

*Old Business*

*Recommendation of Line Striping RFP*

Mr. Worthen stated that the low bidder is a new vendor to him, but that he would like to move forward with awarding the RFP to Property Innovations. The cost was at \$.032 for a single line.

Chairman Murphy motioned to take the recommendation of the Road Agent and award the proposal to Property Innovations of Manchester NH. Selectman Lindquist seconded the motion. The motion passed unanimously.

*Recommendation of Paving RFP*

Mr. Worthen stated that Brox Industries was the low bidder at \$67.80 per ton and he would like to award the paving to them.

Chairman Murphy motioned to take the recommendation of the Road Agent and award the proposal for paving to Brox Industries. Selectman Lindquist seconded the motion. The motion passed unanimously.

*Recommendation for Paving New Police Station RFP*

Mr. Worthen stated that he would like to award the RFP for the top coat at the new police station to Petra Paving. He noted that GMI was the low bidder but the price was contingent on them getting the Paving RFP as well. He noted that it would be \$15,000 more on the paving to save about \$2,000 on this project.

Chairman Murphy motioned to accept the recommendation of the Road Agent and award the paving of the new police station to Petra Paving at \$18,827.00. Selectman Lindquist seconded the motion. The motion passed with two in favor (SM, PL) and one abstained (CB). The motion passed.

*Continued Discussion on Boulders-Trail on Main Street/Old Depot Road*

Chief Beaudoin stated that he met with Selectman Bennett and Mr. Worthen at the area across from Mr. Bennett's home where the boulders are located on town land. They looked at what it would take to completely block off access for the 4-wheelers onto Main Street. He noted that in the interest of public safety it is suggested to place more boulders along the area to stop them from entering on to Route 121/Main Street to access Depot Development. Mr. Worthen stated that he had no cost on the rocks yet but expected it to not exceed \$500 with delivery.

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Chairman Murphy motioned to put more rocks/boulders to restrict access to Route 121/Main Street from the trails, as long as the cost does not exceed \$1,000.00. Selectman Lindquist seconded the motion. The motion passed with two in favor (SM, PL) and one abstained (CB).

Chief Beaudoin explained that there is a Plan B- he noted that in the original plan for Depot Development there was a trail going from the trail system behind the old church to access the site. The new plan that was approved did not have this added. He noted that the only way for the ATV's to access the Depot Development is to cross over town land to reach the property of Depot Development. If the Town moved one rock, this would allow the ATV's to avoid the need to go onto Main Street and stay on a trail to Depot Development. The owners of the gas station own the land behind the old church and the only thing between their property and the State trails is the piece of Town land of about 12-14 feet. NH Fish and Game Officer McKee and two members of the ATV club and a resident were present to discuss the request. Officer McKee stated that the trails bureau has flagged the trail and he went through it. He noted that it impacted no wetlands but that they need town permission to cross over. He noted that if the town is concerned about any wetland crossings, the ATV club will put in a culvert if necessary. Chairman Murphy asked Planning Board Chairman Paul Carideo what he thought. Mr. Carideo noted that he was a member of the Conservation Commission also. He reported that he wasn't on the Planning Board for the first plan and when he asked about the trail on the second plan he was told that it wasn't needed. He stated that he was in favor of the trail from to Depot Development. He did state that there is poorly drained soils in the area, but it is just the start of the wetlands and that they would need to go through the Planning Board so that the abutters would be notified. It was noted that the first step was to get the Town's permission to cross over the town land before they took any subsequent steps. Selectman Lindquist asked Mr. Carideo if Conservation would need to be notified. Mr. Carideo responded that any wetland notification goes to them, or they could present the plan to the Conservation Commission and that they meet the 3<sup>rd</sup> Wednesday of every month. He also noted that the Commission is very trail friendly. He said that there is a permit by notice process or an expedited trails permit that they would need to do.

Chairman Murphy motioned to allow access over the closed road (Old Depot Road) to access the trail that will lead to Depot Development from the NH Trails System. Selectman Lindquist seconded the motion. Mr. Worthen told the Selectmen that while he is closing the front of the property with more boulders he could put rocks across the area to delineate the property to stop access to Route 121/Main Street from the crossover section. A member of the ATV club mentioned that there is a gate at the end of the road and that maybe it could get moved up to where they want it at the end and that where it is now located is totally useless. The motion passed with two in favor (SM, PL) and one abstained (CB).

Liaison Reports

**Chairman Murphy**

Nothing to report

**Selectman Lindquist**

Nothing to report

**Selectman Bennett**

Nothing to report

AA Report:

Automatic External Defibrillator

Bob Nugent of Sunset Park has an AED (Automatic External Defibrillator) that he has left in the town office during the winter seasons. He recently purchased a new one for the park and has donated the old one to the town office. The Fire Department purchased a new battery and a bracket to mount the AED in the lobby of the Town Office. The AED will walk anyone through the process so no formal training is needed. There are at least three people in the building that are CPR trained and know how to use the AED. The Selectmen were okay with it being in the lobby but left it up to the Fire Department as to where best to locate it. Chief Carrier said that he would leave it up to Mrs. Theriault to locate a spot.

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### Planning Board Appointments

The Planning Board recently appointed Proctor Wentworth to the open Planning Board seat until the March 2016 election. They also appointed Glen Emerson as an alternate to the Board.

### Update Personnel Policy

The Fire Department needs to update the "Categories of Employees" to be specific to that department and to add the Per Diem description. This represents the 24/7 shift coverage employees. The start date for the 24 hour coverage is July 1, 2015.

### Ethics Ordinance

Mrs. Theriault noted that while she was gathering paperwork for one of our new hires, she noticed that the Ethic Ordinance should be going to all new employees, BOS members as well as committee/commission members. She will be sending this out to the committees and request that the members sign-off on the receipt of the Ethics Ordinance.

### FEMA Grant

The paperwork has been completed for the January 2015 storm. Based on this information, the Town will be reimbursed \$29,952.00, which is 75% of the cost of the storm.

### Meeting Minutes

The April 13, 2015 meeting minutes have been signed and are ready for approval.

Selectman Lindquist motioned to approve the minutes of April 13, 2015 as edited. Selectman Bennett seconded the motion. The motion passed unanimously.

### Activity Log

The log was reviewed- Chairman Murphy is going to plan to attend the Annual Meeting of the Hazmat District representing Hampstead Board of Selectmen.

Selectman Lindquist motioned to authorize Selectman Murphy to be the representative to the Hazmat Annual Meeting. Selectman Bennett seconded the motion. The motion passed unanimously.

The information on the LED lights is still in the works.

Old Police Station- Mrs. Theriault mentioned a report received from Chief Building Official Kris Emerson regarding what would need to be done for basic requirements if there was a change of use in the building. Some of the issues would be ADA compliance and repair of the parking area. Mrs. Theriault noted that the discussion on the old police station was on the School Board's agenda for tomorrow night.

HR Software- Mrs. Harrington presented the Selectmen with a cost proposal that was prepared if the software was to begin on January 1<sup>st</sup>. The one time license is \$1,500 and an annual maintenance fee of \$300, which would be prorated. There are implementation costs as well, based on the number of hours needed. Chairman Murphy motioned to move forward with the purchase of the HR package from Tyler Technologies. Selectman Lindquist seconded the motion. The motion passed unanimously.

Litter Ordinance- There is another RSA for littering- 163:B-4 which states it is a misdemeanor to litter and there is a fine assessed by the police department if caught.

Mrs. Theriault is collecting job descriptions for area road agents for the Selectmen to review.

Union sign off- Personnel Policy- Chief Beaudoin stated that all the members have signed the page and he will get it sent to the office.

### 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

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There are two new hires for the call fire department.

Chairman Murphy motioned to appoint James Smithell and Gregory Nichols both of Salem NH as members of the call fire department. Selectman Lindquist seconded the motion. The motion passed unanimously.

### Correspondence

Rockingham Planning Commission (RPC)- Letter to Department of Transportation to be placed in the read file.

Birthday Party- There was a request received from a resident to request to use the Meeting House Park for a small birthday party on June 20 for about 15 kids with games and cake. The Selectmen had no issue as long as they cleaned up after themselves.

### Visitors Comments

There was none

### Nonpublic Session

Selectman Lindquist motioned to enter into a nonpublic session at 7:51 pm under RSA 91A: 3 II (c) reputations. The motion was seconded by Selectman Bennett.

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

Chief Beaudoin stated that he received a call from an abutter to the Depot Development site and had not yet been able to reach the resident. Chief Beaudoin has asked the Planning Board to give him the hours that were approved by the Planning Board during the approval process. Chief Beaudoin said that he has stopped what he considered unnecessary noise that is not essential to the business such as trash pickup and to have them done during normal hours. There were concerns about what steps and who would need to take them if there is a violation of the approvals. It was agreed to keep Town Council in the loop and keep the Selectmen updated as to what any outcome is.

Chairman Murphy asked if a letter had been sent to one of the abutters of Depot Development. Mrs. Theriault stated that it had not because shortly after the Board requested the letter be sent she was told that the resident is being represented by an Attorney. After speaking with Town Counsel, she was preparing a letter stating that she was the point of contact and would send a copy of an inspection done on the site by Mr. Emerson and Mr. Cricenti. Chairman Murphy asked for the letter to go out, after it is reviewed and hopefully that will take some of the burden off the Police Department.

Chief Beaudoin left at 8:16 pm.

The Selectmen discussed a truck parked at the town garage that is not used by the town. Chairman Murphy will speak with the Road Agent about getting it removed from the garage as soon as possible.

Selectman Lindquist motioned to come out of nonpublic session at 8:20 pm under RSA 91A: 3 II (c) reputations. Selectman Bennett seconded the motion.

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

Selectman Lindquist motioned to enter into a nonpublic session at 8:20 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.

Mrs. Theriault stated that she was recently made aware of a difference in how benefit time for employees on LTD differs from STD. On STD the employee is able to use benefit time to make them "whole". STD pays 70% of an employees pay and the benefit time (vacation, PTO, and holiday pay) could be used to bring it to 100%. While on LTD, any supplemental payments for items such as sick time or PTO will reduce the money received by the employee. She asked for them to check into the effect of vacation and holiday pay. There was an employee asking to use that benefit pay while out.

There was also some discussion on some items that need to be discussed during the next union negotiations. Selectman Lindquist motioned to come out of nonpublic session at 8:29 pm under RSA 91A: 3 II (a) employee matters. The motion was seconded by Selectman Bennett.

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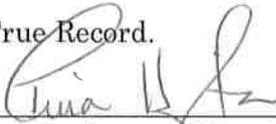
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Roll Call Vote: Selectman Bennett- yes, Selectman Lindquist - yes and Chairman Murphy- yes.

Selectman Lindquist motioned to adjourn at 8:30 pm. Selectman Bennett seconded the motion. The motion passed unanimously.

A True Record.



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Tina Harrington, Recording Secretary

Approved By:



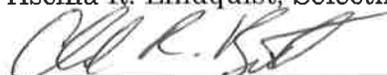
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Sean P. Murphy, Chairman



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Priscilla R. Lindquist, Selectman



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Chad Bennett, Selectman