

BOARD OF SELECTMEN  
MEETING MINUTES  
November 9, 2015

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

Visitors: P. Williams (Tri Town News), J. Worthen, J. Dimando and S. Harms

Public Announcements

- Wednesday, November 11<sup>th</sup> - Veterans' Day ceremony at 11:00 AM at the Hampstead Middle School.
- Town offices will be closed on Wednesday, November 11<sup>th</sup>.
- Saturday, November 14<sup>th</sup> last dump day of the year at Kent Farm Facility a sticker is required.
- Compost bins are available at the Town Offices. The cost for each bin is \$50 each.
- 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

Jaye Dimando- Hilltop Lane

Mrs. Dimando reported that she attended a surplus equipment auction in Derry over the weekend and wanted to know what the town did with its surplus equipment. She said that there were all kinds of things such as old servers, tools without cords, old tools, items confiscated by the police, and empty gun cases etc. She said a lot of the items were a \$1 or \$2 and that 99% of the items get sold. The Selectmen thought it was a good idea and Selectman Lindquist asked that it be put onto the activity log for a future activity. Chairman Murphy stated that he believed most of the items are probably at the end of their life, but that it was a good idea to look into and suggested that the school look into it as well. When Mrs. Dimando spoke to the organizer he told her it was a lot of work at first getting it set up and the format but after a few it runs smoothly.

Department Heads

Jon Worthen – Road Agent: Mr. Worthen asked the Selectmen if they had any issues with the contracts for the sanders and the plow drivers. The sanding contract is for a set sum of money spread out over 4 payments. The number of hours calculated for the contract is 89 hours and if the sanders do more time, then they are paid by the hour at the going rate. The contract pays \$3 per hour more for the contractor that has his own workers' compensation. The Selectmen asked Mr. Worthen how the hours have run the last three years. Mr. Worthen responded that the last three years the hours have run just under the max. A few years ago they did go over. Mr. Worthen was questioned about the 89 hours and he responded that it was set at 89 hours before he started but the 89 hours is still a good number. Chairman Murphy asked where the changes to the contract were made and Mr. Worthen responded that it was in the insurance area and on page 2 section 13. These were reviewed by Town Counsel. Mr. Worthen was asked if he checked with towns around us to see what they do. He responded that he did not because most of them have their own equipment. Mr. Worthen reported that on the sanders there are 5 trucks that are committed to the town for the winter and it has been working out good.

Chairman Murphy motioned to accept the changes in the contract for the plow contract and the sand/salt contract (with and without workers' comp) . Selectman Bennett seconded the motion. The motion passed unanimously.

Plowing Rates: Mr. Worthen asked the Selectmen if they would consider increasing the rates that the plow drivers currently get paid. He noted that gas has gone down but other items such as insurance, oil and equipment costs have gone up. He contacted some other towns and had a spreadsheet with the rates that

## Selectmen's Meeting Minutes

November 9, 2015

Page 2 of 5

were reported. Selectman Lindquist asked that the towns around us be contacted to get their rates. Whereas the time to get the contracts done is now, the Selectmen agreed to meet sooner than the next meeting if needed once Mr. Worthen had the information. Mr. Worthen pointed out that if they raise the rates, then the cost of the sanding/salting contracts will increase by the change as well. The impact on the sanders would be about \$445, at a \$5 per hour increase. The Selectmen agreed that right now the answer to increase the rates is not being denied, but that more information is being requested.

2016 Loader Mr. Worthen looked into the prices of the loaders that were similar in size and horsepower. He noted that the load Selectmen Bennett asked him to check into is not available and is now noted as a 929, but that had a 3 yard bucket which was too big. He went over the various loaders. There was a John Deere, Komatsu, Hyundai, Caterpillar and Case. The prices ranged from \$109,900 to \$157,750 and the pin height ranged from 11 feet 8 inches to 13 feet 3 inches. The bucket capacity ranged from 2 yards to 2.7 yards. Chairman Murphy asked Mr. Worthen if he had a preference between two and he responded that he thought the John Deere and the Hyundai. He said they were similar in size with the Hyundai a little larger. Selectman Lindquist asked if there would be more work done with our loader as compared to renting one? Mr. Worthen reported that there was more they could do. Selectman Bennett reported that he wasn't sure about the Hyundai and had heard there were issues with them. Mr. Worthen was asked to get the cost for leasing the loader before a decision could be made. He was also directed to get in touch with the Town Treasurer to see if he had options for getting leasing values. Mr. Worthen estimated that it was about \$22,500 per year for 6 years. There was discussion about the backhoe being a John Deere and for routine maintenance it would be easier to have the same brand. Selectman Bennett asked how many hours are put on the machine because the maintenance is done at about 500 hours. Based on the rental of the current loader, that would not be too often so there would be no reason to stay with the same brand. Chairman Murphy motioned to take the recommendation of the Road Agent and look at the John Deere for 6 to 7 years. Selectman Lindquist seconded the motion. Selectman Bennett amended it to look into the leasing of both (John Deere and Komatsu). The motion passed unanimously as amended. (Selectman Bennett noted that one of the vendors could have a low interest and the other not, which would impact the overall cost.

### New Business

Steve Harms- Recommendation for the construction of a septic system for the gym.

Mr. Harms stated that there was a glitch with the low bidder. They apparently thought that the piping for the project was being donated so they did not include that cost in their proposal. Mr. Harms noted that all the other bidders included it in their proposals. He then went on to state that just prior to the meeting tonight, the low bidder (Craig Bennett Construction) handed him an amended bid. His request was to throw out the low bidder and the high bidder. He went on to state that any of the three remaining bidders would do a good job. Brantley Corporation was the next low bidder at \$12,300. With the amended proposal from Craig Bennett Construction their proposal went from \$9,200 to \$12,230.36.

Mrs. Theriault stated that historically we have not accepted proposals that have come in late but that she could check with Town Counsel and then they would have a reference for the future. Mr. Harms stated that the bid for Brantley Corporation at \$12,300 and then Britton's Landscaping, at \$14,750 state as per RFP. The third bidder, Dependable Construction lists potential situations and the cost associated with them, such as if ledge is found. Chairman Murphy asked if there were notations on the other two low bidders and the response was no. Mr. Harms was asked for his recommendation and he said to go with Brantley Corporation as the next low bidder, but any of the three would be fine. Selectman Bennett did not participate in the discussion, as he was the original low bidder.

Chairman Murphy began the motion to accept the recommendation of Mr. Harms but then Selectman Lindquist and Chairman Murphy agreed to have town counsel review the issue.

Selectman Lindquist motioned to go with the low bidder (Craig Bennett Construction) if approved by town counsel that the supplemental bid is acceptable. If not, then the job will be awarded to Brantley Corporation. Chairman Murphy seconded the motion. The motion passed with two in favor (SM, PL) and one abstained (CB). Mrs. Theriault stated that she would email the results to the Selectmen.

Selectmen's Meeting Minutes

November 9, 2015

Page 3 of 5

**Old Business**

There was no old business listed.

**Liaison Reports**

**Chairman Murphy**

Went to the craft fair at the Middle School and reported that they did a good job. Selectman Lindquist stated that she had attended it as well and they have a lot of vendors there.

**Selectman Lindquist**

The Historic Commission will be holding their Annual Ecumenical (Thanksgiving) Service will be held on Sunday, November 22, 2015 at 4:00 pm at the Meeting House.

**Selectman Bennett**

No updates

**AA Report:**

**Stormwater Management**

Mrs. Theriault called EPA Region 1 in Boston to get clarification on requirements being placed on the Town due to Bacteria, Nitrogen and Phosphorus levels. She submitted public comment concerning the new draft, which was due November 2<sup>nd</sup>. The public comment that she submitted in August, 2013, is still under consideration and the concerns she outlined in that public comment did not have to be reiterated in the current one. As of this date, no money has been set aside in the operating budget for testing, monitoring or anything else. This should be discussed at the next budget session.

**Update on Emergency Operations Plan**

Mrs. Theriault met with newly appointed Emergency Management Director to discuss the Emergency Operations Plan. She is also in the process of submitting additional paperwork to Homeland Security for the purposes of applying for the grant to update the EOP. As part of the process there will be meetings held over a period of a few months that will include the Fire Chief, Police Chief, EMD, Highway, Mrs. Theriault and they are requesting a member of the Board of Selectmen. Mrs. Theriault noted that it didn't need to be the same Selectman, but that one should attend. Chairman Murphy asked when these meetings take place, such as during the day or evening. Mrs. Theriault will check and see how they will be scheduled.

**Finalized Household Hazardous Waste grant paperwork**

The Chairman of the Board of Selectmen needs to officially sign-off and initial each page of the Grant Agreement for the Household Hazardous Waste Day. The HHW day that occurred on October 24th had 421 households participate. Selectman Lindquist motioned for the Selectmen to accept the grant which is estimated at \$6,851 and to allow Chairman Murphy to sign the grant for the Hazardous Waste Day Collection. Selectman Bennett seconded motion and the motion passed unanimously.

**Old Police Station Status**

The RFP for demolition has been drafted and is in the process of being sent out. Just as a FYI, both the Fire Department and Police Departments have asked for training to take place in the old police station before it is demolished. Selectman Lindquist reported that the Historic Commission would also like to go into the building before demolition. Mrs. Theriault said the RFP states that the Town of Hampstead has first rights of salvage. She reported that the budget has been reviewed to see if any funds would be available to do the work this year. The funds found are listed below. It is believe the cost of \$12,000 to \$15,000 can be covered in the 2015 budget.

Funds for demolition will come from:

- \$3,000 left from Town Offices repair and maintenance, which will be left after the cost of the window (3) replacement.
- \$4,500 from an overage on Medicare line item

## Selectmen's Meeting Minutes

November 9, 2015

Page 4 of 5

- \$2,000 repairs/maintenance line item from old PD
- ??? pest control
- The Welfare line will have money in it as well.

Mrs. Theriault also reported that there needs to be an asbestos pre-demolition inspection. She contacted two companies and one gave a written estimate and the other one a verbal estimate but did not follow up in writing as requested. The written one is not to exceed \$600. The verbal quote was in the \$750 range but could go as high as \$1,200 depending upon the amount of testing. The Selectmen were asked if they wanted to go ahead with the \$600 quote and to sign or allow Mrs. Theriault to sign the proposal with Accolate Environmental. The Selectmen agreed it needed to be done and it was signed by the Selectmen.

### Cell Tower agreement

The agreement has been reviewed by Town Counsel and is on the credenza for the Selectmen to review. Mrs. Theriault forwarded a copy to Primex to review the insurance and indemnity clauses. She had an opportunity to review it and the only item that she saw that should be discussed or changed is the height of the Tower(s). For the purposes of the RFP that was prepared, it was listed 160 feet for the Kent Farm Facility and this was just a starting point to get companies to bid on the project and was not a definite requirement. As the Selectmen know a balloon test will be conducted so that everyone will have an opportunity to see what the tower height will look like from different locations within the Town. Blue Sky Towers does not think that anything will happen until the beginning of next year when new budgets are set by communication companies.

### Request for Town Wide Donation Drive

Savers would like to conduct a town-wide drive as a fundraiser. The BOS would just need to know when they would like this done and choose a non-profit organization. Mrs. Theriault explained that they would set a time frame in February of 2016 and there would be \$0.20 cents per pound for soft merchandise and \$0.05 cents for hard merchandise and the funds would be paid to the non-profit organization that the Selectmen recommend.

### Toys for Tots

There was a request for a "Toys for Tots" container to be located at the Town Office. The Selectmen had no issue with that as long as it is not in the way of the public.

### Hero Tree

There was also a request to have the annual "Hero Tree" located in the front lobby. The Selectmen had no issue with that as long as not in the way of the public.

### Minutes

The Selectmen's meeting minutes of September 28<sup>th</sup>, September 30<sup>th</sup> (work session) and October 30<sup>th</sup> have been signed by a majority of the Selectmen and are ready for approval. Selectman Lindquist motioned to approve the minutes of September 28<sup>th</sup>, September 30<sup>th</sup> and October 30<sup>th</sup> as amended. Chairman Murphy seconded the motion. The motion passed unanimously.

### Re: Appointments/Appointments

Call for candidates:

- Ordway Park, full members and alternates – monthly meeting
- Recycling and Waste Disposal Committee – monthly meeting
- Recreation Commission, alternate member – monthly meetings
- Trustees of the Trust Funds, alternate members – meetings as needed
- Zoning Board of Adjustment, alternate member – monthly meeting

### Correspondence

There was none

Selectmen's Meeting Minutes

November 9, 2015

Page 5 of 5

Visitors Comments

There was none

Nonpublic Session

#1

Selectman Lindquist motioned to enter into a nonpublic session at 8:04 pm under RSA 91A: 3 II (c) reputation. The motion was seconded by Selectman Bennett.

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

Present- Roger Sanborn

Selectman Lindquist motioned in the non-public session to look into the issue and provide what resolution they could provide. Selectman Bennett seconded the motion. The motion passed unanimously.

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

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

Selectman Lindquist motioned to seal the minutes of the nonpublic session. Selectman Bennett seconded the motion and the motion passed unanimously. Mr. Sanborn left.

#2

Selectman Lindquist motioned to enter into a nonpublic session at 8:20 pm under RSA 91A: 3 II (e) litigation. The motion was seconded by Selectman Bennett.

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

The Selectmen reviewed the conditions of approval on hours for Depot Crossings. It was agreed to have the minutes of the Planning Board researched for discussions on hours of operation and deliveries.

Selectman Lindquist motioned to come out of nonpublic session at 8:30 pm under RSA 91A: 3 II (e) litigation. The motion was seconded by Selectman Bennett.

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

#3

Selectman Lindquist motioned to enter into a nonpublic session at 8:30 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

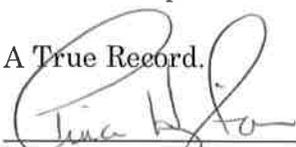
Selectman Lindquist motioned to come out of nonpublic session at 9:10 pm under RSA 91A: 3 II (a) employee matters. The motion was seconded by Selectman Bennett.

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

The motion was made by Selectman Lindquist to seal the minutes of the non-public. The motion was seconded by Selectman Bennett and passed unanimously.

Selectman Lindquist motioned to adjourn at 9:10 pm. Selectman Bennett 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 R. Bennett, Selectman