

**BOARD OF SELECTMEN  
MEETING MINUTES  
October 25, 2010**

**PRESENT:** RICHARD H. HARTUNG, CHAIRMAN; JAMES L. STEWART, SELECTMAN; PRISCILLA R. LINDQUIST, SELECTMAN; SALLY THERIAULT, ADMINISTRATIVE ASSISTANT

Chairman Hartung called the regular meeting to order at 7:00 pm  
Present at the meeting: J. Worthen, P. Thrasher, J. Mesa-Tejada, S. Hastings, and P. Williams

**Public Announcements**

- Kent Farm Facility is open on Saturday, November 14<sup>th</sup> from 8:00 - 4:00; a permit is required and may be purchased from the Town Clerk/Tax Collector. This will be the last day for bulk disposal.
- Household Hazardous Waste Day will be held in Hampstead on Saturday, October 30, 2010 from 9-12 at Hampstead Fire Central Station, 17 Little's Lane.
- Halloween is on Sunday, October 31<sup>st</sup> from 5:00 p.m. to 8:00 p.m.
- State Elections will be held on Tuesday, November 2<sup>nd</sup> at the Hampstead Middle School from 8 am to 8 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**

Road Agent- Jon Worthen- Mr. Worthen asked if the Selectmen had a chance to review his request for an increase for the plow drivers. Selectman Stewart asked if Mr. Worthen had a problem retaining drivers with the current rates. Mr. Worthen stated that he has lost a few drivers, but doesn't know exactly why he lost those two. He stated that no one is threatening to leave because of the pay. Mr. Worthen also explained that the cost of gas is going up, as well as the cost for parts and tires. The last increase was in 2008. When he presented his 2011 budget, he included the cost of the increase in it, and still was below the 2010 budget level.

**Selectman Stewart motioned to accept the recommendation of the Road Agent to increase the plow rates by 5% for 2010-2011 plow seasons.** Selectman Lindquist asked if this was effective for 2011 or effective now. Mr. Worthen stated that he had about \$54,000 in his budget for 2010 and would like to have it effective with this season. **Selectman Lindquist seconded the motion. The motion passed unanimously.**

Library- Director, Peggy Thrasher- Ms. Thrasher updated the Selectmen on the regularly scheduled activities at the library. There are book clubs, story times, Wii games, home school groups as well as book discussions. The information can be reached at <http://hampstead.lib.nh.us>, or direct to [www.Hampsteadnh.us](http://www.Hampsteadnh.us) website and link to the library.

Chairman Hartung took a moment to remember the passing of resident Maxine Stahl. She was a long time patron of the library as well as a member of the Recreation Commission.

**New Business**

Jorge Mesa-Tejada- Mr. Mesa-Tejada asked if the Selectmen had any updates to his complaint at the last meeting regarding comments made about him and his connections to the Architect for

the police station. Chairman Hartung stated that he has discussed the matter with employees and that he was told by the employees that the comments were foreign to everyone, that they were off base and unfounded. Chairman Hartung stated that he made it clear to the employees that the town office is not a place to start rumors or to keep rumors going. He expects that the employees will behave in a professional and ethical manner while working. Mr. Mesa-Tejada stated that he had no idea where the comments came from. He never stated that it was an employee just that he was told by Mrs. King that she had heard it at the town office and was not at liberty to say by whom. Selectman Hartung stated that Mrs. King gave him the same response from Mrs. King that she was not at liberty to say. Chairman Hartung noted that they could not control what is said by people coming into the building, but would want the employees to refrain from picking up on any such comments and maintain a professional demeanor. Mr. Mesa-Tejada asked if this was the end of it. Chairman Hartung felt that it was. Mr. Mesa-Tejada stated that he was satisfied for now, but that if it happens again, he would be back and will ask for further steps to be taken. He felt that his name is now clear. He also noted that the police station is not just for the police, but is a town building and the Selectmen should be out promoting the building. They are expecting an estimate around November to move forward for the March election.

Hampstead Garden Club-The Garden Club met with the Selectmen prior to the meeting and explained that they are looking for \$90 from the town towards the payment of the Hampstead Area Water Company bills. The two bills are around \$300 per year and include a fee for turning on the spicket and shutting it off, as well as the water use. The policy for the last 4 years has been for the town to pay \$90.00 per year when requested by the Garden Club.

**Selectman Lindquist motioned to pay \$90 to the Hampstead Garden Club as requested.**

**Selectman Stewart seconded the motion**, but asked if there was any other way to help reduce the cost. The other two noted that the irrigation system is on a well. Selectman Lindquist suggested that the \$90 be paid now and that the liaison contact the Buildings and Grounds Supervisor and review if there are other options. **The motion passed unanimously.**

#### Proposals for the Winter Sand

Mrs. Theriault noted that there are four vendors that submitted bids. 500 cubic yards of ½ sand delivered.

REP Landscaping- Plaistow NH	\$11.00 per cubic yard
Merrill Excavating- Salem NH	\$12.50 per cubic yard
Manchester Sand & Gravel-Hooksett NH	\$4.95 per ton and \$4.95 per ton freight
	Equals \$9.90 per cubic yard?
Merrill Construction- Pembroke, NH	\$11.88 per cubic yard

**Selectman Stewart motioned to forward the proposals to the Road Agent for his review and recommendation. Selectman Lindquist seconded the motion.** Chairman Hartung asked if Mr. Worthen would be checking out the sand and Mr. Worthen responded that he would. **The motion passed unanimously.**

Recommendations from Recycling and Waste Disposal Committee- The committee asked for more time to make their recommendation. The Selectmen stated that they would be available for a work session if the committee needed help.

#### East Hampstead Union Church-

Mrs. Theriault drew up a memorandum of understanding between the East Hampstead Union Church and the Town of Hampstead outlining a Quid Pro Quo agreement. Mrs. Theriault stated that she drew up the agreement based on some of the items in the request that would fall under the agreement.

**Selectman Lindquist motioned to sign the agreement for a Quid Pro Quo with the East Hampstead Union Church that will allow the Town of Hampstead to plow the church parking lot. Selectman Stewart seconded the motion and the motion passed unanimously.**

Selectman Stewart asked how the agreement would be signed and whether or not a representative from the church should be present to plug the church, as all the others had done previously. Mrs. Theriault stated that once the Selectmen sign it, she will forward it to the church and ask them to return it when signed.

#### Granite Village and 2 new Roads-

Mrs. Hastings told the Selectmen that there are two driveways in Granite Village that need to be named under the regulations for E-911. She read the rule about any driveway with three or more addressable structures be assigned address ranges. Mr. and Mrs. Ashford were contacted about naming the two driveways in question and returned with Brooklyn Path and Ian Lane. Mrs. Hastings verified both names with the Police Department and Fire Department to see if there were any potential conflicts with the names or sounds of the names. Everyone is okay with the names. The Selectmen have the authority to change names, correct names or numbers even on private roads. The RSA was submitted to the Selectmen for reference. Mrs. Hastings explained that Brooklyn Path will go from Charlestown to Charlestown. Currently one side of the road has numbers #, 5, 7, and 9 on it. The other side of the road has two with the numbers 11 and 128. She suggested that these two numbers be changed from 11 to 10 and 128 to 2. The Ian Lane is a dead end driveway and the numbers go highest to lowest. They start at 132 and go to 130, 129 and 127 on the other side of the road. She suggested that these be renumbered and brought to a lower number. Chairman Hartung explained that in Granite Village, the numbers used to be unique so that once you had the number it didn't matter which street you were on. He would like to see as little as possible changed in the numbers. Mrs. Hastings agreed that the process is to change the least amount of people. She will review potential changes with the Ashfords, but has heard from police, fire and assessing that it is difficult to find places in there and the numbers may need to be corrected. Chairman Hartung also noted that the signage at Granite Village is very consistent and well placed. Mrs. Hastings noted that she was only here tonight to have the Selectmen agree to the two new names. There are other things to look at down the road including roads such as Main Street and East Main Street that are always getting confused.

**Selectman Lindquist motioned to accept the roads called Brooklyn Path and Ian Lane as acceptable names in Granite Village. These are not town roads and will not be maintained by the town. Selectman Stewart seconded the motion and the motion passed unanimously.**

Mrs. Hastings reminded the Selectmen that the town does have a zoning ordinance on numbering the residence and the punishment if not done, is that the mail will not be delivered. Currently the post office is looking to move away from box (such as 24 Emerson Park for a 20 Parklane Avenue address) and to have just the street address. This eliminates confusion for the resident in remembering the one address.

#### Old Business

##### Liaison Report

##### **Selectman Lindquist-**

Cable- Mrs. Gallo, Mrs. Harrington and Selectman Lindquist met with Mike Ebbett regarding the I-net downstairs. He believes that he can get some information about what it can do and will get it to Mrs. Harrington. He stated that if it was something he couldn't help us with, he would find someone that could.

##### **Selectman Hartung-**

CERT- Selectman Hartung spent October 16<sup>th</sup> at a CEFT training in Londonderry. There was a second training on the 23rd, but he was unable to attend.

**Selectman Stewart -**

Conservation- The Conservation Commission has agreed to a timbering contract, which needs to be approved by the Selectmen, for the work to be done on the conservation land on West Road. The work and value of the timber is going to be worked off by the vendor clearing the overgrown fields and doing stump work at the trails. There will be a selective cutting and trees considered valuable will be protected.

Selectman Lindquist asked for them to be on the watch for white oak. It is considered difficult to find and is needed for the yoke for the bell at the meeting house.

**Selectman Stewart motioned to authorize the Chairman to sign the contract with the timber company Garland Lumber Company. Selectman Lindquist seconded the motion and the motion passed unanimously.**

Library Trustees-The Selectmen held a work session with the Library Trustees tonight prior to the meeting to go over a few benefit changes. They discussed a change to the current vacation, sick and personal time. The proposal is to move to a PTO (paid time off) program effective 1/1/2011. The policy change has been reviewed carefully and compared with other towns. This change should bring the town up to other towns. Mrs. Theriault will meet with the department heads on the first Tuesday of November to explain the changes. The Selectmen have reviewed the changes with the Library Trustees and everyone is in agreement.

**Chairman Hartung**

The second discussion with the trustees centered around the health insurance. In 2010, the town employees began paying 5% of the health and dental premiums. The new policy states that on any increase the employee will pick up half the cost up to a total payment of 10%. Selectman Stewart explained that when you put the two policies together, a person with the Matthew Thornton Plan and the Delta Dental Plan had a decrease so the amount the employee in this plan would pay is the same 5%. An employee in the Blue Choice and the Delta Dental Plan would also have no increase for 2011 whereas the combined amount is a decrease. The employees with the JW plan and Delta Dental Plan will see an increase. Overall the policies are up 4.2%, which means an employee with these two plans will be paying an additional 2.1% for a total of 7.1% towards their health and dental insurance. The goal is that eventually it will be a 90/10 cost sharing of the health and dental costs. The JW plan is closed to new subscribers, but those in it can change to one of the other plans at open enrollment.

Selectman Stewart explained that to determine the increase, you take the policy the employee had for 2010 and compare it to the 2011 cost.

**Selectman Stewart motioned to accept the increases/decrease in premiums and the percentage that employees will share for 2011. Selectman Lindquist seconded the motion and the motion passed unanimously.**

In connection with the changes to the health/dental insurance for employees, the Selectmen also reviewed the current insurance buyout program. Currently the non union plan is 25% of the cost of the highest plan they would be eligible for. As premiums have gone up over the years, the amounts paid in the buy out have gone up. Now that the employees are paying into the insurance, the buyout plan needs to reflect the change. Starting in January 2011, Selectman Stewart suggests that the buyout be reduced to 20%. New employees hired will start out at paying 10% of the medical insurance (health/dental) or receive a 15% buyout. Mrs. Theriault will also bring this to the department head meeting to be held the first Tuesday in November.

**Selectman Stewart motioned to accept this change to the buyout plan. Selectman Lindquist seconded the motion and the motion passed unanimously.**

### **ACTION ITEMS**

There are only three items left and then one added for tonight. All were updated tonight. (GASB 45, I-Net and Meeting House) Selectman Lindquist stated that the Meeting House is done for right now. It can be painted, but probably not until the spring.

On the warrant articles, someone made a request to expand on the change to the ethics to include professional manner by employees. Selectman Lindquist noted that she recently found out that cable can have a revolving fund and we might want to look into it. She asked that this be added to the list.

### **Administrative Assistant Report**

Uptagraft Agreement- The agreement has been signed by all parties and is actually a hold harmless for when a town employee is on the premises. Mr. Worthen stated that he spoke with Mr. Desfosses and that it looks like they will be waiting until spring to do any work whereas it is getting late in the season.

### **Municipal Resources Inc. Budget update**

MRI indicated that there will be a zero increase to the Town for regular assessing services. However, MRI will have to conduct additional work for those cases that are going to the BTLA (27) plus an additional 2 court cases. This will increase the assessment budget significantly. We will address this in greater detail at the next budget meeting. Chairman Hartung asked they keep him in the loop as to what is going on and copied on any correspondence on the BTLA cases.

### **Exemptions**

Mrs. Theriault noted that she has been asked about energy tax exemptions. She knows that she researched a few years ago, but will pull up the information to see if there is anything that might need to be discussed for the warrant. She had a request from a resident asking about the credits.

### **Minutes**

The non- public meeting minutes of September 27 and October 11 need to be reviewed and signed by the BOS. The minutes were reviewed in non public session.

### **Appointments**

- Call for candidates :
  - Ordway Park, full members and alternates
  - Cable Committee volunteers
  - ZBA, alternate (1)
  - Recycling and Waste Disposal
  - Capital Improvements
  - Rockingham Regional Planning Commission/Technical Advisory Committee
  - Rockingham County Commissioner

Mrs. Hastings was asked if she still was a commissioner and she stated yes, and has been for 35 years. She stated that she was told that she is the longest serving commissioner in the state among all the planning commissions. The Board congratulated her and thanked her. The Selectmen met with Mr. Schofield earlier and agreed to move him from an alternate position to a full trustee position.

**Selectman Stewart moved to appoint Paul Schofield to a full time library trustee until the March, 2011, election. Selectman Lindquist seconded the motion and the motion passed unanimously.**

### **Visitors Comment**

**Future Agenda Item**

Energy Committee  
Hampstead Senior Committee  
Town Administrator

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Tax Rates- The rate for 2010 has been set to \$21.50 which is up \$.020 from 2009. The tax bills will be going out and are due for December 1, 2010. The Board is pleased with the rate and thanked everyone that worked hard to keep the budgets in line and to provide the services.

Non Public Session

**Selectman Lindquist made a motion to go into non public under RSA 91-A: 3 II (a) employee matters at 8:34 pm. Selectman Stewart seconded the motion.**

**Roll call vote, Selectman Lindquist, yes; Selectman Stewart, yes; Chairman Hartung, yes. Motion passed.**

Mrs. Theriault has requested to attend the leadership training at the LGC, which entails attending about 6 classes spread out over a year. This will prepare her to be a better leader. Chairman Hartung asked for this to be in non public in case the other members needed to say something. Everyone agreed that this was a good idea and Selectman Lindquist stated it should not be in non public. Chairman Hartung will write the letter of recommendation. The Selectmen reviewed the non public minutes and signed off on them.

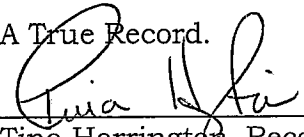
The Selectmen discussed the staffing in the building department and Selectmen Lindquist stated that Mr. Emerson will see how things go with the reduction in his staff.

Mrs. Theriault noted that Maria Clark gave her a verbal two week notice last week. Ms. Clark was asked to submit the resignation in writing, but has not yet. She gave the reason for her resignation as the need to have benefits and the Town of Hampstead does not have the ability to increase her hours or add benefits to the position.

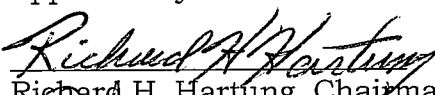
**Selectman Stewart motioned to come out of non public at 8:44 pm. Selectman Lindquist seconded the motion. Roll call vote, Selectman Lindquist, yes; Selectman Stewart, yes; Chairman Hartung, yes. Motion passed.**

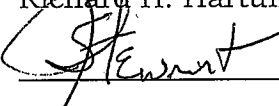
**Selectman Stewart made a motion to adjourn at 8:45 p.m. Selectman Lindquist seconded the motion. The motion passed unanimously.**

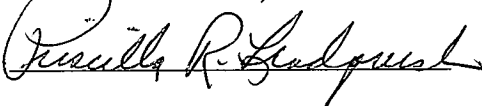
A True Record.

  
Tina Harrington, Recording Secretary

Approved By:

  
Richard H. Hartung, Chairman

  
James L. Stewart, Selectman

  
Priscilla R. Lindquist, Selectman