BOARD OF SELECTMEN

MEETING MINUTES

September 11, 2013

**PRESENT:** SEAN P. MURPHY, CHAIRMAN; PRISCILLA R. LINDQUIST, SELECTMAN; SALLY THERIAULT, ADMINSTRATIVE ASSISTANT (Selectman Hartung, absent)

The public meeting began at 7:00 pm.

Guests: P. Williams (Tri Town News), J. Worthen, Chief Beaudoin, K. Emerson, S. Londrigan, P. Wentworth, T. Ramsey, J. Mesa-Tejada, Kyle Barker of Barker Architects and J. Tabbi

## **Public Announcements**

* Planning Board is not meeting on September 2nd, but will meet on September 16th.
* 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**

*Jorge Mesa-Tejada*- Mr. Mesa stated that he recently heard that a member of the Police Station Building Committee was interested in being the Clerk of the Works for the construction of the new station. He noted that the Code of Ethics states that a volunteer on a committee appointed by the Selectmen falls under the Code of Ethics. He went on to explain that a member of the committee could not then take on the paid position of Clerk of the Works because they would be benefitting from the work done by their committee. Chairman Murphy thanked him for bringing the information forward and they would do some research and get back a response to the concerns.

## **Department Heads**

*Health Office- Kris Emerson, Health Officer*

Mr. Emerson announced that the Town of Hampstead had a batch of mosquitos test positive for West Nile Virus. He has been in touch with Dragon Mosquito and together they will review a schedule to have the ballfields sprayed. There were positive finds of EEE in Sandown and Derry so with the West Nile in Hampstead it is better to do the adulticiding now. He will confirm the date and get the information out to the public. It was noted that people should take precautions to protect themselves.

*Highway Safety Committee- Jon Worthen, member*

Mr. Worthen stated that the Highway Safety Committee recently met to discuss the request for “no through trucking” on Emerson Avenue. The committee agreed that they would like to have a traffic study done and have contacted the Rockingham Planning Commission for assistance and are awaiting their return call. Mr. Worthen will update the Selectmen later.

**New Business**

## *RFQ- General Contractor for new Police Station*

There were 16 responses.

1. Gary Chicine Construction Weare, NH
2. James Welch, Salem, MA
3. David Frahm, Hampstead, NH
4. Turnstone Construction- Milford, NH
5. Torphy Construction-Peterborough, NH
6. Eckman Construction, Manchester, NH
7. MacmIllan Corp. – Keene, NH
8. Severin Construction – Annapolis, MD
9. Broadview Construction- Hilton Head, SC
10. Schroeder Construction- Nashua, NH
11. Project Resource Group
12. Jewitt Construction- Raymond, NH
13. Dube Plus Construction- Hampstead, NH
14. Gary Barnes/Cale Houston- Hampstead, NH
15. Hutter Construction- New Ipswich, NH
16. Meridan Construction- Gilford, NH

**The motion was made to pass the Request for Qualifications of contractors to the Police Station Building Committee for their review and recommendations by Selectmen Lindquist with a second by Selectman Murphy. The motion passed with both in favor.** It was agreed that the Selectmen would meet on Monday, September 16th at 6:30 to hear the results from the committee.

2014 Budget Dates

Mrs. Theriault presented the Selectmen an overview of the budget season schedule for their review. It was decided to meet on Monday, November 11th even though it is a holiday (if this is a problem for the departments, then November 8th could be used, instead of Wednesday, November 6th. They also noted that Monday, December 16th was not their regular meeting night so they moved the meeting of the budget to Monday, December 9th. Other than those changes the rest of the schedule was accepted.

## **Old Business**

There was no old business on the agenda.

**Liaisons Reports**

**Chairman Murphy –**nothing to report

**Selectman Lindquist-**

Historic Commission-The wording on the marker for the Meeting House has been completed and the marker is on order and they are 4th in line at the State level. The cost for the marker is expected to be about $2,000 and the marker will be paid for with the funds from the Meeting House account. She also noted that they will accept donations to help offset the cost.

Town Office Painting- Selectman Lindquist noted that the painting of the town office is not completed yet and that the painter had notified her that the front doors should also be painted. She gave him permission to do the doors.

**Selectman Hartung**- not present

## **Administrative Assistant Report**

**MS-1 extension**

The MS-1 (Town wide assessment values) was send to DRA by September 1st so the request for an extension was not needed

**MS4**

The MS4, which is a form that is submitted to DRA to show estimated revenues for 2013. The revenues are up slightly from last year but this is mostly due to grant money that was received.

**Holidays that fall in middle of week**

In prior years, the Town Office has been closed for a half day the day before Christmas and New Year’s eve. The holidays this year are on Wednesday. The Board of Selectmen were asked if they would be amenable to allow that for this year as well. Selectman Lindquist stated that she thought it was only Christmas Eve. The Selectmen did agree to closing early both days. Mrs. Theriault noted that the Town Clerk’s office will be closed on Columbus Day for the holiday at 4:00 pm. Selectman Murphy asked about the day after Thanksgiving. Mrs. Theriault stated that the Town Office has generally been closed that day and those taking it off use benefit time, or they can work.

**Additional funds from the property liability section of LGC.**

The Town has received an additional $20,388.30 in surplus from PLT side of LGC. This is part of the $3.1M in surplus reserves that is being returned to member towns. Additional funds may be released this fall coming fall as well.

**Activity Log**

The activity log was reviewed. The status for the lights on Emerson Avenue should reflect waiting on RPC. Chairman Murphy has thee research for the Elderly Exemption discussion.

**Re- Appointments/Appointments**

*Call for Candidates*:

* + Ordway Park, full members and alternates – monthly meetings
  + Cable Committee volunteers – monthly meetings
  + Recycling and Waste Disposal Committee – monthly meetings
  + Town Facilities Committee - monthly meetings
  + Conservation Commission – monthly meetings

## **Correspondence**

Trinity Ambulance sent an invitation to meet with a member of the Newton Ct. EMS to hear about lessons learned on September 27th at the Holiday Inn in Tewksbury Mass. It was requested that the information be forwarded to the Chiefs.

Rockingham Planning Commission (RPC) a letter was received for Matt Murphy from the RPC and Chairman Murphy asked that it be given to Matt.

## **Visitors Comments**

There were none present.

**Non Public Sessions**

**Selectman Lindquist made a motion to adjourn at 7:30 p.m. Selectman Murphy seconded the motion. The motion passed unanimously*.***

A True Record. Approved By:

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Tina Harrington, Recording Secretary Sean P. Murphy, Chairman

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Priscilla R. Lindquist, Selectman

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