

**BOARD OF SELECTMEN  
MEETING MINUTES  
September 12, 2016**

**PRESENT:** SEAN P. MURPHY, CHAIRMAN: CHAD R. BENNETT, PRISCILLA R. LINDQUIST, SELECTMAN: SALLY THERIAULT, ADMINISTRATIVE ASSISTANT TO BOARD OF SELECTMEN

**Visitors:** Chief Beaudoin, G. Emerson, J. Guthrie, J. Worthen, M. Sapienza, and P. Williams (Tri Towne News).

**Public Announcements**

- Household Hazardous Waste Day is Saturday, October 29, 2016 in Chester 9 am to noon.
- Community Wide Yard Sale is scheduled for Saturday, October 1, 2016.
- 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**

Marie Sapienza- She has been a business owner in town for about 10 years and recently became a resident. She had a concern about through trucking on the section of Danville Road from East Main Street to Route 111. She said that she wasn't sure of the process but wanted to bring it forward for the Selectmen to look into. She stated that there are lights at the intersection of Route 111 and East Main Street and the road is built to hold the truck traffic. The Highway Safety Committee had actually met recently and that was one of their topics of discussion (Ms. Sapienza had contacted the office with her concerns). They only had three members present but they agreed to recommend that the Board of Selectmen move to post that section of Danville Road as "No Through Trucking". The Selectman asked for Mrs. Theriault to look up what needs to be done in order to post that road.

**Selectman Lindquist motioned to accept the recommendation of the Highway Safety Committee and post the section of Danville Road from East Main Street to Route 111 as "No Through Trucking" pending the proper process being followed. The motion was seconded by Chairman Murphy.**

Selectman Bennett noted that he was in favor of posting this road, but didn't want to see a rash of road postings. He agreed that this road was not the best access. Chief Beaudoin noted that the discussion has come up on Emerson Avenue, but there has been no recommendation to change it. **The motion passed with all voting in favor (3-0).**

Joe Guthrie- Mr. Guthrie was here to remind people that tomorrow was election day and asked people to get out and vote. He also thanked the Selectmen for appointing him to the Town Administrator Committee and stated that it was a good way to find out what the needs were and the best way to move forward. He asked the support and co-operation of the Selectmen. He mentioned that there may be discussions with the Selectmen that would need to be held in non public to discuss any issues and also stated that he hoped that they would have access to Town Counsel if needed.

Glen Emerson- Mr. Emerson was in to talk about the paving on Emerson Avenue. He stated that the reclaim work started at the end of July and that as of this evening the shoulders are not finished, the swales are not done and the driveways aren't finished. His driveway is one of the ones not completed and he has gotten an appraisal for completing the work. He stated that he didn't want the company that did Emerson Avenue to do his driveway. He stated that it is 16 inches below the pavement and that his wife bottoms out every time she goes in and out.

Chairman Murphy stated that he will work with Mr. Worthen and get back to Mr. Emerson with the time frame.

### **Department Heads**

Police Department- Chief Beaudoin asked the Selectmen to allow David Cianfrini, a part time police officer to join the union. He is currently on a regular schedule (since June 2015) and completed a one year probationary period. The Union has given permission for him to join and noted that he meets the criteria needed.

**Selectman Bennett motioned to allow David Cianfrini to join the NEBPA, Hampstead Police Union. Selectman Lindquist seconded the motion. The motion passed unanimously.**

Chief Beaudoin mentioned that the Police Department is applying for the 2017 DWI and Step Grants. The start of the process is now and he would like the Selectmen to review the paperwork and to approve the grant. The grant for DWI is up to \$10,692 and the STEP grant is up to \$14,664. They are both reimbursable grants. The Selectman agreed to review the grant and vote at the next meeting.

Highway Department- Jon Worthen spoke to the Selectmen about the prices from companies that would test the paving thickness (Geotechnical firms) on Emerson Ave. He was able to contact two companies and get their costs. For 10 samples (core test) and compaction test along with a nuclear density soil test, proctor determination, asphalt density thickness etc. the costs were \$2,880 and \$2,523. There was discussion as to whether or not they were estimating on the same information. Mr. Worthen responded that he gave them the same information. He also stated that he didn't see the need to spend this much money now but if the Selectmen wanted to make this part of the normal process going forward, this would be the estimated cost. Selectman Lindquist asked what happens if the depth is off 1/8 of an inch. Selectman Bennett stated that it needs to be 95%. Chairman Murphy also asked what happens if it is at 93%. Selectman Bennett responded that the road will crack and settle. Selectman Lindquist asked if anything could be done to remedy it. Selectman Bennett said that it is up to what the Engineer suggests. Chairman Murphy asked what happens if the pavement is at 2 ½ but the compaction is 93%. Selectman Bennett responded that you would then expect some settling and may need to wait until later to put the top coat on. All together between the base coat and top coat there should be 4 inches of pavement. Selectman Bennett also noted that one compaction test would not be enough. He said that they come out for a 4 hour minimum and they could do more than one in that time frame. He also presented prices from two companies that he has worked with in the past and contacted. The first one JTC of Portland ME was at \$2,850 for the same information Mr. Worthen asked about. The second estimate was for the worst case scenario and cost to fix it. That was from GSI and the cost was \$5,350. He passed the copies to the other members to look at. He suggested that the three companies, JTC, Miller and SW Cole all could do the same job, but he was familiar with the work of JTC and could vouch for them. Chairman Murphy asked Selectman Bennett what he suggested for the work to be done. All three of the estimates were basically an a la cart format. Selectman Bennett suggested that 10 cores be done and for each one that fails, do 2 more in that area (about 150 feet). If all are okay, then they are done. If of the 10 only 5 pass, then he wants to see 10 more done. The cost could range from the \$2,500 to upwards of \$5,000 - \$6,000. Mr. Worthen was asked if he had any preference and he stated that he did not but he was concerned that to do the length of Emerson Avenue would take about 34 holes for the 10,000 feet. Selectman Bennett stated that as one core fails, they will know right away and would be able to do 10-15 samples in a day. One company would do the testing needed and will give a final report, but Mr. Worthen would know as the tests go along the results.

Selectman Bennett also asked that he be allowed to be part of the process. They agreed to go with JTC for a cost not to exceed \$5,000 and a police detail.

**Selectman Lindquist motioned to move forward with the Core testing and consulting work on Emerson Avenue with JTC of Portland Maine (and amended to add the NTE cost) with a cost not to exceed \$6,000.00 Selectman Murphy seconded the motion and it passed with two in favor (SM, PL) and one abstained (CB).**

Mr. Worthen was told to keep Selectman Bennett in the loop on the progress and to work with him on any questions.

### **New Business**

**Oil and Propane Rates 2016-2017**-Mrs. Theriault had a proposal from our current provider for \$1.979 for oil which is a savings of about 6 cents per gallon from the 2015-2016 rate. Previously the Board had signed an agreement with Irving Oil for the propane cost which is down one cent per gallon. Selectman Bennett asked that this go out to bid every few years. Mrs. Theriault stated that it does and that this is the third year with these two companies and would be due to go out next year if the Board decides. This will be added to the activity log for 2017.

**Chairman Murphy motioned to accept the Palmer Gas price at \$1.979 per gallon for oil and a service rate of \$85 per hour. The motion was seconded by Selectman Lindquist. The motion passed unanimously.**

### **Old Business**

**LED LIGHTS**-Mr. Worthen reported that the Highway Safety Committee met to discuss the LED streetlights recently (minutes attached). There is an estimated savings annually of around \$12,000. There were only three at the meeting so they are only recommending that the Selectmen look into budgeting to convert the lights over for 2017. Chairman Murphy asked how long before the LED lights come on whereas some residential lights are slow to come to full brightness. Mr. Worthen will get more concrete numbers for the budget season if the Selectmen are interested in moving in that direction. He didn't want to spend a lot of time if they were not interested. There were some questions about the bracket that holds the light. It looks like the bracket stays on and the new light is attached to it.

**Crosswalk at West Road**- There was a request from a resident off Veteran's Way for a crosswalk to get from West Road to Main Street. Mr. Worthen said the committee discussed it and believe that it may be within the State of NH ROW. He is waiting for the State to get back to him and if it is, they could move it back a little. He also mentioned that it would need to be ADA compliant. Mrs. Theriault asked if that meant visual or sound- Mr. Worthen wasn't sure but needs to look into it.

### **Liaison Reports**

**Selectman Lindquist**- She noted her concern recently when the Board of Adjustment did not have enough people to sit on the cases. She stated that more alternates are needed.

**Selectman Bennett**- No updates

**Chairman Murphy**- No updates

### **AA Report:**

#### **Ms 4 meeting with Manchester DPW**

Mrs. Theriault met with the stormwater management group in Manchester. The permit will probably be available by the end of this year. Massachusetts was supposed to get the new permit requirements after New Hampshire but because NH did raise a good number of concerns the EPA decided to release the new permit in Massachusetts first. Massachusetts after having received the new permitting requirements has commenced action against the EPA in Boston. This past summer, NH initiated a lawsuit in the First District Court in Washington D.C.

**Emergency Operations Plan meeting with Jon Albergini**

The EOP has been finalized and Chris Dane EMD is completing the paperwork that is necessary to receive the grant in the amount of \$3000.00, which will pay for the entire plan. A copy of the plan is available for members of the BOS to review. Chairman Murphy noted that they were supposed to meet with Mr. Albergini to have him explain the EOP changes. Mrs. Theriault responded that the EOP itself didn't change just the format. EMD, Chris Dane and herself should be able to answer any of the questions the Selectmen may have. There are various formats for them to have the EOP, and to review it. One of the things Mrs. Theriault noted was that in doing the EOP you look at what a towns greatest risk is and in our case it is power outages. With the enhancements Eversource is doing, this should help minimize that risk. The Selectmen will now need to review the EOP and sign off on it.

**Meeting with Eversource representatives**

Jon Worthen and Mrs. Theriault met with representatives of Eversource regarding a recent outage at Johnson Meadow. The underground utilities had failed and in order to get the system up and running, Eversource installed a telephone pole. Eversource wanted to make sure that the Town wouldn't require the re- installation of underground wires and that the installation of a pole would suffice. Oddly enough even though there were underground utilities, the multifamily rental units were all serviced by overhead wires. Those services were coming off Kent Farm to service the two front buildings and overhead wires servicing the two rear buildings were coming off a back parcel. Jon Worthen, Kris Emerson and Chuck Ashford, the property owner, has no objections to Johnson Meadow being serviced entirely by overhead wires. The purpose of advising the Board of Selectmen at this time is to notify you of the change and to give them an opportunity to express any concerns.

Eversource representatives also provided information regarding the upgrades to the system as it relates to Hampstead and surrounding towns. Eversource is spending 3-4 Million dollars in upgrades for the Hampstead area and abutting towns. In the past, Hampstead was at the end of the service line. As a result we may have experienced more outages with a longer duration than other towns. Eversource is using smart technology so that they will be able to isolate the problem and restore more power to more people while focusing on the problem areas. We used to get our power from Chester, now we not only will be getting power from Chester but also Kingston. So if a line is down, the power can be re-routed for less interruption of services.

Fireworks- There was a resident complaint regarding fireworks going off recently and Mrs. Theriault wanted to explain that there is a permit that is required and it needs to be signed off by both police and fire. There was a question as to what the penalty would be if no permit had been taken out. The police stated that they would be able to confiscate the fireworks. If there was any question as to whether or not someone has a permit, there is a book at the fire department. The location needs to be known if someone is making a complaint.

**Meeting Minutes**

The meeting minutes of August 8, 2016 are signed by the Selectmen.

**Chairman Murphy motioned to approve the minutes of August 8, 2016, as amended. The motion was seconded by Selectman Lindquist. The motion passed unanimously.**

**Activity Log**

The log was read with the fuel proposals added to it.

**Re- Appointments/Appointments**

Call for candidates:

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

There was a request from Vivian Clark and Charles Fernandez Jr. to be appointed to the Town Administrator Committee. There was some discussion as to whether or not adding two more members would be too many. There are currently 5 along with any department heads (non voting). In the long run it was agreed to add 2 more to the committee but freeze it there. The motion to appoint Vivian Clark and Charles Fernandez Jr. to the Town Administrator Committee was made by Selectman Lindquist and seconded by Selectman Bennett. The motion passed with two in favor (PL, CB) and one abstained (SM).

### **Correspondence**

Fairpoint- There was a pole license for Harris Ave.

**Selectman Lindquist motioned to authorize Fairpoint to install a utility pole and conduit at Harris Avenue. The motion was seconded by Selectman Bennett. The motion passed unanimously.**

State of NH- Highway Block Grant for 2017-2018 is at \$197,000

### **Visitors Comments**

There were none

**Selectman Lindquist motioned to go into nonpublic session under RSA 91 A: 3II (d) property at 8:28 pm. Selectman Bennett seconded the motion.**

**Roll call vote: Selectman Lindquist, yes; Selectman Bennett, yes; Selectman Murphy, yes.**

Mrs. Harrington asked for the Selectmen to discuss if there was any interest in pursuing the property next door to the Town Office that is currently for sale. There is no specific need for an additional building and there is work that would need to be done. The Selectmen had no particular interest in the property. It would take Town meeting approval to purchase.

**Selectman Lindquist motioned to come out of non public sessions under RSA 91 A: 3II (d) property at 8:42 pm. The motion was seconded by Selectman Bennett.**

**Roll call vote: Selectman Lindquist, yes; Selectman Bennett, yes; Selectman Murphy, yes.**

**Selectman Lindquist motioned to go into nonpublic session under RSA 91 A: 3II (c) reputation at 8:42 pm. Selectman Bennett seconded the motion.**

**Roll call vote: Selectman Lindquist, yes; Selectman Bennett, yes; Selectman Murphy, Yes**

Selectman Bennett brought up his concern about culvert work on Emerson Avenue that he had just heard about. He stated that the culvert should have been changed and you can't have a culvert of one size have a smaller insert to help with the flow. He noted that you don't go smaller. There was some discussion about the reasoning for the work. Selectman Bennett was told to contact Mr. Worthen and work with him on the core testing and the other concerns he has.

**Selectman Lindquist motioned to come out of non public sessions under RSA 91 A: 3II (c) reputation at 9:10 pm. The motion was seconded by Selectman Bennett.**

**Roll call vote: Selectman Lindquist, yes; Selectman Bennett, yes; Selectman Murphy, Yes**

**Selectman Lindquist motioned to go into nonpublic session under RSA 91 A: 3II (a) employee matters at 9:10 pm. Selectman Bennett seconded the motion.**

**Roll call vote: Selectman Lindquist, yes; Selectman Bennett, yes; Selectman Murphy, Yes**

Selectmen's Meeting Minutes

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Chief Carrier sent a notice that he is expecting a resignation letter from Jon Houde and would like to have Ryan Erhardt hired as a new full time firefighter. It was explained that Ryan was the name that came out on top of the hiring process they went through. Until Jon Houde gives his notice, Chief Carrier wants Ryan to work about 30 hours during the week to get acclimated. At this time he will be paid his call rate and when he does go full time, his rate will be \$17.98.

After some discussion the Selectmen agreed to have Ryan start days on 9/16/16 and then full time upon Jon Houde leaving.

Health Insurance Stipend- Mrs. Theriault approached the Selectmen about increasing the current health insurance stipend. Currently it is at 20% for town employees and no one is taking it. She has checked around to see if an increase has helped out towns but has no definitive information. She asked the Selectmen to increase the amount to 33% and see if there are any takers. It may be just enough to have someone make the change, which saves the town the 80% to 90% of the premium.

**Selectman Lindquist motioned to move the health insurance buyout to 33% effective for 2017. The motion was seconded by Chairman Murphy and passed unanimously.**

**Selectman Lindquist motioned to come out of non public sessions under RSA 91 A: 3II (c) employee matters at 9:29 pm. The motion was seconded by Selectman Bennett.**

**Roll call vote: Selectman Lindquist, yes; Selectman Bennett, yes; Selectman Murphy, Yes**

**Selectman Lindquist motioned to adjourn at 9:29 pm. Selectman Bennett seconded the motion. The motion passed unanimously.**

A True Record:

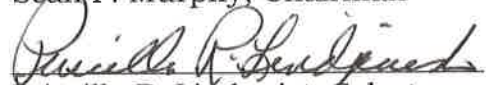


Tina Harrington, Reporting Secretary

Approved By:



Sean P. Murphy, Chairman



Priscilla R. Lindquist, Selectman



Chad R. Bennett, Selectman