

**BOARD OF SELECTMEN
MEETING MINUTES
October 10, 2016**

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

Visitors: P. Carideo, J. Worthen, E. Reschberger, 2 Representatives from Brox Industries, and P. Williams (Tri Towne News).

Public Announcements

- Household Hazardous Waste Day is Saturday, October 29, 2016 in Chester, 9 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

Department Heads

New Business

Continued Discussion- COLA Calculation

At a previous meeting, Mrs. Reschberger requested that the Selectmen reconsider the way the COLA for employees is calculated. The current policy is a 5 year average of the Social Security COLA divided in half. Mrs. Reschberger suggested that due to the low COLA increases over the last 5+ years that it would be worth doing 100% of the 5 year average. The Selectmen agreed for this year but reserve the right to look at the policy again. In 2016 the COLA was at .85% at 50%. The estimate for 2017 is .49% at 50% or 1.0% at 100%.

Selectman Lindquist motioned to move forward with changing the COLA policy to a 5 year average of the Social Security COLA increase and pay it at 100%. She also noted that if the COLA was to jump up again, the Selectmen agreed to go back and review the policy again. The motion was seconded by Chairman Murphy. The motion passed unanimously 3-0

RFP- Planning Board Engineering Services

Mrs. Theriault noted that there were 6 proposals received. She also noted that there was a UPS delivery receipt left on the town office door on Friday and it stated it would attempt to delivery again next business day. Monday is a holiday so it is expected that UPS may try to deliver the package on Tuesday. At this point it is not known if it is another bidder or not. It was agreed to notify the Selectmen and Mr. Carideo what it is when it comes in. If it is another proposal, Mr. Carideo would be allowed to open it.

1. Loureiro Engineering of Manchester, NH
2. KV Partners New Boston, NH
3. KNA (Keach Nordstrom & Assocs.) Bedford, NH
4. Ambit Engineering- Portsmouth, NH
5. Horsely Witten Group- Sandwich, MA
6. Dubois & King- Bedford, NH

Selectman Bennett motioned to forward the proposals to the Planning Board for their review and recommendation. The motion was seconded by Selectman Lindquist and passed unanimously 3-0.

Mr. Carideo noted that the Planning Board will be meeting on Monday, October 17th in a work session to go over the proposals and develop a short list to come in and have an interview with the Planning Board. He is hoping that this all can happen in November and get someone on board for December. The current Engineer, Nick Cricenti, is on board until December 31st and they would like to have them work together as much as they could.

RFP- Concrete Repair Town Buildings

There was one proposal received to do the concrete repair work at the gym, the town office main entrance steps and the handicap ramp.

1. Rhema, Inc. of Plaistow, NH- \$10,900.00

Selectman Lindquist motioned to forward the proposal to the Buildings and Grounds Supervisor for his review and recommendation. The motion was seconded by Selectman Bennett and passed unanimously 3-0.

Public Access to Town Water

Mrs. Theriault reported that there have been some residents asking for help with water during the extreme drought. She tried to see what other towns have been providing to residents that have asked for help for their livestock or drinking water etc., and reported that she had no responses. The Selectmen agreed that they were fine with people using the outside faucet at the town office for filling up jugs for drinking water. If someone needed more than a few gallons they are asked to contact the office or for more than drinking water.

Continued Discussion- Emerson Avenue Road Work/Core Samples

Mr. Worthen presented the Selectmen with the report of the core samples and compaction test that was recently done on Emerson Avenue. There were 16 core samples taken and of the 16, 9 of them were found to be deficient. Mr. Worthen noted that some were allowed a tolerance of ¼ inch here or there. Chairman Murphy noted in reading the report that if the ¼ inch is allowed, then 3 more would pass and that would leave 6 deficient and under the 2.5 inches of thickness required. Chairman Murphy asked how that gets fixed. Based on the tonnage used, there was enough to cover the road in the 2.5 inches of thickness required. The estimate was for 4000 tons and according to the paperwork submitted by Brox they used 4076 tons. Chairman Murphy asked how it could be over on the tonnage but under on the thickness. Mr. Worthen stated that some areas were at 2 ¾ and some closer to 3 and that the tonnage is out there on the road. Selectman Bennett asked how much tonnage was dug up for the culvert work and the other area that was repaved. Mr. Worthen responded that it was on 3-4 tons in the two spots as a guess. Mr. Worthen was asked what the original specs called for and he responded for 2 ½ inches and 25 width. Selectman Bennett reported that he measured and one area was at 12 feet and one at 13.8 feet near Randall Lane. Mr. Worthen was asked if this was a quality job and he responded that it was not the best they have done. Selectman Bennett stated that he hadn't seen any worse road work. He stated that on a rainy day you can see the roller marks. They discussed the fix and one was a thicker top coat. Mr. Carideo stated that without a good base, the road will break apart. The overlay binder won't hold and will break down. Chairman Murphy noted that he believed a representative from Brox Industries was in the audience. Mr. Lewis introduced himself and stated that he has been the Quality Control person for Brox for about 15 years. He noted that he has over 25 years in the business. He explained that the results were given to him on Friday so he hasn't really looked into the whole issue. He noted that the core samples that were taken were 100 feet away. He suggested that they topcoat the road for the winter instead of doing it next year as planned. He also explained that there is a "highway mix" or "surface course". He stated that if the top course is done correctly, it can fix the issues. Chairman Murphy asked Mr. Lewis if this was the responsibility of the Contractor or the town. Mr. Lewis responded that it wasn't his area and that he defers to the contractor sales. He was asked to give his recommendation and that he noted that he was impartial to the company he works for but that they want to see the jobs done right whereas it is their reputation on the line. Selectman Bennett asked Mr. Lewis if they did core samples as they worked. He said that it typically would go to a third party. Selectman Bennett noted that he has been on road work and the company doing the paving

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always has one on scene to do the testing. Chairman Murphy stated that at this point a discussion with Brox Industries needs to happen to determine the best way to fix the deficiencies. It was also suggested to talk with the Town Engineer or JTC to see what they recommend. They all agreed.

Old Business

There was none

Liaison Reports

Selectman Bennett- No updates

Selectman Lindquist- No updates

Chairman Murphy- No updates

AA Report:

No Report was given

Activity Log

The log was reviewed.

MS-4 no update on new date yet.

Lawn Care- Look around late winter to see whether or not to go out to bid or in house.

Pavement Management Plan- Couple of vendors have been in.

Highway Agent Handbook- needs to review for potential updates

Oil/Propane- Put out to RFP in 2017

LED street lighting- \$50,000 put into budget as a place hold for 2017.

Re- Appointments/Appointments

The State of NH Dept. of Public Health sent in reappointment forms for the Health Officer and the Deputy Health Officer. Both Kris Emerson (health office) and Jon Worthen (Deputy Health Officer) are due for reappointment.

Selectman Lindquist motioned to reappoint Kris Emerson as the Health Officer and Jon Worthen as the Deputy Health Officer. Selectman Bennett seconded the motion and the motion passed unanimously 3-0.

Call for candidates:

- o Budget Committee- one opening until March election-monthly meeting
- 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 Zoning Board of Adjustment, alternate member – monthly meeting

Selectman Lindquist noted that we need to encourage people to step up and do community service by serving on some of these boards.

Correspondence

Town of Kingston- The letter of commitment for the 2017 Household Hazardous Waste needs to be approved and signed by the Selectmen so Kingston can submit for the grant money.

Chairman Murphy motioned to authorize the letter of the commitment for the 2017 HHW Day in Kingston. Selectman Lindquist seconded the motion and the motion passed unanimously 3-0.

Visitors Comments

There were none

Work Session

Guests: Paul Carideo, and Penny Williams (Tri Town News)

The purpose of the work session was to discuss the options for the Planning Board office with the Chairman of the Planning Board and the Building Department. It was noted that no one informed Mr. Emerson of the meeting. Mrs. Theriault presented the Selectmen an alternative option. She suggested that they contact M.R.I. (Municipal Resources Inc.) to come in and do a study to determine the needs of the office. Everyone thought that would be a good idea and that someone with planning experience would be needed. With the office occupied by the same person for 35 years it is hard to know what might be needed in there. Mrs. Harrington stated that she could continue doing the meetings and keeping up with the day to day stuff but would like to see if she could get some help with going through some of the piles and sorting through them. She estimates about 10 hours should help get through the piles.

Mrs. Theriault was told to contact M.R.I. and get an estimate of costs and what they provide.

The work session ended at 8:15 pm

Nonpublic Session

Selectman Lindquist motioned to go into nonpublic session under RSA 91 A: 3II (a) employee matters at 8:16 pm. Selectman Bennett seconded the motion.

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

Mrs. Theriault informed the Selectmen that the health insurance allows for coverage for people that are not married. It is a policy that Healthtrust allows, but it is up to the governing board to adopt. Currently Hampstead does not allow coverage for people that co-habitat. She mentioned that the Selectmen could allow it and put a stipulation on the number of years of living together before someone could apply to let their partner be on the health insurance. After some discussion the Selectmen agreed that they were not in favor of changing the current policy.

Selectman Lindquist motioned to come out of nonpublic session under RSA 91 A: 3II (a) employee matters at 8:22 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 8:22 pm. The motion was seconded by Selectman Bennett.

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

Mrs. Theriault brought forward a concern that a resident has brought to her regarding children attending Hampstead Central School and getting picked up on the bus and knowing that they don't live in town. There have been other departments contacted along with a school board member regarding the concerns. Chairman Murphy asked for the information and he will be in touch with the School Board to bring it to their attention in a potential nonpublic.

Selectman Bennett brought up a concern about paying the full cost for fixing a driveway on Emerson Avenue. He thought the amount was too much and the driveway is not the same as it was prior to the paving. Chairman Murphy will speak with Mr. Worthen about sharing the cost with the resident.

Selectman Lindquist motioned to come out of nonpublic sessions under RSA 91 A: 3II (c) reputation at 8:38pm. The motion was seconded by Selectman Bennett.

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

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Chairman Murphy asked Selectman Bennett if he would be interested in changing liaisons with them each changing one department for another. Selectman Bennett responded that he would like to think about it and they would discuss it at the next meeting.

Selectman Lindquist motioned to adjourn at 9:24 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