BOARD OF SELECTMEN

MEETING MINUTES

March 13, 2017

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

## **Visitors:** Sgt. Kelley, Sen. Birdsall, N. Gallo, R. Clark, P. Carideo, R. Hartung, S. Bogle (RPC), E. Cabral, K. Bates (RCA), K. Colbert, and P. Williams (Tri Towne News).

## **Public Announcements**

## With the forecast for Election Day expecting a blizzard, the Moderator has moved Election Day to Tuesday, March 28th same time, 8 am to 8 pm at the Middle School.

Also with the forecast for tomorrow, the trash will not be operating on Tuesday and the trash will go off one day for the week. Tuesday will be Wednesday and Wednesday on Thursday and Thursday on Friday. There is normally no trash picked up on Friday,

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**

*Crop Walk* – The expected speaker was not present, but Sergeant Kelley spoke on behalf of Chief Beaudoin. Sgt. Kelley stated that the Crop Walk is an annual event that benefits the Food Pantry at St. Anne’s. This year it is to be in Hampstead on May 21st. Sgt. Kelley reported that Chief Beaudoin would like to use up to $1,100 funds to cover the cost of details for the Crop Walk (waive the billing of the fees).

Selectman Lindquist motioned to allow the police detail fund to bear the cost of the police details for the May 21st walk. R. Hartung asked to speak to the Crop Walk and explain his knowledge of it. He explained that it is a regional walk among the churches in the area towns. He noted that there could be about 100-150 walkers and that safety is paramount on the walk. He noted that he has done the walk in some area communities and there were no directions, but in Hampstead, the officers are able to give them guidance as they walk. He also stated that they raise about $10,000 with the walk and about 25% of the funds raised stay at the local level such as the St. Anne’s Food Pantry. Selectman Lindquist stated that she believes the Congregational Church is the host this year and asked if the walk starts there. R. Hartung responded that it usually starts with the host church.

**Department Heads**

*Police Department- Sgt. Kelley*

Sgt. Kelley, on behalf of Chief Beaudoin, asked for money to come from the detail fund to cover the cost to outfit the new car. The cost is estimated to be $4,500.

**Selectman Bennett motioned to spend up to $4,500 to outfit the new police cruiser. Selectman Lindquist seconded the motion. The motion passed unanimously.**

*RAWD (Recycling and Waste Disposal Committee) - Ellen Cabral, Chairman*

Ms. Cabral reported to the Selectmen that the RAWD committee is looking for a one year extension on the current curbside trash/recycling contract. The current contract is set to expire on December 31,, 2017, and they would like to extend it to December 31st, 2018. She explained that the increase in the contract would be between 2 ½ % and capped at 3%. The increase would apply to all cost items except the curbside bulk pick up. Ms. Cabral noted that the increase is in line with the current terms of the contract. She also went on to explain that with the extension, the committee can look at the way the industry is changing and determine what direction the town should be heading without having to rush into it. She noted that there was a concern with potential costs down the road and they wanted to be able to get any information out ahead of time.

**Selectman Lindquist motioned to grant a one year extension on the contract with Casella for a term to end December 31, 2018, at a rate increase potential 2 ½ % and 3%. Selectman Bennett pointed out that it would go out to bid after this to all haulers, then seconded the motion. The motion passed unanimously.**

*Recreation Department- Kim Colbert, Member*

K. Colbert asked to speak regarding the proposal for changing he lights at the Memorial Gym. Mrs. Theriault explained that they had an audit conducted through Eversource and they found some savings that could be made. The cost for changing he lights would be $9,183.25 and Eversource would cover half the cost of $4,591. The balance would need to be paid by the town. They estimated that the payback would be 2.6 years. Mrs. Theriault stated that there were funds in the Building Facilities fund and also in the operating fund. Mrs. Theriault explained that about five years ago they had an audit done and there were no savings that would help, but with current technology yheyexpect a cost savings. It was explained that it is currently difficult to change out the lights in the gym and that they get changed when more than one is out. It is estimated that this happens at least 4-5 times a year. Chairman Murphy asked what the yearly projected savings was and Mrs. Theriault responded it was estimated at $1,784.48. Selectman Bennett asked if it was interior lights or all lights. K. Colbert stated that it was all lights. Chairman Murphy asked if there was a concern with the potential for wiring issues. K. Colbert responded that she didn’t know the answer. She did explain that they looked at everything at the gym and stated that they would cap off old wiring. She hopes that if they run into a problem that they should be able to say stop. Chairman Murphy asked that the questions be asked about what happens if there are electrical issues before approving the contract for the changeover. He noted that the electrical work could push the payback period a lot further out. K. Colbert will contact Eversource and update Mrs. Theriault. Mrs. Theriault asked the Selectmen if they would approve the contract contingent on no additional cost. Chairman Murphy asked if there was a rush and when told no, suggested that it be tabled to the next meeting. Selectman Bennett asked if there would be protection on the lights such as cages and was told that it would be the same set up.

**New Business**

*Presentation by CART- Scott Bogle and Rick Hartung*

Mr. Bogle is the Acting Director of CART; through RPC (Rockingham Planning Commission) while they are looking for a new director. Rick Hartung is on Board of Directors, representing the town.

The request for funding in 2017 is on the warrant this year due to it has been in the budget as a funded agency for 5 years. They are requesting $17,142 for fiscal year 2017. Mr. Bogle stated that this has been Hampstead’s share of the cost for the last few years.

He presented a slide show with the ridership of the CART program and Hampstead riders. He stated that CART was established in 2005 as a cooperative effort among the area towns which currently are Salem, Londonderry, Derry, Chester and Hampstead. The service started in 2006 and hey average about 15,000 rides per year. Hampstead had 1600 rides in 2016. He explained that it is treated as public transportation and available for anyone to take. He noted that there is a large focus on the seniors and disabled. He stated that the curb to curb pick up runs 5 days a week from 8 am to 5 pm and will take you to a destination in any of the 5 communities that participates. He stated that they take people to a medical facility in Manchester as well. The cost for this is $3.00 for each way and $5.00 to Manchester. He noted that there is also a shuttle that runs from Hampstead three days a week. The days are Monday, Wednesday and Friday from 8 am to 4:30 pm. He noted that this takes people to places like SarahCare and is also built around dialysis schedules for doctors in Londonderry. He noted that the shuttle is a free service. He also explained that the shuttle also goes to Derry and then on to Londonderry on the Monday, Wednesday and Friday schedule for shopping etc. He explained that there are also shuttles between the other towns such as Derry and Londonderry or Salem and Derry.

Mr. Bogle stated that they are currently funded about 63% with federal transit funds and 22% municipal funds. The balance comes from advertising on the buses and partnerships. Mr. Bogle reported that they currently have 5 vehicles and they use vehicles from Easter Seals on the busier days. He explained that they are now in the process of starting to replace their vehicles and that they will be purchasing two in Fiscal Year 2018 and 2019. He said that the current ones were purchased in 2009. Chairman Murphy asked how many of the trips were on demand as compared to the shuttle. Mr. Bogle reported that for Fiscal Year 2016, there were 1600 trips with 1300 on the shuttle and 300 on demand (door to door).

*Presentation by RCA – Keith Bates*

Mr. Bates is the Community Service Director of Rockingham Communication Action (RCA). He explained that they have 5 outreach locations throughout the county with the closest one to Hampstead in Derry. He explained that anyone, regardless of which Rockingham Community they live in, could make an appointment at any of the five offices. He went on to report that as of September 30, 2015, there were 444 Hampstead families that received the value of about $250,000 in services (unduplicated count). He went over one of the programs they have known, as fuel assistance. He said that they served about 139 homes for Fiscal Year 2015 which had an estimated value of $169,000. Currently a resident is allowed up to $750 in fuel assistance per year. There is also electrical assistance provided to those in need and there were 106 households that received assistance for an estimated cost of $44,000. The Neighbors helping Neighbors program through the electric companies has every dollar going to RCA. They screen for assistance and a lot of times they find other avenues to help other than what they originally came in for. There is a loan program that helps people with security deposits. He reported that they try to meet monthly with area welfare officers to look at issues and options in the communities. There are also two emergency food pantries one located in Seabrook and one in Raymond. He noted that they distribute to all the towns when needed. In Fiscal Year 2015 there was $1,700 in food for 16 households. He also stated that they work with the WIC program and worked with 20 families at an estimated value of $11,500. In Fiscal Year 2017 there are looking for $6,800 from the Town of Hampstead, which is level funded.

Mr. Bates also mentioned that along with all the programs that go through RCA, they fall under the umbrella of Southern NH Services, which is through Hillsborough County.

*Open bids for Mowing and Fertilization*

There are three bids for Fertilization of the ball fields.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Fertilization RFP | 1st Treatment | 2nd Treatment | 3rd Treatment | 4th Treatment | Total | Aerate | Fields 1-4 & Softball |
| 1 | Protec-Plaistow, NH | $ 1,250.00 | $ 2,500.00 | $ 1,250.00 | $ 2,500.00 | $ 7,500.00 | $100/ 100 sq feet | $ 900.00 |
|  | 3 Year proposal | $3,750.00 | $7,500.00 | $3,750.00 | $7,500.00 | $ 22,500.00 | $0.00 | $0.00 |
| 2 | Greener Days- Hampstead, NH | $ 5,640.00 | $ 8,292.00 | $ 4,629.00 | $ 3,948.00 | $ 22,509.00 | $ 395.00 | $ 900.00 |
|  | 3 Year proposal | $7,200.00 | $7,200.00 | $7,200.00 | $7,200.00 | $ 28,800.00 | $5,400.00 | $0.00 |
| 3 | Mainely Grass Inc.-Bedford, NH | $ 2,016.00 | $ 4,536.00 | $ 2,016.00 | $ 3,024.00 | $ 11,592.00 | $ 200.00 | $ 4,896.00 |
|  | 3 Year proposal | $ 6,048.00 | $ 13,608.00 | $ 6,048.00 | $ 9,072.00 | $ 34,776.00 | $ 160.00 | $ - |

There are four bids for the mowing of the Depot Road ballfields.



**Selectman Lindquist motioned to forward the proposals to the Recreation Commission for their recommendation for the next meeting. Selectman Bennett seconded the motion. The motion passed unanimously.**

*Discussion concerning RPC appointment*

Jorge Mesa-Tejada submitted a letter to the Selectmen requesting that he be considered for the Rockingham Planning Commission. Mr. Carideo was present and spoke to the request. He stated that the Town of Hampstead has two seats on the RPC for commissioners. Currently there is an open position and there was a question about whether or not Mrs. Hastings was staying on whereas she retired. She has responded that she wants to continue. Mr. Carideo reported that the Planning Board had previously met with Mr. Davis, but it was after a late meeting and thought it would be better to have him meet with them again at a workshop. The goal of the Planning Board is to get the two commissioners involved with the Planning Board and keeping them updated. He noted that there was missed opportunity for a GIS grant last. They would like to talk with the interested parties and see where their agenda is and see what is best for the town. He suggested that they meet with Mr. Tejada and send their recommendation to the Board of Selectmen for appointment.

Mr. Hartung stated that he is the current representative to the RPC- TAC board and his term is up in May 2017. They meet 11 times a year on the 4th Thursday of the month in the day time in Exeter.

**Old Business**

*There was none*

Liaison Reports

*There were no updates from the Selectmen*

**AA Report:**

**Town Report**

The Town Reports are available to anyone who is interested.

**DRA requirements**

Reports to the DRA concerning the operating budget and the default budgets have been provided via its web portal.

**Pole Licensing**

Mrs. Theriault is in the process of setting up a public hearing for pole licensing for the March 27th meeting. This will allow the Town to continue to tax the utility poles’ right of way in town. J. Lessard of Municipal Resources, Inc. (MRI) will be present. Selectman Lindquist asked if this was new and was told no but that the information coming from the courts regarding the Utility law suits is showing that this needs to be done.

**Help Wanted Ad**

A help wanted ad has been placed for the position of part-time Planning Board Secretary with a response date of April 1st.

**Meeting Minutes**

The meeting minutes of January 23, 2017 are ready for approval.

**Selectman Lindquist motioned to approve the amended minutes of January 23, 2017. Selectman Bennett seconded the motion. The motion passed unanimously.**

**Activity Log**

The activity log was reviewed with no changes.

**Re- Appointments/Appointments**

Call for candidates:

* + Ordway Park, full members and alternates – 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
  + Budget Committee, full members – monthly meeting during budget season
  + Ethics Commission – two vacancies – meetings as needed
  + Library Trustees- alternate member – monthly meetings

**Correspondence**

*RPC*- regarding the TAC position and asking for the appointment for 2017. This will be added to all the positions that are due up for re-appointments.

**Visitors Comments**

*N. Gallo- Timberlane Road*- She asked that the Selectmen note again the information about the election date changing. She said that she has received numerous calls and wanted clarification on absentee voting. She noted that people were passing around information telling voters to go fill out an absentee ballot on Monday so they wouldn’t need to go on Tuesday. She had a concern with this because the law is very specific as to the reasons to get an absentee ballot. She noted that the moderator made a wise decision to move the election away from tomorrow based on the information regarding the coming storm.

*Nonpublic RSA 91A:3 II (e) Litigation*

**Selectman Lindquist motioned to go into nonpublic session under RSA 91 A:3 II (e) Litigation at 8:10 pm. The motion was seconded by Selectman Bennett.**

**Roll Call vote: Selectman Lindquist: yes, Selectman Bennett: yes, Chairman Murphy: yes. Motion passed unanimously.**

Selectman Lindquist motioned to come out of nonpublic session at 8:27 pm. Selectman Bennett seconded the motion.

**Roll Call vote: Selectman Lindquist: yes, Selectman Bennett: yes, Chairman Murphy: yes. Motion passed unanimously.**

**Selectman Lindquist motioned to seal the nonpublic minutes. The motion was seconded by Selectman Bennett. The motion passed unanimously.**

**Selectman Lindquist motioned to adjourn at 8:30 pm. Selectman Bennett seconded the motion. The motion passed unanimously.**

A True Record: Approved By:

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Tina Harrington, Reporting Secretary Sean P. Murphy, Chairman

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