

**BOARD OF SELECTMEN  
MEETING MINUTES  
July 24, 2017**

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

**Visitors:** Jon Worthen, Road Agent, Mike Carrier, Fire Chief

**Public Announcements**

- 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.
- Save the Date- A town wide yard sale will be held on October 7, 2017

Chairman Murphy read a letter into the record from Selectman Lindquist. The letter read "Please accept my resignation from the Board of Selectmen of the Town of Hampstead." She also submitted a similar letter resigning from the Historic Commission.

**Chairman Murphy motioned to accept the letters of resignation regretfully. Selectman Bennett seconded the motion. The motion passed unanimously with a 2-0 vote.**

Chairman Murphy went on to explain that there were a few options open to fill the open seat and they were going to move forward and ask for letters of interest from residents. The position will be appointed until the March 2018 election and then would need to go on the ballot for the balance of the term which is 2019. This would put two positions on the 2018 ballot, one for the current seat held by Selectman Bennett for a three year term and the one for Selectman Lindquist for a one year term. Letters of interest can be submitted to the Selectmen's office. The next meeting of the Selectmen is August 14<sup>th</sup>.

**Visitors Comment**

There were none

**Department Heads**

**Highway Department- Jon Worthen-**

Mr. Worthen stated that the paving has been completed and that there are a couple of spots on Emerson Avenue that the company looked at and will be back to fix. There is also a driveway that needs some work and a swale. There is a spot where the company stopped one day and started the next that needs to be corrected near White's Lane.

Chairman Murphy asked if the rest of Wash Pond Road would be done this year or in 2018. Mr. Worthen responded that it is on the list for paving in 2018. He planned to shim and overlay the other section and then top coat the whole road in 2018. He stated that he didn't plan on grinding it unless something is noticed. He also reported that he had a partial report from Dubois & King regarding the inspections during the paving. He is waiting for the report from JTC Consulting. The one from Dubois & King said that everything met their satisfaction. He went on to say that his budget is going to have a small amount left and asked the Selectmen if it would be worth pursuing doing a couple of small roads (Little's Lane and Nelson or Collins) or just focus on other things such as brush cutting. Mr. Worthen reported that he thought about \$15,000 would do the little jobs. Selectman Bennett asked that the focus be on the other work needed and put the paving as complete.

Mr. Worthen stated that he was leaving some money in his budget whereas he was in the hole for plowing. The report from Dubois & King was given to Selectman Bennett.

### **New Business**

#### **Recommendation for LED Street Lights – Jon Worthen and Chief Carrier**

Chief Carrier presented the Selectmen with a spreadsheet comparing apples to apples for the two bids from regarding the LED Street Lights. He understood that the Selectmen had some questions at the meeting where they awarded the contract. He stated that Affinity is the low bidder when you look at the comparison side by side by \$6,240.00. He pointed out that the proposal from Tanko Lighting included the police detail costs and the OL and EOL Asset charge. He calculated these out and added them to the Affinity proposal. They both had the same information to use yet Tanko Lighting, who is based in California but subcontracts their work, used a lower annual cost. The current actual cost is between \$37,000 and \$38,000. Based on the lower actual cost, their projected savings cost is low and the actual projected costs are low as well. Affinity used the closest to the annual cost and gave the projected cost, which leads to a larger annual savings. The payback period is 1.85 with Tanko and 1.07 with Affinity. The KWH cost broke down to Tanko at \$.61 and Affinity at \$.51. Chief Carrier pointed out that Affinity is a New Hampshire company and hires veterans.

Mrs. Theriault also pointed out that at the last meeting, the Selectmen made the motion to award the proposal to Affinity for a cost up to \$25,000. The rebate actually comes back to the town so the town will be paying the full cost up front. She asked the Selectmen to amend the award to be up to \$45,000. This would also allow for a few extra lights to be included.

**Chairman Murphy motioned to accept the bid and award the LED Street light contract to Affinity and allow up to \$45,000 to be spent. Selectman Bennett seconded the motion. The motion passed unanimously 2-0.**

Mrs. Theriault reported that Chief Carrier, Jon Worthen and herself met with Affinity recently and went over the information. The company will be doing an inventory of the lights and fixtures. They will work with the list from Eversource as well. There are two types of lights that they use and they are at 4000 and 3000. The brighter light is the 4000 and gives a bluish tint. This would be used in high light areas. The other one is what the majority of the lights will be. Mrs. Theriault told the Selectmen that they would be kept up to date on the process.

### **Old Business**

#### **Liaison Reports**

There were no updates.

#### **AA Report:**

##### **Census Data**

The US Census bureau has begun to request data for the upcoming 2020 Census. During the course of this process Mrs. Theriault will keep the Selectmen updated.

#### **RFP heating fuel and maintenance**

The Requests for proposals have gone out and are due back August 28<sup>th</sup>.

#### **Application for Stormwater management grant**

The application for the RPC technical assistance MS4 Stormwater grant is due August 25<sup>th</sup>. Mrs. Theriault will be working on a letter of intent to be submitted along with the application. The maximum is \$8K with \$4K being paid by the town.

### **Meeting Minutes**

The meeting minutes of June 26<sup>th</sup> and July 10<sup>th</sup> have been signed by the Board of Selectmen and are ready for approval.

**Chairman Murphy motioned to approve the minutes as amended for June 26<sup>th</sup> and July 10<sup>th</sup>. The motion was seconded by Selectman Bennett. The motion passed unanimously 2-0.**

### **Activity Log**

The activity log was reviewed.

Chairman Murphy asked what the proposed date was for the Pavement Plan. Mr. Worthen responded that he would likely work on it after the busy season so that fall could be put down for the time frame. Nothing was added.

### **Re- Appointments/Appointments**

Call for candidates:

- o Ordway Park, full members and alternates – monthly meeting
- o Recreation Commission, alternate member – monthly meetings
- o Trustees of the Trust Funds, alternate members – meetings as needed
- o Selectman and Historic Commission were added to the list

### **Correspondence**

There was none

### **Visitors Comments**

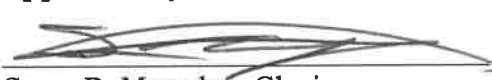
There was none.

**Selectman Bennett motioned to adjourn at 7:23 pm. Chairman Murphy seconded the motion. The motion passed unanimously 2-0.**

A True Record:

  
Tina Harrington, Selectmen's Clerk

Approved By:

  
Sean P. Murphy, Chairman

  
Chad R. Bennett, Selectman