

**BOARD OF SELECTMEN  
MEETING MINUTES  
September 11, 2017**

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

**Visitors:** S. Harms

**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
- Household Hazardous Waste Day- October 29<sup>th</sup> from 9 am to noon at 178 Main Street

**Visitors Comment**

There were none.

**Department Heads**

There were none.

**Old Business**

*RFP- Recommendations for furnace/ boiler maintenance- Steve Harms.*

Mr. Harms recommended to the Selectmen that they award the maintenance of the heating systems to Palmer Gas. He noted that they are the lowest bidder, a local company, reputable and has other contracts within the town. He stated that he liked having it all together with one company (Heating and Maintenance).

**Selectman Bennett motioned to move forward and accept the recommendation of Mr. Harms to award the furnace/boiler maintenance to Palmer Gas. Selectman Guthrie seconded the motion. The motion passed unanimously (3-0).**

**New Business**

*DOT-10 Year Plan*

The Selectmen received a letter from the NHDOT regarding some upcoming meetings to review a 10 year plan. Mrs. Theriault reported that in reviewing the current 10 year plan on line, Hampstead was not listed in any of the work. She pointed out that we are in Division 5 and 6 and there is work listed there, but not with Hampstead being named a work area. There was concern that the intersection with Depot Road/Derry Road and Main Street was not on the list anymore. Selectman Guthrie noted that it was on the list when he was a Selectman previously but kept getting bumped down. It was suggested that Mrs. Theriault reach out to David Wheeler and get some further information. Mrs. Theriault asked the Selectmen if there were any other areas of concern that she should bring up as well. There was discussion about the intersection at West Road/Stage Road/Emerson and Main Street. Selectman Guthrie suggested that the Selectmen write a letter to Dave Wheeler and have the Chair sign. That way there is an official request from the Town of Hampstead stating that Depot Road was taken off and we are requesting it be put back on.

### **Liaison Reports**

Chairman Murphy- asked Selectman Bennett to speak with the Recreation Commission regarding the need for bathrooms at the Meetinghouse Park fields. The Selectmen's office ordered one that will be in place within the next few days.

Selectman Guthrie noted that he has been reaching out to his various committees to get familiar with them and introduce himself. The Board of Adjustment recently announced the passing of John Lisien at their last meeting. Selectman Guthrie pointed out that Mr. Lisien was a former Selectmen and had been on the committee for a while and would like to see the Board of Selectmen acknowledge his passing. It was agreed to send a donation in his memory. Selectman Guthrie also reported on attending the Brainstorming meeting held by the Hampstead School Board at the Central School recently.

### **AA Report:**

#### **MS-1**

The MS-1 has been prepared. There is one issue that needs to be clarified and that is to determine which of Sansoucys' values (telecommunications poles and conduits) should be used. The State Legislature recently passed a bill (HB 1198) that requires DRA values to be used. Our contractor disagrees with the assessed values from the DRA and has provided the Town with two different assessments. The difference between the two values is approximately \$1M which equates to approximately \$24,000 in taxes. The Board needs to decide to use either the lower value of \$1,223,200, which is DRA's value or Sanscoucy's value of \$2,229,500. If the higher value is used then the Board should put an extra \$24,000 in the overlay. Since HB 1198 passed, Fairpoint, which is now owned by another company could have grounds upon which to enter into litigation with the Town if the Town uses the higher amount. The Selectmen agreed to move forward with the DRA numbers after some discussion.

**Chairman Murphy motioned to use the Department of Revenue Administration values for the utilities. Selectman Bennett seconded the motion. The motion passed unanimously (3-0).**

### **LED Lights**

The installation began on Friday. While everything was seemed to be running smoothly the project was somewhat delayed and part of the work has been contracted out. The work should take a couple of days in order to get completed. Mrs. Theriault noted that upper Main Street and along Depot Road have been changed out.

### **Address Change**

The owner of the property located on the corner of James Drive and 76 Kent Farm Road would like the street address to be changed to 15 James Drive. The original house had been facing Kent Farm Road, but it had been razed. The new home will be facing James Drive. A vote is required to allow the address to be changed from 76 Kent Farm Road to 15 James Drive. Chairman Murphy asked if this was a new process. Mrs. Harrington noted that it was not, but it hadn't come up before and according to the RSA, it requires a vote of the Governing Body.

Selectman Guthrie motioned to approve the address change for 76 Kent Farm Road, Map 9 lot 57 to 15 James Drive. The motion was seconded by Chairman Murphy. The motion passed unanimously (3-0). The appropriate departments will be notified of the change.

### **Eversource Easement**

In order for power to be delivered to the cell tower, an easement needs to be signed by the Board of Selectmen to Eversource that would allow this access. Right now there is power at the transfer station but it does not extend to the proposed site of the cell tower. This will not cost the Town anything.

**Chairman Murphy motioned to allow Eversource to draw up an easement for the Kent Farm Transfer Station to reach the location of the proposed cell tower. The motion was seconded by Selectman Bennett. The motion passed unanimously (3-0).**

### **Reaffirm Palmer Gas Contract**

At the last meeting the fuel bids were opened (August 30<sup>th</sup>). Acceptance of one of the bids, which was from Irving was only good until August 28. Irving also had a contract date that ended before it began (October 1, 2017 to September 31, 2017). The other bid was only good until September 11<sup>th</sup> at 4PM. So the bid was awarded to the only valid proposal that was received and that was from Palmer Gas. Selectman Bennett asked that the next time it goes out to bid that they request for the prices to have a two week window to allow for review and acceptance.

**Chairman Murphy motioned to reaffirm that the proposal for heating fuel, propane and diesel was awarded to Palmer Gas. Selectman Guthrie seconded the motion. The motion passed unanimously (3-0).**

### **Scenic Byways Sign**

The state has approved the installation of the two scenic byway signs along Main Street.

### **Meeting Minutes**

There were none to accept and one on the counter waiting for signatures.

### **Activity Log**

The activity log was reviewed with changing the time frame of the Highway Agent handbook to spring of 2018. Selectman Guthrie asked about the putting the lawn care out to bid and what that was about. Selectman Bennett stated that they wanted to see if it was more cost effective to hire a contractor to maintain the ballfields similar to how the Depot Road ballfields are done. They would need to look at the cemeteries along with all the fields under Recreation under one contract. Selectman Guthrie asked what the impact of that would be to the Buildings and Grounds Department. Selectman Bennett responded that they would use less summer help but that there are other things they would be doing.

### **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 Historic Commission – monthly meetings

There was a request from the Historic/Heritage Commission to appoint Debra Soucy to the commission to replace the position vacated by Priscilla Lindquist. There was a copy of the minutes submitted for the request.

Chairman Murphy motioned to appoint Debra Soucy to the Historic/Heritage Commission for a term to expire in 2020. The motion was seconded by Selectman Bennett. The motion passed unanimously (3-0).

There was a request from the Board of Adjustment to appoint the current alternate, Henry Riehl to the open position held by John Lisien for the balance of his term. There was a copy of the minutes submitted for the request.

**Selectman Bennett motioned to appoint Henry Riehl to the Board of Adjustment as a full member with a term to expire in 2018. Selectman Guthrie noted that Mr. Riehl came from the Town of Atkinson and is highly recommended. He seconded the motion. The motion passed unanimously (3-0).**

### **Correspondence**

A letter of resignation was received from Jaye Dimando from the Senior Drop In center. She stated that she would no longer be able to be the coordinator effective September 28<sup>th</sup>.

Selectman Guthrie asked what that would mean. It was noted that the drop in center is held every Thursday from 9 am to noon. It was stated that the attendance fluctuates but that a lot of residents do still attend and that seniors are a growing population in town. It was determined that it comes in under the Recreation Department responsibilities for programs and funding. It was announced that if anyone was interested to contact the Recreation Department.

A letter was received from Vachon Clukay stating that they performed the 2016 audit as was provided in their engagement letter and that the Town of Hampstead provided them with all the information needed to do the audit. The letter requires the Chairman of the Board to sign.

Selectman Bennett motioned to allow the Chairman to sign the letter for the auditors.

Selectman Guthrie seconded the motion. The motion passed unanimously (3-0).

### **Visitors Comments**

**Selectman Guthrie motioned to adjourn at 7:37 pm. Selectman Bennett seconded the motion. The motion passed unanimously (3-0).**

A True Record:

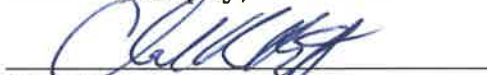


Tina Harrington, Selectmen's Clerk

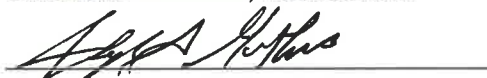
Approved By:



Sean P. Murphy, Chairman



Chad R. Bennett, Selectman



Joseph A. Guthrie, Selectman