

**BOARD OF SELECTMEN
MEETING MINUTES
September 25, 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
- The Town Clerk-Tax Collectors Office will be closed on October 9th.
- The NH Dept. of Motor Vehicles announced that due to a software conversion October 6th to October 10th, the registries will be closed and the Town Clerks will not be able to process any registrations.
- Household Hazardous Waste Day- October 29th from 9 am to noon at 178 Main Street, Kingston, NH

Visitors Comment

There were none.

Department Heads

Police Department- Chief Beaudoin

Chief Beaudoin reported that on Saturday, September 30th, there will be a road race, on Emerson Avenue. He expects that they will need to shut down one lane during the race, but if the turnout is more than expected, they may need to shut down both lanes. The race is scheduled at 10 am until about noon. The race is the "No Moore Cancer" race. Chief Beaudoin also asked to have a nonpublic at the end of the meeting, and that they make a decision in public following that.

Highway Department- Jon Worthen

Mr. Worthen spoke to the Selectmen about increasing the plow rates for the trucks he contracts with for the winter. He stated that the last time it was increased was in 2015. He presented the Selectmen with a breakdown from some other towns and a breakdown of the current rates and the rates with a \$5 increase across the board. Chairman Murphy stated that the rates are all over the place. He suggested that Mr. Worthen look at the rates by vehicle to determine where an increase could be made instead of across the board increase. Mr. Worthen said that he had not heard from all the towns and that he was hoping to get more rates for comparison. Selectman Guthrie asked Mr. Worthen if he was having trouble getting trucks. Mr. Worthen responded that he is able to get the pickup trucks with 8 foot and 9 foot plows. He would like to get the bigger trucks and those are harder to get. He currently has two drivers for those trucks and would like 5 or 6. A six wheeler truck with a wing can do most roads in one pass and be done, whereas a pickup truck with the 8 foot or 9 foot plow takes a couple of passes.

Selectman Guthrie asked if the cost of insurance for the drivers has gone up since the last increase. Mr. Worthen did not know but would look into what the impact of the town required insurance is on the drivers. Selectman Bennett stated that it always goes up a little. Mr. Worthen will come back with the answers on any insurance increases to the drivers, the breakdown by truck type and potential increase by truck to bring into line with other communities and how what the type of trucks he has.

LED Lights- Mr. Worthen reported that the lights have all been changed out except for a few that had wiring issues or needed Eversource to look at. A list will be coming forward from the company and then a final meeting will be held to review the process.

Recreation Commission- Commission Member Caitlin Parnell

Mrs. Parnell stated that the Recreation Commission has received letters of interest from two residents to join the Recreation Commission. The two residents were present tonight and were introduced as Melissa Denton and Matthew Johnson. Selectman Guthrie asked if they would be doing some reorganizing with the recent resignations. Mrs. Parnell stated that the current Chairperson resigned and that there was a previous open position that these two people will be filling. Selectman Guthrie asked about the Drop In center coordinator that also recently resigned. Mrs. Parnell stated that they were made aware of the resignation and are talking about it now and reaching out to see if there is anyone interested. They understand that it is an important program and will fall under the Recreation Commission. She noted that if someone was interested in stepping in, to contact the office.

Selectman Bennett motioned to appoint Melissa Denton and Matthew Johnson to the Recreation Commission as full members. The motion was seconded by Selectman Guthrie. The motion passed unanimously (3-0).

Old Business

DOT-10 Year Plan- Richard Hartung- RPC-Tac member

Mr. Hartung presented the Selectmen with an update on the discussion regarding the State of NH 10 year road plan. He reported that the issue with Depot Road/Main Street/Derry Road was on the schedule in the past but not on the current one. He stated that they were then put in at number 10 after a discussion at the RPC, but that the cost was originally listed at \$500,000 and could go as high as \$2,400,000 if they had to wait the 10 years. It was noted that it is a priority for the MPO group and that they were pushing forward 5 of the 10 areas they came up with. It was agreed that \$2,000,000 was a lot for that intersection and there were questions as to where the number came from and what they were anticipating the work to be to get that high of a number. There was a project in Stratham with a turn lane and lights under \$2,000,000 and this should be similar. There was discussion as to whether they were thinking of a roundabout and determined that it would not be feasible in that spot. Chairman Murphy noted that the cost would hurt the chances of the work ever getting done. Mr. Hartung will reach out to see where the dollar figure came from and update the Selectmen.

New Business

RFP-Winter Sand

There were three proposals received for the 2017-2018 Winter Sand.

1. Flourde Sand & Gravel- Suncock, NH \$6.61 per ton (winter sand) and \$6.77 per ton to deliver total \$13.38 per ton.
2. Dependable Construction- Hampstead, \$22.05 per yard and the estimate was 325 yards. The total tons would be 487.50.

3. Torremeo Industries- Methuen, MA -\$14.50 per ton delivered.

Mr. Worthen noted that he put the proposal out as per yard, as had been the process in the past. He will look into changing it to the per ton cost for 2018.

Selectman Guthrie made a motion to forward the proposals to the Road Agent for his review and recommendation. Selectman Bennett seconded the motion. The motion passed unanimously (3-0).

Liaison Reports

Chairman Murphy- He announced that he will be starting negotiations with the police union this week.

Selectman Guthrie – The Hampstead Public Library was named NH Library of the year. There will be some celebrations coming up. He stated that he is attending his various committees/departments to get familiar with them and get up to speed with them.

Selectman Bennett- No updates

AA Report:

Reminder for searching for Town related items

Just as a friendly reminder, if you are searching for specific information concerning the Town it is best to go directly to the Town's website. Searching for information on a search engine such as Google may bring up outdated information or wrong information all together. The town's website is www.Hampsteadnh.us

LED lights

The LED lights have been installed throughout the Town, with the exception of a couple of lights that are on the contractor's punch list. The Town should start now to see savings of approximately \$1000 per month.

Postage Machine

The postage machine that we have right now was purchased in 2006. Effective 12/31/17, Pitney Bowes will no longer maintain this particular machine. If we were to keep the postage machine that we have now and it breaks Pitney Bowes will not come and repair it, unfortunately the Town Offices does not have the luxury of going without a postage meter if this one breaks. The Town should look into purchasing or leasing a new one and entering into an agreement before December 31, 2017. A similar Pitney Bowes machine will cost \$5,597 for the first year and additional fees thereafter for five years for a total cost of \$12,468. If the Town wants to lease the same machine it would cost \$16,668 for the same period of time. There are very few vendors that offer postage machines. What would the BOS like to do?

Wage Comparison

A couple of years ago Mrs. Theriault asked the BOS if they wanted to have a review of the Town's current wage and salary study since the data that was used was from 2008 and 2009. The estimate to do the study from MRI (at that time) was approximately \$10,000 and the Selectmen were not interested. A couple towns have used Hampstead for their study, and in doing so, the towns provided us with their analysis. Mrs. Theriault combined two of the studies that we received. No discussion needs to take place at this time, but she would like the BOS to review it at their convenience. Chairman Murphy asked that the grid lines be added to the spreadsheet. Selectman Guthrie asked if the NHMA still had their Wage and Salary Study to use for comparison. Mrs. Theriault responded that the last one is 2014.

When she asked the NHMA about it she was told that there was not a lot of response from the municipalities so they haven't updated any information.

Minutes for Approval

The minutes for August 14th have been edited and ready to be approved.

Chairman Murphy motioned to approve the minutes from August 14th as amended.

Selectman Bennett seconded the motion and the motion passed (2-0 with JG abstaining).

Activity Log

The log was reviewed. Mrs. Theriault stated that she has not heard from RPC regarding the grant she requested. Chairman Murphy asked if there was a time frame to hear and she responded that she thought it was October, but would call to confirm.

In regards to the mowing of the fields, Mrs. Theriault reported that Kim Colbert of the Recreation Commission had stated that they would be putting the Holiday Lane ballfields out to bid for mowing along with the Depot Road fields. Mrs. Theriault reported that she wasn't sure if the Cemetery Trustees had any interest in the mowing going out to bid.

Mr. Worthen is currently working on the Pavement Management Plan and has a couple of RFP's that he is currently going over. Selectman Bennett asked to see the RFP when it is put together. There was nothing added to the log.

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
- Historic Commission – monthly meetings

Correspondence

There was none.

Visitors Comments

There was a request for a nonpublic session by Chief Beaudoin.

Chairman Murphy made the motion to go into nonpublic session under RSA 91A 3: II (b) Hiring at 7:39 pm. The motion was seconded by Selectman Bennett,

Roll Call Vote: Selectman Guthrie: yes; Selectman Bennett: yes; Selectman Murphy: yes.

Chief Beaudoin presented Bryan Lamontagne to the Selectmen. He explained the process that they went through and how Mr. Lamontagne came to be the applicant he would like to move forward for the new full time midnight shift. Mr. Lamontagne introduced himself and gave a brief history. It was stated that he has no background in law enforcement but does have a B.A. in Criminal Justice along with a minor in Human Resources and a minor in something else. He explained that he was looking forward to working with the members of the Hampstead Police Department, if appointed, and wants to be able to work in a small community. Chief Beaudoin stated that Mr. Lamontagne understands that this is a midnight shift with no foreseeable changes. Chief Beaudoin explained that the appointment would be effective October 8th, if approved, and that Mr. Lamontagne would do ride alongs with other officers to get familiar with the town and the department. In January he should be attending the Police Academy. After Mr. Lamontagne stepped out, Chairman Murphy asked Chief Beaudoin if they had a policy regarding reimbursement to the town if an officer left shortly

after graduating from the Police Academy. Chief Beaudoin said no and that he hasn't seen one work anywhere.

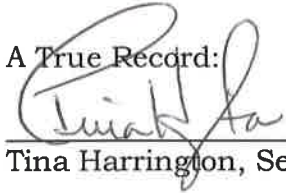
Chief Beaudoin also updated the Selectmen with some concerns with the Rockingham County Attorney's office and that there would be a meeting coming up with them. With budget season approaching, he may look to make some changes for the prosecution of the departments cases.

Chairman Murphy made the motion to come out nonpublic session under RSA 91A 3: II (b) Hiring at 7:59 pm. The motion was seconded by Selectman Bennett, Roll Call Vote: Selectman Guthrie: yes; Selectman Bennett: yes; Selectman Murphy: yes.

Chairman Murphy moved to appoint Bryan Lamontagne as a full time police officer effective October 8, 2017. The motion was seconded by Selectman Bennett. The motion passed unanimously (3-0).

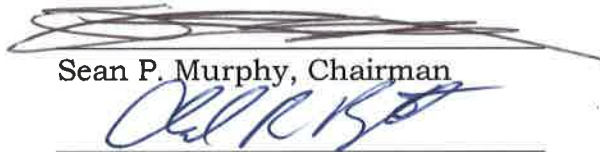
Selectman Guthrie motioned to adjourn at 8:00 pm. Selectman Bennett seconded the motion. The motion passed unanimously (3-0).

A True Record:




Tina Harrington, Selectmen's Clerk

Approved By:



Sean P. Murphy, Chairman


Chad R. Bennett, Selectman
Joseph A. Guthrie, Selectman