

**BOARD OF SELECTMEN  
MEETING MINUTES  
October 23, 2017**

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

**Budget Committee Members:** S. Londrigan, E. Reschberger, C. Cipriano and D. Green  
**Visitors:** N. Gallo, J. Worthen, K. Colbert, J. Beaudoin

**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.
- Household Hazardous Waste Day- October 29<sup>th</sup> from 9 am to noon at 178 Main Street, Kingston, NH
- Tuesday, October 31<sup>st</sup> is Trick or Treat from 6 pm. to 8 pm

**Visitors Comment**

N. Gallo, advised that the Library will be receiving Library of the Year Award on October 25, with an Open House celebration on October 28<sup>th</sup>.

**Department Heads**

*Highway Department- Jon Worthen*

J. Worthen, Road Agent explained that at the last meeting he did not mention that he wanted to add \$4 onto the sanders rates as well. Chairman Murphy asked what the increase would be based on? It is based on the size of the truck. If someone had a plow, wing and a sander it would be an increase of \$4 and would not be an additional \$8 per hour. Mr. Worthen explained the insurance costs would not be that significant if a driver has a good driving record. The stipend that the sanders get was explained in greater detail. Usually Mr. Worthen requests a raise across the board and he forgot to mention the sanders. He did not look at comparison rates with the other towns. This would be effective on December 1<sup>st</sup>. He will look into the rates that other towns are paying and come back to the next meeting with that information.

*Police Department- Chief Beaudoin*

J. Beaudoin mentioned that the drug take back is happening on October 28<sup>th</sup> at the police station from 10am to 2pm. The chief also explained that a grant application was submitted again that would allow for an additional 248 hours of patrol time for a total of \$16,880, which would be reimbursed at 100%. The department will hear back within 30 days.

**Selectman Guthrie made a motion to allow the Chairman the authority to sign for the grant. Selectman Bennett seconded the motion. The motion passed unanimously.**

J. Beaudoin said that Jill Cook is presently the regional prosecuting attorney and the department is not happy with services and the increase in costs. Another attorney that the department is working with will be able to provide more services. The County Attorney's office is now proposing to have the police department work with a less senior attorney at a savings.

The County Attorney's newer proposal is now cheaper than the other attorney who has been working with the department. J. Beaudoin highlighted the enhanced services that would be provided by the outside attorney.

**Chairman Murphy made a motion to allow the Chief to contract with an outside law firm for prosecuting services not to exceed \$19,000. Selectman Guthrie seconded that motion. The motion passed unanimously.**

### **New Business**

#### **2018 Budget Proposals**

##### *Recreation- Presented by Kim Colbert*

K. Colbert presented the Recreation Budget. \$2,000 in additional funds will be added to the general maintenance line item and \$2,500 will be added to fencing. The school will be paying for half of the baseball field maintenance at Depot Fields because they use the area. However the Commission has not received a formal commitment yet. The Commission also works with other clubs as well to offset the costs of the fields. The rest of the budget increases reflect actual costs such as the senior dinner at Pinkerton Academy. Mr. Guthrie brought up the senior drop-in center. Some seniors are concerned about the program. The Commission is looking for input from the Board of Selectmen. The senior population is growing in Hampstead. The Commission is researching the senior drop-in center program and is also looking into the participation level at the Vic Geary Center.

The Commission requests the presence of their liaison to discuss the lawn care line item. Selectman Bennett advised that he would be present at an upcoming meeting and then final figures can be given for the budget. He will also contact Cemetery Trustees concerning putting the lawn care out to bid. A bid will only be accepted if it shows that there is a savings to the Town.

Mrs. Theriault reviewed the following budgets:

##### *Executive Budget:*

Increases include salary increases as well as reallocation of telephone expenses. The \$200 increase in the website line item includes the money to go towards the scenic byway start up website. Costs for a new postage meter/machine were added to the operating budget.

##### *Personnel Administration:*

The medical insurance premiums are down 6.2 percent this year. STD, LTD and life are also lower. Ms. Theriault requested that the Board of Selectmen consider enhancing the dental insurance coverage from \$1,000 per year to \$2,000 per year. The cost for this is nominal and would be offset by the lower rates in the STD, LTD and Life insurances.

**Selectman Guthrie made a motion to accept the recommendation of the Administrative Assistant to enhance the dental coverage. Selectman Bennett seconded the motion. The motion passed unanimously.**

Ms. Theriault asked for the Board of Selectmen to request that the Departments adjust their insurance line items to reflect the actual cost. \$15,000 will be placed in the employee benefits line item. This line item can be used if the family status for the insurance changes for any of the departments midyear. Ms. Reschberger spoke as a Trustee for the Library and was

wondering if the library could also access the employee benefits line item if there was a mid-year change in status for the library. This will be researched and discussed at the next budget meeting. The Board agreed to placing the actual costs of the insurance into the departments' budgets and to set aside \$15,000 in Employee Benefits to be used if there is a mid-year change in family status for insurance.

*Government Buildings:*

The ground workers salary line item was increased since the Town did not have enough help this past year. The energy line items were modified to reflect actual costs and may be modified again at the December meeting. K. Colbert from the Recreation Commission already discussed the athletic field line items.

*Health Agencies:*

Every year approximately three agencies appear on the warrant. For 2018, Retired Senior Volunteers and Child and Family Services be on the warrant. While Child Advocacy won't appear (at the request of the police chief) the on the warrant, a representative will be asked to give a presentation so that the general public understands what the agency provides.

**Liaison Reports**

*Chairman Murphy-* Nothing to report

*Selectman Guthrie -*Nothing to report

*Selectman Bennett-* Nothing to report

**AA Report:**

**New legislation – final legislative bulletin**

The posting of agendas and meeting minutes will be required for all departments on the Town's website effective January 1<sup>st</sup>, 2018. Sally Theriault will advise the Department Heads at the next Department's meeting.

**New Street Lights**

The new street lights have been installed with the exception of 7-9 lights. If you notice that some of the lights in Town are still the old lights, the State may own these lights. In which case, those lights won't be changed out until the State decides to do so.

**Cell Tower Construction**

The foundation of the cell tower is under construction. The Town received a check in the amount of \$30,000 for additional equipment that is needed for Fire Department's communication installation. Starting early next month, the Town will be receiving \$1,250 on a monthly basis from the cell tower company.

**ADA requirements**

As a result of the appointment of the Town's ADA Coordinator, the State has since advised of additional requirements of the position. The additional requirements of the position will be reviewed after the budget season is over. The AA read aloud some of the expectations of the appointee by the State.

### **Meeting Minutes**

The minutes of August 30, 2017, September 11, 2017 and September 25, 2017 are ready for the Board's approval.

**Selectman Guthrie made a motion to approve the meeting minutes of August 30<sup>th</sup>, September 11<sup>th</sup> and September 25<sup>th</sup> Selectman Bennett seconded the motion. Motion passed unanimously.**

The activity log was reviewed. No changes were made.

### **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 correspondence concerning a meeting of the Powwow Watershed

### **Visitors Comments**

**Chairman Murphy made the motion to go into nonpublic session under RSA 91A 3: II (a) Employee Matters. The motion was seconded by Selectman Bennett, Roll Call Vote: Selectman Guthrie: yes; Selectman Bennett: yes; Selectman Murphy: yes.**

**Selectman Bennett made the motion to come out nonpublic session under RSA 91A 3: II (a) Employees Matters at 10:00 pm. The motion was seconded by Selectman Bennett, Roll Call Vote: Selectman Guthrie: yes; Selectman Bennett: yes; Selectman Murphy: yes.**

**Selectman Guthrie made a motion to seal the meeting minutes. Selectman Bennett seconded the motion. The motion passed unanimously.**

**Selectman Guthrie motioned to adjourn. Selectman Bennett seconded the motion. The motion passed unanimously (3-0).**

A True Record:

\_\_\_\_\_  
Sally Theriault, Admin. Asst.

Approved By:

\_\_\_\_\_  
Sean P. Murphy, Chairman

\_\_\_\_\_  
Chad R. Bennett, Selectman

---

Joseph A. Guthrie, Selectman