

**BOARD OF SELECTMEN
MEETING MINUTES
March 12 2018**

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

The meeting was opened at 7PM

Guests: Jon Worthen, Chief Beaudoin, D. Luna

Public Announcements

- Town Elections are March 13, 2018. The Town Clerk/Tax Collector's office will be closed. Voting is 8 am to 8 pm at the Hampstead Middle School.
- Due to the impending snow storm for Tuesday, trash collection will be a day off.
- 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

D. Luna- Tabor Road- Ms. Luna stated that she was present to ask the Selectmen what they were going to do about the issue with holding tanks in the area of Tabor Road. She stated that people are living in the homes year round and that there are holding tanks at the homes. She complained of the smell because they are not pumping the holding tanks like they should. She wanted the Selectmen do address the concern that if a home is to be used year round, there should be a septic system instead of a holding tank. Chairman Murphy explained that the town does not go around and do random checks on residents' septic systems but knows of a recent case that there was a complaint and the Health Officer investigated, determined that there was an issue and advised the owner to address the issue and it was taken care of. Ms. Luna then asked out that what happens when the issue arises again because they don't pump the system on a regular basis. Chairman Murphy asked her how she would address the issue. He emphasized that the town could only address an issue if they were made aware of it. She complained that the issue was dangerous to the lake and was making her ability to enjoy her home an issue. Chairman Murphy agreed to speak with the Chief Building Official and see what issues he has seen in that area. Ms. Luna agreed that you can't just go knocking on everyone's door but that she wants to see it resolved. It was emphasized that if there is an issue to notify the Chief Building Official. Selectman Guthrie asked if she had tried anything else. Ms. Luna reported that she contacted the State to check the water. Selectman Guthrie asked if it was a couple of residences with the issue or one specific person. Ms. Luna stated that the smell drifts into her house from the gray water and that the problem is also people living year round in property designed to be seasonal. Chairman Murphy responded that if there is a continuous problem and it is discovered the person is year round, the answer may be to ask them to put in a year round system and that the year round living is a different issue. He pointed out that we don't know when people are doing that and if they are, they need to go through the proper process. Once it is known, the issue can be addressed. They asked for Ms. Luna's contact information and will get back to her after talking with Mr. Emerson.

Department Heads

Highway Department- Jon Worthen

Paving Update- Mr. Worthen gave the Selectmen a report showing the Monthly Fuel and Asphalt prices for the last two years. He pointed out that it would take a \$50 increase to move the cost of the paving up \$2. The cost in February, 2017, was at \$395 for liquid asphalt and February, 2018, it is at \$457.50. The cost for paving in 2017 was \$62.96 and the proposed cost for 2018 is at \$65.46. Mr. Worthen pointed out that the cost is going to be the same for all companies because they use the same standard. There is a savings in the fuel costs if they stay with R & D Paving, whereas they will hold that to the 2017 costs. Chairman Murphy reviewed the data and looked to see if there was a seasonal trend such as being higher in the winter and drop in the spring but there was no visible pattern in the price changes.

Selectman Bennett motioned to accept the recommendation of Mr. Worthen and continue the paving contract with R & D paving for 2018. The motion was seconded by Selectman Guthrie. The motion passed unanimously (3-0).

New Business

Lion's Club Shed on Town Owned Land- Selectman Guthrie

Selectman Guthrie thought that a member from the Lion's Club would be present tonight, but he explained the general information. The Lion's Club currently has a shed at Lewis Builders and it is in disrepair and they need to find a new location for a new one. Selectman Guthrie stated that he and a member of the Lion's Club met with Chief Carrier to see if there was a location at the Fire Station that a shed could be built. They were able to find a location that would not be in the way but accessible. Chairman Murphy asked what they would be storing. Selectman Guthrie stated that it would be their equipment. Selectman Guthrie then went on to explain that the Lion's Club would build the shed and then gift it to the Town of Hampstead and would then lease it from the Town. Selectman Guthrie stated that it would be similar to what happened with the Civic Club building next door to the Town Offices. Selectman Guthrie noted that Bob Bedrosian, a member of the Lion's Club, had the design information. There was a small chance that they might need outside power for outside lighting, but may be able to use a solar light. He stated that this was a good public service. He stated that he asked Mrs. Theriault to gather some information. Mrs. Theriault reported that she spoke with Primex, the insurance company, along with the RSA. She read the RSA that stated if it was to be more than a year lease, it would require town meeting vote. Chairman Murphy asked what would be needed if the lease was renewed annually. Mrs. Theriault responded that it would bypass the intent of dealing with long term leases. She also pointed out that allowing one organization to use town property for this purpose could bring others out to ask for similar help. She asked Selectman Guthrie if the organization had looked at a storage facility instead of building a shed. He responded that they didn't want to pay for a storage site. When they were discussing the old police station there were some agencies that wanted to use the location for storage. When she spoke with Primex they talked about it being the "exclusive" use of the Lion's Club and not for the town, would be a liability issue and that there should be some insurance naming the Town of Hampstead as additional insured. She gave an example of a potential liability claim to the town that if a Lion's Club member went to the shed and fell on some ice and broke their wrist, the town could be held liable being on Town property. She then went on to state that the Selectmen would need to decide how they want to move forward. If they were to accept it and it is valued over \$5,000, a public hearing would be required. Mrs. Theriault then gave some recent examples such as the Mother's Club pavilion. Selectman Guthrie noted that he was in

the Lion's Club, but not an executive board member, so he didn't have all the answers about what they have for insurance information. It was agreed to have the discussion placed on the agenda in two weeks (March 26th).

Budget Committee Template

At a previous meeting of the Selectmen, the Budget Committee presented a template that would explain the budget and key spending drivers and new spending requests. The Selectmen all agreed that they liked it and want to implement it into the next budget cycle. **Chairman Murphy motioned to accept the Budget Funding template and for it to be used by all departments in the next budget season. Selectman Guthrie seconded the motion. The motion passed unanimously (3-0).**

Policy and Procedure for license to sell pistols and revolvers- Chief Beaudoin

Chief Beaudoin reported that he recently had a request from a potential business person to be able to sell pistols and revolvers. The Town is required to have a policy/procedure in place, which we didn't whereas there had been no prior requests. He stated that he copied the policy from some other towns and updated it to Hampstead. In the permit it requires the Chief of Police, The Chief Building Official and the Selectmen to sign. He stated that the Selectmen could be removed but he felt it was important for the Building Inspector to make sure that the business would be in an approved zone. The Selectmen reviewed the policy. Selectman Guthrie questioned the section that talked about guns shows. Chief Beaudoin explained that the applicant is required to have a Federal License and they are allowed to take the merchandise to shows, not to hold a show at their location.

Chairman Murphy motioned to accept the policy as presented and create the policy and procedure for the Selling of Pistols and Revolvers. The motion was seconded by Selectman Guthrie. The motion passed unanimously (3-0).

Selectman Guthrie asked if there were going to be any zoning issues. Chief Beaudoin responded that this is why the Chief Building Official is on the permit.

Chief Beaudoin asked the Selectmen if they would like for him to have a 4 wheel vehicle available to help get people to the poles. The Selectmen agreed that it could be addressed if a call is made.

Old Business

There was none.

Liaison Reports

Chairman Murphy- Nothing to report

Selectman Guthrie- Nothing to report

Selectman Bennett- Nothing to report

AA Report:

Town Report

The Town Report is out and is available at the Town Offices, the Library, schools and online on the Town's website www.hampsteadnh.us under the Board of Selectmen's page.

Stormwater Management

Jon Worthen, Debbie Soucy and Mrs. Theriault attended the MS4 meeting with Julie LaBranche, RPC representative. She provided a template for the new Notice of Intent. The older version is due May 1st and the new version is due October or November of this year. These reports must be filed with the Environmental Protection Agency (Federal) or the

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Department of Environmental Services (State). Julie LaBranche will work on an outline for what the town will need to do to fill in the gaps.

Hazard Mitigation

The Hazard Mitigation Plan meeting is scheduled for April 10th which will coincide with the next Department Head's meeting.

Meeting Minutes

The meeting minutes of February 12, 2018, have been signed by the Board

A motion was made by Selectman Bennett to approve the minutes of February 12, 2018 as edited. Selectman Guthrie seconded the motion and the motion passed unanimously (3-0).

Activity Log

The 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

Correspondence

There was none.

Visitors Comments

None

Selectman Guthrie made the motion to go into nonpublic session under RSA 91A 3: II (a) employee matters at 8:11 pm. The motion was seconded by Selectman Bennett, Roll Call Vote: Selectman Guthrie: yes; Selectman Bennett: yes; Selectman Murphy: yes.

Present: Chief Beaudoin (left at 8:28 pm)

The Selectmen voted to seal the minutes of the first nonpublic session with a motion by Selectman Guthrie and a second by Selectman Bennett. The motion passed unanimously.

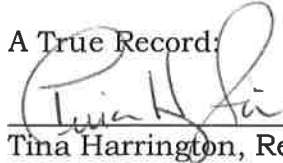
Selectman Guthrie made the motion to come out of nonpublic session under RSA 91A 3: II (a) employee matters at 8:34 pm. The motion was seconded by Selectman Bennett,

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

Mrs. Theriault told the Selectmen that she received a notice from Municipal Resources regarding the newly released ratios and that the Selectmen needed to review and determine if they want to make any changes this year. The Selectmen requested that this be added to the next meeting agenda.

Selectman Guthrie motioned to adjourn the meeting at 8:36pm. Selectman Bennett seconded the motion. The motion passed unanimously (3-0).

A True Record:



Tina Harrington, Recording Secretary

Approved By:



Sean P. Murphy, Chairman

Chad R. Bennett, Selectman



Joseph A. Guthrie, Selectman