

**BOARD OF SELECTMEN
MEETING MINUTES
March 25, 2019**

Members Present: Selectman Murphy, Selectman Bennett, Selectman Guthrie

AA to Board of Selectmen: S. Theriault

Visitors: C. Cote, D. Cote, C. Cipriano, E. Reschberger, T. Lovell, J. Forbes, C. Shaw, J. Worthen, K. Colbert, S. Harms, M Johnson, L. Sarapas, K. Richards, D. Gorroo and Vendor from Tru Green.

Public Announcements

- Household Hazardous Waste Day will be held on Saturday, April 27th from 9 am to noon at 51 Old County Road in Plaistow.
- Mosquito Control will begin on April 15th. Chairman Murphy read the public announcement.
- 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.

Visitors Comment

There were none

Department Heads

Building and Grounds- Steve Harms

Mr. Harms was present to discuss the 2019 budget that included moving his assistant from part time to fill time along with the assistant to the Road Agent. Both positions had an increase in the budget to move them from part time to full time effective April 1st. Mr. Harms was present to ask if that would be the case and to announce that the hours would be Monday-Friday from 7 am to 3:30 pm. He noted that overtime would be kept to a minimum and only if absolutely necessary. Both Mr. Harms and Mr. Worthen asked if there were any questions they needed to answer regarding the changes but there weren't

Selectman Bennett motioned to move the Buildings and Grounds Assistant (E. Bussell) to Full Time Laborer II and the Highway Department Assistant (Dan Negri) to Full Time Equipment Operator both effective 4/1/19. Selectman Guthrie seconded the motion and the motion passed unanimously 3-0.

Ordway Park- Julia Forbes

Ms. Forbes brought forward a resident that was interested in joining the Friends of Ordway Park. She noted that Meghan Fernandes lived in town and was a science teacher in Salem NH and had majored in Zoology. She stated that Meghan was interested in renewing some of the programs at Ordway Park and work on tree identification. Ms. Forbes also noted it was great to have some younger members join.

Selectman Bennett motioned to appoint Meghan Fernandes to the Friends of Ordway Park for term to expire in March 2022. The motion was seconded by Selectman Guthrie. The motion passed unanimously 3-0.

Cable Committee- Clay Shaw, Chairman Cable Committee

Mr. Shaw announced that the Cable Committee will be holding some concerts at Ordway Park using the new pavilion. He explained that they have small 2-3 performers that are too small for the large stage at the Meetinghouse Park. The concerts would be held on Wednesday and expects 2 to 3 concerts there. He spoke with Chief Beaudoin and they will be required to have a police detail present during the concerts for traffic. Mr. Shaw stated that he has also talked with J. Forbes. Chairman Murphy noted his concern with parking in the area. Mr. Shaw said that the Friends of Ordway park are working on additional parking and that there will be parking set aside for handicap parking. People would be able to park across the street as well as the park, and he noted just like when there is a large function at the Depot Road ballfields, parking could be along Depot Road. They may also be

able to park at Depot Road (depending on what is going on there) and walk down the trail to Ordway Park. Selectman Guthrie noted that this is one of the reasons the pavilion was placed there. There will be 9 concerts at Meetinghouse Park along with 3 at Ordway Park (those will start in July). Selectman Bennett asked Mr. Harms if this would work for his grounds crew. Mr. Harms noted that he normally does the park towards the end of the week, but would work it so that it is done for the concerts. He also asked whether or not concerts were in the "allowed" items that were stipulated in the will. Mr. Shaw pointed out that they have been working with Julia Forbes and she knows the rules better than anyone. It was offered for Mr. Shaw, J. Forbes and Mr. Harms to meet at the park to go over it. K. Colbert asked that the Recreation Commission be kept in the loop more so that they would be aware of events being held at Depot Road.

New Business

Recommendation for the Gym Floor- Matt Johnson, Chairman, Recreation Commission

Mr. Johnson stated that the Commission met last week to review the proposals and had done research and contacted the bidders. Their recommendation is to go with New England Sports Floors at a cost of \$11,598.00. Mr. Johnson noted that they were not the low bidder. They felt that New England Sports Floors had done work on a lot of local gyms such as Timberlane and Pinkerton. Through the research they found out that the price is reasonable and the products they were proposing to use are proper for the use of the gym. Chairman Murphy asked why they were not going with the low bidder. Mr. Johnson explained that the low bidder was experienced and qualified but based on the conversations held, the job would just be a quick job and didn't feel that they would be supportive down the road if needed. The company they are proposing to do the floors is more local and would be available down the road.

It was noted that the gym would need to be closed for about three weeks while they re-do the floor. This year it is time to do the sanding etc. not just refinish. Mr. Johnson explained that there have been issues in the last year or so with the floors sweating, which causes the floor to get wet and is a liability for someone slipping. The time frame to close the gym would be April into May which is a less humid time of year. Mr. Johnson noted that all three companies that bid on the job recommended this time frame to do the work.

Selectman Guthrie motioned to take the recommendation of the Recreation Commission to award the work on the gym floor to New England Sports Floors at a cost of \$11,598. The motion was seconded by Selectman Bennett. The motion passed unanimously 3-0.

Recommendation for Fertilization- Matt Johnson, Chairman of the Recreation Commission

Mr. Johnson announced that they would like to have the proposal awarded to SGS Turf for the fertilization of the ballfields. He noted that they are also not the low bidder but after the research that was done feel that they would be the best vendor to move forward with. He noted that they suggested that the soil be tested, which isn't something that had ever been suggested before. The proposal is for three years, but they review the work annually in November to agree on whether or not to continue with the vendor or not. The total cost for the work that was in the RFP for the three year cost would be about \$43,021 and an annual cost of \$14,104.35. It was not known for sure if the soil testing would be a separate charge. Selectman Bennett suggested that they know if this is covered or not.

Selectman Bennett motioned to accept the recommendation of the Recreation Commission to award the Fertilization proposal to SGS Turf of Bedford at an annual cost of \$14,104.35 with the option to extend up to three years. The motioned was seconded by Selectman Guthrie. The motion passed unanimously 3-0.

Reorganization of the Board of Selectmen

Selectman Guthrie stated that he was not interested in the Chair position, but stated that he believes the position should rotate through each of the members. He had no issue if Selectman Murphy wanted to continue, but just wanted to give his two cents. Selectman Bennett stated that he would like to try being the Chair whereas he has been on the board for 5 years now. Selectman Guthrie stated that Selectman Murphy has done a great job.

Selectmen's Meeting Minutes

March 25, 2019

Page 3 of 6

Selectman Guthrie moved to appoint Chad Bennett as the Chairman for 2019-2020. The motion was seconded by Selectman Murphy. The motion passed unanimously (3-0). Selectman Murphy asked that the change take effect at the next meeting. Everyone agreed.

Liaison Changes for 2019-2020

The Selectmen reviewed what they currently have for committees and or departments. After some discussion it was agreed that Selectman Murphy would be the Ex- Officio to the Planning Board and Selectman Bennett would be the alternate Ex- Officio to the Planning Board. Selectman Murphy will also work with the new Ground Water Committee and Selectman Guthrie will work with the new "Senior Committee". Selectman Bennett asked if he could take the Police Department and was willing to give up the Fire Department if needed. Selectman Murphy stated that with all the things currently going on at the Police Department he would like to continue as liaison but was willing to revisit the request in a month or so. Mrs. Theriault will put it on the agenda. Selectman Bennett responded that he wanted to change it in the month, but Selectman Murphy stated that he was interested in revisiting it, not guaranteeing that it would change. Selectman Bennett also suggested changing the Code Enforcement Office. Selectman Murphy responded that he just got it last year so he was not yet willing to give it up.

Selectman Guthrie motioned to appoint Sean Murphy as the Ex- Officio to the Planning Board. The motion was seconded by Selectman Bennett. The motion passed unanimously 3-0.

Selectman Guthrie motioned to appoint Chad Bennett as the alternate Ex-Officio to the Planning Board. The motion was seconded by Selectman Murphy. The motion passed unanimously 3-0.

Selectman Murphy motioned to appoint Joseph Guthrie as the Ex-Officio to the Historic/Heritage Commission. The motion was seconded by Selectman Bennett. The motion passed unanimously 3-0.

Amendment on the Pinard Waste Systems Contract and Lease Agreement with Rehrig Pacific for carts

Mrs. Harrington presented a request for an amendment to the Pinard contract that amends the section that states Pinard Waste would charge the Town of Hampstead for the carts that were purchased for the new trash collection. The Town of Hampstead will be entering into a lease agreement directly with Rehrig Pacific whereas they are/will be the property of the Town of Hampstead and are currently stored in town.

Selectman Bennett motioned to allow the Chairman to sign the amended agreement with Pinard Waste Systems and to enter into a 5 year lease agreement with Rehrig Pacific at about \$77,000 annually and a \$1.00 buyout at the end. The motion was seconded by Selectman Guthrie. The motion passed unanimously 3-0.

Senior Drop In Update- Mrs. Reschberger and Mrs. Cipriano were present to give a quarterly update on the Drop In center held at the Library. Mrs. Reschberger noted that they have met 11 of the scheduled 12 times so far in 2019. They expect to have at least 50 meetings per year and based on the first quarter, they are right on target with the budget costs. They have spent 21% of the wages year to date (\$582) and 22% has been spent for the supplies (\$440). She also noted that there have been a total of 11 meetings with 121 attendees. The attendees counted do not include Mrs. Peterson and Mrs. Reschberger. Mrs. Reschberger noted that one week they were closed for a snow day and the last meeting there was a dress rehearsal for the play at the Middle School and a large number of seniors were able to go watch the dress rehearsal so the numbers were low. Mrs. Reschberger noted that a great job was done by Natalie Peterson, who sets up the room for the drop in and always has it ready as a welcoming time. Mrs. Reschberger and Mrs. Cipriano both thank the Selectmen for their support and by providing a budget. Selectman Guthrie noted that this group that has been handling the Drop In Center has never been formalized. This led to the discussion on the request from the Recreation Commission subcommittee report that came out in 2018 requesting further discussions on Senior Services and information sharing.

Discussion on New Senior Committee- The discussion began with trying to separate what the Recreation Commission is responsible for such as the senior trips versus the drop in center versus

Selectmen's Meeting Minutes

March 25, 2019

Page 4 of 6

what the subcommittee gave as items to follow up on such as updating the website. Mrs. Cipriano noted that there is a need for someone to work with the seniors and coordinate services (not activities). She noted that no one is doing it now and someone should be following up to make sure the agencies we fund are providing the services. She noted that there have been issues with CART. Selectman Guthrie would also like to make the discussion on a Community Center as part of the discussion as well. There is the feasibility of an employee be needed that would do more than the drop in and this group will work on getting information pulled together to have a request for the 2020 budget.

Selectman Guthrie motioned to establish a Senior Committee. Selectman Bennett seconded the motion. T. Harrington noted that there is a committee already called "Senior Committee" but their function was the senior trips and they could be renamed to Senior Trips Committee. There was also discussion about calling it Elderly Program Services. There was some concern about calling it "elderly" so agreed to the Senior Committee. Selectman Bennett asked Mrs. Cipriano and Mrs. Reschberger if the people they see at the Drop In Center are the same people. He also suggested that they advertise for the Drop in on the sign out front and maybe the library sign. Mrs. Cipriano and Mrs. Reschberger both stated that they have talked about doing an infomercial to advertise the Drop in. **The motion passed unanimously 3-0. (The committee is looking to meet on Thursdays at 2 at Library when official).**

Establish a Ground Water Committee- There was some discussion as to what the Selectmen were looking for the committee to do and if they wanted to have a 5 or 7 member committee. They discussed names such as Water Resources or Ground Water. Selectman Guthrie announced that they currently have four candidates interested in being on the committee and they submitted letters of interest. The interested people so far are Lee Sarapas, Ken Richards, Carl Cote and Jim McHale. T. Harrington noted that there were a couple other people interested. There was discussion that there could be liaisons to the committee and leave the members at five.

Chairman Murphy motioned to create the Ground Water Committee or Water Resources Committee. Selectman Bennett seconded the motion. It was agreed that the appointments would be made at the next meeting so there was a chance to get the word out to the public. L. Sarapas noted that it has been advertised on Facebook. Mrs. Theriault pointed out that there may be people out there that are interested and not on Facebook. **The motion passed unanimously 3-0.**

Lion's Club Agreement- Per 2019 Town Meeting the Town and the Lion's Club can enter into a long term agreement for the pavilion at the Central Fire Station. The most recent agreement was drafted in 2018. This was given to Mr. Johnson from the Lion's Club. Mr. Johnson stated that they have reviewed it and sent over a proposed update this afternoon to Mrs. Theriault. Selectmen Guthrie stated that he has been in touch with Bob Bedrosian of the Lion's Club and it was noted that they are looking to get in as soon as possible to start cleaning up and get the building enclosed. Mrs. Theriault stated that they would need to review the agreement from the Lion's but that shouldn't prevent them from getting in and cleaning up, especially where it was approved by Town vote and is just waiting on the formal agreement. Chairman Murphy stated that they could get in and start the cleanup without the agreement in place, but they would need the approval from Chief Carrier.

Old Business

There was no old business

AA Report:

Wage and Salary Study

All position questionnaires and job descriptions have been forwarded to Thornton Associates for the wage and classification study. The draft report should be coming within the next couple of weeks.

Annual Surveys

Census data has been provided to Primex for the Town's workers' compensation insurance.

Updating of Website

Selectmen's Meeting Minutes

March 25, 2019

Page 5 of 6

- Memos will be going out to Commission/Boards to update each of their webpages. This is done on an annual basis. Those departments that have access to the website will be updating their own pages. Those that do not have access can give the Administrative Assistant the changes.

Stormwater Management Program Webinar and other updates

The Notice of Intent that was submitted last fall has been approved.

Both Debbie Soucy from the Planning Department and I viewed the SWMP (Stormwater Management Program) webinar.

The following plans/reports are due:

- Illicit Discharge Detection and Elimination (IDDE) – June 30, 2019
- Construction/Erosion and Sediment Control (ESC) – June 30, 2019
- Post-Construction Stormwater Management – June 30, 2019
- Stormwater Management Program – July 1, 2019
- Annual Report for the reporting period May 1, 2018, to June 30, 2019 – September 30, 2019.

If the Planning Board does not take any action on the first three items, then the Board of Selectmen are required to do so.

Meeting Minutes

The Board has signed off on the February 11, 2019, meeting minutes and they are ready for approval.

Chairman Murphy motioned to approve the minutes of February 11th, 2019. Selectman Bennett seconded the motion. The motion passed unanimously 3-0.

Activity Log

It was reviewed. The Senior Committee will be taken off the log. Call for candidates for the Groundwater Committee will be added to the agenda.

Re- Appointments/Appointments

Call for candidates:

- Zoning Board of Adjustment, Alternate member – monthly meeting
- Ordway Park, full members and alternates – monthly meeting
- Trustees of the Trust Funds, alternate members – meetings as needed

Resignation- There was a letter of resignation from Jorge Mesa- Tejada from his position as a Library Trustee alternate. **Chairman Murphy motioned to accept the resignation with regret and a thank you for serving. The motion was seconded by Selectman Bennett. The motion passed unanimously 3-0.**

The following are reappointments for terms that are up in March, 2019.

Regina Birdsall for the Cable Committee Term to expire March, 2021 (late appointment from 2018)

Neil Emerson and Proctor Wentworth for Board of Adjustment- Terms to Expire March, 2022

Tim Lovell and Brent Ebner for Conservation Commission – Terms to Expire March, 2022

Lynn Rockwell and Robert Morris for Historic/Heritage Commission- Terms to Expire March, 2022

Chris Dane and Jon Worthen for Joint Loss Management (JLMC) – Terms to Expire March, 2022

Howell Steadman for the Patriotic Purposes Committee- Term to Expire March, 2022

Missy Denton for the Recreation Commission – Term to Expire March, 2022

Carol Cipriano, Chris Kowalski and Proctor Wentworth to the Recycling and Waste Disposal (RAWD)- Terms to Expire in March, 2022.

Chairman Murphy moved to appoint the people as listed above for their respective committees and terms. Selectman Bennett seconded the motion. The motion passed unanimously 3-0.

There was a letter requesting that Brian Vass, Charles Fernandes and Terry McTammany be appointed as Library Trustee Alternates for a one year term.

Selectman Guthrie motioned to appoint Brian Vass, Charles Fernandes and Terry McTammany as Alternate Library Trustees with Terms to Expire in March, 2020.

Correspondence

There was a bill from Rockingham Planning Commission (RPC) and an announcement from the REDC about an upcoming event in Londonderry on April 3rd.

Visitors Comments

There was none.

Non-Public Session

A motion was made by Selectman Guthrie to enter into a non-public session under RSA 91A:3 II (a) employee matters at 8:24 pm.

Selectman Guthrie, yes: Selectman Bennett, yes: Chairman Murphy, yes.

A motion was made by Chairman Murphy to close the non-public session under RSA 91A:3 II (a) employee matters at 10:26 pm. The motion was seconded by Selectman Bennett. The motion passed on a roll call vote.

Selectman Guthrie, yes: Selectman Bennett, yes: Chairman Murphy, yes.

The minutes for the nonpublic meeting were sealed on a motion from Chairman Murphy with a second by Selectman Guthrie. The motion to seal passed unanimously 3-0.

Selectman Bennett made a motion to adjourn the meeting at 10:27 pm. Selectman Guthrie seconded the motion. The motion passed 3-0.

A True Record:



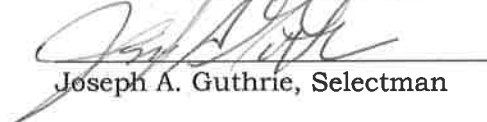
Tina Harrington, Recording Secretary

Approved By:



Sean P. Murphy, Chairman

Chad R. Bennett, Selectman



Joseph A. Guthrie, Selectman