

**BOARD OF SELECTMEN
MEETING MINUTES
April 8, 2019**

Members Present: Selectman Bennett, Selectman Murphy, Selectman Guthrie

AA to Board of Selectmen: S. Theriault

Visitors: Chief Beaudoin, P. Carideo, K. Keisling, C. Cote, D. Cote, C. Cipriano, L. Sarapas, K. Richards, D. Anthony, L. Reimitis, H. Steadman, J. McHale, M. Hanides, K. Hanides and R. DeBerardinis (Eagle Tribune) (and two unknown residents).

Public Announcements

- Cross Country Appraisal is out doing assessments for the five year update of values (Chairman Bennett read the public notice). They will have a badge along with identification on their vehicle.
- Household Hazardous Waste Day will be held on Saturday, April 27, 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

There were none

New Business

Establish a Ground Water Committee-At the previous meeting of the Board of Selectmen, they voted to create a Groundwater Resource Committee. There had been a few requests for appointments submitted along with a brief resume of each person. Since then there have been two more requests to be on the committee. The Selectmen discussed whether or not they wanted to make the appointments tonight or leave it open for another meeting in case there are more interested people that hadn't heard about the committee.

After some discussion it was agreed to move forward with appointments tonight. There were seven applicants with one being Tim Lovell of the Conservation Commission who stated he would be fine as a liaison instead of as a member. Selectman Guthrie asked Mr. Sarapas how quickly they were thinking of getting going. Mr. Sarapas responded that he has been in touch with Selectman Murphy and had sent him a mission statement that he had been working on. Selectman Murphy passed copies to the other two members. Selectman Murphy stated that they could review the mission statement and make any changes or vote on it for the next meeting. The Selectmen agreed to have it as a 5 member committee and allow alternates.

Selectman Murphy motioned to appoint Paul Carideo, Jim McHale, Ken Richards, Carl Cote and Leonard Sarapas to the Groundwater Resource Committee with the terms to be staggered (to be determined by the members at their first meeting). Selectman Guthrie seconded the motion. The motion was approved unanimously 3-0.

A group email will be created so that they can determine the dates for the appointment paperwork and then they would need to get sworn in. S. Theriault will send the rules and regulations regarding meetings.

D. Anthony noted that they didn't appoint L. Reimitis and asked if she was going to be appointed. The Selectmen agreed to appoint her as the alternate.

Selectman Murphy motioned to appoint Leslie Reimitis as an alternate member. Selectman Guthrie seconded the motion. The motion passed unanimously 3-0.

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Mr. Sarapas thanked the Selectmen and stated that they would be starting with gathering of information. He noted that there were a lot of things they could do, but wanted to put a list together of the top things needed to get done. S. Theriault reminded them that they will need to provide minutes of their meetings to the town office within 5 business days. D. Steadman thanked the Selectmen for moving forward with this committee so quickly and that the Hampstead Area Water Advocates (HWA) would be available to support the committee.

Discussion on New Senior Committee-

At the previous meeting of the Selectmen, they voted to create a new "Senior Committee". They held off on any appointments until this meeting. Selectman Guthrie pointed out that there were three people he knew of that wanted to be on the committee and there were Carol Cipriano, Emily Reschberger and Jaye Dimando. . **Selectman Guthrie motioned to appoint Carol Cipriano, Emily Reschberger and Jaye Dimando to the Senior Committee. The motion was seconded by Selectman Murphy.**

S. Theriault stated that she wanted to be part of the group, but as an employee and the Selectmen agreed. There is a scheduled meeting for this Thursday to get started. **The motion passed unanimously 3-0.**

Lion's Club Agreement- S. Theriault stated that after the last meeting M. Johnson of the Lion's Club sent the agreement with extensive changes regarding the indemnification and context on "hold harmless". Because of the changes that were submitted, the document had to be resent to Primex for their input on the modifications. Once she has that back, she will provide it to the Selectmen and the Lion's Club. Selectman Guthrie stated that he recently attended the Health Fair at the Middle School co-sponsored by the Lion's Club and he spoke with some of the members and there had been some discussion on the Fire Department being anxious to volunteer and clean up the area. He emphasized that there would be no building until there was a signed agreement. He also noted that there was a boat inside the building that needs to be moved. This will be on the agenda for the next meeting.

Preliminary Discussion on the Wage/Salary, Classification Study- S. Theriault reported that a summary has been received on the study being done by Gary Thornton and Associates. S. Theriault reported that there were 19 communities that responded to the request for salary and benefit information. She reported that on the benefits for medical and dental, Hampstead is on the higher side and on the dental Hampstead either meets the market or exceeds it. On benefit time, Hampstead time off lags behind the other communities. Regarding the wages, there were six recommended grade changes by Mr. Thornton. S. Theriault said that if the Selectmen were to implement the recommended changes with a July 1st change date, the estimated cost would be about \$6,705.00 (for six months). He also recommended going with grades 1-20 instead of the current 1-16. S. Theriault recommends that the Selectmen stay with the 1-16 whereas there is no one currently above 16 and it could always be added if needed.

Selectman Murphy asked that they skip to the recommendations on page 24/25. He stated that he sees four positions that are outside of the scale of the minimum/maximum ranges. S. Theriault reported that they could discuss with Mr. Thornton how he arrived at the numbers he did. She pointed out that she had some questions as she was reviewing the report and was able to reach out and get answers. It was suggested that the Selectmen review the report and come up with any questions they have. She can set up a time for Mr. Thornton to come in and go over the questions they have. She pointed out that no changes take effect until the Board of Selectmen approve the report and are in agreement.

Old Business

There was no old business

Liaison Reports

Selectman Guthrie: He reported that he has been in touch with Natalie Gallo, Chairperson of the Library Trustees and they have agreed to move their meeting to April 16th at 4 pm so that he is able to

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attend. He is hoping that it stays at that time so he is able to attend on a regular basis. Selectman Murphy asked about the issue with the exterior of the library building and where things were at on it. He noted that it seemed to have been a matter of high importance but hasn't heard anything since deliberative session. He felt that it was portrayed as a huge safety issue and he wants to make sure it gets addressed. He stated that he didn't know if anyone was getting quotes on repairing the issue. S. Theriault reported that she has requested the Buildings and Grounds to drive by the building during windy days as well as during regular days to see if there are any issues. Selectman Murphy stated that it was time to set some ground rules on responsibility and suggested that Selectman Guthrie could start the discussion at the upcoming Trustee meeting. The other option would be for us to get some estimates and get the work done.

Chairman Bennett: He reported that he had a request from the Fire Department to spend \$5,000 from the expendable trust fund for building maintenance to purchase a mini split AC/heating unit. Chairman Bennett stated that there is currently a window unit in the upstairs office and it doesn't work correctly. The office also doesn't heat up correctly. By calling for more heat in that office, it pushes the furnace to work harder and makes it too warm downstairs. It was reported that he currently has two quotes and waiting on a third and the two are both under the \$5,000 request. Selectman Murphy stated that he would like to see 3 quotes. The other selectmen agreed and Chairman Murphy will let Chief Carrier know to get the third quote in before a decision is made.

AA Report:

Reporting Requirements

Required DRA reporting requirements have been submitted to DRA with the exception of the MS-232 (appropriations approved by voters). This form needs to be signed before I can submit it. The Selectmen passed it around and signed the MS-232.

RSA 72:23, I

New legislation approved by the NH State Legislature, which was proposed by the utility company(ies), changed the law, and the consequences of the change are not known at this time. In order to protect the interests of the Town, the "Notice" should be read into the record and signed by the Administrative Assistant.

According to the Town's attorney who is representing us against the public utilities.... "Recommends that Hampstead send the local assessing official with a "notice"...The local assessing official for Hampstead would be the BOS, "The Individual who executes the notice would be an individual with knowledge of various records, which may be the city manager, town manager, town administrator or the administrative assistant to the Board of Selectmen". (The document is attached to the original minutes).

License Agreement

Licensing Agreements for approved docks over town-owned land have been sent out to the landowners who have access over town land to install a four-foot wide dock. There are about 8 homes that have this access and they need to pay a \$20 annual fee along with proof of insurance in the amount of \$1,000,000. The Selectmen need to sign off on the agreement annually.

Meeting Minutes

The minutes for February 25, 2019 have been reviewed and signed by a majority of the Board of Selectmen.

Selectman Guthrie motioned to accept the minutes of February 25, 2019. Selectman Murphy seconded the motion. The motion passed unanimously 3-0.

Activity Log

The log was reviewed with the only question being the signage request. The request was made by Selectman Murphy to be on the activity log after concerns came up on Election day. Selectman

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Guthrie asked if this was a Planning Board issue but was told it wasn't but may come in under temporary signs, which is a Selectmen's ordinance.

Call for candidates:

- o Zoning Board of Adjustment, Alternate member – monthly meeting
- o Trustees of the Trust Funds, alternate members – meetings as needed
- o Budget Committee- monthly meetings (would need to run in March 2020)
- o Senior Committee- meetings to be determined (TBD)

Al Cipriano was present in the audience and asked to speak. He stated that he had also submitted his interest in being on the Senior Committee, yet his name had not been read. Selectman Guthrie apologized and stated it was an oversight on his behalf and knew that Mr. Cipriano was interested in being on the committee. There was concern that this was leaving the committee in an even amount whereas most committees are 5 or 7 members. Selectman Guthrie stated that he would be on the committee as an "ad-hoc" non voting member but due to the numbers, the Selectmen moved to make him the 5th member.

Selectman Guthrie motioned to appoint Al Cipriano to the Senior Committee term to be determined and Selectman Guthrie as a voting member of the Senior Committee. Selectman Murphy seconded the motion. The motion passed unanimously 3-0.

Selectman Murphy asked if they should give the committee some direction. Selectman Guthrie asked that they be allowed to meet and sort out the dates and discuss a mission and review what is in place and then come back with a recommendation.

Correspondence

There was none.

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 7:56 pm.

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

Visitors: Chief Beaudoin (until 8:20 pm)

Chief Beaudoin was present to give an update on two complaints he has had regarding his personnel. He stated that one case is not moving forward. The second case will have our counsel present when the complainant reviews the police records.

There was some discussion about some changes to the Plaistow shooting range that is used by the Hampstead personnel. There was a question as to whether or not the changes affected everyone that used the range or was specific to our personnel. Chief Beaudoin also noted that his part time officers have been contacted by a local police department about working for them doing details (using their own equipment). This could result in these employees being unavailable to Hampstead.

Animal Control Officer

The final item was what the Selectmen wanted to do with the Animal Control (ACO) position. The current position is appointed by the Selectmen with an open ended term. The legislative body voted in March, 2019, to take the position and make it appointed for a three year term. The Selectmen felt that they should follow the same process they did when the Road Agent position went from elected to appointed. They asked that the position be advertised and that S. Theriault send the current ACO the ad when it goes out to be advertised.

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SRO (School Resource Officer)

The Selectmen are still working on the amendment to the Police Union Contract to incorporate the SRO into it. The final outstanding item is a pay scale for the SRO. There was some discussion as to the ranges. The Selectmen agreed on the range which will be brought back to the union for their approval.

Selectman Murphy asked for permission to speak with the Plaistow Town Manager to discuss the shooting range. The other members had no issue with Selectman Murphy speaking with the Town Manager there.

Wage and Salaries- The Selectmen brought up some information that they would like for Selectman Guthrie to discuss with the Library Trustees regarding wages changes and the study completed. They also discussed the Wage and Salary study and some specific questions that S. Theriault had already discussed with Gary Thornton.

A motion was made by Selectmen Guthrie to close the non-public session under RSA 91A:3 II (a) employee matters at 9:01 pm. The motion was seconded by Selectman Murphy. The motion passed on a roll call vote.


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

Chairman Bennett motioned to advertise the position of Animal Control Officer. The motion was seconded by Selectman Murphy. The motion passed unanimously 3-0.

S. Theriault mentioned that there was an email from a resident proposing a communications committee. The Selectmen stated that the resident could make the presentation in May and to put it on the agenda.

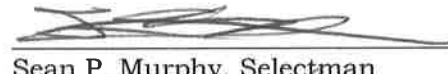
Selectman Murphy made a motioned to adjourn the meeting at 9:01 pm. Selectman Guthrie seconded the motion. The motion passed 3-0.

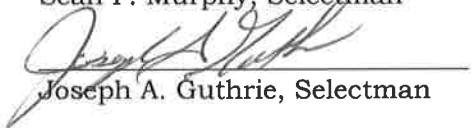
A True Record:


Tina Harrington, Recording Secretary

Approved By:


Chad R. Bennett, Chairman


Sean P. Murphy, Selectman


Joseph A. Guthrie, Selectman