

**BOARD OF SELECTMEN  
MEETING MINUTES  
June 24, 2019**

**Members Present:** Selectman Bennett, Selectman Murphy, Selectman Guthrie

**AA to Board of Selectmen:** S. Theriault

Visitors: J. Grimm, Chief Beaudoin, T. Lovell, J. Worthen, D. Cote, M. Worthen, and P. Williams (Tri Town News).

**Public Hearing**

*The Board of Selectmen opened the public hearing at 6:45 pm to hear public testimony concerning and Illicit Discharge Detection and Elimination (IDDE) Ordinance pursuant to RSA 41:11, 47:11 and 147:1. The IDDE ordinance is a requirement of the mandated Stormwater Management by the EPA and NHDES. Chairman Bennett moved to open the public hearing at 6:49 pm with a second on the motion by Selectman Guthrie. The public hearing opened at 6:49 pm.*

The purpose of the MS4 Illicit Discharge, Detection, and Elimination (IDDE) Ordinance is to provide for the health, safety, and general welfare of the citizens of Hampstead through the regulation of non-storm water discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. The IDDE Ordinance establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the EPA National Pollutant Discharge Elimination System (NPDES) and MS4 permit process. The objectives of this ordinance are to:

1. Regulate the contribution of pollutants to the MS4 by storm water discharges by any user.
2. Prohibit illicit connections and discharges to the MS4.
3. Establish legal authority to carry out all inspection, surveillance, monitoring, and enforcement procedures necessary to ensure compliance with this ordinance.

This ordinance is adopted under the authority granted to the Board of Selectmen in RSA 41:11, 47:17, and the Selectmen acting as the Board of Health under RSA 147:1 and 147:14. The ordinance will also be submitted to voters at the March 2020 Town Meeting as a Zoning Ordinance. For consistency, this ordinance utilizes the numbering of the Zoning Ordinance.

It was noted that this would put us in compliance by June 30<sup>th</sup>, as required under the MS-4 regulations. There were no public comments given.

The public session was closed at 6:54 pm.

**Selectman Murphy motioned to adopt the ordinances for MS-4 Illicit Discharge Detection and Elimination Ordinance as prepared 6.11.19 along with the Illicit Discharge Detection and Elimination Administrative Program, as prepared 06.11.19. The motion was seconded by Selectman Guthrie. The motion passed unanimously 3-0.**

The Selectmen thanked the Planning Board, along with Chairman Paul Carideo and S. Theriault for all the work put into this.

There was a request for a quick non-public session.

**A motion was made by Selectman Guthrie to enter into a non-public session under RSA 91A:3 II (b) hiring at 6:54 pm.**

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

Chief Building Official Kris Emerson was present.

K. Emerson reported that he along with S. Theriault and Selectman Guthrie conducted a couple of interviews for the position of part time clerk in his office. There were 7 applicants received and 2 that

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they felt would be good candidates. They interviewed both of them and agree both would be good for the position. He would like for the Selectmen to officer the position to Michael Hall. He would like to be able to keep the other applicant on file, in the event an opening comes up down the road.

Selectman Guthrie noted that he was good with the recommendation and that he participated in the interviews, but not the final decision.

**Selectman Guthrie made the motion accept the recommendation of K. Emerson and offer the position to Michael Hall. The motion was seconded by Selectman Murphy. The motion passed 3-0.** K. Emerson noted that D. Bryant is retiring on June 26<sup>th</sup> and this is for her replacement. She has offered to come in after that date to work with Mr. Hall to help settle him into the position. Chief Carrier left at 7:01 pm

**A motion was made by Selectmen Guthrie to close the non-public session under RSA 91A:3 II (b) hiring at 7:01 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.**

The public Board of Selectmen meeting began at 7:03 pm

### **Public Announcements**

- Wednesday, June 26<sup>th</sup> there will be a public hearing held at the Middle School at 6:30 pm regarding Angle Pond Well #3.
- Saturday, June 29<sup>th</sup> will be the 4<sup>th</sup> of July celebration- Fireworks to begin at 9:30 pm at Meeting House Park
- 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**

M. Worthen asked to speak regarding the fireworks scheduled for Saturday, June 29<sup>th</sup>. He will be the Atlas Fireworks representative and the field behind St. Anne's needs to have some saplings removed in order to meet the clearance requirements for shooting the fireworks. He reported that he already spoke with St. Anne's whereas they own the property, to see if they were okay with the saplings being removed. He reported that they were okay with it and thanked him for asking. He asked the Selectmen if the Highway Department or Buildings and Grounds could go out and cut them before Saturday. If he doesn't make the complete clearance, he will need to push back the public from the area. The Selectmen were okay with the town employees cutting them back.

### **Department Heads**

#### **Highway Department- J. Worthen**

J. Worthen gave an update on work scheduled or on going. He stated that the paving schedule is tentatively scheduled for the 3<sup>rd</sup> week of July. He will be working on Kent Farm Road near the dump replacing culverts (2 or 3). Today they worked on a swale in the area of N. Salem Road. Last week he worked on getting the paint striper to work so that they can get out and do the stop lines. The new truck is ready to be picked up. Chairman Bennett stated that he noticed that the road side mowing also started. J. Worthen stated that this was correct and that they would be doing the main roads in town.

### **New Business**

**2019 Dog Warrant-** The Warrant for unlicensed dogs was presented to the Selectmen for their signature to start the next phase of trying to get them licensed. There are 214 dogs as of this evening that are still unlicensed. The Animal Control Officer will have until July 8<sup>th</sup> to return the warrant with the disposition of each dog. Selectman Murphy thought this was a short turn around but T. Harrington stated that each owner has already been notified so this isn't new information to them. **Selectman Murphy motioned to sign the 2019 Dog Warrant. The motion was seconded by Selectman Guthrie. The motion passed unanimously 3-0.**

### **Old Business**

**Library Memorandum of Understanding-** Selectman Guthrie reported that the Library Trustees have accepted the change (item #6). They signed the amended MOU (Memorandum of Understanding).

**Selectman Guthrie motioned to sign the MOU with the Library Trustees that outlines the responsibilities of the Selectmen and Trustees. The motion was seconded by Selectman Murphy and passed unanimously 3-0-0.**

Selectman Guthrie did note that there was a still outstanding item regarding the drainage over by the side door. This is in the area that the Library is looking to put a handicap ramp for people to reach to garden behind the building. He noted that this was discussed last year and that the Library actually had a quote to get the work done for about \$2,500. He is not sure where the ball was dropped, but the Library is still waiting to get this done. He talked with S. Harms and was told back when it was discussed, they resolved what they could but he didn't have the skill set needed to take care of the issue to the Libraries liking. Selectman Guthrie asked the other two members that this item gets resolved soon. Chairman Bennett stated that he remembers the issue and stated that there was a lot of information that they didn't have in order to do the work such as the elevation. He noted that the sidewalk they want to build effects how the swale would be fixed. Selectman Guthrie showed the other two the original plot plan when the Library was purchased and shows where the swale was or was to be and the Library would like it to be in that condition. He also noted that it was a four foot wide walkway. There was discussion as to why there isn't a handicap spot around back which would give the patrol access. Selectman Guthrie noted that the Library recently moved all employees parking to the back of the building which took up those spots. Chairman Bennett stated that when they were looking at the runoff issue there was one parking spot that was affected. Some of the concern was the overgrown vegetation on the property line. Chairman Bennett will take another look at it with S. Harms and come up with a plan. Selectman Guthrie suggested we get the work done this year and overspend the line if needed.

This will be added to the next agenda.

### **Liaison Reports**

There were no updates.

### **AA Report:**

#### **Palmer Gas Quote**

Palmer Gas lowered its price by 12 cents per gallon for oil and 10 cents per gallon for propane from its initial quote. The savings from the initial quote will be approximately \$ 750 for oil and \$850 for propane for the coming year if you choose to enter into an agreement with Palmer Gas. There was only one known issue with Palmer Gas and their service with the Town in the 3-4 years they have been working with them. The Selectmen agreed to move forward with their proposal.

**Selectman Guthrie motioned to continue the contract with Palmer Gas for oil, propane, diesel and maintenance as noted. Selectman Murphy seconded the motion. The motion passed unanimously 3-0-0.**

### **Census data reporting**

Census data has been provided to Primex for Property Liability purposes. It is updated on a yearly basis for the purposes of determining the Town's future rates.

Wage data has been provided to the Department of Labor, which is required every three years.

### **Meeting Room Chairs**

S. Theriault presented the Selectmen with some options for chairs and material for the conference table and asked for input from the Selectmen. The product is called "New Castle" and she would be looking to purchase about 8 chairs. Selectman Murphy suggested some without arms. She would also be replacing the bench that is in the meeting room. Selectman Guthrie asked that the bench not be tossed, but that the Historical Society be asked if they would like it.

**Meeting Minutes**

The following meeting minutes need to be approved: May 10th and 29th and June 10, 2019.

**Chairman Bennett motioned to approve the minutes of May 10<sup>th</sup>, May 29<sup>th</sup> and June 10, 2019. Selectman Murphy seconded the motion. The motion passed unanimously 3-0-0.**

**Activity Log**

J. Worthen reported that the Pavement Management Plan was about 80% completed for the physical inspections. He also reported that he has a meeting this week with a group that helps determine signage requirements. He explained that he gets calls for signs that say curve, slow or stop etc. This company would review all the signs in town and see if they are in an appropriate spot and see if there are signs that are missing from places that they should be. These changes would go through the Highway Safety Committee, just as they do now for any requests.

Chairman Bennett reported that the handicap ramp for the town office has been sketched out and he along with K. Emerson are finishing the details.

The other items were read with no updates.

**Call for candidates:**

- o Trustees of the Trust Funds, alternate members – meetings as needed
- o Budget Committee- monthly meetings (would need to run in March 2020)
- o Conservation Commission, alternate member- monthly meetings.
- o Communications Committee
- o Planning Board member (meets twice a month and would need to run in March 2020)

T. Lovell stated that he believes they had someone interested for the Conservation Commission.

**Correspondence**

There was a request from the Board of Adjustment to appoint Karen Hanides as an alternate member. **Selectman Guthrie motioned to appoint Karen Hanides as an alternate member of the Board of Adjustment for a three year term. The motion was seconded by Chairman Bennett and passed unanimously 3-0-0.**

At the previous Board of Selectmen meeting, they authorized Chief Carrier to give an employment offer to Joseph Luccisano as a FT firefighter.

**Selectman Guthrie motioned to appoint Joseph Luccisano as a FT Firefighter effective 6/30/19. The motion was seconded by Selectman Murphy. The motion passed unanimously 3-0-0.**

**Ford Finance Company-** There were two lease agreements that needed the signature of the Chairman. One was for the lease agreement for the new Highway Department Ford truck. The other one is for two police cruisers (Dodge Chargers).

**Selectman Murphy motioned to allow Chairman Bennett to sign the required paperwork for the two lease agreements with Ford Finance Company. The motion was seconded by Selectman Guthrie and passed unanimously 3-0-0.**

**Visitors Comments**

There were none

**Non-Public Session**

**A motion was made by Selectman Guthrie to enter into a non-public session under RSA 91A:3 II (c) reputations at 8:01 pm.**

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

**A motion was made by Selectmen Guthrie to close the non-public session under RSA 91A:3 II (c) reputations at 9:23 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.**

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**Selectman Murphy motioned to seal the minutes of the non-public under RSA 91A:3 II(c) reputations. The motion was seconded by Selectman Guthrie and passed unanimously 3-0-0. Chairman Bennett made a motioned to adjourn the meeting at 9:24 pm. Selectman Murphy seconded the motion. The motion passed 3-0.**

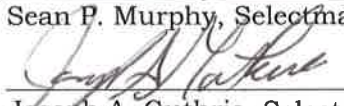
A True Record:

  
Tina Harrington, Recording Secretary

Approved By:

  
Chad R. Bennett, Chairman

  
Sean P. Murphy, Selectman

  
Joseph A. Guthrie, Selectman

