

Town of Hampstead
Board of Selectmen
MEETING MINUTES
June 13, 2022

Members Present: Selectman Guthrie, Selectman Morse, Selectman Murphy, Selectman Warnock, and Selectman Worthen

Public Announcements

1. Waste Oil car batteries, and thermostats are collected at the Town Garage on the First and Third Saturday of the month from 8 am to 1 pm.
2. The Annual Flag Retirement Ceremony will be held on June 23rd at the Central Fire Station at 6:00 pm.
3. The July 4th celebration will held on Saturday, June 25th with fireworks at dusk (9:30ish)

Visitors Comments

Cornerstone Survey- Kevin Hatch re: Collins Road (class VI Road off Danville Road)

Mr. Hatch was present to ask the Selectmen to approve a Hold Harmless to have a driveway over a class VI road, located at Map 18 Lot 167. There is approval for a subdivision and the first portion is over what was Collins Road, which is not maintained by the town and hasn't been for a very long time. The driveway going over a class VI road, per RSA requires a Hold Harmless to be in place. The driveway there is for the current house, which should have had a hold harmless in place long time ago, but there wasn't one found. Mr. Hatch noted that he found a Hold Harmless template and had it forwarded to the office. It was reviewed by Town Counsel, and the changes requested by Town Counsel, have been added in. The Selectmen had previously been given a copy of it and had reviewed it prior to the meeting. Mr. Hatch presented a document already signed by the property owner and notarized and asked that the Selectmen sign that document. There is only one signature there for the Chairman to sign.

A motion was made to authorize the Chairman to sign on behalf of the town by L Warnock, on the document submitted by the petitioner. The motion was seconded by M, Worthen.

Roll Call Vote: 5-0-0 Motion Passed

Selectman Guthrie: Yes

Selectman Warnock: Yes

Selectman Morse: Yes

Selectman Worthen: Yes

Selectman Murphy: Yes

Hampstead School District- Superintendent B. Thompson and School Board Chair, D. Smith

Mr. Thompson was here to present the newly adopted strategic plan for the Hampstead School District. He explained that Chairman Smith will also give a brief presentation of a new design concept for the Central School.

On the strategic plan, it is for a period of three years and has five concepts. He briefly stated that there are 5 Core Values and they are: Communicate with Positive Intent, Honor the Child, Relationship and Team Building, Act with Integrity, and a Culture of Collaboration.

There are 5 Priorities that were listed and they are:

1. Empower students to become expert learners who have the confidence to advocate for themselves and take responsibility for their learning.
2. Examine current programs and practices for relevance and effectiveness
3. Foster a positive school culture that honors the emotional well-being of all students and staff

4. Improve communication for staff and community stakeholders
5. Design learning environments to match our education philosophies

Mr. Thompson went on to explain different aspects of each priority and what it entailed.

Selectman Guthrie asked Mr. Thompson what the relationship is with Pinkerton Academy (PA).

Mr. Thompson responded that he meets with Headmaster Powers on a regular basis and that the curriculum directors and principals from the sending schools meet with Pinkerton Academy on a regular basis as well. He noted that PA had recently updated their strategic plan as well.

School Board Chairman D. Smith spoke to the plan for getting work done at Hampstead Central School (HCS) this upcoming budget year. He explained that they decided to go the way of getting small bites done instead of the larger one project. He presented the Selectmen with the plan they are working on that increases the security at the school and moves areas around and creates additional classrooms and a library. There were two options presented, with the second one adding a couple more classrooms. It was noted that the nurse's office would move to the front of the building, which would open the current office to more SPED classrooms. It was asked if the changes would allow the Special Education services (SPED) come back in house. D. Smith stated that they truly can't say because it is up to the parents. It will be the SAU goal to be proactive and make the classroom and other areas a better working space and hopefully prevent others from leaving district for services. He noted that the goal of the district is to had Hampstead kids stay in Hampstead schools, as much as possible. It is difficult to bring them back, but want to move in the direction to keep them in district.

Selectman Morse stated that he has been in favor of the addition all along, but he does like the idea of doing this way and that it looks good. Selectman Murphy asked if there was A/C now in the section of the school that had the recent HVAC work done. It was noted that there is no A/C but there are air condensers that work in a similar fashion and are keeping the rooms comfortable that used to reach up into the 90-degree range.

Department Heads

There were none

New Business

There was none

Old Business

Gym Bleachers- At the last meeting there was a request from the Recreation Department to have the upper bleachers at the gym repainted. The work was done in 2021, but due to a miscommunication, there was some touch up done to the bleachers and negated the warranty and now needs to be corrected. At the previous meeting it was requested to see how often the bleachers are painted before a decision is made on doing the new work. Selectman Worthen reported that there was full painting of the bleachers in 2005, 2012 and 2021 with some touch ups in 2007 and 2008. Selectman Guthrie asked if the work could be done in house and the answer was no. There is a special epoxy that is used and that requires specialized equipment.

The cost to fix the upper bleachers is \$2,850.00 and the Recreation Commission does not have the funds in their current budget. Selectman Morse reported that the Buildings and Grounds department has the ability to absorb the cost of the repainting.

M. Worthen motioned to approve Noonan Brothers to repaint the main bleachers in the gym at a cost of \$2,850.00. The motion was seconded by S. Morse.

Roll Call Vote: 5-0-0 Motion Passed

Selectman Guthrie: Yes

Selectman Warnock: Yes

Selectman Morse: Yes

Selectman Worthen: Yes

Selectman Murphy: Yes

Liaison Reports

M. Worthen- He reported that there was more vandalism done at the Depot Road ballfields in the area of the playground, where a sunscreen dispenser was destroyed. He also noted that there are some upcoming Senior Trips and there will be sign ups this week.

Selectman Worthen also reported that at the last meeting there was discussion regarding the fire department getting a new truck to replace the 1994 F350. When the Chief was looking for a replacement truck, he kept hitting brick walls. Getting any vehicles right now is very difficult. If they had to order a truck it could be months before they could get. He also found out that the State bid list was not being accepted, due to the lack of inventory. He found one at Auto Fair Ford and would like to move forward with purchasing it. The dealer is holding it for the Fire Department pending the vote tonight, and had been told the price will be going up this week. The vehicle is listed as used, but it only has 9 miles on it and is from a cancelled order. It is a 2022 F250 Super Duty pick up. It was noted that the Fire Department needs to use more funds from ARPA than they anticipated.

As part of the purchase of the new truck, there is a \$4,000 trade in value for the 1994 truck. Chief Carrier informed Selectman Worthen just before the meeting that there was someone interested in purchasing the truck at the \$4,000 cost. It was noted that the town's policy is to send items such as this out to bid. The Selectmen agreed that they would do this and increase the purchase price of the truck by \$4,000.

S. Morse made a motion to approve the purchase of the vehicle listed by the Fire Department and to use the funds from the budget and the balance from ARPA funds, up to the amount of \$58,800.00.

The motion was seconded by L. Warnock.

Selectman Guthrie noted that he is in favor of the purchase of the truck, but not in favor of using the ARPA funds.

Roll Call Vote: 4-0-1 Motion Passed

Selectman Guthrie: Abstained

Selectman Warnock: Yes

Selectman Morse: Yes

Selectman Worthen: Yes

Selectman Murphy: Yes

S. Morse motioned to put the 1994 F350 out to bid with at minimum bid of \$4,000 and to not include the forestry skid. The motion was seconded by M. Worthen.

Roll Call Vote: 5-0-0 Motion Passed

Selectman Guthrie: Yes

Selectman Warnock: Yes

Selectman Morse: Yes

Selectman Worthen: Yes

Selectman Murphy: Yes

S. Morse did ask Selectman Guthrie why he had issues with the use of the ARPA funds, but there was no response.

J. Guthrie- The Master Plan Subcommittee met tonight and they are still working on all the information. He stated that they will bring a final draft to the Selectmen to review. He also mentioned that there is a vacant house on Stage Road that was brought to the attention of the Code Enforcement Officer and he is now looking to see what can be done with the house. S.

Murphy reported that he received a letter from the Code Enforcement Officer that there was an inspection done and they are looking at what options the Town had.

L. Warnock- She reported that the Water Resource Committee met this week. It was reported that Southern NH is in abnormally dry situation. The Committee will be looking to get the word out and bring forward some ordinances for implementing water bans. She noted that it is difficult to put a ban on someone that is on their own well versus someone on the water system, but we all draw from the same aquifer and that it was a "team sport" to work together. She noted that the Water Resource page on the Town Website is a good source of information.

She also reported that the negotiation on the Hampstead Area Water Company (HAWC) rate increases finally came down to a meeting with the Public Utilities Commission (PUC) on May 12th. On June 2nd the PUC order came down and it included all that had been agreed upon with all the participating parties. There are increases to the users of the water system and there are increases to the Town's budget, but as a business, HAWC is allowed to request increases to cover their costs. The original request was for a 65.5% increase and the final result was a 34.64% increase. There is now a new Fire Protection plan that determines the costs of the fire hydrants and responsibilities of each party. The full report given is attached to the final minutes. The other members thanked Selectman Warnock and the members that participated in this process for all the time and effort put in. In the long run there is an increase to the ratepayer, but it will be staggered over a couple of time frames.

S. Morse- He noted that he had brought forth the request for an energy committee. At this point there is only person that signed up so he thought it was originally going to be two people from the school, 1 from the town, and one from the Board of Selectmen. He asked the others if that was going to be good enough to get started. Selectman Murphy noted that it has been on the agenda for a while and only one person asked to be appointed so he thought it was better to just get going with they have. The others agreed to let it get going if, and if there are additional people interested it could be brought forward then.

AA Report

Update the Town's Website

S. Theriault announced that she will be working on adding a Human Resources page to the town's website but she has been waiting for the whole Board to sign off on the personnel policy and review a draft mission statement. She will also be adding Town employees' job descriptions, the personnel policy the required State and Federal law postings as well as the police union contract. She also asked the Selectmen if there was anything else they would like to see added. Selectman Warnock stated that she likes the idea of the Human Resource page, but questioned he that there was an HR department and or administrator. S. Theriault responded that handling personnel items was in her job description, just not in her title. Chairman Murphy stated that the Board of Selectmen were the Human Resource Department.

HealthTrust salary survey

S. Theriault reported that she submitted the required HealthTrust yearly salary survey for the propose of setting the premiums for STD, LTD and Life, which are paid for by the Town.

Increase in IRS Rates and Postage

BOS Meeting Minutes

June 13, 2022

Page 5 of 7

Effective 7/1/2022, the mileage rate will increase from 58.5 cents per mile to 62.5 cents per mile. There is only one employee who regularly uses a private vehicle for Town business. All other employees have access to a town-owned vehicle. The policy recently amended by the BOS will allow this change to take place without further action. It was being brought forward because this additional cost was not being discussed when the budget was prepared and is therefore unexpected along with the next item, which is the increase in postage.

The postage will also be increasing by 4 cents for metered letters.

Cell tower update

Several companies have responded to the initial inquire, references have been requested, a couple of the companies have responded with references. The Selectmen were advised that they can schedule a work session to choose which company will be retained for the purposes of putting out an RFP for the sale of the cell tower lease.

Minutes

The meeting minutes of April 25th and May 9th were been signed by the Board of Selectmen and are ready for approval.

A motion was made by L. Warnock with a second by M. Worthen to approve the minutes of April 25th and of May 9th.

Roll Call Vote: 4-0-1 Motion Passed

Selectman Guthrie: Yes

Selectman Warnock: Yes

Selectman Morse: Abstained

Selectman Worthen: Yes

Selectman Murphy: Yes

Activity Log

The activity log was reviewed with no changes. It was noted the Executive Councilor, Janet Stevens will be at the next meeting to discuss the Hampstead Hospital.

Appointments

Recycling and Waste Committee There was a request to reappoint Chris Kowalski to the Recycling and Waste Committee with a term to expire in 2025.

A motion was made by S. Morse to appoint C. Kowalski to the Stormwater Committee with a term to expire in 2025. The motion was seconded by L. Warnock.

Roll Call Vote: 5-0-0 Motion Passed

Selectman Guthrie: Yes

Selectman Warnock: Yes

Selectman Morse: Yes

Selectman Worthen: Yes

Selectman Murphy: Yes

Correspondence

There were none

Visitors Comments

There were none

Motion to enter Nonpublic Session by S. Murphy seconded by S. Morse at 8:21 pm

Specific Statutory Reason: RSA 91-A:3 II (a)

This dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call Vote: 5-0-0

Selectman Guthrie: Yes

Selectman Warnock: Yes

Selectman Morse: Yes

Selectman Worthen: Yes

Selectman Murphy: Yes

The Selectmen were advised of a letter of resignation received from Jon Worthen. He is giving a two week notice and his last day would be June 30th.

The Selectmen agreed that they would like to look at their options on how to move forward with that department before they just put in a replacement ad. Jon Worthen was outside the meeting room and was invited in to give a status update to the Selectmen.

It was agreed that job descriptions and other information would be researched by S. Theriault. She would also reach out to Municipal Resources, (MRI) to see what they could offer in regards to a study and if needed an interim body in the position.

After some discussion it was agreed that they would want someone in place by October 1st. Further discussion on the direction to go in will be on June 27th

A motion was made to come out of nonpublic session under RSA 91-A:3 II (a) at 9:09 pm by J. Guthrie with a second by L. Warnock

Roll Call Vote: 5-0-0

Selectman Guthrie: Yes

Selectman Warnock: Yes

Selectman Morse: Yes

Selectman Worthen: Yes

Selectman Murphy: Yes

A motion was made to accept the resignation of Jon Worthen with regret by J. Guthrie with a second by L. Warnock.

Roll Call Vote: 4-0-1

Selectman Guthrie: Yes

Selectman Warnock: Yes

Selectman Morse: Yes

Selectman Worthen: Abstained

Selectman Murphy: Yes

Motion to adjourn the meeting was made at 9:10 pm by L. Warnock and a second by M. Worthen

Roll Call Vote: 5-0-0

Selectman Guthrie: Yes

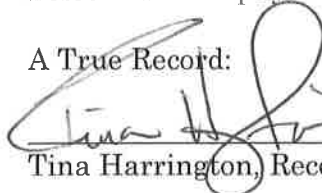
Selectman Warnock: Yes

Selectman Morse: Yes

Selectman Worthen: Yes

Selectman Murphy: Yes

A True Record:


Tina Harrington, Recording Secretary

Approved By:

Selectman Guthrie:

A handwritten signature in cursive script, appearing to read "Jay H. Guthrie", written over a horizontal line.

Selectman Morse:

A handwritten signature in cursive script, appearing to read "D. Morse", written over a horizontal line.

Selectman Murphy:

A handwritten signature in cursive script, appearing to read "S. Murphy", written over a horizontal line.

Selectman Warnock:

A handwritten signature in cursive script, appearing to read "L. Warnock", written over a horizontal line.

Selectman Worthen:

A handwritten signature in cursive script, appearing to read "M. Worthen", written over a horizontal line.