

**BOARD OF SELECTMEN
MEETING MINUTES
January 13, 2020**

Members Present: Selectman Murphy, Selectman Bennett, Selectman Guthrie

AA to Board of Selectmen: S. Theriault

Visitors: Chief Beaudoin, Chief Carrier, E. Cabral, H. Steadman, D. Steadman, P. Carideo, L. Riemitis, C. Cote, J. Kiesling, C. Scott and K. Binnette

Public Announcements

- The Town Clerk's office announced that the first day to sign up for an elected office is Wednesday, January 22nd and ends on Friday, January 31st at 5 pm. The Chairman read the list of positions open for election in 2020.
- 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

No visitor comments

Department Heads

Recycling and Waste Disposal- E. Cabral, Chairperson RAWD- The Recycling and Waste Disposal Committee is recommending two fee increases with one being the cost for mattress fee and the second for the annual sticker

She explained that currently the mattresses are \$5 for small ones (Crib and Twin) and \$10 for larger ones (full size and up). In 2019, we were being charged at \$40 per mattress/box spring due to some regulation changes, industry wide issue through transfer stations. We sold about 200 coupons for mattresses in 2018 and again in 2019 and expect about 200 in 2020. The average cost in 2019 was about \$7.50 per mattress would have been \$1,500 in revenue, but \$8,000 in cost. The Committee is therefore recommending the coupon fee be raised to \$40. Selectman Murphy asked if the \$40 was regardless of size and if per piece. E. Cabral responded that the cost is for mattress and box spring as separate items. Selectman Guthrie asked if they looked at any other items that are on the edge of fees etc. E. Cabral stated that this is the only one that became an issue, the other items go into the container and are crushed. It is the only one that has been adjusted. Selectman Guthrie asked if it was going to require a different ticket, E. Cabral responded that it is the same process, but that the coupon would increase for the one item. E. Cabral said that there are other items that already have an additional fee such as freon.

The second requested increase is on the annual fee which is currently \$20. The last time it was increased was 2015 and they are looking to change it to \$25. E. Cabral stated that there were around 980 people that purchased stickers in 2019. Seeing the revenue and transfer station costs the committee likes to see it at about 50% but they are starting to see a gap in that spread which is currently at 48%. Based on 1000 people purchasing a sticker, it would be about \$5,000 in revenue which would bring it back to the 50% cost recoupment. T. Harrington noted that a public hearing needs to be scheduled in order to increase the fees. E. Cabral stated that currently no permits are being sold until the recommendation is resolved. Selectman Murphy stated that he has no concerns on going to public hearing. Selectman Guthrie stated that he has an issue on the sticker fee, he thought it was for printing, and that it. He stated that he will make a motion to increase the fee for mattresses to \$40. S. Theriault stated that would be after the public hearing process first. She will post it for the next meeting.

Planning Board -P. Carideo, Chairman of the Planning Board- reported to the Selectmen that the Planning Board has been working on zoning ordinances with two in particular they were working on, a blasting ordinance and a water monitoring ordinance. He stated that both of these will be presented to the Selectmen to go through the town ordinance process as health ordinances. He stated that he expects that S.

Theriault had sent the Selectmen the information and that they can proceed with the process on those two items and whether or not they need to be on the warrant. The Illicit Discharge was done as an ordinance. S. Theriault reported that in original discussion with P. Carideo, the discussion was scheduled for the 1/27 meeting, but she now says it needs to be done on the 15th, she read the letter from Town Counsel. Per RSA 31:99 the town meeting needs to vote on the ordinance and she would need to it posted on 1/27, so it needs to be discussed on the 15th. The water ordinance still has some questions that have to be resolved. It is not one that can go on the warrant at least not this year, but they can discuss the blasting ordinance on Wednesday. S. Theriault has the blasting ordinance and she will forward it to the BOS. Selectman Guthrie said that he already has it and he gave Selectman Murphy a copy. P. Carideo stated that the Planning Board discussed this proposed ordinance thinking it was part of their zoning and have discussed it with everyone that would be involved such as the Fire Department and Police Department. He stated that they have been working on and hate to see it missed out on. There are also two other Planning Board zoning ordinances that they have had already held a Public Hearing. The illicit discharge from the BOS (moving to a zoning ordinance now) and a groundwater protection ordinance which are moving forward.

New Business

Vic Geary Center - Jay Desroche, newly elected Board Of Director member to Vic Geary. The center is 42 years and services 7 communities. He stated that they provide daily services, health classes, tax services, monthly blood pressure clinics and foot clinics along with knitting, bingo, card club and once a month a special event is held. Selectman Murphy asked what is the requested amount. S. Theriault stated that it is currently at \$6,000, which has been level funded for quite a while. Mr. Desroche was asked how much Hampstead uses the center. J. Desroche stated that there are about 42 registered seniors, but that they don't come every day, but are listed as users of the center. About 5 years ago Hampstead was at 49. Selectman Bennett asked how many per day from all towns. J. Desroche stated that it could be 10 to 40 people depending on weather and what was going on that day. He stated that they also have a relationship with the Meals on Wheels program and provide lunch there daily so people do come in for that. Monthly socials are well attended and at Christmas there was about 150 people. Selectman Guthrie asked if we don't have enough people that attend may be transportation is an issue, but he hopes that it gets solved. J. Desroche stated that the Meals on Wheels has a van that does do some pick up and he is hoping to see them. He also noted that Bob Walsh is our representative and people can reach out to him with any questions or the center directly.

Southern NH Rockingham Coalition- Charlotte Scott and Kelly Binette were present to explain the request for 2020 funding. They explained that they been around about 25 years in various forms and in the past received drug fee funding which allowed them to expand. They reported that an agency can only get two rounds of the funding and they have received them. The eligible Federal grants are set up so there is a system to turn responsibility to the towns when set up and running. They were hoping on a State grant, but it has been delayed. They are currently going to all 8 towns to ask for assistance. Some of the things that they work with are mental health, parent education, grandparent education network, funnel state and federal to other agencies. They have worked with the HMS school for many years. They also do work with Pinkerton Academy even though not in the network. They also noted that they work with Vic Geary on things like locking up drugs etc. but that a lot of their work is in the schools. In the communities they have worked on the Drug Take Back and helped Sandown to get their drug box. During Prom/graduation season they like to meet with police to discuss potential issues like under age parties. Great core group of people and all volunteers. One of things they have done was to have breakfast for all first responders, all were invited to thank them for their skills and resiliency. C. Scott said that they need to see what is needed and then find a way to help get it done such as project to help a community deal with opioid issues.

Selectman Bennett asked how much are they looking for. C. Scott said that she emailed the most recent dated census which was 8657 population (2017 census). They are asking for that in funding, 8,657. They also did a petition with 25 Hampstead signatures if the Selectmen were not interested in putting the request on the warrant. Selectman Guthrie asked how much staff they had and the response was that the grant was \$125,000 and they are trying to survive on \$65,000. The funding will be to keep her position and

Selectmen's Meeting Minutes

January 13, 2020

Page 3 of 6

overhead. Each town is based on population. They do beg borrow and steal where they can. While they had the grant, they didn't come to the town, and will continue to look for other funding mechanisms. Selectman Guthrie said that it was a pretty comprehensive program. C. Scott stated that they use in kind services which allows people within the scope of their regular jobs do some of the work, C. Scott gets out during the day to make the relationships. They have established some federal relationships. They also have two different people on the steering committees from each town. They stated that they try to make sure all players are at the table. Selectman Guthrie responded that they have no history within Hampstead. C. Scott said that they have been working with the schools and police and that there is history. She responded that she worked on the Project Respect program for years, in the school system with informational flyers. C. Scott stated that they are waiting on a coalition grant, which was due in July and was delayed until September. They will do what they can with the money and its stipulations such as it needs to be used for suicide prevention, if that is the funding etc. All connected (mental health, drug abuse etc.). K. Binette would rather see the intervention early than when damage is already done. C. Scott stated that K. Binette has been there about 15 years and never received a penny.

Selectman Guthrie motioned to insert the request for \$8,657 for Southern NH Rockingham Coalition in the 2020 warrant. The motion was seconded by Selectman Murphy. The motion passed unanimously.

Open RFP- Forestry Skid

There were three bids received for the Forestry Skid Unit

Industrial Protection Services- Salem NH \$13,025.00

Fire Tech and Safety Inc, Tyngsboro, MA \$13,775.00

Harrison Shrader Enterprises- \$13,934.00

Chief Carrier told the Selectmen that they can award the proposal to the lower bidder. The bid used the same unit and very specific equipment and the HFD is okay with the low bidder

Selectman Murphy motioned to accept the Chiefs recommendation to go with IPS as the low bidder on the Forestry skid unit at \$13,025.00. The motion was seconded by Selectman Guthrie. Motion passed unanimously.

Old Business

Communications Committee – There are currently four people interested in the committee, M. Gillette, J. Lacasse, S. Finocchiaro and D. DellaSelva. Selectman Murphy asked if it needed 3 or 5. S. Theriault said that there are four interested and no one is on it now. Selectman Guthrie said has no issue with going with four and leave an opening to let them get started. Selectman Murphy said that he was okay with establishing the committee but they won't be giving authority to give communication out to the general public without going through the Selectmen's office. Selectman Bennett said that it was a way to help the Selectmen find ways to help them communicate better with the public.

D. Anthony said the D. Meyer is also interested in the committee and had sent in an email, that would make five people. S. Theriault will ask for D. Meyer to send her an email again.

M. Gillette- 30 Holiday Lane. Selectman Murphy is correct and as proposed they will make no decisions, but help in the dissemination of information. S. Theriault asked M. Gillette if he had reviewed the new website- and he responded that he had and it is looking like what he was interested in when he made the proposal. Selectman Bennett asked M. Gillette if he was interested in a committee and what is goal. M. Gillette responded that the agenda for tonight was not on line so he called to confirm if it was on the agenda. /there is a way to help people post things to make the public aware along with sending out a town newsletter ie to what Atkinson does now such as weather reports etc. Selectman Guthrie asked if there was any merit in appointing as them as a subcommittee of the Board of Selectmen and if funds needed to come out of the Admin. budget. He noted that the Water Resource committee was adopted last year they had no funds once it was created. Selectman Guthrie noted that it was labor intensive at the beginning and wasn't sure if not having any funds was a hindrance. M. Gillette said that they will need to get the lay of the land, who they work with and points of contacts and then working with them to see what they need or want. He has no agenda other than work with the other committees, departments to communicate i.e. newsletters.

Selectmen's Meeting Minutes

January 13, 2020

Page 4 of 6

Selectman Guthrie noted that they can use our supplies etc. M. Gillette, if needed, yes, he will ask for them, but he more interested in going digitally is the preference.

M. Gillette said that they will look to see if there is a bulk email blast etc. and if there are any additional fees for it.

Selectman Murphy motioned to form the Communications Committee for the Town of Hampstead with five members. Selectman Guthrie seconded the motion. Selectman Murphy asked that they formally appoint them at the next meeting and Selectman Bennett asked that they be invited in. All in favor yes, 3-0.

Liaison Reports

Selectman Guthrie -Selectman Guthrie said that the Library Trustees are still working on finalizing a longevity plan- S. Theriault is had some questions and the questions will be discussed at the next meeting of the library trustees. Some of the questions are on how they handle birthdays, snow days etc.

Longevity Plan- J. Guthrie reported that S. Theriault prepared a spreadsheet to mirror the Library proposal. The proposal will be that longevity be paid at the 5th, 10th and 15th year. The proposal states that part time receives half of the amount i.e. a \$500 bonus would be \$250. He explained that she broke out everyone where they would be in the 5 years increments. There is one-part timer that has 25 years would get \$500. In 2020 the proposal would be \$500.00. 2021 would be the highest year at \$6,500 and in 2022 it would be at \$1,625. 2023 would be at \$1,750 and 2024 at \$1,125. One of the differences between the two policies would be that the library will pay part time employees the full amount. The Library longevity pay stops at 20 years and the town would continue but the top limit for every five years i.e. 30 years would be \$1,000. Selectman Guthrie stated that all town employees should be paid equally. The Library is using discretionary funds to make the payments, if they are available. To him that is a negative thing. He would like permission from the Board of Selectmen to see what the final policy is at the next trustee meeting and make a pitch to the Selectmen to make it available to the town employees. He asked that it be kept on the agenda for the next regular meeting and look to vote it in. He plans on making a motion at that time. Selectman Murphy asked S. Theriault that if this was to be adopted how would it effect the 2020 budget. S. Theriault said that there was \$3,000 kept in the employee line item that was left there after the initial discussion in the fall and it looks like only \$500 would be needed for 2020. Selectman Murphy asked why it was kept in there. S. Theriault stated that it was kept for this potential proposal and for more analysis to be done. Selectman Murphy asked if they could take \$2500 out of the budget for 2020 if this was adopted. Selectman Murphy was okay with a discussion for the next meeting. If adopting because the library is, they are now bringing it in for any other employee groups. Selectman Guthrie stated that he knows that they the police union can bring it forward, but they have a lot more benefits that the rest of the employees don't have. Selectman Guthrie stated that back in the 1990's they did a one-time shot of giving employees a bonus for longevity but this proposal is for an ongoing program.

Selectman Bennett- There was no report

Chairman Murphy- There was no report

AA Report:

Default Budget discussion- S. Theriault explained that in the past the cola (Cost of Living) was not added to the default budget. The description says things likely to not occur and the cola has been consistently given every year so she is looking for direction on whether or not to include it in the default budget. There is one salary range, (the LT-) that she was concerned with. She gave the range as it is now and then the range with the cola to Gary Thornton when reviewing that salary range. His response was that with the cola that job would be right in the competitive range. Selectman Murphy asked if it is inconsistent with personnel policy on cola. Selectman Bennett asked what has done in the past, S. Theriault stated that is has given every year, one year there was a default and she would need to see what happened that year. Selectman Bennett asked if it makes a difference on the budget. She stated that she will send it out tomorrow night but there will be a delta between the proposed budget and the default. Selectman Guthrie asked if there is

Re-Appointments/Appointments

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 Conservation Commission, alternate members- monthly meeting
- o Communications Committee- meetings as needed

Correspondence

There was a letter of resignation from Gerald Mackey from the Cemetery Trustees effective election day 2020 (3/10/20). The resignation letter was read into the record.

Selectman Guthrie motioned to accept the letter with regret. The motion was seconded by Selectman Murphy and it passed unanimously.

Visitors Comments

There was none

Selectman Guthrie motioned to enter into a non-public session under RSA 91A:3 II (c) reputations at 8:25 pm. Selectman Murphy seconded the motion. The motion passed with a roll call vote:

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

A motion was made by Selectman Murphy to close the non-public session under RSA 91A:3 II (c) reputations at 9:03 pm. The motion was seconded by Selectman Bennett. The motion passed on a roll call vote.

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

Selectman Guthrie motioned to enter into a non-public session under RSA 91A:3 II (b) hiring at 9:03 pm. Selectman Murphy seconded the motion. The motion passed with a roll call vote:

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

A motion was made by Selectman Murphy to close the non-public session under RSA 91A:3 II (b) hiring at 9:21 pm. The motion was seconded by Chairman Bennett. The motion passed on a roll call vote.


A motion was made and seconded to seal the minutes of both non publics. The motion passed unanimously.

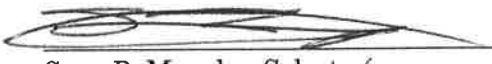
Selectman Guthrie made a motioned to adjourn the meeting at 9:21 pm. Selectman Bennett seconded the motion. The motion passed 3-0.

A True Record:


Tina Harrington, Recording Secretary

Approved By:


Chad R. Bennett, Chairman


Sean P. Murphy, Selectman


Joseph A. Guthrie, Selectman

