

**HAMPTON BOARD OF SELECTMEN
SELECTMEN'S CONFERENCE ROOM
September 15, 2003 7:00 PM**

PRESENT: Brian C. Warburton, Chairman, Virginia Bridle,
William Sullivan, Cliff Pratt, James Workman
James Barrington, Town Manager
Karen Anderson, Administrative Assistant
Dawna Duhamel, Finance Director

I. ANNOUNCEMENTS

Pig Roast

Mr. Warburton noted that the Historical Society's annual Pig Roast was a success this weekend and he commended Mr. Pratt and the many volunteers that hosted the event.

Condolences

Mr. Sullivan informed the Board that former Hampton Fire Chief, Bob Fitz passed away today. The funeral is Thursday, September 18th.

Cable Committee Expenditure Request

The Board of Selectmen reviewed a request from the Cable Commission to expend up to \$10,000 from the Cable Television Special Revenue Fund to refurbish, install and equip an existing truck that had been donated to the town to be utilized as an offsite, mobile recording studio. The van would be made available to the town's police and fire departments for emergency needs as well. The funds would be used to paint and letter the van; overhaul, inspect and register the vehicle; purchase and install shock resistant boxes; and make necessary platforms, counters etc. within the vehicle.

Mr. Sullivan said that he has discussed this with Mr. MacKinnon and understands that the van is military surplus that was given to the Police Department a few years ago. He said that utilizing the van makes sense due to the amount of time that would be saved moving equipment for off site broadcasts, such as Town Meeting. Mr. Sullivan said that he believes this is a good investment. Mr. Workman agreed that it was a good idea and noted that this is not being done with tax money, but rather with cable franchise fees. Mr. Workman asked where the vehicle would be stored in order to make sure that the contents would be secure. Mr. Barrington suggested that it could be parked in the police compound or here at the town office, under a light. Mr. Sullivan said that a parking location has been discussed but he did not recall what the Committee had planned.

Mr. Sullivan MOTIONED that the Board of Selectmen authorize the expenditure of up to \$10,000 from the Cable Television Special Revenue Fund for the purpose of equipping an existing town vehicle to be used as a mobile recording studio.

Mr. Workman SECONDED

VOTE: UNANIMOUS FOR

Budget Review

Mr. Warburton thanked Mr. Barrington, Mrs. Duhamel, Mrs. Anderson and the staff for putting a lot of time and effort into the preparation of the budget.

Executive
Selectmen

Mr. Sullivan MOTIONED that the Board of Selectmen approve \$26,250 for account 4130.1.130 – Selectmen.

Mrs. Bridle SECONDED

VOTE: UNANIMOUS FOR

Mr. Sullivan noted that there is a sizable increase in the Selectmen's stipend this year, and he does not feel embarrassed to say that the Board of Selectmen deserve a raise. Mrs. Bridle said that it has been at least

ten-twelve years since the stipend was increased. Mr. Barrington said that the stipend is very well deserved. Mr. Pratt said that he is sure that there will be further discussion about this increase. Mrs. Bridle asked Mrs. Anderson to determine how long it has been since the Selectmen’s stipend has been increased.

Town Manager

Mr. Sullivan MOTIONED that the Board of Selectmen approve \$95,028 for account 4130.2.110 – Town Manager.

Mr. Pratt SECONDED

VOTE: UNANIMOUS FOR

Mr. Warburton said that the Board of Selectmen understands that the salary for the Town Manager will change prior to the end of the year.

Mr. Sullivan asked the Town Manager if there is an account in the budget to accommodate non-union employee increases, as well as his own salary increase. Mr. Barrington said that there is an amount set aside for non-union increases, but not an amount for his.

Budget Committee

Mr. Workman MOTIONED that the Board of Selectmen approve \$2,240 for account 4130.4.120 – Budget Committee.

Mrs. Bridle SECONDED

VOTE: UNANIMOUS FOR

Trustees of the Trust Funds

Mrs. Bridle MOTIONED that the Board of Selectmen approve \$2,350 for account 4130.5.610 – Trustees of the Trust Fund.

Mr. Pratt SECONDED

VOTE: UNANIMOUS FOR

Mr. Sullivan asked if this amount includes the raise that was given to their clerk. Mr. Barrington confirmed that it does. Mr. Workman asked what is covered by the new \$350.00 supply expense. Mrs. Duhamel said that there was no backup provided with that request.

Highway Safety Committee

Mrs. Bridle MOTIONED that the Board of Selectmen approve \$75 for account 4130.6.610 – Highway Safety Committee.

Mr. Sullivan SECONDED

VOTE: UNANIMOUS FOR

Heritage Commission

Mr. Sullivan MOTIONED that the Board of Selectmen approve \$2,500 for account 4130.7.610 – Heritage Commission.

Mrs. Bridle SECONDED

VOTE: UNANIMOUS FOR

Total Executive

Mrs. Bridle MOTIONED that the Board of Selectmen approve \$128,443 for account 4130 – Executive.

Mr. Workman SECONDED

VOTE: UNANIMOUS FOR

Election

Town Clerk

Mr. Workman MOTIONED that the Board of Selectmen approve \$157,682 for account 4140.1.110 – Town Clerk.

Mrs. Bridle SECONDED

VOTE: UNANIMOUS FOR

Mr. Sullivan asked if there are any additional hours included in this request. Mrs. Andreozzi said that there are additional hours for vacation coverage and in order to accommodate four elections next year.

Voter Registration

Mr. Workman MOTIONED that the Board of Selectmen approve \$7,006 for account 4140.2.1310 – Voter Registration.

Mr. Pratt SECONDED

VOTE: UNANIMOUS FOR

Total Election Administration

Mr. Workman MOTIONED that the Board of Selectmen approve \$35,395 for account 4130.2.110 – Total Election Administration.

Mr. Sullivan SECONDED

VOTE: UNANIMOUS FOR

Mr. Sullivan asked the Moderator, Paul Lessard, if it was fair for him to say that if Hampton had two polling places the cost would be double. Mr. Lessard said that it would be, but he did not feel two polling places were necessary. He added that if there is better enforcement of the people campaigning to park off-site there will be fewer parking problems.

Total Voter Registration

Mr. Workman MOTIONED that the Board of Selectmen approve \$200,083 for account 4140 – Total Voter Registration.

Mrs. Bridle SECONDED

VOTE: UNANIMOUS FOR

Assessing

Mr. Sullivan MOTIONED that the Board of Selectmen approve \$172,016 for account 4150.2 – Assessing.

Mrs. Bridle SECONDED

VOTE: UNANIMOUS FOR

Mr. Sullivan said that he is proud of the talent in the Assessing Office. Mr. Estey was present and told the Board that he has been receiving calls from residents interested in having the Veteran's Exemption increased from \$100.00 to \$300.00. He explained that he has been telling the public that it would be up to them to put a petition forward if the Board of Selectmen does not. Mr. Warburton said that the Board of Selectmen will probably sponsor the warrant article in conjunction with increases for the elderly exemptions.

Mr. Estey told the Board that he believes that DRA will find some problems with the assessments in Hampton. A complete remeasure and relist should be done every ten years, but the Town did not appropriate the funds for that last year. Mr. Estey told the Board that a private firm can be hired to do the project at the approximate cost of \$600,000 or another approach that is being used by some towns is to remeasure-relist approximately 20% of the properties each year to maintain that pace. He explained that this is not being proposed for the 2004 budget but needs to be seriously discussed in the next year to either hire a company to do it or bring on additional staff to continuously do the actual inspections of the houses throughout the year.

Tax Rate Setting

Mr. Barrington told the Board that they need to talk about the scheduling of the tax rate setting. Mrs. Bridle said that the Budget Committee has requested that it be held in Hampton. Mr. Sullivan said that he also would like to see it held here. Mr. Barrington said that his preference is that it is held in Concord because he believes the Town will have a better idea of the actual rate at the conclusion because DRA will have access to all of the information that they need in Concord. Mr. Warburton said that we know that some people will come to the meeting if it is held in Hampton and it will have to be made clear that it is not a participative session and they can only observe. Mr. Sullivan said that even if the DRA representative can not provide the actual tax rate that day, he would like to see it held here. Mr. Pratt said that he is not in favor of it being held in Hampton.

Mr. Sullivan MOTIONED that every reasonable effort be made to hold the tax rate setting for 2003 be held in the Selectmen's Meeting Room and that it be televised if possible.

Mrs. Bridle SECONDED

**VOTE: 4 FOR
1 OPPOSED (Pratt)**

Tax Collection

Mrs. Bridle MOTIONED that the Board of Selectmen approve \$82,965 for account 4150.4 – Tax Collection.

Mr. Sullivan SECONDED

VOTE: UNANIMOUS FOR

Mr. Barrington pointed out that the tax liens and instruments that have been shown in previous years in the legal budget have been moved to the tax collection budget because the expense is for tax liens. Tax Collector, Joyce Sheehan said that for the third year in a row 99% of the taxes have been collected and only 1% has had to be tax liened. Mr. Sullivan said that this is another office in the building that performs well for the tax payers.

Management Information Systems

Mrs. Bridle MOTIONED that the Board of Selectmen approve \$78,606 for account 4150.6 – MIS.

Mr. Pratt SECONDED

VOTE: UNANIMOUS FOR

Conservation Commission

Mr. Sullivan MOTIONED that the Board of Selectmen approve \$4,601 for account 4611 – Conservation.

Mrs. Bridle SECONDED

**VOTE: 4 FOR
1 OPPOSED (Workman)**

Mr. Warburton said that he is going to see what he can do about getting a computer for their use. Mr. Barrington said that they have budgeted for a laptop computer and he will also try to see what may be able from the police department. Mr. Pratt asked what the RCCD dues provides for the town. Mr. Barrington said that he believes they get educational programs and newsletters. Mrs. Duhamel confirmed that this is not a new expense.

Debt Service

Mr. Workman MOTIONED that the Board of Selectmen approve \$2,728,766 for account Municipal Debt Service.

Mrs. Bridle SECONDED

VOTE: UNANIMOUS FOR

Mr. Warburton pointed out that there is a large increase in the debt service that the town has to pay. He added that the Department Heads have done a great job in putting forward a responsible budget.

Mr. Workman asked what the balance on the 1975 sewer bond was and if it was wise to pay that balance off. Mrs. Duhamel said that the sewer bond does not have a call provision and cannot be paid off early.

Welfare

Mr. Sullivan MOTIONED that the Board of Selectmen approve \$116,450 for account 4442 – Welfare.

Mrs. Bridle SECONDED

VOTE: UNANIMOUS FOR

Mr. Barrington stated that Mrs. Anderson does an excellent job with this department and this year there has been an increase in clients. It is a sign of the times and the economy. Mrs. Anderson noted that the total is still lower than it was in 1997.

Mr. Barrington told the Board that he has reviewed the health agency requests and has considered reducing some of them. Mrs. Bridle said that she would like to discuss the benefits the town receives from the agencies. The Board of Selectmen requested to meet with representatives of the health agencies during the budget review process. The Administrative Assistant will send letters inviting them to meet with the Board for brief presentations, over a span of meetings.

MINUTES

The minutes of September 8, 2003 were approved as written.

GENERAL BUSINESS

Raffle Permit

Sacred Heart School

Mr. Sullivan MOTIONED that the Board of Selectmen approve the raffle permit for the Sacred Heart School.

Mrs. Bridle SECONDED

**VOTE: 4 FOR
1 ABSTAIN (Workman)**

Nursing Home Referral

Mr. Sullivan MOTIONED that the Board approve the nursing home referral for the Hampton resident.

Mr. Workman SECONDED

VOTE: UNANIMOUS FOR

Questions for the Manager

Mrs. Bridle asked Mr. Barrington to provide a report to the Board on the status of the Public Works' Operating Procedures and if they have been completed.

Mr. Sullivan asked for a report on the drainage on Exeter Road/ILafayette Road.

Mrs. Bridle noted that the area on Mill Road with the long grass that was pointed out last week still has not been taken care of.

Mr. Warburton announced that the Board of Selectmen will be meeting in a non-public session at the conclusion of the meeting on September 22nd to review the Town Manager's contract with Attorney Alec McEachern.

ADJOURNMENT

Mr. Workman MOTIONED that the meeting be adjourned. (8:00 PM)

Mr. Pratt SECONDED

VOTE: UNANIMOUS FOR

Chairman

