

**HAMPTON BOARD OF SELECTMEN  
SELECTMEN'S MEETING ROOM  
September 29, 2003 7:00 PM**

**PRESENT:** Brian C. Warburton, Chairman, Virginia Bridle,  
William Sullivan, James Workman  
James Barrington, Town Manager  
Karen Anderson, Administrative Assistant

**I. SALUTE TO THE FLAG**

Nancy Rineman led the audience in the salute to the flag.

**II. ANNOUNCEMENTS**

Selectman Cliff Pratt sent a note to express his appreciation to all of his friends and the citizens of Hampton for the outpouring of cards, calls, concerns and flowers. He noted that he was very touched and will be back soon.

The Future Land Use Committee will be holding to public meetings at the Inn of Hampton to give residents and opportunity to share their thoughts on the future land use in Hampton. The meetings will be September 30<sup>th</sup> at 7PM and October 4<sup>th</sup> at 9AM.

The Friends of WHS Football will be holding a Comedy Night for families on Sat. October 11<sup>th</sup> at 7PM. The suggested donation is \$12.00.

Condolences from the Board of Selectmen were extended to the family of Ken Russell. His wife Ann and their children have lived in Hampton for many years and have been very active in the community.

This Sunday, Oct 5<sup>th</sup> at 10:00 AM at the Meeting House Green the First Congregational Church will celebrate their 365<sup>th</sup> Anniversary with services followed by a picnic and activities for families.

October 31<sup>st</sup> is the last day to change party affiliation for the Presidential Primary. The Primary is January 27, 2004.

**II. OLD BUSINESS**

1. Town Manager's Report

Impact Fees

Mr. Barrington told the Board that he met with Bruce Mayberry on Wednesday morning to discuss the Impact Fees. Mr. Mayberry presented a preliminary draft of a report on the methodology and proposed fee structures for school impact fees for Hampton. A few suggestions were made for clarifications and corrections based on more current information than he had available at the time. We expect to see his revisions in the near future.

Mechanized Trash Collection

John Hagen and the Town Manager, along with other DPW personnel, visited Goffstown on Thursday to view the operations of the mechanized trash collection system they have had in place for a number of years. Mr. Barrington said that he has not yet had an opportunity to discuss the overall opinion of our staff that went on the field trip, but it appears that there are significant savings to be had with the process. Goffstown is now about to take over their recycling program from Waste Management with an expected savings in cost.

Harbor Dredging

Mr. Barrington reported that he received a call from John Cavanaugh of Senator Gregg's office, notifying me of a meeting to be held in Concord at 10:00 a.m. in Room 201 of LOB on October 1 to discuss the harbor dredging situation. Senator Gregg apparently helped organize this meeting in response to a request from the Legislative Capital Budget Oversight Committee. From the Manager's attendance at part of their meeting a couple of weeks ago, it appears that one of the issues is whether the Corps of Engineers will take over permanent maintenance of the harbor dredging in the future. Deputy Benotti from the Fire Department is planning to attend on Hampton's behalf.

Tax Rate Setting

Barbara Reed from DRA called in response to the Manager's letter to Sandra Rourke about having the Tax Rate Setting in Hampton rather than in Concord. While DRA is not opposed to coming out, they have concerns about the timing when they are in a rush to get everyone's tax rates set. Barbara also indicated that if Hampton is primarily interested in educating the public on the process, they would be happy to have someone come out in November (after the tax rates are set) and make a public presentation explaining the process. She did not preclude the possibility of having the tax rate setting here, but she indicated that it would require scheduling on their part that could be difficult. Mr. Barrington told her that he would pass her concerns on to the Board and get back with her on Tuesday next week.

Hampton Falls Dispatch Agreement

It is time to review the rate that we charge Hampton Falls for fire dispatch services. Mr. Barrington told the Board that the Board increased the cost from \$6,000 to \$6,500 last year. Chief Lipe reported that the call volume is down very slightly from the prior year. A figure of \$7,000 for 2004 would seem to be consistent.

Telecommunications Proposals

Town Planner, Jennifer Kimball reports that there are two telecommunications facilities that currently have conditional approval. Sprint is approved for a location at the Foss silo, and AT&T is approved for Aquarion's Church Street water tower.

Dune Restoration at Beach Plum Way

Mr. Barrington told the Board that he has received a request from Alexander & Antionette Costello, the residents of 4 Beach Plum Way, to allow them to make some improvements on the ocean side of their property. These improvements involve reinforcing the town property as part of a dune restoration. We received a letter from Ellen Goethel on behalf of the Conservation Commission, stating that they have no objection provided that four stipulations are met. Their letter was enclosed in last week's packet and a duplicate is enclosed this evening.

Non-Public Sessions

Conservation Commission Chairman, Ellen Goethel has requested a non-public meeting with the Board of Selectmen on October 6 under RSA 91-A: 3 II (e) – acquisition of real estate. Attorney Gearreald has also asked for a closed meeting with the Board on October 6 to discuss possible settlement negotiations in the Jillian Real Estate suit. That suit is scheduled for a mediation session on October 10.

Huckleberry Lane

The Town Manager told the Board that he received a call late last week from Frank Prevost, who lives on Huckleberry Lane. He was asking that we put Huckleberry in the work program for 2004 to pave the unpaved portion. Since that area has received much debate in the past, I asked him to put his request in writing. He sent an e-mail that I have printed and copied for your file.

251 Mill Road

Mr. Barrington noted that he made a call this morning to Mrs. Latimer about her drainage situation. We were unable to find a mutually convenient time to meet during that call. He said that he will be calling her again tomorrow while Mr. Hangen is with me so we can all compare calendars and find a convenient time to meet.

Police Facility

Mr. Barrington told that the pouring of concrete for the pile caps at the new Police Station began this week. They worked on Saturday to try to stay ahead of the weather.

Engineering Proposals

Mr. Barrington told the Board that six firms have been selected for interviews for the multiple engineering projects RFP, and will be interviewing on Wednesday, October 1. The six firms short-listed are, in order of scheduled interviews: (1) Fay, Spofford, & Thorndike, (2) Wright-Pierce, (3) Rizzo, (4) Camp Dresser McGee / CLD, (5) Louis Berger Group, and (6) Metcalf & Eddy.

Public Works Operating Procedures

Mr. Barrington noted that he had the Operating Procedures for Public Works and is reviewing them to prepare a report for the Board.

Tax Rate Setting

Mr. Sullivan said that he would like to make sure that the town makes a very good effort to have DRA come to Hampton to set the tax rate. Mr. Workman said that the request was to take some of the mystery out of it, and as a compromise, if they can come after the busy season to explain the process for the public that would be acceptable. Mrs. Bridle said that she would like the Manager to stress how important it is that they make the best effort to come to Hampton this year.

Hampton Falls Fire Dispatch

**Mr. Sullivan MOTIONED** that the Board of Selectmen notify the Town of Hampton Falls that the cost for fire dispatching for 2004 be \$7,000.

**Mr. Workman SECONDED**

**VOTE: UNANIMOUS FOR**

Beach Plum Way

**Mr. Sullivan MOTIONED** that the Board approve the dune restoration work on town property on Beach Plum Way as long as the property owners abide by the stipulations of the Conservation Commission.

**Mr. Workman SECONDED**

Mr. Workman said that the Board needs to make sure that they are only restoring the town owned property and not adding to it. Mrs. Bridle said that she shares Mr. Workman's concerns. Mr. Workman stated he would like more information before approving this request.

**VOTE: 2 FOR** (Sullivan, Warburton)  
**2 AGAINST** (Bridle, Workman)

Mr. Barrington asked if the Board wanted more information regarding paving Huckleberry Lane. Mr. Sullivan asked that Mr. Hangen prepare an estimate for the work for discussion at the Public Works budget review.

**III. NEW BUSINESS**

1. Cell Tower at Transfer Station

Mr. Warburton noted that the Board members receive many calls regarding the need for additional cell towers. There have been two towers approved, although it could be months before they are built. Mr. Warburton said that the town had put forward a warrant article for a cell tower at the Transfer Station and the Board opted not to move forward with the specific company that had been named in the warrant article. Mr. Workman said that the warrant article passed by a large majority and the fault was that the town was not able to reach agreement with the named company. Mr. Workman said that there are benefits for the town and it may make sense to move forward with this again. Mr. Warburton said that the problems that the Tide Mill Road project is encountering are similar to the concerns that were raised by Playhouse Circle. Mr. Warburton said that cell phone reception is an issue in Hampton and it is obvious that additional antennas are needed. Mr. Sullivan said the issue got wrapped up in trying to get a building that would meet

Public Works needs and not enough attention was paid to what was in the best interest of the residents. Mr. Warburton said that the information that was received in their packets from Mr. Rice outlined the restrictions on considering health risks when determining locations for towers. Mr. Barrington said that it was clear a few years ago that there were several companies interested in locating towers in Hampton. Mr. Sullivan noted that many of town departments rely very heavily on Nextel and there are many dead spots in Hampton.

Tax Assessments

Mr. Workman told the Board that he is hearing a lot of confusion from residents in regard to the new assessments and the impact that will have on the tax rate. He suggested that Mr. Estey do a public service announcement to run on Channel 22 to answer some of the common questions he is hearing. The Board agreed that was a good idea.

**IV. MINUTES**

The minutes of September 22, 2003 were reviewed and approved as written.

**V. CONSENT AGENDA**

- 1. Hydrant Request – between 55-66 Little River Road

**Mr. Sullivan MOTIONED** that the Board of Selectmen approve the consent agenda.

**Mr. Workman SECONDED** **VOTE: UNANIMOUS FOR**

**Mr. Sullivan MOTIONED** that the Board of Selectmen meet in a non public session at the conclusion of the meeting for personnel matters.

**Mrs. Bridle SECONDED** **VOTE: UNANIMOUS FOR**

Budget Review

Fire/EMS

Mr. Warburton commended Chief Lipe, Deputy Benotti and Deputy Silver for bringing in a budget that is lower than the previous year. Chief Lipe said that they worked very hard to present a conservative, yet positive budget for the year in order to meet the Board of Selectmen’s direction.

**Mr. Sullivan MOTIONED** that the Board recommend \$3,569,211 for the total Fire Department budget.

**Mrs. Bridle SECONDED**

Mr. Barrington said that there a couple of amendments totaling an additional \$15,190 the department would like to add for hose and air bottles that were omitted.

**Mr. Sullivan MOTIONED** the amended amount of \$3,584,401 for the total Fire Department budget.

**Mrs. Bridle SECONDED** **VOTE: UNANIMOUS FOR**

Chief Lipe asked to talk with the Board about the department’s aerial ladder. He explained that he has some operational concerns with the ladder being placed in the 2006 Capital Improvement Program and asked the support of the Board to bring that acquisition up a year or two. Mr. Sullivan said that he spent some time talking about this with the Chief and he does believe it is a legitimate concern. There is only one aerial ladder in Hampton. The 1982 Maxim is the primary ladder and was rebuilt in 1991 and to put its replacement off until 2006 is too long. He said that the current ladder will make a good reserve, but a new one should be put forward on the 2004 warrant. Mr. Warburton said that the CIP reviewed this carefully and everyone is in favor of the new ladder truck, but the CIP did not feel there was anywhere to put it. Deputy Benotti said that they talked about not wanting to tie the facility into an operational tool. He said that a year from now there will be the space to put that vehicle under cover. Chief Lipe said that there have

been some current changes that will allow for that vehicle to be kept under cover and they would like the Board to consider this as a warrant article for 2004. Mr. Warburton asked that Chief Lipe make this presentation to the CIP Committee on October 14<sup>th</sup>. Mr. Barrington asked if the Board would support the efforts of the Chief to bring this forward to the CIP. Mr. Sullivan said that he took some of the blame for this not coming forward sooner. Mr. Sullivan emphasized that a new truck will not be specially designed to fit into the old building.

#### Building Inspection

Mr. Barrington explained that Mr. Schultz came to him shortly after Town Meeting last year saying that he was overwhelmed with the volume of work in the department and needed some extra help. A part time secretary was added and is shown in this budget. Ultimately, the secretarial position should be full time with an additional full time inspector that is not shown in this budget. Mr. Schultz said that he tried to follow the Board's direction, but after close review of the departments operation he has submitted a budget of \$193,624 which is a 15% increase. He pointed out that there is a need for the part time secretary to be full time. The inspections are up 13% over last year and as of this date they have had 75 ZBA applications, which is just five short of the record setting 80 of last year. With the adjustments that were made to building permit fees, 38% more revenue has been brought in over last year, accounting for 77% of his budget.

Mr. Sullivan asked if the full time secretary will provide more field time for the inspectors. Mr. Schultz said that it will help with the paperwork processing that is involved with the increased inspections. Mr. Sullivan asked what percentage of the beach now has occupancy permits as compared to last year at this time. Mr. Schultz said that overall 1604 Occupancy Permits have been issued, accounting for 4892 legal rental units. Mr. Sullivan asked how many of those units had permits when he began here four years ago. Mr. Schultz did not have that information with him but he noted that the record keeping was not done well and his staff has improved the record keeping.

Mrs. Bridle asked how much money was needed to include the additional 1 and ½ positions. Mr. Sullivan said that he was only in favor of making the half-time position a full-time position. Mr. Workman asked where the funding was found for the half-time position. Mr. Barrington said that Mr. Schultz did not do some of the training he had planned and some funds from the zoning budget were used. Mrs. Bridle said that she was concerned that the Board was not told about this position being added when it happened and how it was going to be funded. Mr. Barrington said that he believes he told the Board about it but his memory may be faulty on this. Mr. Sullivan said that he was aware of the position, but does not remember how he learned about it. Mr. Warburton asked when the position started last year. Mr. Schultz said that it began at the end of April. Mr. Warburton said that it is the manager's prerogative to manage the budget, but it would have been appropriate to have notified the Board of Selectmen. Mr. Sullivan said that Mr. Schultz would not ask for the help if he didn't need it and he trusts his judgment. Mr. Workman said that he does not dispute the need for the position but he is annoyed with the process this year. Mr. Workman said that the Board stressed that they wanted a flat budget, and if the money was found for the part time secretary he has no problem with leaving it in, but he is not in favor of making it full time. Mr. Warburton said that he concurs with Mr. Sullivan but also has an issue with the process. Mr. Warburton said that he has concerns with "deputy positions" and building empires in departments.

Mr. Warburton said that the office is doing a great job but he is not convinced that there is the need for another inspector position. Mr. Schultz said that Mr. Barrington had asked him to think about the long-term view of the department, and in those discussions he had proposed the full time position of Building and Zoning Administrator. Mr. Schultz said that down the road, based on the volume of the projects and the details of them, there would be the need for additional staff. Mr. Schultz said that with an additional inspector the part time secretary would need to go full time. Mr. Warburton asked if Mr. Schultz could live without the new full time position, and part time position remaining part time for this year. Mr. Schultz said that he could. Mr. Sullivan said that he is still in favor of the part time secretary being full time.

Mr. Barrington explained the efforts that were made to bring forward a level tax impact budget, while meeting the rising service needs. In doing that, he heard throughout the process that there was the need for more people to address the service levels of the citizens. Those positions were not included, but there is a need for them and whether or not they can be afforded is a decision of the Board of Selectmen.

**Mr. Workman MOTIONED** the amount \$193,624 for the Building Department.

**Mrs. Bridle SECONDED**

**VOTE: 2 FOR (Warburton, Bridle)**

**2 OPP (Sullivan, Workman)**

Mrs. Bridle asked what the additional funds were to make the part time position full time. Mrs. Duhamel said that the additional cost would be \$10,807.00. The Board commended Mr. Schultz for the excellent job he is doing and the budget will be reconsidered when a full board is present.

Mr. Warburton read a memo from Jennifer Kimball regarding a request for an Environmental Planner and said that this is a position that the Town Manager and Planner feel very strongly about. Mr. Barrington said that the Conservation Commission members have come to him and pointed out that the long tenured chairman that recently left devoted countless hours to field inspections, but the remaining members do not have the time to do that, and in some cases they don't have the expertise to go out and make those judgments. They pointed out that there are other committees that are charged with specific functions, such as Mosquito Control, that are not expected to have the volunteers accomplish the purpose, but rather oversee a hired contractor hired to accomplish the function. The Environmental Planner would do that work and also assist the Planner and Building Department with appropriate functions. Mr. Barrington explained that they did look at a joint position to assist both the Building and Planning Department, but the skills needed are very different.

Mrs. Bridle asked if the Town Manager removed the position in order to present a level budget. Mr. Barrington confirmed that he had. Mrs. Bridle said that she would agree and not recommend the position. Mr. Workman read the portion of the Town Manager's transmittal letter about the need for specific services to be funded by the persons needing the services and asked why these needs can't be handled in the same manner as reviews that are currently sent out by the Planning Board. Mr. Barrington said that there are revenue options that will be presented and explained that the development fees are a fraction of what they should be and the legal and engineering reviews should incur additional costs for the applicant. Mr. Workman said that if he wants to do something with his land it is up to him to provide the technical reviews and investigations that may be needed. Mr. Sullivan agreed but pointed out that the town still needs to make sure that the opinion presented by the outside engineer is in the best interest of the town. Mr. Sullivan compared the work that Vivianne Marcotte did with what is done by small town volunteer fire chiefs that retire after many years. There is a large whole that is left and often staff must make up the work that the volunteer did.

Mr. Barrington said that he would rather wait to ask for this position after the revenue package is presented. Mr. Schultz said that he located the information that Mr. Sullivan asked for earlier. He told the Board that when he began working for Hampton there were 365 Occupancy Permits covering 825 units.

#### Health Agencies

Mr. Warburton said that there are many difficult situations going on in many of the area health agencies and funding is at crisis levels. Mr. Warburton asked the representatives to explain why they need the town funding and briefly explain what services they provide.

#### Big Brother/Big Sister

Mr. Dick Ingram represented Big Brother and Big Sister. He thanked the Board for the past support from Hampton and noted this past year they have served over 50 children from Hampton. One of the things they are doing is being more active in matching children in school-based programs. Some of the changes they are making are to work more efficiently and their per case cost has been reduced from \$1600 to just under \$1000 per match.

**Mrs. Bridle MOTIONED** that Big Brother Big Sister be funded at \$5,670.

**Mr. Sullivan SECONDED**

**VOTE: UNANIMOUS FOR**

Richie McFarland Children's Center

Kathryn Strand thanked the town for the past generous support. They provide early intervention services for children from birth to three years old. She noted that the cost spent at this level reduces the costs born by the school budgets for services. They base their town requests on the number of children served from the community which reflected the reduction in their request to Hampton.

**Mrs. Bridle MOTIONED** that Richie McFarland Children's Center be funded at \$4,500.

**Mr. Sullivan SECONDED**

**VOTE: UNANIMOUS FOR**

Community Diversion

Jackie Valley noted that they are located in Greenland and have served Hampton families for eight years. She noted that since the inception of the Hampton diversion program they have not seen a decrease in the need for their services and will be expanding the services that they offer.

**Mr. Workman MOTIONED** that Community Diversion be funded at \$2,000.

**Mrs. Bridle SECONDED**

**VOTE: UNANIMOUS FOR**

Seacoast Child Advocacy Center

The representative told the Board that this agency coordinates child abuse investigations and has served over 850 children from Rockingham and Strafford County since 2000. The child is brought to the center and they conduct the interview, thus eliminating the repetitive times that the child must be interviewed. There is no charge for the use of the facility and they seek funding from each town.

**Mrs. Bridle MOTIONED** that Seacoast Child Advocacy Center be funded at \$1,000.

**Mr. Workman SECONDED**

**VOTE: UNANIMOUS FOR**

Area Home Care

Mr. Gordon McAllister represented Area Home Care and Family Services. He noted that over 8000 hours of service were provided to Hampton residents this year, with 75 Hampton elderly being served at this time. Mrs. Bridle said that this agency is very important because it allows the elderly to stay in their home as long as they can. Mr. McAllister said that 96% of their clients state that the service helps them stay in their home.

**Mrs. Bridle MOTIONED** that Area Home Care be funded at \$8,000.

**Mr. Sullivan SECONDED**

**VOTE: UNANIMOUS FOR**

RSVP

Pam Martel, resident of Hampton represented RSVP and said that she has been their coordinator for Homeland Security with the Red Cross for one year. They work with volunteers 55 years or older and try to integrate them into volunteer services in the community. They have recently instituted a transportation system in town with volunteers.

**Mrs. Bridle MOTIONED** that RSVP be funded at \$1,800.

**Mr. Sullivan SECONDED**

**VOTE: UNANIMOUS FOR**

Rockingham Community Action

Steve Thomsen, RCAP noted that he works at the outreach center in Seabrook and said that the request they have submitted is a preliminary request based on the previous fiscal year (July 1– June 30) statistics. He explained that their agency provides a wide array of services that they believe have a great impact on cost savings for the 37 towns that they serve in Rockingham County. Mr. Thomsen noted that 133 households received fuel assistance in 2002 and 160 households received it in 2003. The number of telephone calls and walk-ins increased in 2003. Mr. Thomsen said that 23 households received crisis assistance with rent or utility expenses in 2002 and 27 households, representing 62 individuals were assisted in their fiscal year 2003.

Mrs. Bridle said that is the one agency that she has issues with. Mr. Barrington said that during the past year, we have debated about withholding some of this money due to additional costs that have been brought upon the welfare department. He noted that there have been some referrals that have been questionable as a Hampton responsibility and referrals made to RCAP that have met with some resistance. Mr. Barrington said that it might be worthwhile to have a meeting to go over some specifics. Mr. Barrington said that he is not been a proponent of Community Action, but could be convinced of their worth.

**Mrs. Bridle MOTIONED** that the Board withhold approval of the funding for Community Action until after the meeting takes place between Mr. Thomsen and Mr. Barrington.

**Mr. Workman SECONDED** **VOTE: UNANIMOUS FOR**

The meeting will take place prior to final review.

SeaCare

Kathy Crompton, representing SeaCare explained that they provide services to people who are under insured or uninsured. They have served 358 people from Hampton, and provide the paperwork for people to get onto free pharmaceutical programs. They are requesting level funding of \$5,000 this year. Mrs. Bridle said that this is one of the most important agencies in the Seacoast. She said she appreciates their level funding request, but knows that their client base is increasing all of the time.

**Mrs. Bridle MOTIONED** that the appropriation for SeaCare be increased to \$10,000.

**Mr. Sullivan SECONDED** **VOTE: UNANIMOUS FOR**

Seacoast Visiting Nurse

Paul Michaud, Fniance Manager and Susan Karmeris represented Seacoast Visiting Nurse. They pointed out that 42% of their unduplicated patients were from Hampton. Mr. Workman said that he can say nothing but good things about this agency.

**Mr. Sullivan MOTIONED** that Seacoast Visiting Nurse be funded at \$30,000.

**Mr. Workman SECONDED** **VOTE: UNANIMOUS FOR**

Red Cross

Ms. Sarah Turney thanked the Board for their support and gave an overview of the work that the agency does. She noted that on Christmas Eve lat year there was a serious fire in Hampton that the Red Cross responded to. A total of 53 people were provided with disaster services accounting for 33% of the disaster services budget for the year. They are requesting an increase in funding this year.

**Mr. Sullivan MOTIONED** that the Red Cross be funded at \$2,500.

**Mr. Workman SECONDED** **VOTE: UNANIMOUS FOR**

Non-Public Session

**Mr. Sullivan MOTIONED** that the Board meet in a non-public session on October 6<sup>th</sup> at 6:30 PM with the Conservation Commission under RSA 91-A:3 II (e) and at 7:00 PM with Attorney McEachern under RSA 91-A:3 II (a).

**Mrs. Bridle SECONDED** **VOTE: UNANIMOUS FOR**

**ADJOURNMENT**

**Mr. Workman MOTIONED** that the meeting be adjourned. ( 9:30 PM)

**Mrs. Bridle SECONDED** **VOTE: UNANIMOUS FOR**

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Chairman

