

**HAMPTON BOARD OF SELECTMEN  
SELECTMEN'S MEETING ROOM  
MINUTES  
October 4, 2004 7:00 PM**

**PRESENT:** William H. Sullivan, Chairman,  
James Workman, Cliff Pratt, Rick Griffin  
James Barrington, Town Manager  
Karen Anderson, Administrative Assistant

**I. SALUTE TO THE FLAG**

Chief William Wrenn led the audience in the flag salute.

**II. ANNOUNCEMENTS**

This is Fire Prevention Week and there will be educational programs presented in the local schools.

Birthday Wishes

Mr. Workman announced that Miss Nicole Workman turned 8 years old yesterday.

Eagle Scout Project

Mr. Sullivan congratulated Eagle Scout candidate Chris Larivee, son of Lieutenant Guy Larivee on the recent renovations he completed to the Fire Museum for the Historical Society.

**III. OLD BUSINESS**

Town Manager's Report

Beach Infrastructure Project

Mr. Barrington reported to the Board that Zoppo Construction was out digging some test pits this week. At this point, the project is still considered in the design phase and he expects to see the construction trailer moved in soon. Mr. Barrington told the Board that he received word this afternoon that DES has completed their review of comments received during the environmental assessment period and the Town should expect to have a letter of authorization to award the project from DES this week.

Sanborn Group

Mr. Barrington told the Board that he met with Mr. Kurt Sanborn today to discuss some of the potential plans the company has in mind.

Cemetery

Mr. Danny Kenny, Cemetery Superintendent has notified the Town Manager that the State Wildlife Department will be visiting the High Street Cemetery next week to scare away the crows that are becoming a nuisance. The process will involve loud noises, so anyone in the neighborhood should be prepared for disturbances during the week.

Boat Dock

Survey work will be beginning this week for the public safety boat dock.

Wastewater Treatment Plant

Mr. Roger Bedard reported that the project to complete the Charwill work is going well. The silencers for the blower project have been received at the WWTP and work is expected to begin on that repair later this week.

Aquarian Water Works

Mr. Barrington told the Board that Mr. Frank Giordano, from Aquarion Water, came to see him and shared the plan for a new Aquarion office on Mill Road in North Hampton, and asked if the Town of Hampton

would consider allowing Aquarion to pump their sewer into Hampton's system. When asked if he wanted to present the question to the Board of Selectmen or if he wanted the Town Manager to, Mr. Giordano reported that he is leaving Aquarion in two weeks. Mr. Barrington said that he has sent an e-mail to Mr. Larry Bingaman asking if he wants to come before the Board to explain the request. Mr. Giordano said that they do have the option of installing a septic system at the site, but would prefer not to do that.

#### Wall Repair

Mr. Barrington reported that the repair work to the walls near the elevator is scheduled to begin on Thursday of this week and it is anticipated the work will take two weeks.

#### Voting Booth Lighting

Moderator Casassa has requested that the additional lighting be extended to voting booths that are along the stage area for the November election. Mr. Barrington said that the Chamber of Commerce may have lights that could be utilized. Mr. Sullivan said that he will follow up on that for the Manager.

The list of pending projects was reviewed with the Board.

#### Rabies

Mr. Pratt noted that seven rabid foxes have been reported in the area and residents need to be careful with their pets.

#### Parking Problem

Mr. Griffin said that he had a gentleman stop in to see him that lives on Boars Head who is concerned with the tractor trailers that are parking at the end of that road, near Little Jacks. He has also heard a concern about a person that is living in a trailer and parking near Boars' Head at the start of the sea wall. Mr. Barrington said that he will have the Police Department look into both issues.

### **V. NEW BUSINESS**

#### Appointment to Southeast Regional Refuse Disposal District – 53B

Mr. Sullivan said that one individual has expressed an interest in representing the town on this commission. Mr. Workman said that Mr. Rice has a wealth of experience in this area and will serve the town well.

**Mr. Workman MOTIONED** that Mr. Fred Rice be appointed as the town's representative to the Southeast Regional Refuse Disposal District – 53 B.

**Mr. Griffin SECONDED**

**VOTE: UNANIMOUS FOR**

Mr. Sullivan asked the Town Manager to pass along to the other Boards and Committees that utilize the meeting room to leave it in proper order after their meetings.

### **IV. MINUTES**

The minutes of September 27, 2004 were accepted as written.

### **V. CONSENT AGENDA**

1. Parade Permits- Holiday Parade, Community Road Race

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

**Mr. Griffin SECONDED**

**VOTE: UNANIMOUS FOR**

#### Budget Review

Mrs. Dyana Martin, Recreation and Parks Director outlined the changes in her budget from last year. She noted that an account for overtime has been added for the Department Secretary to cover the times when additional hours are needed. A new color copier has been added for the department to replace the 12 year

old copier they have been using. A vacuum cleaner and new carpet for the Tuck building have been added, although they are also looking at an alternative rubber surface for the flooring.

Mrs. Martin told the Board that there are two large items that she would like to fix this year which are the rebuilding of the football field and the replacement of the boards on the roller hockey rink, both at Lewis Brown Park. She explained that the field has rocks coming up and gets extensive use by flag football leagues for both youth and adults and the wooden hockey boards are now splintering and coming up from the bottom. She would like to replace the wooden boards with fiberglass boards. There are also funds in the proposed budget to pave in front of the new Tuck Building to increase the parking.

Mr. Pratt asked how many people work on the parks. Mrs. Martin said at this time there is the Parks Coordinator and one part-time person responsible for picking up the debris around all town buildings, mowing and lining the fields, roadsides and parks around town. Mr. Pratt asked if she could use additional help in that area. Mrs. Martin said that the department could definitely use some help and she had wanted to restructure the department but didn't think this was the year to do that.

Mr. Griffin asked if the field is a top priority. Mrs. Martin said that she definitely thinks the field is a priority due to the rocks that are coming through and the injuries that are occurring.

Mr. Sullivan asked about the addition of overtime wages. Mrs. Martin said that the overtime would be for the department secretary because it is getting to the point where she is not able to keep up with all of the phone calls and people registering people for programs during the day. The overtime hours would allow some extra time for her to get the work done. Mr. Sullivan asked if any thought has been given to shifting some of the mowing responsibility from Recreation to Public Works. Mr. Barrington said that he has directed Mr. Hangen to make arrangements for Public Works to take over the mowing along Route 1 and the street areas so that it is no longer the responsibility of Recreation. The Parks Department will then be able to concentrate on the parks. Mr. Sullivan said that it would be nice if Public Works could also take over some of the parks as well. Mrs. Martin said that she was not sure if Public Works was going to be able to take over any mowing because a couple years ago they had asked Recreation to take care of the mowing at the sewer pumping stations. She said that after one year of mowing the pumping station areas they returned that responsibility to Public Works because her department was not able to continue it.

**Mr. Pratt MOTIONED** to add \$24,000 for salary and benefits to hire a part-time person for parks maintenance.

**No Second**

**Mr. Workman MOTIONED** that the Recreation and Parks Department Budget be approved at \$452,961.

**Mr. Pratt SECONDED**

**VOTE: UNANIMOUS FOR**

#### Library

**Mr. Workman MOTIONED** that the Board of Selectmen forward the Library budget as submitted to the Budget Committee.

**Mr. Griffin SECONDED**

**VOTE: UNANIMOUS FOR**

#### Patriotic Purposes

Mr. Barrington said that some money has been added to this account for replacement flags around the town. The funds for the holiday parade have been included within the budget this year after having been removed as a result of the default budget last year.

Mr. Barrington pointed out that also in this section of the budget is a new position, a public information officer position to handle the day to day operations of Channel 22. The position has been recommended by the Cable Advisory committee and has been budgeted for nine months of 2005. Mr. Barrington explained that there is sufficient money in the Cable Special Revenue fund to subsidize the position for one year. After that one year the value of the position can be evaluated for funding the following year.

Mr. Sullivan said that he would like to defer discussion on that position until a full board is present and the budget is closer to completion. The Board agreed to wait to discuss this account.

**Mr. Workman MOTIONED** Patriotic Purposes in the amount of \$5,650

**Mr. Griffin SECONDED**

**VOTE: UNANIMOUS FOR**

Conservation Commission

**Mr. Griffin MOTIONED** to approve the Conservation Commission budget in the amount of \$4,934.

**Mr. Pratt SECONDED**

**VOTE: UNANIMOUS FOR**

Police Department

Mr. Sullivan commended Chief Wrenn and his staff for the constraint and professional manner that was used to remove hecklers from the Kerry Event at the high school this morning.

Chief Wrenn, Captain Sullivan and Captain Crofts presented the operating budget proposal for 2005. Chief Wrenn acknowledged that there is a healthy increase in the budget proposal and explained that the majority of the increase is due to the following issues: contractual salary increases, normal infrastructure improvements, increased costs associated with the new facility and the transference of salary benefits to the departmental budget.

Administration

Chief Wrenn noted that in the administration section, there is overtime for the computer administration and overtime for administration staff during the summer. There is a new secretarial position that is anticipated for the new building to cover the records requests and acting as a receptionist for the building. Chief Wrenn said that it is a position that has been needed but there was no space in the old building for it.

Mr. Workman asked about the differences and increases in the uniform pay and the uniform allowances. Mr. Barrington explained that uniform pay is paid directly to the officer and uniform allowances are for uniforms on the quartermaster system. In the past these expenses were in two different accounts and they have now been combined. Chief Wrenn said that the increase in that account is also due to an awards program that he has instituted which will provide medals or insignia to recognize officers for exemplary service.

**Mr. Workman MOTIONED** to reduce line 421.1.140 overtime wages by 10% in the amount of \$1,418.00.

**Mr. Griffin SECONDED**

Mr. Workman said that for years the Board has been talking about how overtime eats into the budget and in an attempt to make some sort of honorary movement to reduce those expenses he is going to attempt to reduce all of the pre-existing accounts for overtime. Mr. Workman understands that if the accounts are overspent, the funds will have to be found elsewhere in the budget. Mr. Sullivan said that overall there is a 25% increase in the budget and he will not put a budget forward with that increase.

**VOTE: 3 FOR**

**1 OPPOSED (Pratt)**

Chief Wrenn cautioned the Board about reducing overtime because it accounts for services, although he acknowledged that the Board of Selectmen sets the policy and they will abide by those decisions. Chief Wrenn explained that the majority of the overtime in the administration budget is for an officer who takes care of the computers. He noted that the officer is a detective and it is difficult for him to handle that work during his normal working hours. If the overtime is reduced it will hurt him drastically and could cause the department to be in a constant state of minimum manning.

The Chief said that they are trying to do their best to keep overtime down, and they are trying to adjust accounts at this time because the overtime accounts are already in trouble this year. Mr. Sullivan said that

the Board needs to focus on the overall budget, realizing that if a large budget increase is presented the town may face another default budget.

Mr. Workman said that most of the overtime accounts are up, and while line items can be moved around a 10% reduction in overtime is a goal to shoot for.

Crime Control & Investigations

Chief Wrenn said that this section covers the detectives, the SERT team and the support functions. Regular wages are based on a 3% contractual increase as well as contractual step raises that will be due. There are four new positions that were requested by the Department which were removed during the Town Manager’s review. Mr. Barrington said that he removed the positions, not because they are not needed, but because difficult decisions had to be made. Chief Wrenn said that the Town Manager also removed the mounted patrol and all accounts associated with that. Chief Wrenn said that the mounted patrol is an important unit of the department that has existed for 23 years, and while he understands that expenses need to be cut, this is a good unit for public relations and crowd control. Chief Wrenn asked the Board of Selectmen to consider putting the mounted patrol back in the budget. Mr. Barrington said that the unit costs approximately \$41,000 with all the associated expenses and he removed it because from a cost standpoint it is primarily a public relations tool and is only needed for crowd control 2-3 times per year. Mr. Barrington said that he realizes it is popular and suggested that it be considered for a warrant article or private funding.

Mr. Sullivan asked if there is still a private fund for the unit. Chief Wrenn said that there is a Friends of the Mounted Patrol that has purchased the horses and contributed 15% of the funds to purchase the trailer and purchases saddles and tack as needed. Mr. Sullivan asked who controls the fund. Chief Wrenn said that there is Board of Directors but he was not aware of who handles it at this time.

Chief Wrenn pointed out that the over-time in this section is for detectives working on investigations.

Mr. Sullivan said that he hates to see the mounted patrol go, but he can’t vote to cut overtime and at the same time vote to keep the mounted patrol. He asked if the Board of Selectmen was in favor of having the mounted patrol as a warrant article. Mr. Workman said that he thinks the mounted patrol is more than ceremonial and asked if there is a way to ask the precinct commissioners to offset some of the costs. Mr. Sullivan said that funding the mounted patrol could also be discussed with the Chamber of Commerce. Mr. Griffin asked what the disadvantages were of putting this forward as a warrant article. Mr. Sullivan said that a couple years ago there were some concerns with the health agencies being funded through the operating budget and they were put forward as warrant article and the public overwhelmingly supported them and they were returned to the budget the following year. Mr. Sullivan said that would be his suggestion that the same be done with the mounted patrol so that the Board can see how the voters feel about funding the mounted patrol. Chief Wrenn said that a lot of the town’s people do contribute to the Friends of the Mounted unit and there is support from the community for the mounted patrol. Mr. Pratt said that from what he has seen, there is nothing like a horse to push the crowds back at the beach.

**Mr. Pratt MOTIONED** that the Board of Selectmen restore the approximately \$41,000 for the mounted patrol to the appropriate accounts.

**Mr. Workman SECONDED**

**VOTE: UNANIMOUS FOR**

**Mr. Workman MOTIONED** to remove \$2,910 from the Crime Control overtime account.

**Mr. Griffin SECONDED**

**VOTE: 3 FOR  
1 OPPOSED (Pratt)**

Traffic Control & Patrol

Chief Wrenn said that this is the section of the budget that covers the patrol area officer’s salaries, uniforms, career incentives, motorcycle rentals and vehicle replacement costs.

Chief Wrenn pointed out that the overtime in this section of the budget is general overtime for report writing, late shift arrests and follow-up investigations. The over-time training wages involve training for the officers and SERT team members as well as sick leave and vacation wages coverage when officers are out. At this point in the year, those accounts are 90% expended and if an officer is out sick he will have to look carefully at whether the officer is replaced or not. Chief Wrenn asked that the Board refrain from taking money from these accounts because this is the overtime for the officers on the street and it will affect services and is a critical factor in officer safety.

Mr. Sullivan asked about the over-time training wages and if the training is specifically required by statute or the Police Standards and Training Council. Chief Wrenn said that the firearms training and breathalyzer recertification is required; the motorcycle refresher course is not required but is an area of high liability for the town. The criminal code refresher course is not required by the State but the department conducts it in order that the officers stay up on the laws.

Chief Wrenn noted that the vehicle replacement program has three cruisers to be replaced, one of the vehicles has over 96,000 miles, one has 76,000 miles and a Taurus that has 50,000 will be transferred to the assessing department.

**Mr. Workman MOTIONED** that the Board of Selectmen reduce line 3145 by \$11,966 which in affect returns the mounted patrol in-service training to that account, and will still result in a 15% increase over last year in that line item.

**Mr. Griffin SECONDED**

**VOTE: 3 FOR  
1 OPPOSED (Pratt)**

Mr. Workman said that his intent is not punitive, but it is to recommend a budget that will pass.

**Mr. Pratt MOTIONED** that the vehicle replacement line be reduced by \$23,750 to reflect the replacement two police cruisers instead of three this year.

**Mr. Griffin SECONDED**

Chief Wrenn explained that when he first became Chief he started a vehicle replacement program to get rid of the junk cars that the department had so that the officers had good, safe cars to drive. Chief Wrenn said that they have found that after three years in service the maintenance costs of the vehicles increase drastically. The program to replace three line vehicles each year has been successful.

**VOTE: 2 FOR (Pratt, Griffin)  
2 OPPOSED(Sullivan,Workman)  
MOTION FAILS**

Training

Chief Wrenn said that the training section of the budget is the area that covers the firearms training, ammunition and upgrades to the range and the replacement of the shed at the range. The other items in the account are printing and supplies for advertising and the exams. Mr. Sullivan asked about the consultant increase from \$250 to \$4,500 this year. Chief Wrenn said that with the new training room they now have the opportunity to bring in outside consultants to teach the officers, charging tuition to other departments which can offset some of the costs. Mr. Sullivan said that there is a chance you could get some free training out of this. Chief Wrenn said that this expense will also benefit the department's officers.

Support Services

Chief Wrenn said that this is for the communication specialists and summer part-time officers. The communication specialists have some contractual wage increases. There is also increased telephone expenses as a result of more lines in the new building.

Mr. Pratt asked if there was anyway to recoup some of the training costs spent on part-time officers that leave immediately. Chief Wrenn said that they are looking at employment contracts for the special officers. He noted that up until this year it hasn't been that big a problem, but this year the department lost

six of the ten officers that were hired and trained. The employment contract would require them to work some length of time or they would have to reimburse the town for the training. Chief Wrenn said that they are also trying to re-issue uniforms to other officers to save some costs. Mr. Pratt recommended that the department look into an employment contract heavily.

**Mr. Workman MOTIONED** that line 5145 be reduced by \$6,223 to \$56,003 which is a 10% decrease of the total, but still results in a 79% increase in that line item over 2004.

**Mr. Griffin SECONDED**

**VOTE: 3 FOR**

**1 OPPOSED (Pratt)**

#### Private Details

Mr. Barrington said that the Chief recommended that an amount for private details be included in the budget in case the special revenue did not pass. He reduced that back to \$1 because the SRF funds work well and a better effort needs to be made to educate the voters about the SRF accounts. Mr. Barrington said that he would like the Board to consider including on the warrant a contingent article to give the voters the option to fund the private details through the operating budget or to not fund them at all. Chief Wrenn told the Board that a lot of detail requests were turned down this year and all requests were looked at carefully to determine if it was a safety issue or not. Chief Wrenn said that if he felt that the construction site could be handled with cones, barricades or flag persons the request was denied. The Special Revenue Fund is important in that it provides a way to pay for the officers doing the details without affecting the bottom line of the budget. He said that as of this date \$67,380 was paid to officers for details and the funds were taken from other sections of the budget and other departments. The contractors have been billed for the details and the revenue has gone into the SRF account. Mrs. Duhamel said that \$79,000 has been taken in for details this year, bringing the balance in the account to just over \$101,000. Mr. Sullivan said that there has been a lot of mis-understanding because people look at the total wages that show in the town report and they don't understand that some of it is overtime that the town funds, while other overtime is detail wages. Chief Wrenn said that another cause of overtime is due to each officer being required to have eight hours training each year and that is generally an over-time expense. The private details, such as school basketball games, football games and traffic details are all done at overtime and reimbursed by the hiring person. Some overtime is paid for through grants.

Captain Sullivan noted that the political event at the high school today will cost Hampton between \$1,500 and \$2,000. Mr. Barrington said that it was represented to him that the town would be reimbursed for all expenses. Chief Wrenn said that would be the first time the town was reimbursed for a political event. Captain Sullivan said that if the police coverage had not been present the students could have been in danger. Mr. Griffin asked what happened at the school. Chief Wrenn said that there were some protesters present that intended to disrupt the assembly and they had to be escorted out in handcuffs.

Mr. Workman said that regardless of what happens to the budget or SRF funds, there has to be some level of private details. Mr. Sullivan said that he would be in favor of having two articles, one for the SRF and another to fund special details via the operating budget. Mr. Sullivan said that the results last year showed him that the town has outgrown this form of government.

#### Police Station and Building

Chief Wrenn pointed out that the wages for the building custodian are in this account and with the size of the new building they realize that it will be beyond the ability of one person. He said that they compared the costs of hiring a private company to do the cleaning or adding a part-time employee to the staff. Mr. Barrington has recommended the part-time person to assist the full-time custodian that they currently have to maintain the new building. Some of the other costs associated in this account are increases to the utilities for the new building. They have received estimates from other departments to gauge the utility costs

**Mr. Workman MOTIONED** that line 7140 be reduced by \$115 to \$1,031.

**Mr. Griffin SECONDED**

**VOTE: 3 FOR**

**1 OPPOSED (Pratt)**

Total Police Budget

**Mr. Workman MOTIONED** that the Board of Selectmen recommend \$5,215,847 for the Police Department budget.

**Mr. Griffin SECONDED**

**VOTE: UNANIMOUS FOR**

Animal Control

Chief Wrenn explained that this is basically the same budget as normally presented, with a contractual increase to the salary. Mr. Pratt asked why the expense account is up 45%. Chief Wrenn said that line is for supplies such as traps, gloves and items the officer needs and the account had been reduced significantly last year due to the default budget.

Mr. Workman said that he would not make a motion to reduce the overtime in this budget because a 10% decrease would reduce the account below last year's amount.

**Mr. Workman MOTIONED** that the Board approve the Animal Control budget as presented.

**Mr. Griffin SECONDED**

**VOTE: UNANIMOUS FOR**

Mosquito Control

Mr. Sullivan noted that the new company has done a great job and the mosquito population was down this year.

**Mr. Workman MOTIONED** that the Board of Selectmen approve the mosquito control budget as presented.

**Mr. Griffin SECONDED**

**VOTE: UNANIMOUS FOR**

**VI. ADJOURNMENT**

**Mr. Workman MOTIONED** that the meeting be adjourned. ( 9:22 PM)

**Mr. Griffin SECONDED**

**VOTE: UNANIMOUS FOR**

\_\_\_\_\_  
Chairman