

**HAMPTON BOARD OF SELECTMEN
SELECTMEN'S MEETING ROOM
NOVEMBER 20, 2006 – 7:00 PM**

PRESENT: Virginia Bridle-Russell, Chairman
Ben Moore, Vice-Chairman
Rick Griffin
James Workman
Bill Lally
Mark Gearreald, Interim Town Manager
Maureen Duffy, Administrative Assistant

REGRETS:

Chairman Virginia Bridle-Russell called the meeting to order at 7:30PM.

I. ANNOUNCEMENTS AND COMMUNITY CALENDAR

Mr. Moore wished all residents a Happy Thanksgiving and asked them to drive safely.

Chairman Bridle-Russell announced that the Scout Food drive was very successful last Saturday. A record breaking amount of food items were donated by Hampton residents. The Scouts have placed a box in the Town Hall for those still wishing to contribute. Donations will be accepted until this Wednesday, November 22. Mrs. Bridle-Russell also mentioned that anyone interested in helping out with the Hampton Fire Toy Bank distribution, may fill out an application.

II. APPOINTMENTS

None

III. MINUTES – NOVEMBER 13, 2006

The minutes of November 13, 2006 stand as presented.

IV. OLD BUSINESS

1. INTERIM TOWN MANAGER'S REPORT

The Budget Committee's work continues this upcoming Tuesday, November 21, 2006 with consideration of the Public Works budget. Final review of the Town's operating budget by the Budget Committee will occur on Tuesday, December 5, 2006. In light of the Department Heads' and Selectmen's presentation of a needs based budget and the severe cutback in money warrant articles, Mr. Gearreald has urged the Budget Committee to avoid making the kind of arbitrary adjustments to the operating budget bottom line that were made last year. He has instead asked them to pass the proposed budget along to the voters and support it along with the Selectmen and Department Heads. The Budget Committee would like the Selectmen to explore whether debt service can be reduced to a more manageable level through refinancing on a longer term basis.

Excavation work is planned to occur soon along Route 1 for the purpose of installing new sewer and waterlines to service the new development on the Odd Fellows property. A trench permit has already been applied for and granted by the Department of Public Works. This will entail major disruption of traffic flow at a busy time of year; Mr. Gearreald has asked Police Chief Sullivan to seek specifics on the project. Given the location of this work, police details should be required as traffic diversion may have to occur.

Durrell Paving is concluding its work this week at the Winnacunnet Road/Park Avenue intersection; it appears there are still some problems, which are being communicated to the School District's Engineer.

Mr. Gearreald has approved Chief Lipe's recommendations that Theodore S. Hartmann be hired as our newest fulltime firefighter. Ted has been a Captain on the Greenland Fire Department since 2005 and holds an Associate's Degree in Fire Science from New Hampshire Community Technical College with a focus on fire protection systems.

Fay, Spofford and Thorndike (FST) has reported that the Department of Environmental Services (DES) has approved the waiver we have requested concerning the slope of a portion of the sewer line installed in King's Highway by R. Zoppo, Corp. Therefore, the portion of that line to which the waiver applies will remain eligible for State Revolving Funds and State aid grant funding. We are continuing to discuss with Zoppo the replacement of the defective portion of the line to which the waiver does not apply.

In observance of Thanksgiving, the Town Offices will be closed this coming Thursday and Friday, November 23 and 24, 2006.

The flu shot clinic will be held on Wednesday, November 29, 2006 from 1:00 p.m. to 3:30 p.m. on the first floor of the Town Office Building. The Seacoast Visiting Nurse Association is conducting the clinic.

BOARD'S RESPONSE TO THE MANAGER'S REPORT

Mr. Moore was happy to hear that the FST waiver was approved by DES concerning the slope of a portion of the sewer line installed along King's Highway. Mr. Gearreald reported that a portion of the line will remain and the defective portion will need to be replaced as it is not acceptable to DES.

2. SECURITY SYSTEM

Police Chief Sullivan came before the Board to discuss the installation of panic buttons in the Town Hall. He explained that Security Systems are considered part of the Emergency Plan and should be considered. Chief Sullivan suggested that employees receive training on how to respond to a crisis situation.

A variety of vendors has toured the Town Hall and suggested wireless panic buttons.

Mr. Griffin MOTIONED to authorize the installation of the wireless panic buttons in the Town Hall at a total cost of \$1,179 (includes hardware and the first year of monitoring services) **Mr. Lally SECONDED.**

Discussion:

Mr. Workman would like to review the annual monitoring fee for the following years. The panic buttons will be coupled with in-house emergency training for staff.

VOTE: UNANIMOUS FOR

3. 2007 WARRANT – FURTHER DISCUSSIONS

Mr. Lally addressed an editorial that was written in a local paper regarding a comment he made about putting the Social Service funding in the operating fund as an incentive to voters to support the budget. He noted that when the Budget Committee reviews the Selectmen's budget they vote on it without an accurate total because it is unknown until the Warrant Articles are voted on in March. Mr. Lally said that he was not trying to trick people into voting for the 2007 budget by suggesting the Social Services be included in the operating budget. What he was trying to articulate was to include as many Social Service articles as possible within operating budget so that an accurate budget would be presented to the Budget Committee and voters.

Mr. Moore received a call from one of the Beach Commissioners who indicated that Article 11 could be deleted from the warrant as the funds are not required in 2007. When funding is required by the Precinct an article indicating that the Commission receives 20% of the Ashworth parking lot revenue is included in the warrant for voter consideration.

Mr. Moore asked if the paving at the Island Path Parking lot would affect any of the abutters.

Mr. Lally will ask the Budget Committee on December 5th to consider placing the Social Services within the operating budget.

OTHER OLD BUSINESS

Chairman Bridle-Russell talked about the Town Manager search. A few months ago the Selectmen decided two panels consisting of the Board and designated staff would be involved in interviewing potential candidates. Last Sunday five applicants were interviewed and three will be asked to come for a second interview. Chairman Bridle-Russell also announced that the Selectmen have reopened the search for a new Town Manager to allow local candidates from Hampton and the local area to apply for the job. Anyone interested may send their resume by December 5, 2006 to the Local Government Center and not to the Town Manager's office.

V. NEW BUSINESS

1. STATUS OF BONDS – MIKE SCHWOTZER

Finance Director Mike Schwotzer was asked by the Budget Committee to assess the Town's debt structure. The 10 year bond that was used to finance the Police Station initiated this request. Currently the payments are scheduled to be done in 2012; unfortunately the debt is absorbed by the current taxpayers and anyone who purchases property prior to that year. The Bond schedule could be adjusted to a smaller annual, (25 years) amount which would be spread out until 2032, lowering the tax rate by approximately 21¢. The downside of a 25 year bond is that the Town ultimately pays more in the end in comparison to a 10 year bond. Another factor that needs to be considered is that there is a penalty for breaking the 10 year bond agreement.

The Board gave Mr. Schwotzer permission to present the debt service schedules to the Budget Committee.

2. OCTOBER FINANCIAL REPORT – MIKE SCHWOTZER

Mike Schwotzer noted that the October financial report indicates \$500,000 under the budgeted amount. Purchase orders were considered while deriving this figure.

He also went over the Recreation Fund Balance Report for 10/31/06. He said that Recreation Director Dyana Martin is keeping watch of the fund balance as it is low in comparison to past years and is considering changing some of the programs to be more cost effective. It is anticipated that the Department will be receiving \$12,000 from the Rockingham County Incentive Funds in the near future.

The Conservation Commission has \$25,000 available as a result of an approved 2006 Warrant Article. The money is to go towards acquiring land (that is still being negotiated) for conservation purposes. Mr. Schwotzer still needs to discuss the funding with the Commission to determine if the money will be used this year or next year.

The repairs for the Library are incomplete and the Finance Director needs to confirm if the money approved last year by Warrant Article also needs to be budgeted for in 2007.

Mr. Schwotzer has also recoded some of the Public Works items to ensure that are in the right account.

3. INITIATING RSA 41:14-a PROCESS – TURNAROUND EASEMENT

The Turnaround Easement involves the property owners of 34 Mill Pond Lane, providing Town employees and contractors access to the property owners' private land located at the northeasterly ends of Mill Pond Road and Glen Road. The intent of the Easement is to provide an area for snow removal equipment to turn around. The agreement ensures the property owners that no additional snow will be deposited in such a manner as to block access to the garages adjoining the Easement Areas or the said Easements themselves. The Easement allows plows to deposit snow from Mill Pond Lane and Glen Road onto the areas of said lots that lie within six feet of the perimeter of the Easement Areas.

Mr. Gearreald suggested to follow RSA 41:14-a to initiate the Easement process. The RSA has very explicit specifications regarding public hearings and vote. Two public hearings must be held at least 10 but not more

than 14 days apart, and the Board of Selectmen's vote shall take place no sooner than 7 days nor later than 14 days after the second public hearing. Input from the Planning Board and the Conservation Commission will be requested. Once comments have been received the public hearings may be scheduled.

Mr. Workman MOTIONED to initiate RSA 41:14-a, for the Turnaround Easement by seeking comments from the Planning Board and the Conservation Commission. **Mr. Workman SECONDED.**

VOTE: UNANIMOUS FOR

4. AUTHORIZE TOWN MANAGER TO SIGN FOREST FIRE WARDEN & DEPUTY FOREST FIRE WARDEN APPOINTMENT FORMS

According to State law the Selectmen may recommend Forest Fire Wardens as well as Deputy Forest Fire Wardens to the NH Department of Resources and Economic Development Division of Forests and Lands, Forest Protection Bureau for consideration. In order to proceed, the Town Manager requires authorization to recommend the individuals stated on the application.

Mr. Lally MOTIONED to authorize Mark Gearreald, Interim Town Manager, to sign the Forest Fire Warden as well as Deputy Forest Fire Warden applications recommending the various individuals to the Forest Protection Bureau. **Mr. Workman SECONDED.**

VOTE: UNANIMOUS FOR

5. AUTHORIZE INTERIM TOWN MANAGER TO ACT ON BEHALF OF THE TOWN OF HAMPTON IN NEGOTIATING FOR AND ACCEPTING ANY AND ALL STATE AID PAYMENTS IN CONNECTION WITH SEWAGE DISPOSAL FACILITIES.

Each year the Town applies and receives an Annual Installment State Grant from the NH Department of Environmental Services (DES) to assist in funding Sewage Treatment Works. The amount to be received in 2007 from application C-496 is \$37,404 (total amount \$780,853 from 1996 to 2015). The NHDES requires the Board of Selectmen to authorize Mr. Gearreald to sign the applications.

Mr. Workman MOTIONED to authorize Mark Gearreald, Interim Town Manager, to act on behalf of the Town of Hampton in negotiating for and accept C-496 State Aid payments in connection with sewage disposal facilities within the Town. **Mr. Moore SECONDED.**

VOTE: UNANIMOUS FOR

6. SCHEDULE PUBLIC HEARING TO ACCEPT STATE AID GRANT C-715 WASTEWATER TREATMENT FACILITY UPGRADE

Mr. Griffin MOTIONED to schedule a public hearing on December 4, to accept the NH Department of Environmental Services State Grant for Sewage Treatment Works Project No. C-715 under RSA 486 in the amount of \$1,385,015 to be paid in twenty (20) annual installments. **Mr. Moore SECONDED.**

VOTE: UNANIMOUS FOR

7. ACCEPTANCE OF \$1,250 IN PROGRAM FUNDS FROM THE SEABROOK SAM'S CLUB – "SAFE NEIGHBORHOOD HEROES GRANT" (POLICE PORTION)

Mr. Gearreald explained that the amount accepted at last week's meeting for the same amount and grant was for the Fire Department; this portion is for the Police Department.

Mr. Moore MOTIONED to accept \$1,250 in Program Funds from the Seabrook Sam's Club – "Safe Neighborhood Heroes Grant" for the Hampton Police Department. **Mr. Griffin SECONDED.**

VOTE: UNANIMOUS FOR

Mr. Griffin MOTIONED under RSA 91-A:3, II, (a) to have a nonpublic meeting directly after tonight's meeting for a grievance hearing that has been scheduled for tonight. **Mr. Workman SECONDED.**

VOTE: UNANIMOUS FOR

VI. CONSENT AGENDA

1. CEMETERY DEEDS

Mr. Moore MOTIONED to sign the presented cemetery deeds. **Mr. Griffin SECONDED.**

VOTE: UNANIMOUS FOR

VII. - PUBLIC COMMENTS

None

VIII. - CLOSING COMMENTS:

VII. ADJOURNMENT

Mr. Moore MOTIONED to adjourn the meeting at 8:35PM. **Mr. Griffin SECONDED.**

VOTE: UNANIMOUS FOR

Chairman