

# Town of Hampton



TOWN OF HAMPTON  
BOARD OF SELECTMEN  
Minutes of August 11, 2008

7:00PM Non-Public meeting under RSA 91-A:3 II. c

Mr. Workman MOTIONED to meet under RSA 91-A:3 II. c. Mr. Griffin SECONDED.

ROLL CALL VOTE: 5-0-0

PRESENT: William Lally, Chairman  
Richard Griffin, Vice Chairman  
James Workman  
Richard Nichols  
Richard Bateman  
Frederick Welch, Town Manager

Chairman Lally called the meeting to order at 7:30PM

## SALUTE TO THE FLAG

Chairman Lally introduced those in attendance.

### I. Public Comment Period

Mr. Gopalan, 21 Mill Lane, spoke about Trustees on the Trust Fund and the current stock market in the next year, he suggests for the Board to explain to the public what the Trust Fund is and what its performance expectation is plus what their responsibilities are.

Mr. Pierce asks if there may be a presentation to the public about the Trust Fund and if the audience will have opportunities to ask questions about the presentation about the fire station that will happen tonight.

The Board responded yes if the gentleman would be willing to take a question after the presentation, and they would.

Mrs. Gephart commented about the Elms and left paperwork for the selectmen.

Mr. Gopalan spoke about the fire station and that it is not clear to the public what exactly is needed. One thing that should start is a firm set of requirements as to you can expect the fire department to supposedly need the directions of the basic needs of the fire station of what the Town needs and want second is that you need to have corporation between the fire and police department and ops exists to connect the two.

TOWN OF HAMPTON  
BOARD OF SELECTMEN  
Minutes of August 11, 2008

II. Announcements and Community Calendar Mr. Bateman mentioned the Children's Festival at Hampton Beach made possible by the Hampton Area Chamber of Commerce and the Summer Fest with the Rec. Department that are both taking place this week as well as the Tops and Blue on Saturday night at the Sea Shell stage on Hampton Beach, he notes that if you are attending you may want arrive early to get a seat.

Mr. Griffin announces the Pig Roast for Historical Society taking place on Saturday August 30, tickets are \$20 each and he also notes that he is selling tickets personally as well as at Eccentric Hair at 926-9855 and they can be purchased at any time also through Betty at Historical society.

Mr. Workman commented that the Summer Fest is going to be held from 11am-5pm on Saturday and the following Friday is the Wounded Warriors Surf Event located at 10<sup>th</sup> Street from 10am-3pm.

III. Appointments

1. Finance Director – Michael Schwotzer

Income and Expense Statements for the month ending July 31, 2008:

The first three pages detail the income; the next page is a year-to-date analysis of motor vehicle fees collected; then the expense summary by department (numbered 16 of 16); next is entitled: "Calculation ... 2008 YE Savings" and showing the estimated year end '08 spending level; followed by fifteen pages (numbered 1, 2, ... 15 of 16) of departmental expenses by line item; the report dealing with Fire Suppression's overtime costs is inserted between pages 8 and 9 (of 16); then the remainder are the revolving accounts (Rec.; Cable; Detail; and EMS).

This is the seventh report of 2008, past the half way point, and the department heads continue to manage their expenses well, staying within budgetary constraints.

Notable items:

- July's Income Statement shows \$3.1M or 48% of the budget being collected on a year to date basis. This is 10 percentage points below the month's 58% target but the spread is 4percentage points better than reported in June. This month's income came from several sources: State of NH \$215k; Parking Lots \$100k; Cable Franchise Fee \$90k; Departmental Income \$50k; Motor Vehicle registrations \$185k and Interest on RE taxes \$50k. This report will be the basis for my year end estimate of revenue for NH DRA. I will be presenting the MS-4 form to the BOS at their next meeting before submitting it to Concord.
- Following page 3 of the Revenue Report is the analysis of the motor vehicle fees collected year to date with a comparison to 2007. The month of July was \$20k lower than June, which does not follow last year's pattern (July '07 was a +\$50k). The current year is now \$143k or 5% behind the '08 budgeted target. Due to the current economy, I continue to believe that the year end total will finish with a shortfall of between 3 and 5% (half of which is due to optimism during the '08 budgeting season).
- The Expense summary (numbered as page 16 of 16) shows the year to date expenses by department. At the end of July, the Grand Total of the operating budget (with debt service) was 56.9% of the budget. This is only 1.5% below the month's target of 58.3%. Part of the

TOWN OF HAMPTON  
BOARD OF SELECTMEN  
Minutes of August 11, 2008

change (almost a 5 point drop) from last month is due to booking \$837k to LT Debt, 85% of which was the annual principal/interest payment on the Police Station bond.

- The next page, Estimate of '08 YE Savings, shows the same percentage, 1.5%, even when the effect of the debt payments is negated. This small percentage, when figured against the total expense budget of \$22M, equates to over \$300k of under expenditures on an annualized basis. Since we are now in the busiest time of the year, this percent level is not unexpected. When we enter the latter part of the year, payments for seasonal items will slow down and I still believe that there will be significant amount of money being unspent at year end. Special note is made of the \$220k PO for new SCBA units in the FD of which \$198k will be booked against Grant Income.
- On pages 1 through 15, the majority of the departments are below the target level and don't have any major issues.
- At the bottom of page 3 of 16, Personnel Administration is over the targeted figure by 4.3%. The main cause is the Employee Separation Costs because more employees left the Town in the first half of the year than was expected/budgeted for in all of 2008. The NH Retirement (Group I) has also felt the impact of these departures/payouts causing a similar overage. I believe this trend has slowed and the overall account group will come back in line later in the year.
- On page 4 of 16, the Town Office Building Maintenance line finally broke 100% with the \$3,500 bill for an A/C repair still to be booked (PO amount listed).
- On page 5 of 16, the annual payment (\$254k) for Liability & General Insurance was booked/paid in June. With Workman's Compensation Insurance being under budgeted (shortfall not known in time for correction), this group of accounts will probably be at 95% of budget at year end.
- On page 7 of 16, the P/T wage account in Support Services is where the "Summer" Officers are paid and it is now at 51.5% of budget. In August, this percentage will jump again but is only another example of the seasonality effect on the budget. Overall, the PD is running well under budget (56.3%) but is now fully into the summer season with resulting increased costs.
- Continuing the discussion of the Fire Suppression's overtime coverage expenses (shown on page 8 of 16), the additional report (inserted after page 8 of 16) shows that on a year to date basis, the "total" overtime is running at 52.6% vs. the target of 58.3%. It should also be noticed that the actual 2008 O/T is currently running at 54% of last year's (2007) rate. The last two lines of the analysis show the year to date charges to the O/T Callback expense in the EMS revolving fund.
- On pages 10 - 12 (of 16), the Public Works Departments – Highways & Streets plus Municipal Sanitation are both running 5% to 6% below the budget. When you consider that the budget is \$5.7M, the savings for this year could be in the \$360k range.
- On page 15 (of 16), more of the social agencies have requested payment of their warrant articles passed in March. Once a letter is received by the Town Manager's office, a check will be processed for the full amount up to \$10k (for the larger amounts, it is half now then half in October).

TOWN OF HAMPTON  
BOARD OF SELECTMEN  
Minutes of August 11, 2008

- With regards to the revolving accounts (last four pages), Comstar's AR report runs a month behind on average and so only six month's income is being shown for the EMS fund (027) versus seven months of expenses.

2. Trustees of the Trust Fund

Mr. Lessard states that they have come before the board to answer the questions that were brought forth ahead of time. The origin of the Trust Fund is the leased lots on the beach. When people buy the lots the money goes to the trust fund. The purpose of the Fund is to use the income to offset the tax right. Check [www.hamptontrustfunds.org](http://www.hamptontrustfunds.org) for all of the information on all of Hampton's Trust Funds.

3. Ginni McNamara – Hampton Beach Seafood Festival

Ginni McNamara, Director of Special Event for the Hampton Beach Seafood Festival and Assistant to the Chairman of the Hampton Beach Seafood Festival, is not present.

Jude David, Chairman of the Seafood Festival, and Doc Noel, President of the Hampton Area Chamber of Commerce are present to speak about the Hampton Beach Seafood Festival.

Mrs. David notes that all information given tonight is listed online at

[www.hamptonbeaachseafoodfestival.com](http://www.hamptonbeaachseafoodfestival.com) or if you do not have internet access you can call the Chamber of Commerce at 603-926-8718.

4. Jay Somers – Submittal of the Comcast 7<sup>th</sup> Annual Comcast Cares Day Donation to the Hampton Historical Society

a. Board of Selectmen's acceptance of the \$1710.00 donation.

Mr. Bateman MOTIONED to accept the Comcast Cares Day Donation to the Hampton Recreational Department. Mr. Nichols SECONDED.

VOTE: UNANIMOUS FOR

IV. Minutes – July 28, 2008

Board corrections: Page one Correct "Tops in Blue"; page three: Change 1979 to 19.79; page five: correct name "Verrocchi".

Mr. Bateman MOTIONED to accept of the minutes of July 28, 2008 as amended. Mr. Nichols SECONDED.

VOTE: UNANIMOUS FOR

V. Old Business

Discussion on the Fire Station proposal.

Board members discussed the proposals especially in light of Chief Lipe's resignation. Mr. Nichols submitted to the Board a chart that diagrams a comparison of cost per square foot for a new fire station.

General Discussion among Board members about differences in the cost of demolishing the building completely, or incorporating the existing Fire station #2 with new construction.

TOWN OF HAMPTON  
BOARD OF SELECTMEN  
Minutes of August 11, 2008

1. Town Manager's Report

- a. A contract was awarded to Granite State Minerals to supply winter salt at a cost of \$59.23 per ton delivered. The next low proposal was for \$72.98 per ton delivered.
- b. Congratulations to the Bicentennial Park Committee in accomplishing their goal of having the Park designated and certified as a Monarch Butterfly Waystation
- c. A thank you to the Hampton Rotary Club for their donation of two defibrillators, one to the Lane Memorial Library and one to the Sacred Heart School. The Fire Department will be providing training for both staffs at these locations.
- d. Please do not forget that the Tops in Blue Air Force musical group will be appearing at the Seashell this weekend.

Discussion on noise of motorcycles and what measures that can be implemented to control the noise levels of the bikes.

Discussion the issue to allow parking on Academy Avenue in the area of the old Town Hall.

Discussion on the creation of a committee to help in recommending a new Fire Chief; and the hope is to select within the Department.

VI. New Business

1. Commendation for Robert Pierce of the Hampton Department of Public Works

VII. Consent Agenda

1. Pool Table Permit at 20 L Street "Happy Clam Bar &Grille
2. Pool Table Permit at 24 Harbor Road #22 "Water's Edge Yacht Club"
3. Entertainment License for the "Widows Fletcher's Annual Block Party"
4. Permission to block "Fielding Lane" on August 31, 2008 for a Block Party
5. Quitclaim Deed of Ice Pond Easement

Mr. Bateman MOTIONED to move the consent agenda. Mr. Workman SECONDED.

VOTE: UNANIMOUS FOR

VIII. Closing Comments

IX. Adjournment

Mr. Workman MOTIONED to adjourn. Mr. Bateman SECONDED.

VOTE: UNANIMOUS FOR

Meeting adjourned at 9:32PM

  
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Chairman