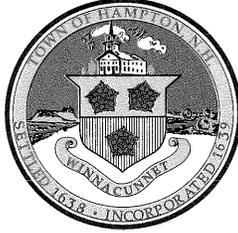


# Town of Hampton



TOWN OF HAMPTON  
BOARD OF SELECTMEN  
September 14, 2009 Minutes

PRESENT: Richard Griffin, Chairman  
Richard Nichols, Vice Chairman  
William Lally  
Richard Bateman  
Gerald Znoj  
Frederick Welch, Town Manager

6:00PM

Non-Meeting with Legal Counsel - RSA 91-A:2., I., (c)

7:00 PM

Chairman Griffin called the meeting to order at 7:00 PM and introduced the members of the Board.

## SALUTE TO THE FLAG

### I. Public Comment Period

Arthur Moody, 3 Thomsen Rd, spoke about item #4 under New Business on the agenda. Chairman Griffin explained that this item will not be discussed at the meeting tonight it is being postponed. Mr. Moody reminded the Board about the Town Meeting vote in 1976 in regards to leased land.

### II. Announcements and Community Calendar

Mr. Znoj attended the ceremony at Post 35 on 9/11 it was a wonderful ceremony.

Chairman Griffin agreed that the ceremony on 9/11 was great. Chairman Griffin mentioned that the Seafood Festival did great. Mr. Bateman added that the recycling and trash was very well taken care of at the Seafood Festival.

### III. Appointments

#### 1. Finance Director Michael Schwotzer – Monthly Financials

Mr. Schwotzer's report is available online and is for the period ending 8/31/09.

In regards to income Motor Vehicles at \$203,000 which is 4.6% behind target, \$53,000 interest on taxes, highway subsidy came in at \$80,000, departmental income at \$42,000 and parking lots came in at \$106,000 putting the YTD at \$288,000 or 99% of budget.

In regards to expenses the operating departments with debt service were 60% of budget, which is lower than the month's target of 66.7%. Some of the smaller line items/departments are over their year-to-date target. The estimated year end savings for 2009 if we spend at the same rate in the last 4 months would be somewhere around \$1.2M. This figure will drop during the later part of 2009.

We received a final bill for the audit totaling \$9,000. The final cost of the audit will total over \$39,000. Under Personnel Administration if the spiking charge and offset of departmental cuts are disregarded the expense to budget ratio would show as 58.9% vs. 66.7% target. The Municipal Insurance account is above target 71.2 vs. 66.7% with the Health Insurance cost continuing to run above target. The Police at 58.2%, Fire at 65.4%, Highways & Streets at 48.2% and Municipal Sanitation at 59.7%. The largest part of fire overtime was attributed to vacation overtime. The small departments are all running with no specific items of note. There are two Social Service Agencies who have not requested their approved amounts.

#### Discussion

Mr. Nichols asked in regards to the audit would the \$11,000 over the budgeted amount be attributed to the need for a single audit do to the grants received in 2008. Mr. Schwotzer would say that the single audit probably ran between \$4,000 and \$5,000 so the budget was low. Mr. Nichols questioned whether it was true that monies would be coming back to the Town from the grant. Mr. Welch confirmed this is true.

Mr. Znoj confirmed that the Rooms and Meals has not come in but will be coming in. The Rye Sewer agreement is still generating a good amount of revenue. He is happy to see the YTD savings so high. He has noticed that the supplies and expenses are over budget in most of the departments. He wonders if there is a way to combine supplies amongst departments. He questioned what the uniform pay is in the Police Department. Deputy Chief Sawyer explained that the officers are given an allowance of \$600 to purchase uniforms. He also asked about the rentals and leases. Mr. Schwotzer explained that this line item is for the motor cycle leases. He also pointed out that overtime is running over in Police. He questioned Chief Silver in regards to vehicle maintenance. Chief Silver explained that the whole fleet is aging so the maintenance costs have increased. He is trying to initiate some preventive maintenance. Mr. Znoj wonders if Chief Silver will be petitioning for some new equipment in 2010. Chief Silver said that he did plan to but it would be up to the Selectmen since it would be a Selectmen sponsored article.

Mr. Lally would like to offer up that overtime in the summer in Police, Fire and Public Works tends to run a little high. In the Parking Lots he is happy to see that the revenue is up considering the rain that we had in June and July. Mr. Lally also mentioned that in 2008 the Town received over ½ million dollars in grants. This is great news since in the past the Town has received very little in grants.

Mr. Bateman thanked Mr. Schwotzer for his report.

Mr. Nichols wonders if there are any heavy hitters that make up the \$139,000 in encumbrances. Mr. Schwotzer commented that it is the roads. Mr. Nichols questioned Deputy Chief Sawyer about the fact that this year only \$237,000 has been spent on specials where as last year we had spent \$305,000. Deputy Chief Sawyer stated that a number of things have effected this number which included the following: staffing down, weather effected the pre-season for specials which runs from Memorial Day to start of summer schedule and lastly reduced staffing. Mr. Nichols

questioned Mr. Schwotzer as to where the Town is at in regards to the inventory of capital assets/vehicles and the accumulated depreciation. Mr. Schwotzer commented that the Town is not currently compliant with GASB 34. He has received list from departments but since he has a lack of time he has not gotten to this yet. It is his plan to work on it this year and hopefully have it completed by next year. Mr. Nichols feels that the audit report is hard to understand for the average person. He would like to request that beginning with the 2009 Financial Statements a management discussion and analysis in plain English accompany the auditor's report. The basis for this is the issue of transparency the average person ought to be able to pick it up and understand what they are reading. He would also point out that the auditor's in their 2008 report implicitly suggested this. He would see this report containing revenues and expenditures in relation to the budget, revenue and expenditures in relation to the preceding year, change in the Undesignated General Fund Balance and any other substantial changes that Mr. Schwotzer and Mr. Welch feel should appear. Mr. Schwotzer pointed out that what Mr. Nichols is referring to is known as a MDA and it is a very structured format. He understands what Mr. Nichols is asking for but does not feel that this is going to get him what he wants. Mr. Nichols understands Mr. Schwotzer's point and made the following motion in regards to the Audit.

Mr. Nichols MOTIONED to have a narrative in plain English of the Audit Report which would consist of revenues and expenditures in relation to the budget, revenue and expenditures in relation to the preceding year, change in the Undesignated General Fund Balance and any other substantial changes that Mr. Schwotzer and Mr. Welch feel should appear. Mr. Lally SECONDED.

VOTE: 5-0-0

## 2. Ann Carnaby – Energy Committee Report on the Brownfield Study Report

Ms. Carnaby stated that she tries to get on the agenda every six months to bring the Board up to date on what they are doing. Some of the things are: once a month conversation program which takes place on the first Thursday of each month and is broadcast on Channel 22 including the last program was on Global Warming, in October they will have someone from Unitil to talk about net metering, in November Mr. Welch will be discussing recycling and in December an update on Smutty Nose project. They also continue to have energy tips on Channel 22. Some membership changes include the resignation of Ms. Kepner and the appointment of Dick Desrosiers. She added that she will be the representative from the Committee to be on the Permanent Building Committee. HB 189 was signed into law and that allows each Town to change its Energy Committee to a Commission. The way the law is written becoming a Commission is not mandatory but if you do become a Commission then there are specific task stipulated on a monthly basis and those are the only things that can be done. The Energy Committee has discussed this bill and they wish to remain a Committee. She provided the Board with some significant pages of the Brownfield Report giving some background information and a summary of the report. The last item she has is that all Town buildings have been inputted into the EPA Profiler Manager Software and measured. However they have not found anywhere that they can compare this information too. The only thing that the Committee can suggest doing is having a professional audit of all Town buildings which is very costly. However NHMA has voted to have a Municipal Energy Committee and have made an audit tool available to Energy Committees. This tool will yield information about the Town's buildings. Therefore the Committee has agreed to go forward with getting this tool and plans to start with the Town Office and prepare a report for the Board.

Mr. Lally MOTIONED to appoint Dick Desrosiers to the Energy Committee. Chairman Griffin SECONDED.

VOTE: 5-0-0

#### Discussion

Mr. Nichols pointed out that in regards to the Permanent Building Committee he feels that they have not meet the goal of that committee at this time. So he feels that what the Board now has is a Fire Station Advisory Committee. Ms. Carnaby will serve in whatever way pleases the Board of Selectmen.

Mr. Bateman commented that for a Committee that meets infrequently they have made tremendous bounds.

Mr. Nichols wonders if she might be able to explain net metering. Ms. Carnaby explained when a person or a group installs a means of generating alternative electricity they do this and use the electricity for the building they connected it to and if it generates more electricity then you need it turns your meter back and sends the electricity back to the grid generating a credit to you. The economics come into play with the rate of monetary value of that electricity that is flowing back and forth from the grid so that apparently there are a couple of different rates available and the rate will not give a favorable return. Mr. Welch added this is difficult to do in NH because you have to deal with the grid and the cost associated with the ratchets and the demand charges. The current also needs to be moderated which is difficult to do when going back to the grid.

Chairman Griffin explained that one thing Ms. Carnaby is doing is keeping in touch with the Legislators particularly Martha Fuller-Clark.

Mr. Znoj asked if it was the Landfill Cap Over itself that was evaluated or other parts of the Landfill. Ms. Carnaby explained that the whole property was looked at.

Mr. Lally thanked her for her hard work.

Chairman Griffin wondered if Ms. Carnaby and other members of the Fire Station Committee would need to be sworn in. Mr. Welch stated that there can be a formal swearing in or they can assign the appointments and the members can go to the Town Clerks to be sworn in.

Ms. Carnaby will be sure that the Town has a copy of the full report and there will be a copy at the Library.

### 3. Chief Jamie Sullivan – Fire Works Permit Request

Deputy Chief Sawyer explained that the department has received a request from the Precinct for a Firework Permit in relation to the Harvest Festival. He added that when the Precinct has the Wednesday night Fireworks the department has to schedule additional personnel. The department would like guidance as to how the Board would like the department to absorb the expense of this event. For the Wednesday night Firework Shows the department must absorb the cost unlike things like the Special Olympics when they bill for a detail.

#### Discussion

Mr. Bateman is going to sit this one out.

Mr. Nichols feels the difference between this Precinct activity and things like the Special Olympics or Seafood Festival is that the Precinct is a tax payer. Therefore if we charge the

Precinct for a detail we are just shifting the cost from one tax payer to another. His recommendation would be to absorb the cost.

Mr. Znoj wonders what we are talking in regards to a cost. Deputy Chief Sawyer would have to wait and see what exactly is planned by the Precinct in order to give specifics.

Mr. Lally thinks that we should absorb the cost.

Chairman Griffin stated that at this time Mr. Bateman and himself are going to abstain. This will remain on the table until Mr. Znoj receives further information from the Precinct Commissioners.

#### 4. Hampton Beach Precinct Commissioners – Harvest Moon Fall Festival Event

The Commissioners explained that the fireworks are scheduled for 8 pm on Saturday October 10<sup>th</sup>. They will help with anything that they can and they do not expect a large crowd. He thanked the Town for the help with the funding and reiterated that they will help with any beach clearing or anything else that needs to be done. The Commissioners went on to explain that they are trying to keep the beach open beyond Seafood Festival. Therefore they are going to have a festival over Columbus Day Weekend. There will be about 20 tents including a beer tent, crafts, face painting, possibly some music and some art displays. Since this event is taking place some of the businesses are deciding to stay open for this weekend.

#### Discussion

Mr. Znoj asked about the parade of lights. It was explained that Eastman's has offered to direct their boats with lights and bring them up to Boar's Head and back. Mr. Znoj thinks this is a great idea.

Mr. Lally and Mr. Nichols both agreed that this sounds like a good idea.

It was explained that the beer tent will be open for 8 hours each day needing two officers. Chief Silver added that for an event like this to take place the tents will need to be inspected which can probably take place on Friday during business hours. He also explained for a firework shoot they will need to dispatch 3 employees one being from fire prevention and two firefighters. He went on to explain since one shoot was canceled there is some money left on the line item for firework details. He would also like to know if they have any idea of the number of people expected to attend. The reason for this is because at this time of year they do not have a full staff on duty and when there is a special event taking place a full staff is usually necessary which could mean some additional cost.

There was an additional discussion as to the attendance and other things that are taking place in the area that weekend that could help to draw a crowd.

One last thing the Commissioners would like to bring up is the people who own the lot have asked about the change of use. It was recommended by Mr. Welch that they bring this to the Planning Board so that all grounds are covered.

Mr. Lally MOTIONED that the Chairman sign the firework permit for the Harvest Festival Event. Mr. Znoj SECONDED.

VOTE: 3-0-2

#### IV. Minutes of August 31, 2009

Page One: Insert in the last sentence with the following. "Social Services Warrant Articles as" and remove the words "social security"

Page Two: Delete the following "at the beach" and add the following to the last sentence of the fifth paragraph. "completely at the beach and suggested maybe at designated areas only."

Page Five: Delete the following wording in the third paragraph first sentence. " as that would be one of his goals"

Page Six: In the motion remove the would they and replace with "the DRA"

Mr. MOTIONED to approve the minutes as amended of August 31, 2009. Mr. SECONDED.

VOTE: 5-0-0

## V. Town Manager's Report

The Winnacunnet Cooperative School District has approved the permit to utilize the High School for the Deliberative Session to be held on January 30, 2010 and the Annual Town Elections to be held on March 9, 2010.

The Board is being requested to accept a tax deed for a parcel of marshland later on the agenda. We recommend that you accept and that the Board vote to transfer administration of the parcel to the Conservation Commission in accordance with prior votes of Town Meeting.

The Town has received bids for road salt from three vendors. It is recommended that the Town award the bid to Granite State Minerals, Inc. as the most qualified bidder. This is the same bidder who received an award from the State.

Closures of the Underwood Bridge in Hampton Harbor have started on an intermittent basis. We should see lane closures for construction soon. Expect those construction closures to continue through the spring of 2010. It appears that instead of being four years of road closures it will only be three.

He will be on vacation on Sept 30<sup>th</sup> and Oct 1<sup>st</sup> and 2<sup>nd</sup>. At the next meeting he will ask the Board to appoint the Finance Manager as the Acting Town Manager.

## VI. Old Business

### 1. 2010 Budget Discussion

Mr. Znoj would like to preference this discussion by saying that all departments do a good job. What he will be referring to tonight is cost effectiveness. Overtime must be significantly reduced in 2010. Line item expenses must reflect the historical actual which occurred over the last two or three years. Police and Fire Alarm Operators need to be amalgamated into one with a corresponding drop in cost. The fire department organization is management heavy in his opinion. There are ten management types for the additional 32 employees of the department which results in an unrealistic ratio in his opinion. This department needs to be restructured by the Chief and the Town Manager. Need to take a hard look at encumbering PO's. He feels money budgeted for 2009 should be spent in 2009 and not 2010. Also when preparing the 2010 budget we should only be budgeting for money that will be spent in 2010 not for items that will be carried over into 2011. The Police Chief should present an analysis on the mounted patrol in regards to its cost effectiveness and decide if the money could be of better use in his department. Lastly we need to continue to be aggressive on commercial trash as well as recycling so that next

spring we have a position ready to go so that we can work on lowering the tipping fees. Overall he would like to see the budget for 2010 less than 2009.

Mr. Lally and Mr. Bateman have no comment.

Mr. Nichols believes that the goal for 2010 should be no increase in the municipal tax rate. In 2008 the actual expenses were \$758,000 less than the budgeted amount. The spending plan for 2009 operating is \$24,453,000 once you back out the spiking charges and the \$450,000 in adjustments and we appear to be going to beat that number this year. It's time for a philosophical change in the Towns approach to the budget. He thinks maintaining the status quo mind set will not work. Management and Department Heads should take a dynamic approach in setting objectives, organizing staffing of departments and developing their budgets. He agrees with Mr. Znoj's comments on the fire departments supervisor structure. Mr. Nichols referenced the NIMS criteria. Chief Silver explained that NIMS provides a supervisory ratio of 3 to 7 with 5 being optimal and that's based on the ability of one person to manage multiple resources. Mr. Nichols does not remember it that way but he still agrees with Mr. Znoj with a department this size they need to look at the need to have a Chief, a Deputy, 4 Captains and 4 Lieutenants. Mr. Nichols thinks that projects, tasks and shift coverage that are less important need to be identified and reduced or eliminated. The 2008 overtime is almost \$1.5M and that needs to come down. He would like to see the Town make greater use of part time employees since benefits of full time employees cost the Town upwards of 60% of base pay. His final comment is that we are getting into mandatory recycling and he thinks that there should be some level of savings.

Mr. Welch stated that they are working on the budget and they will work through it that's all they can do.

Mr. Lally does not think that you can just throw out a number like 30 or 40% when it comes to reducing overtime. He thinks this might be better addressed when the department heads come before the Board individually. He does agree that if we can get overtime down it will help. However this should not be done at the cost of public safety. He also agrees with Mr. Nichols that we need to think in ways that we have not thought in the past.

Chairman Griffin would also like to take a look at further restructuring of the way that we have been doing things. He would definitely like to see things done differently as in the past. He is in favor of doing whatever we can to cut the overtime.

Chief Silver would like to gather some information for his own understanding. Some comments have been made in regards to the way the department he is responsible for should be operated or structured. He would like to have some more information as to how they arrive at these conclusions and how they would envision some of these things occurring and sharing some of their experiences with municipal fire service.

Mr. Nichols thinks that if they were to do that they would be micromanaging and his experience with fire service is probably for the most part discussing things with him. What he can tell the Chief is from his experience of 30 years in management and having as many as 150 people working for him and running a company that was \$2.5 or \$3M that having a ratio of 3 to 1 appears to be too low.

Chief Silver explained some of the fundamental differences between both public and private sectors and differences amongst municipal departments. He also explained some of the differences in staffing of many business types. One reason for fire services to staff the way that

they do is to ensure adequate supervision and accountability. In municipal fire service one obstacle they cannot overcome is that they cannot determine when or where or how big or small the next event might be. They determine their staffing by looking at historical data. The structure of their department is designed with a purpose. His twenty years of experience tells him that they should not staff for any less than they have now. In the years he has been in this department the level of staffing has not changed yet the volume of activity has increased significantly. They are trying to better manage overtime and if you look at the past five years this year will be the lowest amount of overtime. If they do not want to micromanage then they need to allow him to run the department as he deems necessary as the State Statute gives him the authority to do so.

Chairman Griffin wonders where we stand in regards to combined dispatch. Chief Silver stated that he and Chief Sullivan met last week with some people that have experience with municipal dispatch. These individuals are going to do some research. They have also been looking in to what they can and cannot do in accordance with contracts and what structural space would be needed.

Mr. Nichols accepts and agrees with his comments. He feels that the Chief is the best person to determine where the opportunities lie in his department. He would like to better understand the management structure. He does think that stepping back from a bottom line perspective he thinks as an entity going forward for the foreseeable future we need to learn how to live on a flat tax rate.

Chairman Griffin added that the Chief has is full confidence and he thinks that he is doing a great job.

Chief Silver stated that they are working toward some solutions to help improve this such as modifying the work load between different employees and better distribution of some of the work load.

Mr. Znoj commented that he thinks the structure is suited for Boston, Los Angeles, Chicago or Philadelphia not for a 13 or 15 thousand person Town. He feels that the Chief has an organization that is fit for New York City. He respects what the Chief said but he has never seen a supervisory ratio of 3 to 1.

Chief Silver does have to respond to one point in regards to comparing Hampton to New York City or Boston. There are similarities and differences which he explained. He also added that the structure of Hampton is the same as North Hampton, Hampton Falls and Exeter.

Mr. Bateman asked if the department's structure is in good standing with the National Guidelines. The rank structure is but the level of staffing is not. They do operate under these guidelines however they are not always met but they strive to do so.

Mr. Znoj stated just look at General Motors they are not in business, they went bankrupt. He thinks that we have to think outside of the box as to how we can save the tax payers money. He would like to have a complete understanding of the jobs of captains and lieutenants.

Chief Silver stated that his department will strive to achieve that, but you cannot just cut from one side of the scale arbitrarily. Chief Silver invited any of them to come down and he would be happy to explain how things are done.

Mr. Lally thinks that you go down a very dangerous slope when you just throw out arbitrary numbers whether it is adding or subtracting from any one budget without getting of the facts and gave Portsmouth as an example. He thinks that we need to talk to the department heads when they come and come up with an educated response and not just tell them to cut 30% of their overtime. It is important to have an understanding as to what is happening in any given department.

General discussion on how the budgets were to come down and it was suggest that it is done in a way that makes sense and not be arbitrary way.

#### Other Old Business

Chairman Griffin would like to ask Chief Silver if they could go over the letters of support for the stimulus money for the Fire Station. Chairman Griffin wanted to make sure that it was clear that Congresswomen Carol Shea Porter did submit a letter and Congressman Hodes did not feel that it would be appropriate for him as Hampton is not within his district. It was mentioned that he was running for State wide office, which includes Hampton. At this point the Chief is yet to hear anything about this stimulus money.

Mr. Nichols asked Mr. Welch about the \$476,000 sitting in the Beach Infrastructure. He would like to get a recommendation from Mr. Welch and the Public Works Director as to whether or not it should be used on the additional streets or to pay down the debt. Mr. Welch explained that the 4 streets were sent out to bid and the cost was slightly more than \$2M. At this point the only thing that he can see to do is to reduce the debt. There was an additional discussion as to how the amount to do these roads has gone from \$500,000 to \$2M. Since it appears that Mr. Welch has made a recommendation Mr. Nichols would suggest that this be put on a future agenda so that if the residents on these streets would like to comment they can.

Mr. Znoj questioned when these streets had gone out to bid and it was last year.

Mr. Welch added that the sewer system pipes need repairing around Town.

Mr. Znoj commented on the new meters on the beach and the fact that they brought in around 30% more revenue.

#### VII. New Business

1. Acceptance of Tax Deed under RSA 80:76 and RSA 80:80 – for non-payment for the property at  $\theta$  Landing Road and to Vote to authorize the Conservation Commission to administer the land for conservation purposes.

#### Discussion

Mr. Lally MOTIONED to Vote to accept the Tax Deed under RSA 80:76 and RSA 80:80 – for non-payment for the property at  $\theta$  Landing Road and to Vote to authorize the Conservation Commission to administer the land for conservation purposes. Mr. Bateman SECONDED

VOTE: 5-0-0

2. Southeast Watershed Alliance – Senate Bill 168; Vote to participate in the Organization

#### Discussion

Mr. Welch explained that the State wants to have a single sewer treatment plant for the whole Seacoast Area including the Great Bay Area. He would hold up on the vote to join at this time. He would suggest that we keep an eye on this.

Mr. Znoj added that they will be meeting on the 29<sup>th</sup>.

There was a discussion as to where the funding will come from.

### 3. Mandatory Recycling of Glass – Effective October 1, 2009

Mr. Welch provided the Board with an outline showing a motion dealing with the mandatory recycling of glass starting October 1, 2009, aluminum food and beverage containers beginning November 1, 2009 and all clean paper and cardboard beginning December 1, 2009. There is a list that will go out to the public along with information from the recycling committee. The list will expand if the Co-Op goes forward in Concord.

#### Discussion

Mr. Znoj asked if the material will be picked up by the current Contractor and it will. He also wonders about any penalties. Mr. Welch explained that penalties can be imposed but this is a learning process for now.

Mr. Nichols wonders how the success will be measured. Mr. Welch explained that we receive monthly reports of tonnage from the Contractor.

Mr. Znoj stated that if this is successful we should see a decrease in tonnage and savings to the Town.

Mr. Nichols asked if that by the end of the year this all becomes mandatory what happens with the State next year.

Mr. Welch stated according to the current ordinance the State is exempt. However they are willing to work with the Town on this. It was suggested that recycling containers be placed next to all trash receptacles. The Board will meet with Mr. Warburton to make sure that everyone is on the same page and that the State needs to realize that recycling is going to be mandatory.

Mr. Bateman MOTIONED in accordance with the provisions of the Town of Hampton Solid Waste Ordinance Section 4B the Board of Selectmen designates the mandatory removal from the solid waste stream all clear, brown and green glass used as beverage and food containers effective October 1, 2009, all aluminum food and beverage containers and bi-metal or tin can food or beverage containers effective November 1, 2009 and all clean paper and cardboard effective December 1, 2009. Chairman Griffin SECONDED.

VOTE: 5-0-0

4. Vote to implement RSA 41:14-A – To initiate the process in order to lease the Interest in the Town Land behind 595 Ocean Blvd to Lupo's Seafood & Grille

No discussion.

5. Vote to authorize the release of funds from the DPW Equipment Capital Reserve Fund in order to purchase a Sidewalk Tracker and a Vacuum Sweeper.

Mr. Welch explained that the machine they are recommending is a demo sweeper for \$180,000. This machine has less than 100 hours of use, over \$15,000 in extras on the machine and is a stainless steel machine.

Discussion

Mr. Lally talked to Mr. Bowley today and he stated that this sweeper does a great job.

Mr. Znoj asked about the Sidewalk Tracker. Mr. Welch explained that this a sidewalk plow and is a replacement for the one that caught on fire last year. The Sidewalk Tracker is \$96,120.

Mr. Nichols wonders what was next in line that did not get purchased from the Capital Reserve Fund. Mr. Welch does not specifically recall at this time.

Mr. Lally MOTIONED to Vote to authorize the release of funds from the DPW Equipment Capital Reserve Fund in order to purchase a Sidewalk Tracker and a Vacuum Sweeper. Mr. Bateman SECONDED.

VOTE: 5-0-0

- 6. Vote to exempt the Town of Hampton from paying fees for Town issued permits

Discussion

Mr. Welch explained that the fire department has to issue a permit to the Town each year and instead of paying the \$25 fee it makes more sense to vote to have the Town exempt.

Mr. Lally MOTIONED to vote to exempt the Town of Hampton from paying fees for Town issued permits. Mr. Bateman SECONDED.

VOTE: 5-0-0

Mr. Nichols asked about a correspondence received from the Tax Collector looking to extend the deed dates to December 1<sup>st</sup>. Mr. Welch will put this on the agenda for next week.

VIII. Consent Agenda

1. Confirmatory vote on the dedication [naming] of the Municipal Parking Lots for Wars and Conflicts of the United States of America
2. Raffle Permit – The James House Association, Inc.
3. Hampton Cemetery Deed – Richard Clennon
4. Hampton Cemetery Deed – Eileen Golinski
5. Hampton Cemetery Deed – Clifford Lajoie
6. Street Closure Permit – Falcone Circle
7. Acceptance of New England Wetlands, Inc., as the Conservation Commission’s Contractor for the Invasive Species Control Project – Landing Road and Drakeside Road

Mr. Znoj MOTIONED to move the Consent Agenda. Chairman Griffin SECONDED.

VOTE: 5-0-0

IX. Closing Comments - None

X. Adjournment

Mr. Znoj MOTIONED to adjourn. Mr. Nichols SECONDED.

VOTE: 5-0-0

Meeting adjourned at 9:45 PM



Chairman