

Town of Hampton



TOWN OF HAMPTON BOARD OF SELECTMEN December 14, 2009 Minutes

PRESENT: Richard Griffin, Chairman
Richard Nichols, Vice Chairman
William Lally
Richard Bateman
Gerald Znoj
Michael Schwotzer, Finance Director
Mark Gearreald, Town Attorney

6:30 PM Nonpublic session - RSA 91-A:3., II., (a) – Grievance Hearing

7:00 PM

SALUTE TO THE FLAG

I. Public Comment Period

Kevin Sullivan, 21 Cole St, would like to commend the Board on implementing mandatory recycling. He would like to ask the Board tonight to post a winter parking ban on this street since today the recycling truck was unable to pick up recycling from 9 properties because of cars parked on the side of the road. Mr. Lally commented that this should not be a problem. Mr. Schwotzer will pass this by the Town Manager.

II. Announcements and Community Calendar

Mr. Nichols announced that there will be a free H1N1 vaccination clinic held at the Seabrook School on December 16th from 5 to 8 pm. He added the priority groups that will qualify for this vaccination.

III. Appointments

1. Michael Schwotzer – Monthly Financials Report.

Mr. Schwotzer explained that this covers the first 11 months of the year and the target is 91.7%. Income totaled \$421k this puts the YTD at 83.1%. End of year estimates revised to \$6.13M. Major income components include motor vehicles at \$213k, Highway Block Grant at \$80k, State Grants at \$54k and departmental income at \$49k. The expense summary shows the YTD expenses are at 79.6% of the budget. The November YE “Savings” shows that if the last month of the year continues at the current pace, the operating departments would have not spent some \$741k.

This is a \$92k drop from last month. Most of the departments are below the target level. The MIS budget for the four accounts relating to care, maintenance and replacement of the Town's computer systems will be overspent by \$4k in December if all the open Pos are paid at their estimated cost. Legal Expenses is also \$124k over budget. The majority of this is accounted for by the \$119k Judgment line. By accounting rules, the expense for the two settlements has to be booked in this manner and then at year end, an offsetting adjustment to the legal reserve will be made within the Town's Fund Balance. Personnel Admin shows as being 49% of budget. Building Maintenance is now \$13k over budget. Municipal Insurance group of accounts is slightly above target and the accounts should be very close to budget at end of December. Police is at 84.1%. Fire is at 88.2%. The Fire Suppression YTD total OT is now 97.1% vs. the target of 91.7%. Highways & Streets is at 67.4%. Sanitation is at 76.6%. Welfare's Direct Assistance costs are running well below budget at 33.2%. The other small departments are all running with no specific items of note. Energy Mods to Town Hall will be used for matching funds for purchasing an electric generator to power the building in case of an energy interruption. The income for the EMS Revolver runs one month behind.

Discussion

Mr. Znoj clarified that the ambulance cost has not been removed from the EMS fund. Mr. Znoj questioned if Rooms and Meals has come in from the State. Mr. Schwotzer expects it at the end of the month. Dispatch Revenue is coming in at zero and he wonders if this should be removed from next year's budget. Mr. Schwotzer stated that money will be put into this account once Hampton Falls is billed. Mr. Znoj pointed out that Real Estate Trust is down. Mr. Nichols added that we should be receiving one more payment from the Trustees for around \$161,000. Mr. Znoj wonders what has been encumbered for 2010. Mr. Schwotzer stated that 2009 PO's currently total \$1M. Mr. Nichols does not think that it is an issue to have a large number encumbered in December and January. However if that same encumbered money is still sitting there in July then there is a problem. There was an additional discussion on how the money is encumbered and how it affects the tax rate. There was a discussion in regards to how the year end savings estimate is calculated. Street Engineering line was budgeted for \$5,000 and spent \$24,000. Mr. Schwotzer expressed that he is encouraging departments to pay items out of the proper accounts even if it means overspending that line item.

Mr. Bateman questioned the vehicle maintenance for Fire is over budget by 58%. Mr. Schwotzer explained that repairs have been delayed for too long and it was decided that these repairs needed to be made. This item was discussed amongst the Board at an earlier date and approved by the Board. He would also like to comment on the Welfare budget being down and added that the Soup kitchen down the beach is always busy.

Mr. Nichols questioned the PO for Vision Appraisal and it was explained that it has not been booked yet. On the revenue side Sale of Town property of \$38,950 and he wonders if this should be on the line for Cemetery Lot Sales. Mr. Schwotzer stated that this is exactly what they are but he has been told by the DRA that they should be booked as Sale of Town property.

Chairman Griffin is also happy to see how well the job is being done in the Welfare Department.

1. Mosquito Control Commission – Awarding Contract

Richard Reniere and Ann Kaiser were present to discuss Mosquito Control with the Board and present the awarding of a contract. Ms. Kaiser would first like to provide the Board with the

education request of last week. She informed the Board that you will never get 100% of the budgeted amount back from the State as discussed at last week's meeting. She explained to the Board that you now can apply to the State for funds spent for the entire time you are larviciding if you are declared an area of threat. The reimbursement amount however is 25% not the 100%. She shared with the Board the reimbursement amounts from the State over the past few years. She also informed the Board of home the Mosquito Commission has worked going back to the 80's. There are only two companies who do this on a municipal level and both have worked in Hampton. Both companies submitted RFP's and the Commission decided to go with the higher bidder. One reason is that you usually get what you pay for. Ms. Kaiser explained that in 2003 we changed contractors for lack of services. Since hiring the second contractor the Commission has received mostly positive feedback. The low bid came in at \$85,400 which is lower than what the bidder submitted in 2003. The Mosquito Commission has been returning money to the Town each year since choosing this new company in 2003. The high bidder has reduced the cost from the figures provided in August. The warrant article will be in the amount of \$47,750. This warrant article has passed every year. Mr. Reniere explained that the Commission did follow the RSA in regards to the purchasing policy. The Commission contacted 8 other Town's that these two bidders have done business with. The higher bidder got better responses from these references. He stressed the reason for going with the higher bidder after doing a complete review of these companies and past performance reasons.

Discussion

Mr. Nichols questioned if the warrant article could be put in for \$50,000 as opposed to the \$60,000 as requested by the Town Manager and that he Nichols really appreciates their effort.

Mr. Lally thanked them for the work that they do.

Mr. Znoj thanked them for coming in.

Chairman Griffin complimented them on the wonderful job that they do.

The Board gave permission to award the Mosquito Control Contract to Dragon Control

2. Dennis Switzer – NH DOT Bridge Reconstruction Bureau for the “Neil R. Underwood” Bridge Work and Eric Johnson, SPS Representative on the “Neil R. Underwood” Bridge.

Mr. Switzer and Mr. Johnson are here tonight to update the Town with a proposal from SPS Construction to expedite construction for the project must quicker than originally anticipated. They would like to share some pros and cons to doing this. This is a four phase project and two phases are complete. Phase three began today. SPS Construction feels that they can speed this process up and have the project completed by June of 2010. The ways this will impact the Town is that the wait time at the traffic signal is going to be 33% to 50% longer. The current wait time is 40 seconds so it could be up to a whole minute of wait time. By doing this the project will be completed 9 months earlier than predicted. The work will still be completed Monday through Friday so there will be two-way traffic on the weekends. The sidewalk will continue to be closed. There was a discussion as to how the lights are run. There will be a press release, message boards and additional construction signs to warn people of the change.

Discussion

The Board discussed the fact that the work will not be done until around June 14th and the impact that this will have on traffic at the beach. There are detour signs warning people about the delay.

Mr. Bateman thinks it is a difficult situation but having them out of there sooner than later is best.

Mr. Nichols wonders if they run into something unforeseen do they have the capability to shift gears and not complete the project into the fall. The important thing being here is that the two-way traffic will be opened up for the summer. SPS Construction explained that they will complete phase three first and before they start phase four they will be sure that they have enough time to complete this phase before summer.

Mr. Nichols wonders if there will be any cost savings in completing the project sooner. It was explained that there will be some. Mr. Nichols wonders if there might be something done to help the people who use the walkway on the bridge to get to work and cannot do so now.

IV. Town Manager's Report

The Fire Department has ordered the emergency generator for the Town Hall under the grant that was approved for that purchase. In ordering the unit we have decreased the size of the transfer switch resulting in more than a \$6,000 savings. The saved funds will continue the program to conserve energy and resources in the Town Hall.

Available at the Town Office is a brochure from our Hampton Emergency Management Office on preparing for an emergency. Please pick one up the next time you are in the Town Office. It will assist you in preparing for those unexpected emergencies.

It is requested that the Board consider placing on the agenda for December 21, 2009, an item for discussion on warrant articles for the coming Town Meeting.

The Commissioning Photo of the USS Hampton and Mr. Thomas Gillick's invitation to that event that were in disrepair have been refurbished and re-hung in the Selectmen's Meeting Room.

Discussion

Mr. Nichols wonders how much will be left over from the warrant article on the generator. Mr. Schwotzer does not have these figures. The generator will hopefully be installed sometime this month.

The Board agreed to put the warrant article discussion on the agenda for December 21st.

V. Old Business

Mr. Nichols would like to avoid a situation of seeing warrant articles for the first time when they have to vote to recommend or not recommend. He would like to suggest to avoid this situation that all drafted warrant articles by the Town Manager be submitted to the Board by January 4th. He provided the Board with an updated spreadsheet on the warrant articles presented thus far to the Board.

Mr. Nichols also brought up the cost estimates presented on the West Side Streets.

Mr. Nichols would like to go over the billings to Saint James Building in lieu of taxes. Mr. Schwotzer provided the calculation used and Mr. Nichols agrees with the amount that was billed.

Mr. Znoj would like to bring up that the Budget Committee has completed the Town's budget. The budget they are presenting is lower than the 2009 budget. However they restored all the

overtime for Police and Fire and made cuts to the Public Works. There was a discussion as to whether or not crime is up as stated by the Budget Committee the other night. Mr. Nichols shared some of the amounts that the Budget Committee restored and cuts which include: \$300,000 was added back to overtime along with the mounted patrol and \$290,000 was removed from road improvements and drainage. The amount removed was basically the complete amount budgeted. There was an additional discussion in regards to road repairs and whether they will be able to be completed even if there is an article passed.

Chairman Griffin reminded the Board that he will be meeting with Judd Gregg this week along with Nancy Stiles and John Nyhan to discuss the West Side Streets.

VI. New Business

1. Amend Chapter 3, Article 5, Parking – To restrict parking in front of lots 96-3, 95-2-1, 95-2-2 on Woodland Road, Ice Pond Dam.

This amendment does not require a public hearing to be held. Atty. Gearreald explained the purchase of the Ice Pond and the Dam and its importance to the Town. When the deed was recorded it contained a number of conditions and covenants. One of these conditions was that the Town was to prohibit parking on the Town's right of way on Woodland Road in front of the lot that the Ice Pond is on and the two other lots that were part of the subdivision. This was not a problem originally because the other two lots were not occupied. Now that they are the Town needs to be sure to follow through with the No Parking Signage as stated in the deed.

Mr. Diener spoke about the grant that was received and the study that has been completed on the dam. He also gave some history on why the parking restriction was included in the deed.

Discussion

Mr. Lally questioned if this would restrict parking in the winter completely or is snow removed from the meadow area that many use to park. Mr. Diener explained that there is no snow removal from the meadow area so anyone wishing to access the pond during the snow would have to do so off of Munsey Drive.

Mr. Znoj wonders how much parking is usually available. You can fit a fair number of vehicles there in good weather.

Mr. Bateman MOTIONED to Amend Chapter 3, Article 5, Parking in order to restrict parking in front of lots 96-3, 95-2-1, 95-2-2 on Woodland Road, Ice Pond Dam. Chairman Griffin SECONDED.

VOTE: 5-0-0

VII. Consent Agenda

1. DES Request for State Revolving Fund (SRF) Loan Amendment (4)

Discussion

This is a house keeping matter that Mr. Schwotzer explained.

Mr. Nichols pointed out that allow there is no cost impact to the Town essentially the State has doubled the percentage that they can keep to run DES.

Mr. Lally MOTIONED to move the Consent Agenda. Mr. Znoj SECONDED.

VOTE: 5-0-0

VIII. Closing Comments

Mr. Bateman shared with the Board that for the past couple of weeks he has been involved with a program called Wreaths Across America. The program brings wreaths to Veterans grave sites across the States. Last weekend they placed 15,000 wreaths at Arlington National Cemetery. This is a wonderful tribute to Veterans. Next year they will be coming through Hampton.

IX. Adjournment at 8:43

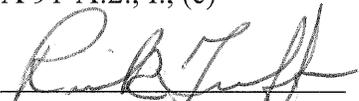
Mr. Lally MOTIONED to resume the non-public session on the grievance hearing that was started before the meeting. Mr. Znoj SECONDED.

VOTE: 5-0-0

Mr. Lally MOTIONED to adjourn. Chairman Griffin SECONDED.

VOTE: 5-0-0

The Board entered into the non-meeting with Legal Counsel under RSA 91-A:2., I., (c)


Chairman