

Town of Hampton



TOWN OF HAMPTON
BOARD OF SELECTMEN
September 27, 2010 Minutes

PRESENT: Richard Nichols, Chairman
Richard Bateman, Vice Chairman
Richard Griffin
Gerald Znoj
Frederick Welch, Town Manager
Mark Gearreald, Town Attorney

ABSENT William Lally

6:00 PM Non-meeting with Legal Counsel - RSA 91-A:2., I., (b)

7:00 PM

SALUTE TO THE FLAG

I. Recognition of Service "Alan Mason"

Chairman Nichols read the resolution and recognition, which was presented, to Alan Mason. He presented Mr. Mason with a plaque and pin.

II. Public Hearing – Road Acceptance "Baron Road"

The attorney and developer were present at the meeting. Mr. Welch explained that the road has been accepted by the Planning Board and the developer has reached completion. They are recommending that the road be accepted as a public highway. The road meets the criteria of the Planning Board.

Atty. Gearreald explained some further details and history on this road. There are underground utilities and their location has been shown and approved by the Planning Board. Atty. Gearreald shared all the problems that they have worked through so that this road may be accepted.

Chairman asked for any comments from the public and there were none.

Mr. Griffin MOTIONED to accept Baron Road as a public highway. Mr. Bateman SECONDED.

VOTE: 4-0-0

Discussion

Mr. Znoj asked about the runoff and drainage in the area. Mr. Welch explained that the developer has gone and cleared the drains and there is a drainage plan. The developer also has taken care of a drainage problem on an abutting road. Mr. Welch confirmed that there will not be additional drainage problems related to accepting this road.

III. Public Hearing – Emergency Lane RSA 231:59-a “Baron Road Deceleration Lane”

Mr. Welch explained that the deceleration lane is located on lot 10 and therefore is not a part of the public highway. This would allow the Town to in fact plow it so that people can actually pull off of Exeter Road in order to pull into the subdivision. The whole idea is to eliminate the need for people to stop in the roadway for any reason.

Mr. Znoj clarified that this area is not located on Baron Road but instead on Exeter Road and is in fact an internal part of lot 10. There was a discussion about the difference between an Emergency Lane and a Fire Lane.

Comments from the Public

Arthur Moody, 3 Thompson Road, he does not know of any other roads coming off of Exeter Road that have a deceleration lane and he would like to know the background for that.

Mr. Welch explained that this deceleration lane was approved by the Planning Board since this is a four way intersection and this would allow people to stop off of the roadway as opposed to stopping in the middle of traffic. He wonders why this sidewalk and deceleration lane was not donated to the Town. Mr. Welch stated that he would have to ask the Planning Board these questions. He thinks this is a bunch of garbage since there is nowhere else along Exeter Road that has such a lane. He would also like to know where in the budget maintaining of this area is located.

Atty. Gearreald stated that according to the statute it does not have to be itemized. The Town has other Emergency Lanes that it maintains. Mr. Moody disagrees and believes that the Selectmen do have to approve any appropriations. Mr. Znoj commented that the lot 10 owner is the one giving up land.

Chairman Nichols pointed out that the reason this is being done is for public safety since this is a high traffic area.

Chairman Nichols read the findings listed below.

The Hampton Board of Selectmen make the following written findings in support of declaring the deceleration lane easement located on Tax Map 125, Lot 24-10 as an emergency lane pursuant to RSA 231:59-a to the limited extent of enabling the Town only to plow snow from said lane during snow season.

1. The location of this Deceleration Lane Easement, approximately 13 feet wide and running along the frontage of Tax Map 125, Lot 24-10 (and included in the area of that lot) was approved by the Planning Board on January 18, 2006.
2. The deceleration lane easement was designed to deal with the proximity to the entrance of Baron Road just off of Exeter Road, of the intersection of Towle Farm Road and Exeter Road just to the southeast.

3. As already constructed, this deceleration lane easement will be plowed in any event as the Department of Public Works plows along Exeter Road leading into Baron Road after said Baron Road has been accepted by the Town.
4. If the Department of Public Works does not plow this deceleration lane of snow as it goes by on Exeter Road, it will plow in the deceleration lane, rendering it ineffective in winter.
5. This is no real private benefit to the owner of Tax Map 125, Lot 24-10 in keeping this deceleration Lane plowed where the driveway to Lot 10 enters off of Baron Road. The public benefit to keeping this lane plowed of snow for safety purposes far outweighs any private benefit.
6. Snow plowing shall be limited to the paved portion of this Deceleration Lane Easement, as well as the sidewalk thereon.

Continued comments

Mr. Moody wants to know where it is stated what the public benefit is to declaring this Emergency Lane/Deceleration Lane. Chairman Nichols commented that once again it is the benefit of public safety.

Back to the Board for comment

Mr. Znoj would like to verify that everything they are doing is within the statute. Atty. Gearreald commented that they have a copy of the statute and yes, they are within the guidelines.

Mr. Bateman MOTIONED to move that the Board declare the deceleration lane easement area off of Baron Road as part of Lot #10 (Tax Map 125, Lot 24-10) in the Baron Road Subdivision to be an emergency lane under RSA 231:59-a for the limited purpose only of enabling the Town of Hampton to plow snow from said deceleration lane during snow season, effective after September 27, 2010 and until rescinded by the Board and to make the written findings submitted herewith in support of this Motion. Mr. Griffin SECONDED. Chairman Nichols amended the motion to include “plow snow and sand”, seconded by Mr. Griffin.

VOTE: 4-0-0

IV. Public Comment Period - None

V. Announcements and Community Calendar

Mr. Griffin would like to remind everyone that the Harvest Festival is on October 9th and 10th from 10 to 6.

VI. Appointments

1. Conservation Commission – Landing Road Culvert Bid Award

Chairman Nichols explained that the Conservation Commission asked to be rescheduled.

VII. Minutes of Minutes of September 13, 2010

Page 2: Third paragraph change the figure from “\$220,545” to “\$220,895”.

Page 3: Last paragraph, sixth line change the word “sued” to “used”.

Page 12: Last paragraph, second line change the words “score sheet” to “spreadsheet”

Mr. Bateman MOTIONED to approve the minutes of September 13, 2010 as amended. Mr. Griffin SECONDED.

VOTE: 4-0-0

VIII. Town Manager’s Report

The Town has been informed of a public hearing on September 30, 2010 to be held in Derry by the NH Local Government Center to set insurance rates for Property-Liability Trust and HealthTrust coverage’s. A second hearing will be held the same day at 6:30 PM in Plymouth, NH

Effective October 18, 2010 there will be new requirements for the submission of State permits dealing with wetlands and land management. Those interested in submitting applications in those areas should check the new requirements to save time and funds.

The Grist Mill Committee has requested to place the Grist Mill property in the NH State Registry of Historic Places. According to the committee there are no restrictions to be placed on the property in accomplishing this registration. I would recommend that the Board authorize the placement on the Registry.

The State Department of Transportation has indicated that they are not able to remove the abutments and cut back the embankments at the old railroad bridge located on Drakeside Road. They are willing to enter into an agreement with the Town to have the Town remove the same at our expense subject to replacement at State or railroad expense should the railroad ever be used again. Is the Board interested in pursuing this option?

I have the contract amendments from Vision Appraisal for the Boards review and approval on the basis of your prior discussions to extend the revaluation of the Town to 2011.

The Town has been notified that the Concord Co-Op requests a vote of Town Meeting on the Town joining the Co-Op for the deposit of recycling at the facility. The Co-Op provisions allow us to execute the agreement subject to later approval by Town Meeting. Does the Board wish a draft article be prepared for your review? Does the Board wish to allow signature with the later escape clause if the Town votes no?

Discussion

Chairman Nichols stated that the first thing that came up was the request of the Grist Mill Committee.

Mr. Griffin MOTIONED to approve the placement of the Grist Mill property in the NH State Registry of Historic Places. Mr. Bateman SECONDED.

VOTE: 4-0-0

Chairman Nichols asked about the issue of the railroad bridge on Drakeside Road and wonders if Mr. Welch has any idea on the cost of doing this work. Mr. Welch does not at this time but it would be something that would have to be negotiated with the State. There was a discussion about the work that is needed to be done. Mr. Welch would like to know if

the Board is interested in the concept and if so he will begin to do some research. The Board agreed that they would like to see how much it would cost to make the necessary repairs.

Chairman Nichols clarified that the changes that the Town had given to Vision have been added to the contract and it is just a matter of allowing Atty. Gearreald time to review the contract before it is approved by the Board.

Chairman Nichols wonders if anyone has any problems with the Concord Co-Op and Mr. Welch's suggestion of drafting an article to go before the voters. Mr. Welch explained that both Town's counsel and the Co-Op's counsel feel that it is best that this go before the Town's people at Town Meeting. The Town will be able to back out of the contract at no cost if the article does not pass.

Mr. Bateman commented that this is a good way to raise awareness. Mr. Welch reminded everyone that this is a revenue raising opportunity. Mr. Znoj pointed out that this could be a good way to raise the numbers on recycling. Mr. Bateman thinks that 30% is a good number for this type of community. Chairman Nichols agrees with Mr. Bateman that the recycling is going in the right direction and staying level over the summer months with all the people on the beach he thinks is good. There was a consensus amongst the Board to have Mr. Welch draft a warrant article to be voted on in March.

IX. Old Business

1. Budget Discussions – General Government

Chairman Nichols provided some general information before starting to get into individual departments. The bottom line going into tonight is \$24,360,041 this would raise to \$24,435,041 if the recommendation to reduce the Fire Department transfer to the EMS Fund by \$75,000 is adopted. This amount is \$60,000 more than last year's budget roughly about one quarter of one percent. The \$510,930 Other Cost Offset account has been absorbed by health insurance and retirement plan increases. In real terms the proposed spending is up by about \$571,238 or about 1.6%. Before they get into the departments budgets, does the Board wish to reduce the operating transfer into the EMS Fund from \$225,000 to \$150,000 as recommended by the Fire Chief. This would result in a 2011 year end projected balance in the EMS fund of \$205,000. The Board agreed to go with the Chief's recommendation.

Chairman Nichols pointed out that he has gone through all of the departments in General Government and came up with about 16 items worth discussing. However if they were to do this they would be here until at least 10:30. Instead he has put together a schedule and since some of the departments really have nothing to discuss and are essentially flat he would suggest starting with those departments so that those individuals can go home.

The Tax Collector budget is the exact same amount as last year and there were no questions from the Board.

The Town Clerk budget is down \$13,000 because there are no State Elections. Mr. Znoj asked about equipment maintenance and the fact that they have not spent a great deal of money out of this account over the past several years and she is asking for \$1,000. Mrs. Marzinzik explained that the copy machine is 3 years old and it is only a matter of time before it begins to need repairs therefore she left the funds in this account. She pointed out

that she has partnered with DPW and will be combining the Beach Parking sticker with the Transfer Station sticker to save money.

The Planning Board and Planning Department budgets are essentially the same and the Zoning Board budget is reduced by \$3,000. There were no questions from the Board.

The Cemetery budget is essentially flat it is within \$100 of last year's budget. No questions from the Board.

The Assessing Department bottom line is down by about \$2,000. No questions from the Board.

The Conservation Commission has a proposed increase of \$7,000 most of which is in the hours of the part time coordinator. Chairman Nichols asked Mr. Schwotzer to help explain since there was no one present from the Conservation Commission. Mr. Schwotzer stated that the part time coordinator would be going from 20 to 30 hours. There was a discussion on how some of the wages come out of Planning and these additional hours are in Conservation. The Board agreed that the wages should all come out of the same department and Mr. Schwotzer will make this change. A question about the increase in the supply account was the result of a sign for the Hurd Farm, a one-time expense.

The Welfare Department budget is reduced for 2011. Mr. Schwotzer explained that he has spoken with Michelle and she is very comfortable with the reductions that have been made. Chairman Nichols' only concern is that even with the reductions it is still higher than the run rate. Mr. Schwotzer stated that they still have concerns about the economy. Mr. Znoj thinks that we can reduce this department by another \$15k. Mr. Schwotzer reminded the Board that they are legally responsible to pay if something comes up. Mr. Znoj will watch this department but did agree to leave it at the amount requested.

The Building Inspector presented the department's budget to the Board. The Building Department is basically a flat budget the only thing that Chairman Nichols has a question about is the \$25,000 for a new truck. Mr. Schultz pointed out that his operating budget is down by about \$280 from this year.

Mr. Znoj clarified that the truck is going to be new and not be a used vehicle and wonders if Mr. Schultz is open to looking at a used truck. The vehicle they are looking to replace is 13 years old with 120 to 130 thousand miles. Mr. Schultz stated that the majority of the \$1,300 in maintenance this year was spent on this truck and it was a hand me down from the Animal Control Officer. Mr. Schultz went into further detail on the work that was performed on this truck over the past year. Mr. Schultz has not done any pricing but Mr. Schwotzer has done a little research based on the other vehicle that they have. Mr. Znoj would like to see them look at used trucks. Chairman Nichols is ok with the number but does want to make sure that they shop around and include larger dealers including in Massachusetts. Mr. Schultz will definitely shop around and include dealers in Massachusetts.

Library Director Amanda Cooper presented her budget to the Board. She explained that there were few changes. There salary and wages are going down 1% which is a reflection of not receiving steps in 2011. Benefits are going up like everyone else's. Chairman Nichols questioned why benefits only went up 8.5% in this department as opposed to the 17% in the others. It was explained that when Mrs. Cooper did a head count there were some changes she was able to make based on current staff types of coverage. There operating expenses

such as building maintenance is up by \$11,000. This line item is always overspent and she is trying to bring this line item up to what is actually spent.

Mrs. Cooper went into further details on the repairs that need to be made. Under utilities she tried to come up with a number that was more realistic of what they spend including the rate increases. In 2008 they were told that the Town could no longer clear snow from the walkways so they have had to go out to bid and this is an item that still has not made it into the budget. Chairman Nichols asked why the Town is not clearing the Library walkways and it is because of the timing of operation of the Library and having staff available to do the clearing. There seems to be a problem with timing of getting this clearing done once the plowing is complete.

Chairman Nichols pointed out that DPW does the schools and the Town Office so the library appears to be left out. Mrs. Cooper is fine with the way things are being done and she has a direct connection with the guy who does the work. The only problem remaining it to get the funds in her budget and Chairman Nichols commented that if she does not get the funding she could use DPW and get the work done at the same time as the Town Hall.

Mrs. Cooper explained in detail the items that make up the \$203,000 appropriation. Chairman Nichols requested that in future years that the appropriation be broken down into the many categories. It was explained that every quarter the Town sends a check for the Libraries appropriation and the Library has its own budget that they work from. Mrs. Cooper would like to provide some further details about the \$25,000 Warrant Article. Mrs. Cooper explained that the purpose of the article is to see if the Town would support funding the Library beyond the baseline budget they have with little to no increase over the years. The wording is not finalized yet as it has not been reviewed by anyone else. Mrs. Cooper explained how repairs to the building have taken up the majority of their budget and they have not had the funds to purchase books or other supplies for the Library.

Chairman Nichols commented that this is one of the items included on the tax effect spending spreadsheet. Chairman Nichols wonders if this article can be sponsored by the Library Trustees. Mr. Welch explained how in the past articles that are proposed by committees/trustees have been sponsored by the Board. Mr. Znoj pointed out how if this is approved this would be added to her operating budget in future years. Chairman Nichols explained the Boards plan on how Warrant Articles will be discussed and decided on by them, which ones will move forward to be voted on. Mr. Griffin thinks that Amanda does a great job.

Parks and Recreations Director Mrs. Martin presented the department's budget to the Board. Mrs. Martin commented that she has many members of the Recreation Council here with her. The Parking Lot and Parks budget were submitted as flat budgets and she added to the Lifeguard budget. What she has done in the Lifeguard budget is extend their season to be similar to others in the area. Most of the other areas have their Lifeguards start in June and end after Labor Day. This year the Lifeguards started on the July 4th weekend and ended on Labor Day weekend. Mr. Griffin thinks this is a good idea. Mr. Griffin has received many complaints that there were not Lifeguards late in the season. Mr. Znoj thinks that she should start looking in January and possibly pay for the certification. Mrs. Martin stated that certification is not in the budget but she will begin looking for help by February. Mrs.

Martin is very happy with the Parking Lots this year they have raised more money and broken past records for revenue.

Chairman Nichols commented that Park & Rec spending was \$199,952 in 2009 and the 2010 budget was \$195,481 and the 2011 budget was reduced by Mr. Welch to \$166,000 but has since increased it to \$176,000. From what he can see operationally it seems that the changes in the downward direction are related to the moving of responsibilities for parks maintenance including mowing over to DPW.

Mrs. Martin gave some history including in 2007 she lost a fulltime Parks Coordinator position and the mowing expense of \$15,000 was moved to DPW. They in turn hired an outside contractor to do the mowing. However, they did not do all the mowing and the four part time parks employees she still has were taken out of her budget and moved to DPW for 2011. Mrs. Martin explained that mowing is a minuscule part of these four employees job. Mrs. Martin provided the Board with a detailed list of all the things these four employees do and tonight she is asking the Board to give these employees back to her.

Chairman Nichols clarified that there are 4 employees not 3 and that they start in May with a few hours build up to 40 hours a week in the summer and begin to slide back on hours in the fall. The range of pay is \$8 to \$12 and they start in April and work until around November 14th. Chairman Nichols has spoken with Mrs. Martin and the amount of time spent on mowing was about a ½ day a week. Therefore the mowing is a very small subset of what these employees are doing. Chairman Nichols question is why we want to move \$26,000 to DPW for work being done by part time employees with no benefit cost to a department with a higher cost center in regards to fulltime employees and benefits. Who would do the work in DPW and Mr. Welch stated it would be contracted out however Chairman Nichols pointed out that according to Mrs. Martin the mowing is a very small piece of these employees' jobs.

Mr. Welch stated he moved the money because every time he goes down to the Park & Recreation Department they are not mowing in fact they are doing nothing. He has been down there several times and what he sees is people sitting around.

Mrs. Martin stated that they can't be doing nothing since the work is getting done and people are being serviced. There was an additional discussion on whether or not the work is being done and that employees are caught sitting around doing nothing. Mrs. Martin expressed concern on how the fields will be lined and the afterhours and weekend work is going to get done by DPW. Mrs. Martin also complimented Bob on the great job he has done this year. Mr. Welch stated that he did restore 2 of the 4 positions in the Recreation budget. There was a discussion on how the work that is done by Parks guys is done so that a lot of the Recreation events can take place.

Chairman Nichols would suggest that Mr. Welch and Mrs. Martin need to sit down and hammer this out and it was decided that Mr. Bateman will join them. Therefore this item will be put on hold for the time being.

Mr. Bateman had Mrs. Martin share all the sports programs that the Department runs. Chairman Nichols stated that once they meet they should inform Mr. Schwotzer of the decisions made so they could be reflected in the budget for the final review on Monday. Mr. Znoj questioned the overtime and the fact that it is 100% spent. Mrs. Martin commented that

this is a line item that was cut last year. Mr. Znoj is not in favor of her overrunning this line item and funding it with other line items that have not been spent.

Chairman Nichols pointed out that the Legal Department proposed 2011 budget is down \$7,000. In the 2010 budget, the in-house expenses are up a little and outside expenses are down a little. The full year run rate for 2010 is about \$300,000. He would point out that in years when the budget is up it tends to be settlement driven. He also pointed out that during this year there have been a lot of discussions on this department by the Budget Committee. The Selectmen have been receiving quarterly reports detailing the Legal Department spending. Chairman Nichols feels that the Board is on top of it and still thinks that there are a few areas that can come down.

Mr. Znoj thinks that the supplies and expenses are climbing. Atty. Gearreald commented that there are a couple of items in there including a 4 year old printer that is a work horse and needs to be replaced since it is constantly being repaired. He also has to use other departments especially Recreation to produce color documents and this factors in some of their expenses. Mr. Znoj would comment that sometimes he gets documents that are 25 or 35 pages long and over a 3-month period will receive additional copies of these same documents because they have been revised. He would suggest maybe email copies since he is not looking at these documents in their entirety since his trust is in Atty. Gearreald as to what is going on. He feels there could be some savings here. He would suggest that Atty. Gearreald come in and debrief the Board if anything significant happens as opposed to producing rev. C rev. D and so on. This is the only question Mr. Znoj has on the budget he thinks that we are trending down on this budget and thinks that Atty. Gearreald is doing a good job of keeping them informed.

Mr. Griffin would like to see as much restraint as possible in having to hire outside counsel in the coming year. To be quite honest Chairman Nichols agrees with Mr. Griffin that this needs to be one of the items that continue to drop. Atty. Gearreald commented that although outside litigation is down inside cases are up and he thanks them for giving him the opportunity to serve the Town.

Chairman Nichols asked about the part time wage account in the Town Managers budget going from \$4,000 to \$6,100. He clarified that this line item only funds the wages being paid for minutes. He wonders if we go too far with the minutes and include too much detail. Especially since the meetings can be viewed online with the streaming video. Is it possible to save money as well as narrow the scope of the meetings? Mr. Welch explained that the statute says that the only thing that needs to be recorded in the minutes is who was present, what the discussion was of a particular item and what the vote was.

Chairman Nichols wonders if we can leave this line item at the amount budgeted for this year and narrow down the scope of the minutes. Mr. Bateman commented on how several years ago it came about that secretaries should prepare minutes with the minimum amount of information. Mr. Znoj questioned how this is going to be done and how it is being done now. Mr. Welch stated that the minutes are being typed simultaneously with watching the video. He thinks that it will be necessary to identify what the Board wants and needs recorded in the minutes. There was a consensus amongst the Board to have Mr. Welch work on narrowing the scope and leave this line item at \$4,000.

Chairman Nichols asked why the Government Buildings expense is up by \$8,000 and there is a notation that Mr. Welch made an adjustment of \$20,000 and he is curious what this adjustment was related to. Mr. Schwotzer pointed out that it is in the building maintenance and it jumped from \$29,000 to \$49,000.

Mr. Welch stated that by statute they have to replace all the bubblers in the building since they are required to be in the building. Repairs need to be made to the fire alarm system and a major repair is being made to the sprinkler system this year. They have been replacing toilets and sink valves. Chairman Nichols asked for a detailed list of the \$20,000 worth of repairs at their October 4th meeting.

The other item that Chairman Nichols feels is very high across all the departments are telephone cost. The total across all departments is \$74,000 and he would like to know if Mr. Schwotzer could give them a breakdown in the three areas which include land lines, data and cell phones. Mr. Welch would like to look into modernizing the system in at least this building so that people could dial directly into the right departments without having to go through the Administrative Assistant. Mr. Znoj thinks that we need to look at each phone line and look at detail list of the calls being made by each user. The Board agreed to look at the telephone cost in more detail.

Chairman Nichols asked about the \$18,000 in the Finance budget for part time wages for the record clerk. This position has been open for 9 months and Chairman Nichols wonders if it is actually needed. Mr. Schwotzer stated that they have advertised for the position and will be beginning the interview process. The project was basically put on hold and is a necessary position to get the records up to date. The position is expected to be filled before 2011.

Under audit services there is an increase of \$3,000 and there is a notation that GASB 34 makes up 35 to 50% of the audit. The \$3,000 is not related to GASB it is just an increase. Chairman Nichols wonders where we are at in regards to the 3 year period from the last time this was sent out to bid. Mr. Schwotzer stated that we completed the 3rd year and he will be sending out an RFP and it will be for the 2010 audit in 2011. MIS is up \$8,000 and this is because the new position will be for a full year as opposed to the nine months in 2010. Mr. Znoj questions supplies and expense and new equipment. Mr. Schwotzer stated that they have tried to realign the expenses to reflect which accounts items should come out of.

Mr. Znoj asked about the Employee Separation cost that started at \$212,000, the last actual they had was \$102,900 and year to date they are only at \$25,000. He wonders what some of the cost are that make up that line item and why he has it at this level. Mr. Schwotzer stated that it was originally at \$300,000 and reduced last year. This line item is used for any employee who leaves employment and is owed for leave time by contract.

Chairman Nichols clarified that this is essentially used to pay out accrued sick and vacation time when someone retires or leaves. He does believe that when there is a trend of low amounts being paid out that you are do for an increase in this line item. Mr. Welch pointed out that there was an account passed at Town Meeting a few years ago so that any money that is not spent from this line can be moved to this savings account. The money would need to be transferred by motion of the Board. Chairman Nichols would not be in favor of this at this time. He is not opposed to it this is just not the time.

In regards to Health Insurance Chairman Nichols does not have a question but instead would like to just get the information out there. Health insurance is almost \$3M in 2011 and represents 12% of the overall Operating Budget. Since 2003 this has nearly doubled and gone from 7% to 12% of the budget. Debt Service is down by \$178,000.

Mr. Znoj mentioned the Trustees of the Trust Funds asking for \$3,000 in supplies and expenses. Unless they have justification for this he does not see where this comes from based on run rates. Mr. Schwotzer believes that this is because they have actually hired an employee. Mr. Znoj would like Mr. Schwotzer to speak with the Chair of the Board of Trustees about lowering this line item. Mr. Znoj pointed out that the Budget Committee supplies account went up by \$350. Chairman Nichols does not think it is unrealistic to go from \$0 to \$350.

Mr. Znoj asked about the \$2,200 sitting in rabies management account when nothing has been spent for 3 ½ years. Mr. Schwotzer read an email from Chief Sullivan explaining why this amount is in this account. He would not want the line item to be eliminated but would accept an amount of \$500 which would cover at least one case.

Mr. Znoj MOTIONED to reduce the amount in the Rabies Management Account to \$500 in the Animal Control Budget. Chairman Nichols SECONDED.

VOTE: 4-0-0

Chairman Nichols wants to know if Mr. Schwotzer has any idea where we are at this point. The two items that Mr. Schwotzer has written down are part time wages in Town Manager of \$2,100 and \$1,700 in the rabies account. This would total a \$3,800 reduction. Currently we would show a \$55,508 total increase compared to last year. Chairman Nichols stated that we are essentially at a flat budget with only ¼% increase.

Mr. Znoj asked about the big line item in the DPW department of \$303,810 we need to find out what is going on with this line item.

Chairman Nichols thinks that the process associated with that is Mr. Welch is working on a bid that gives someone the opportunity to bid on trash and recycling. The \$303,000 which is actually closer to \$350,000 for a full year is for recycling being sent out to Waste Management as it is now. His take is to leave it alone and see what direction we are going which we should know by mid November. There are two scenarios one is we may get bids that are acceptable and decide to go with one of them for recycling or we may decide to bring it in house and have the capital expense involved with that.

Mr. Znoj is not comfortable with this line item at this time. Mr. Welch stated that we opted to leave it in until we know which way we are going with recycling. Mr. Znoj would like to know roughly what the bottom line is that we will be going to the Budget Committee with. Mr. Schwotzer stated it is roughly \$24,431,241 which is a change of \$56,508. Mr. Schwotzer will have a Default Budget amount by next Monday.

Chairman Nichols stated that we do not have to have this until January so he would suggest that maybe we wait until October when we have the Health Insurance rate. Mr. Schwotzer stated that in the past the Budget Committee has allowed them to change this line item in both the Budget and the Default Budget once it is received. Chairman Nichols reminded everyone that next Monday they will discuss the final Budget and the Default Budget.

X. New Business

1. Summary Inventory of Valuation – Chairman Nichols stated that they had received all the information in their packets and it is a valuation of all the property in Town and it is essentially the denominator when you calculate the tax rate. The numerator is total appropriations. Total valuations are up 1%. This is essentially the MS-1 Form that goes to the State.

Mr. Griffin MOTIONED to approve the Inventory Valuation reflected in the MS-1. Mr. Znoj SECONDED.

VOTE: 4-0-0

Other New Business

Mr. Znoj shared with the Board that he had a citizen talk to him and he has seen some articles in the paper and he would like to make a suggestion to the Board. Everybody has extra drugs, pills and liquids in their house that are no longer of use to them. There are programs available so that people can dispose of these items safely and properly. He would like to see a program like this in Hampton and would suggest that maybe this is something that can be done at the Police Department.

Mr. Bateman pointed out that yesterday the DEA across the country picked up several tons of prescriptions and a police officer must be standing by each of these containers. Mr. Bateman thinks it is a wonderful thought but there would be a need to have a police officer present. This is something worth looking into. Mr. Znoj stated that maybe once a week there can be some sort of drop off point with a police officer present.

Mr. Griffin asked in regards to the moratorium as far as new projects that might be coming forward the State will look at these on a case by case basis. Mr. Welch stated that everyone that has applied so far has been approved but all of these properties have had a sewer line connection already on the property and they just had to be connected. Mr. Welch stated that if it was a brand new development without sewer already coming into the property it may be a different issue.

Chairman Nichols believes that it is safe to assume that if there is not sewer present on the property it would not be approved. However he reminds everyone that the one year period that was originally believed to be is looking to be shortened by quite a bit. Mr. Znoj added that Chairman Nichols and himself spent 2 ½ hours taking a deeper dive into the WWTP. The two people that they interviewed were very knowledgeable and helpful.

Mr. Welch has also visited the department and gone over all the problems. Mr. Znoj asked about the rotary press and if he plans to go forward with trying this. Mr. Welch stated that they are willing to let the Town have use of a rotary press for hopefully 2 weeks. Mr. Welch gave an additional update on the status of the current rotary press.

There was also additional discussion on the sludge in the system and the amounts that still need to be removed. Mr. Znoj also stated that they looked at the metrics and until this event on July 4th occurred they were within capacity. Chairman Nichols shared some information on the capacity that increased during the spring rain storms and how sump pumps being dumped into the sewer system possibly caused this increase.

XI. Consent Agenda

1. Hampton Cemetery Deed – E. Sylvia & J. J. Giampa as JTWROS (210; G; #5-8)
2. Hampton Cemetery Deed – Rita Batchelder (218; G; #1-4)
3. Hampton Cemetery Deed – Susan & James Ryan as JTWROS (216; G; #1-4)
4. Hampton Cemetery Deed – Susan & James Ryan as JTWROS (215; G; #5-8)

Chairman Nichols MOTIONED to move the Consent Agenda. Mr. Bateman SECONDED.

VOTE: 4-0-0

XII. Closing Comments - None

XIII. Adjournment

Mr. Znoj MOTIONED to adjourn. Mr. Bateman SECONDED.

VOTE: 4-0-0



Chairman