

# Town of Hampton



TOWN OF HAMPTON  
BOARD OF SELECTMEN  
October 18, 2010 Minutes

PRESENT: Richard Nichols, Chairman  
Richard Bateman, Vice Chairman  
Richard Griffin  
William Lally  
Michael Schwotzer, Acting Town Manager  
Mark Gearreald, Town Attorney

ABSENT Gerald Znoj, Selectmen; Frederick Welch, Town Manager

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

6:30 PM Nonpublic session - RSA 91-A:3., II., (a), (b), (c), (d), (e)

7:00 PM

## SALUTE TO THE FLAG

### I. Public Hearing – Acceptance of “Sherburne Place” as a Class V Public Highway under RSA 674:40-a

Chairman Nichols would suggest that this and the related documents be continued next week once the Town Manager has returned.

Chairman Nichols MOTIONED to continue the public hearing of the Acceptance of “Sherburne Place” as a Class V Public Highway under RSA 674:40-a to October 25, 2010. Mr. Griffin SECONDED.

VOTE: 4-0-0

### II. Public Comment Period – No comments from the Public

### III. Announcements and Community Calendar

Mr. Lally had mentioned the raffle for the Mounted Patrol a few weeks ago and a gentleman from Seabrook won the raffle and bike. The raffle raised \$13,500. He would like to thank everyone for their hard work.

Chairman Nichols pointed out a memo from Kristina in regards to deadlines for department and committee reports to be included in the Town Report and it is 12/31/10.

Fall leaf collection will be on Mondays starting on November 1<sup>st</sup> and continuing through November 22<sup>nd</sup>. Negotiations have begun between the Town and the unions.

#### IV. Appointments

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

Mr. Schwotzer reported on the September financials and his report is available online.

##### Discussion

Mr. Griffin questioned year end savings which Mr. Schwotzer answered and Chairman Nichols commented on also.

Chairman Nichols asked about the following: workers comp and open encumbrances from 2009. Mr. Schwotzer provided answers to Chairman Nichols questions.

##### 2. Chief Sullivan – Police Departmental Update

Chief Sullivan provided a report taking them through the end of summer.

##### Discussion

Chairman Nichols asked about the following: 2 fulltime positions and part time position testing. Chief Sullivan answered Chairman Nichols questions.

##### 3. Barbara Boulanger – Donation of Bench at “Bicentennial Park”

Mrs. Boulanger would like to put a bench in memory of her sister-in-law. Mrs. Boulanger provided the Board with some history of her family.

##### Discussion

Mr. Griffin and Mr. Bateman spoke in favor of this.

Mr. Griffin MOTIONED to approve and accept the Donation of Bench at “Bicentennial Park. Mr. Bateman SECONDED.

VOTE: 4-0-0

Chairman Nichols suggested she contact Mrs. Martin to make the necessary arrangements.

##### 4. Matt Henderson – “Christmas Parade” Funding

Mr. Henderson provided the Board with information about what the committee is attempting to do. He also clarified that they are not asking for funding from the Town but instead feedback from the Board.

##### Discussion

Chairman Nichols had Chief Sullivan explain some of the liability issues and insurance issues. Mr. Henderson is aware of these policies.

Mr. Griffin is in favor of the parade and supports it whole heartedly. He also spoke about the warrant article a few years ago and thinks the Town should support it financially also.

There was a discussion about who was and should be involved.

Mr. Griffin thinks that the Town should support this and give the \$3,000 that was voted on in the past.

Mr. Griffin MOTIONED to support the parade and authorize the Police Chief and other Department Heads to provide the required level of support as well as back stop their finances up to \$3,000. Mr. Lally SECONDED.

VOTE: 4-0-0

Mr. Lally also remembers the warrant article that was passed by the Towns people and supports the parade.

There was additional discussion about funds being needed, insurance, services provided by different departments in Town and fact that this is a private entity not a Town event.

Chief Sullivan will help in any necessary manner.

#### V. Minutes of September 27, 2010 and October 04, 2010

Minutes of September 27, 2010

Page 9: Second paragraph, second sentence insert the following words “the in-house” before expenses.

Mr. Bateman MOTIONED to approve the minutes of September 27, 2010 as amended. Mr. Griffin SECONDED.

VOTE: 3-0-1(Lally)

Minutes of October 04, 2010

Mr. Lally MOTIONED to approve the minutes of October 4, 2010 as submitted. Mr. Griffin SECONDED.

VOTE: 3-0-1(Bateman)

#### VI. Acting Town Manager’s Report

Last Tuesday, the Assessor, Tax Collector and I met with our DRA auditor to set the 2010 Tax Rate. Today, we received the approved tax rate calculation sheet and the rates are as follows: Town \$6.41 – no change; County \$0.97 / plus 2 cents; combined schools \$8.73 / minus 19 cents; Total of \$16.11 which is down 17 cents per thousand. The Precinct is: Exempt @ \$0.17, non-exempt @ \$0.48 for a total of \$0.65 / down 1 cent. Note that \$195k of the undesignated fund balance was used to keep the Town rate the same as last year. Chairman Nichols added a couple of things on this.

Next Monday, October 25<sup>th</sup>, the new generator at Town Hall is scheduled to be tested. This will entail turning off the power to the building, cycling the generator on and then off, then repowering the building. This will continue until everyone is satisfied that the equipment is functioning correctly. This process is potentially harmful to the building’s computer systems. Therefore, there could be some extended periods when all the computers will be shut down interrupting customer service in the Tax Collector’s and Town Clerk’s offices.

At the last BOS meeting, Mr. Welch presented the single bid that was received for this year’s purchase of 15 computer systems. Mr. Paquette is currently soliciting quotes from other vendors to use for comparison. Hopefully, next week, this new information will be available for the Board’s review.

At the Town Office, over the Columbus Day holiday, the majority of the air duct work was cleaned for the first time in many years. This week, required repairs to the sprinkler system are in process and will be completed shortly.

I have attached an analysis of the Town's phone usage as requested. On a monthly basis: \$3,700 is for land lines; \$1,900 for cell phones; \$500 for data lines; and \$400 for long distance for a total of \$6,500.

The medical insurance rates from LGC were received. The overall change was 8.2% with the Blue Choice being 8.1%. That percentage was used to recalculate the 2011 budget which resulted in an additional \$62,715 net reduction. This will be discussed further under old business.

#### Discussion

Mr. Lally reminded Mr. Schwotzer about the outside lighting at the Town Hall. There was a discussion on this item being bid out.

Chairman Nichols asked about the part time line item in the Town Manager's office. He would like to start this reduction now.

### VII. Old Business

#### 1. Review of 2011 Budget and Default Budget RE: Changes in Medical Insurance

Mr. Schwotzer gave an update on the changes to the 2011 Budget and Default Budget.

#### Discussion

Chairman Nichols spoke on the Health Insurance increase.

Chairman Nichols MOTIONED to approve the final adjustment to the Budget and the Default Budget in the amount of a reduction of \$62,715 to both. Mr. Griffin SECONDED.

VOTE: 4-0-0

#### 2. Approval of Vision Appraisal Contract Extension

Chairman Nichols explained how this came forward 2 weeks ago. It has been reviewed by Atty. Gearreald.

Chairman Nichols MOTIONED to approve the Town of Hampton amendment to the statistical update contract with Vision Appraisal. Mr. Griffin SECONDED.

VOTE: 4-0-0

#### 3. Confirmation of Vote on Application to Sell Pistols & Revolvers – Garrett Drew Decision

Mr. Lally MOTIONED to confirm the Vote on the Application to Sell Pistols & Revolvers of Garrett Drew under RSA 159:8 subject to the following conditions:

1. There shall be no retail sales conducted at the premises; and
2. There shall be no signs on the premises for this business.

Mr. Griffin SECONDED.

VOTE: 4-0-0

Other Old Business

Mr. Griffin spoke about the trash cans at Plaice Cove and Mr. Schwotzer will take care of this.

VIII. New Business

1. WWTF Study – “RFQ” Selection/Recommendation of (3) Engineering Firms to DES

Mr. Schwotzer provided the Board with a review on this.

Discussion

Chairman Nichols asked about the rank percentage which Mr. Schwotzer explained. Chairman Nichols would also like to visit this with Mr. Welch when he returns. He also expressed concerns about cost.

Mr. Lally MOTIONED to approve the “RFQ” Selection/Recommendation of firms of CDM Engineering as the first recommendation and GHD Engineering as the second recommendation to DES and Tighe and Bond as the third. Mr. Bateman SECONDED.

VOTE: 4-0-0

2. Selectmen Poll Coverage – The Board came up with a schedule for coverage at the polls and the need to have 3 Selectmen present at the end to sign.

IX. Consent Agenda

1. One-day Entertainment License “Ron Jillian’s” – 822 Lafayette Road
2. Raffle Permit “Sacred Heart School” – 289 Lafayette Road

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

VOTE: 4-0-0

X. Closing Comments – None

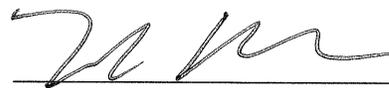
XI. Adjournment

Chairman Nichols MOTIONED to adjourn the public meeting and to enter into a non-meeting with Legal Counsel under RSA 91-A:2.,I.,(b). Mr. Bateman SECONDED.

And;

By roll call vote the Board voted unanimously to enter into a Nonpublic session RSA 91-A:3.,II.,(a)

VOTE: 4-0-0



Chairman