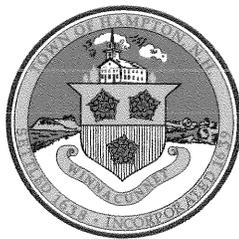


Town of Hampton



Hampton Board of Selectmen March 28, 2011 Minutes

PRESENT: Richard Nichols, Chairman
Richard Griffin, Selectmen
Gerald Znoj, Selectmen
Michael Pierce, Selectmen
Frederick Welch, Town Manager

NOT PRESENT: William Lally, Vice-Chairman

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

7:00 PM Public Meeting

SALUTE TO THE FLAG

I. Public Comment Period

Mr. Pierce suggested that the Board discuss what can be discussed during public comment after what happened last week. He specifically commented on people not using Public Comment for campaign speeches or to sell products or themselves. Mr. Znoj agreed that this is not the forum to be used for people running for any office. Mr. Griffin was surprised by the comments last week but had suggested to Bruce Theriault that he come down and see what is going on at these meetings. Chairman Nichols agrees with Mr. Pierce and Mr. Znoj and thinks that it should even be expanded further and not be used for any type of personal gain or gain to a business. There was a consensus amongst the Board that if someone gets up at Public Comment to promote their candidacy, business, or anything else like that they will stop them. Mr. Pierce feels that people should not be able to attack others not present. Mr. Griffin and Chairman Nichols agreed that the next time there are candidates running for the Precinct the Board will invite them to a Selectmen's Meeting.

Maury Freedman, 30 Hampton Meadows, asked for clarification on the Combined Dispatch on the agenda. Chairman Nichols commented that Mary Louise has asked to be an appointment and this is an item she would like to discuss. It is about combining Fire and Police Dispatch. This is a subject that has been near and dear to his heart and he shared some research he has done on this throughout the State.

Timothy Jones, 16 Dustin Ave, here tonight to make a 91A request. He read the request and explained that the request was made on March 9th of this year to the Board of Commissioners of the Hampton Beach Village District. The Chairman Gary Kubik has asked for repeated extensions, which have been granted. The reason he is making the parallel request is because of political time pressures and he hopes that one of the request will be honored.

Mr. Griffin asked what the request is about and Mr. Jones explained it is about Chapter 52, which deals with the creation of a political subdivision known as a Village District. He explained in further detail the contents of Chapter 52.

Chairman Nichols clarified that the Village District is a separate entity and that this Board has no authority over them. However, having said that if we do have this information as a Town than it is public information and will be provided to Mr. Jones. Mr. Jones stated the Board does play a role in the creation of a Village District. Mr. Griffin clarified that Mr. Kubik has not come to Mr. Welch asking for this information. Mr. Jones would like to thank the Board for serving the Town well and requested that his 91-an information request be reflected in the minutes.

Announcements and Community Calendar - None

II. Appointments

1. Dyana Martin, Parks and Recreation Director – Departmental Update

Mrs. Martin gave the Board the Parks and Recreation Departmental update: Parks update: 3 employees for summer, one starting Monday, Eagle Scout completed project, Trugreen awarded contract, replacing damaged playground equipment, scheduling fields, process of 3 warrant articles started, fencing for Tuck Field and Skateboard Park fundraising efforts. Ashworth Ave Lot will be opening on April 1st for the first show. In the process of contacting last year's lifeguards and lifeguards should be up and running again this year. She mentioned summer camps and softball brochures that will be going out. She provided the Board with a copy of the summer brochure and listed all the activities included in the brochure. She would also like to get the Boards approval to start a landscaping competition. She discussed five areas around Town that no one is adopting right now and she thought a competition might encourage some people to come forward and landscape these areas.

Discussion

Mr. Znoj asked if the work for the landscaping competition would be paid for by the Town or the competitor. Mrs. Martin explained that it would be done by the competitor and they in turn would be able to put up a sign similar to the ones at the adopted gardens.

Chairman Nichols clarified that the term of the sign would be for the season.

Mr. Griffin had Mrs. Martin list out the five locations.

Mr. Griffin also had Mrs. Martin provided some more details on the trips being offered by the department.

There was an additional discussion on some of the other activities being offered. They also discussed how some trips are being combined with other recreation departments in the area and that there is always a group leader.

Mr. Znoj commented that the brochure is very nice and a job well done. Mrs. Martin added that the brochure was done by Katie Yeaton.

Chairman Nichols is in support of the landscaping competition but has one comment about some people having a problem with a sign on Town land. Mrs. Martin stated that the signs could be similar to the ones in the adopted spaces. They also discussed the number of spaces

done this year and it was agreed to see what type of responses we get. There was a consensus amongst the Board that Mrs. Martin can move forward with this competition.

Chairman Nichols pointed out that Gary Kubik is present and invited him to speak before the next appointment. Mr. Kubik is here to clarify some of the comments made under public comment. They have been working on the 91A request for the past several weeks. He stated members of the Precinct have been to the Library, Town Office and even the State to try to obtain this information. This was also discussed at their last meeting before the election. He did also want to clarify that he has not hired an attorney but has been told that he can be held personally liable and fined per day until the information is given. He also reiterated that the Commissioners are willing to work with the Town and this Board.

2. Michael Schwotzer – Finance Director

a. Finalization of 2011 Budget Realignment

Mr. Schwotzer provided the Board with his proposals and a memo answering the questions he received from Mr. Znoj. He suggested that they go page by page and discuss any comments the Board might have.

Discussion

The Board and Mr. Schwotzer discussed all of the following.

The Recycling Committee has \$1,000 in donations, which can be spent on any expenses they might have.

Mr. Pierce asked for some information on the Highway Safety Committee and what type of expenses they might have.

The Rockingham County Registry of Deeds under the Finance Department, which we do not really have any control over. Mr. Schwotzer explained the expenses in his department in further detail and the budget he is proposing is the same as the 2011 budget since the Default Budget was higher. Any department who had more in the Default Budget than the 2011 proposed budget he has moved to departments who had negative amounts in the Default Budget. This is what he is proposing to the Board.

The MIS department realignments to reflect what account the money will be paid.

They discussed the reasons why Outside Counsel Fees have been lowered.

Mr. Pierce asked about Merit Pay, Retirement System and phone expenses in parking lots. Mr. Schwotzer explained that merit pay has not been used but is sitting there in case a raise is given to a non-union employee. Chairman Nichols and Mr. Schwotzer explained the NHRS contribution amounts to Mr. Pierce and how this line item was calculated. They discussed NHRS rates and contribution amounts along with SB3 and the State budget.

Mr. Znoj thinks Cemeteries is lean to begin with, being reduced below the proposed, and the actual. Mr. Schwotzer explained in detail for the Board the budget process that the Cemetery went through and does agree that this department probably does have one of the leanest budgets in the State. Mr. Znoj also pointed out the water budget in Parking Administration and compared the actual to the amount budgeted. Chairman Nichols reminded everyone of the part time wage increases last year and the bottom line of the budget for this department was still ok.

Mr. Pierce asked about the computer systems at the Police Department, the Mounted Patrol and vehicle replacement in the Police Department. Mr. Schwotzer provided some background on the novell server at the Police Department. The money for the Mounted Patrol is in the warrant article as opposed to the line item in the budget. The cruisers have been reduced to two and will be paid for out of the Detail Special Revenue Fund. There is money left to replace the transport van. Mr. Schwotzer also touched on the equipment such as radios needed for the new vehicles.

Mr. Znoj asked about the training line item in the administrative section of the Police Department. Mr. Schwotzer stated that the total change for Police is zero and the changes have just been made as reallocating some of the line items.

Mr. Schwotzer explained in detail how the Part Time Special Officers line item will now be broken out to reflect different groups of employees. Chairman Nichols explained the split further and made some comments on Specials for this summer. The Board is happy with this change.

Mr. Znoj asked about the internal private detail. Mr. Schwotzer explained that the amount spent last year was on probationary retro pay for some fulltime employees. Chairman Nichols asked that the description be changed on this report to read Probationary Retro Pay. They also discussed private detail internal. Chairman Nichols mentioned the polls and pick up in paving.

Mr. Pierce asked about staff development under administration in the Fire Department, gasoline line item, negative number under career incentives, equipment replacement and radio equipment. Mr. Schwotzer has spoken with Chief Silver and he is ok with the budget as it is proposed. He also explained that the career incentive wages are moved in to the EMS fund. They had a further discussion about replacement equipment and the many grants that the Chief goes after.

Mr. Schwotzer explained he added \$4,682 to the capital building study as requested by the Chief. He is looking to have \$10,000 in this account and there is a PO out for \$5,000 or so which combined will give him the requested \$10,000. Chairman Nichols clarified that there is an additional \$6,000 still sitting in the Winnacunnet Road Station study, which can only be spent on Winnacunnet Road. Mr. Schwotzer also explained the hydrants line item that he has no control over.

Mr. Znoj asked about the Building Inspectors need for a new vehicle. Mr. Schwotzer did not budget for this since it is a onetime expense. He does need the truck and should get the truck but for current and future budgetary reasons he did not put it in this budget.

Mr. Schwotzer explained before they start looking at DPW he realigned this to reflect the proposed budget. Therefore, this is literally a realignment with no additional money put in this section of the budget. They also discussed the cost involved with T intersection at the end of Winnacunnet Road and Rte 1. Chairman Nichols explained for Mr. Pierce the approval process by this Board for this project and that 80% of the cost should be absorbed through Federal Grants.

Mr. Pierce asked about the following in DPW budget: roads being reduced and storm drainage. Chairman Nichols expressed that most of the changes are due to the

reorganization. The amounts for roads should be enough to do all the repairs scheduled for this year.

Chairman Nichols has a concern with sidewalks being at zero. He would suggest that they look at this and bring something back to the Board next week. Chairman Nichols also made a few comments on street lighting and electric under WWTP there might be some money found here that can be used somewhere else such as sidewalks. They also discussed the recycling contract and by virtue of the warrant article, the contract with Waste Management will end July 1st. Chairman Nichols stated that the incremental cost of bringing recycling in house is spread throughout the budget. He would like to see some of the additional money in electricity and contracted services used to offset the cost of bringing recycling in house. Mr. Schwotzer stated the need of putting transportation out to bid and he would need this number to calculate the cost of bringing the recycling in house.

Chairman Nichols brought up the old Salt Shed being used for a Lunch Room/Swap Shop. If it were decided to move forward with this item he would like the cost to be reflected in the finalized budget.

Chairman Nichols commented on the Welfare Direct Assistance reduction and that there is still room to reduce this line item compared to the last 3 or 4 years of actual. He also added some information about legislation in Concord that could affect the Town if it has a large amount on this line item.

Mr. Znoj commented on the Library Appropriations and the information provided to him by Amanda Cooper. He is pleased with the information she provided and the information is available at the front desk of the Library for any resident to view.

Chairman Nichols commented on the part time wages for the Conservation Coordinator and he is in favor of increasing this line item so that the position can be increased to 30 hours.

3. Mary-Louise Woolsey

a. Reuse of Salt Shed – Lunch Room

Ms. Woolsey expressed concerns with the cost at \$20,000, contamination from the many years of being used to hold salt, electrical cost, employees do deserve a place to eat lunch, not being able to fit the Swap Shop, long term problems, volunteers tend to fade away, liability standpoint, soft material that may contain germs, tricky operation and alternate lunch room locations.

Another thing she would like to discuss about Salt Sheds is the new Salt Shed that was built. She is concerned that EPA might fine us for contamination. She mentioned the large amount of salt around the outside of the shed and shared some observations she made when driving around the area today.

Ms. Woolsey brought up the passing of Ansell Palmer and the need to really get some of the older residents of Hampton on DVD. She added the valuable history that can be provided by these people. This is something that can be done by the Historical Society.

Discussion

Chairman Nichols broke down the cost for the old Salt Shed conversion which is actually estimated at \$10,000 not \$20,000 with \$4,200 being related to electrical cost. It does appear

that there is enough space to have the Swap Shop. He did visit the Swap Shop in Rye and it was started with volunteers and now is taken care of exclusively by employees. He shared some of the problems that they encounter if the area is not monitored. Chairman Nichols shared that the Recycling Committee has contacted him and they would like to be more involved with the planning.

Mr. Welch commented that he does need to find out if the building can be sanitized before we move forward.

Mr. Welch shared some information on how the area around the salt shed can be cleaned and the number of drains. A permit was filed with EPA.

Mr. Griffin pointed out that the Historical Society is working on something like Ms. Woolsey mentioned in regards to the video taping of some of the older residents. Mr. Welch did point out that John Nickerson was working on something like this before he passed.

b. Combined Dispatch

Ms. Woolsey feels this issue was put to bed when the Police Station was built. She thinks it is unreasonable to be talking about this at this time. She does think it is too bad that the warrant article for the Fire Stations did not pass. She is not sure where they are going with this but she is concerned with: floundering around with this for another year, non professionals working on these plans, important to resolve the Fire Station construction, WWTP problems costing a fortune and concerned about a shadow government running this Town.

Ms. Woolsey also commented on the recognition of employees with 10/20/30 and so on years of service and she is appalled at the plastic type of pins they have been giving out. She commented on how in the past Selectmen were given small medal pins and employees were recognized with plaques. She expressed how upset she was to see what the employees are being given.

III. Minutes of March 14, 2011 and March 21, 2011

Minutes of March 14, 2011

Page 8, 5th paragraph, second sentence. Reword the sentence to reflect the following:

Mr. Schwotzer thinks there may be room to decrease the Welfare budget and he will speak with the Welfare Administrator about any areas that could be decreased. Remove the sentence "Mr. Schwotzer will have this discussion with Michelle."

Page 8, 5th paragraph, second to last sentence. Add the word "retirement" before the word "cost".

Page 8, 5th paragraph, sentence that begins with Mr. Znoj agrees. Add the following to the end of the sentence "from the Default Budget to the Proposed Budget."

Page 9, under Minutes of March 07, 2011, first sentence, change the word "is" to "was"

Mr. Pierce MOTIONED to accept the minutes of March 14, 2011 as amended. Mr. Griffin SECONDED.

VOTE: 4-0-0

Minutes of March 21, 2011

Page 8, under Closing Comments. Change the number from “\$300,000” to “\$363,000”

Mr. Pierce MOTIONED to accept the minutes of March 21, 2011 as amended. Mr. Znoj SECONDED.

VOTE: 4-0-0

IV. Town Manager’s Report

The State Highway Safety Agency has issued a grant to the Police Department for overtime patrols on specific dates under the Safe Commute Patrols Program. The State will reimburse for all cost associated with the patrols on those dates.

I have provided the Administrative Order from State DES to the Town of Hooksett regarding the cleanup of the plastic disks at the expense of the Town of Hooksett.

We had inquired regarding the possible grant for a generator at the Transfer Station. While that is possible we have also had our large generator at the Treatment Plant checked and it appears that it might be able to power the balance of the Treatment Plant as well as at least two compactors at the Transfer Station. Further work will be completed to verify the possible use for that purpose.

The Town has been notified that our application for Hazard Mitigation Funds submitted under the Pre-Disaster Mitigation Program has been denied for work in the Mill Roads/Cogger Street; High Street at Meadow Pond; projects but will be evaluated later if additional funding is available. The reason is lack of funding and very little benefit realized due to limited prior damages reported. The High Street/ Lafayette Road project is to be funded and notice of award should be forthcoming soon.

It has been brought to our attention that the Seacoast Hospice has been purchased by Beacon Hospice and is now a For-Profit instead of a non-profit organization. Does the Board wish to continue the Human Services Appropriation to this for profit operation?

I have the Annual Concurrence for the Emergency Operation Plan for the Boards signature.

The household hazardous waste collection day is scheduled for May 21, 2011 from 9 am to noon behind the old Town Office.

Just a reminder that your dogs must be licensed by April 30th.

Discussion

Mr. Pierce confirmed that the generator at DPW is being tested periodically.

Chairman Nichols commented that the Seacoast Hospice being purchased actually came out before the vote in March. He believes that there was literature that the money given by Hampton would be applied to the citizens of Hampton. It is his recommendation that we look into this again later in the year. There was an additional discussion on Seacoast Hospice and the work that they do.

Mr. Znoj asked about the old Town Hall and Mr. Welch commented that if someone wants to come in and volunteer to take it down they should contact the Town Manager’s Office. Mr. Pierce suggested contacting Jack Lessard.

V. Old Business

1. William Murphy “BZ on the Corner” (Ocean Market) – Loading Zone at 9 Ocean Blvd Request

Chairman Nichols refreshed the Board on the reason this item was held over from last week. One was to give the public time to come forward if they had any comments to make on this and the other was so that the Police Chief could provide some input.

Discussion

The Board members did not receive any concerns nor did Mr. Welch from the Police Chief.

Mr. Znoj thinks that the Board should go ahead and do what needs to be done.

Chairman Nichols reminded the Board that it was proposed that two parking spaces be labeled loading zone from 7 am until 4 pm.

Mr. Murphy has meet with Deputy Chief Sawyer and he had a concern with the distance from the crosswalk coming around from Ashworth Ave to Ocean Blvd.

Mr. Znoj MOTIONED to Approve the Loading Zone at 9 Ocean Blvd, in the area approved by the Police Department during the following times 7:00 AM to 4:00 PM contingent on Mr. Welch getting any necessary feedback from the Police Chief. Mr. Pierce SECONDED.

VOTE: 4-0-0

2. 2011 Selectmen’s Objectives

Chairman Nichols has summarized what the Board discussed last week and has provided that information to the Board. He does not think the Board should take any action on this tonight since Mr. Lally is not here but asked for any feedback from the Board. He has added a 7th objective that he read for the Board which has to do with the revaluation project through Vision Appraisal and the Assessing Department. They discussed the total valuations on properties going down and the impact this will have on the tax rate.

Discussion

Mr. Griffin commented on an article in the Globe and how when the values of properties go down the tax bill usually goes up. Chairman Nichols explained in further detail that although the Boards objective is to keep residents tax bill level the actual rate will likely change from the \$6.41 rate.

Mr. Pierce asked about the project with Vision Appraisal and Chairman Nichols explained the project to Mr. Pierce including the fact that this has been an ongoing project, which the Assessor is working with Vision Appraisal.

Other Old Business

Mr. Griffin brought up that on April 8th he will be meeting with Nancy Stiles, John Nyhan and the staff for Jeanne Shaheen and Kelly Ayotte to discuss the 5 west side streets that were not completed at the beach.

Mr. Znoj asked when the reps are coming back to the Board and Mr. Welch will research this for the Board.

Chairman Nichols followed up with Mr. Welch about completing the letter of support from the Board for the Intermodal Transportation. Mr. Welch is still working on this and plans to have it done this week.

VI. New Business

Chairman Nichols brought up the report from the BETA Group and the need for items of this magnitude to be sent out to bid. He brought up another example with the CDM study. He pointed out that when it came down to the WWTP moratorium, he and Mr. Znoj pushed hard on this and the outcome was very different. He thinks that when an engineering or tree cutting job is greater than \$5,000 it needs to go out to bid even if there is an on call company available to the Town. The Board agreed that once a job reaches \$5,000 thresh hold it must go out for a competitive bid.

Chairman Nichols brought up the MOU with the State and DRED. There were articles that past giving the Board the authority to charge the State for tipping fees in relation to trash and the cost of WWTP. The issue is a little more complicated since the State does do things for the Town. Therefore, he has asked Mr. Welch to come up with a list of what we do for the State and what they do for us. Chairman Nichols has also sent an email to John Nyhan asking if he would like to be involved in the discussions with the State and he would like to be included. There was an additional discussion on how this is going to be done.

VII. Consent Agenda

1. Raffle Permit "Sacred Heart School" – 05/14/2011
2. License for Coin Operated Amusement Devices "Sea Ketch" – 127 Ocean Blvd
3. License for Coin Operated Amusement Devices "Seacoast United Soccer Club – 311 Winnacunnet Rd

Mr. Pierce MOTIONED to Move the Consent Agenda. Mr. Znoj SECONDED.

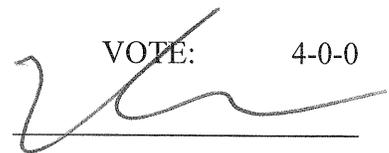
VOTE: 4-0-0

VIII. Closing Comments – None

IX. Adjournment

Mr. Griffin MOTIONED to adjourn. Mr. Pierce SECONDED.

VOTE: 4-0-0



Chairman