

Town of Hampton



Hampton Board of Selectmen April 11, 2011 Minutes

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

6:00 Nonpublic session - RSA 91-A:3., II., (a) Grievance

7:30 PM Public Meeting

SALUTE TO THE FLAG

- I. Public Comment Period - None
- II. Announcements and Community Calendar

Chairman Nichols announced that the Library is asking people to help with grounds cleanup on April 30th from 9 to 2. For further information contact Terry Killeen at 926-3313.

III. Appointments

1. Chief Silver
 - a. Departmental Update

Chief Silver explained to the Board that his report was going to cover January through March of this year. One of the main differences can be seen when comparing February of last year to February of this year which is due to the storm last year. He is also going to begin publishing a newsletter on a monthly basis which he has provided the Board with a copy. He provided a summary of activities including: reasonable winter, 2 vehicle fires, fire in marina, fire within a residence with little damage, service calls, hazardous conditions and false alarms still the 3 largest categories of responses, Town calls represent 65% and beach district responsible for about 35%, EMS responses with 4 minute average, consolidating data between systems and not going to be able to happen, explained the process he is coming up to merge the reports, new pumper in service, RFP out to dispose old pumper, vehicle maintenance schedule, conducting assessment needs for both buildings. Personnel changes including retirement and people moving onto greener pastures, John Stevens new captain, Michael Brillard promoted to lieutenant, Peter Wahl new EMS, Brian Akerly and James Henderson new firefighters, 1 firefighter position to be filled, upcoming exam for new firefighter, received resignation from a firefighter and retirement notifications from 2 other

notification from 2 other employees, several others considering retirement, long term absences including workers comp, military and light duty, lack of paramedics and training coming up, the training programs he participated in: hurricanes and the other for EMS, disaster reimbursements from FEMA and the State, grant funds to update Emergency Management Plan, Penguin Plunge update, Assistance to Firefighter Grant and funds to improve radio communications on Winnacunnet Road.

Discussion

Mr. Znoj asked Chief Silver to get an email to the Board with an update on personnel as discussed above. He asked about the following budget items: pier expenses, diesel fuel and gasoline line items seem to be overspent. Chief Silver explained the pier maintenance and we will exceed what is budgeted for this line item. Chief Silver expressed that the rising cost of fuel is the reason for this and expressed how they are back at the 2010 Default Budget amounts. They also discussed the need of sending a pumper and an ambulance on every call and how this has been looked at every year.

Mr. Lally agrees about the need for the Board to have a list about all the changes that are happening in regards to personnel.

Chairman Nichols asked about the EMS position that has been open for awhile and now being filled and how this is being handled from a budgetary standpoint. Chief Silver explained that at this time he has decided that filling this position is more beneficial to the department than filling the open Fire Inspector position. Chairman Nichols clarified that the 2 retirement notifications given to the Chief can be rescinded based on what happens at the State level in regards to the NHRS. Chief Silver did state that at least one of the retirements will take place for sure. They discussed the preparation that will take place but the positions will not be filled until the retirements actually take place. It was explained that retirees cannot work into the month of June if they want to avoid changes made to the system which would be effective July 1st. Chairman Nichols was surprised that we struck out in the Hazardous Mitigation Grants of the events of 2010. He asked the Chief for any insight he may have on this. Chief Silver has inquired about many things and has not been able to get any real answers. He did explain in further detail how the grant funds are distributed and the grant applications you can file under. Chairman Nichols would like to see a few of the grant applications from the communities that were awarded a grant to compare to the application submitted by the Town.

b. Fire Station Facilities Plan

Chief Silver would like to hear from the Board first on this especially since he has spent so much time on this and it did not receive the support needed by the Board or the community.

Discussion

Mr. Pierce thinks the following: a real need for a the Beach Station, address the uptown station from a cost standpoint, cosmetically the Winnacunnet Road station looks good and possible additions that could be made to the uptown station.

Mr. Znoj agrees with Mr. Pierce that the Beach Station needs to be done. He also commented on: main mission is the beach, Chiefs plan for the beach is great, headquarters and dispatch should be moved uptown, suggestions for uptown included use of trailers or

ranch style property where the Old Town Hall is and need for modifications that are very cost effective uptown.

Mr. Griffin thinks that we definitely need the station at the beach and he is looking to the Chief to lead us as to what we need uptown.

Mr. Lally thinks we need to focus squarely on the Beach Station.

Chairman Nichols agrees with what has been said so far. We should have a plan and have something on the ballot in March 2012. He thinks the following should be done: Chief come back with something on the beach, a discussion about moving headquarters and dispatch uptown, there will need to be a consensus amongst the Board on where the headquarters should be, ultimately the plan needs to have a less ambitious financial impact than last year, price tag can't be \$7.6M and maybe a phased plan might be the way to go.

Mr. Griffin thinks a phased plan is a good idea and he is in favor of the headquarters being moved uptown.

Chief Silver has not given this much thought over the past 4 weeks since he has a lot of operational issues to focus on. He does think that whatever is decided the lesson learned here is that they all need to be in support of what goes forward. If it can't be supported by all than it should not go forward. He will go back and decide on some things that he feels are necessary and bring them back to the table for discussion. One of these items is the relocation of headquarters. He will go back and look for alternative ways to accomplish the needs.

Chairman Nichols does not have any issues with what was presented for the Beach Station. He accepts that operationally headquarters needs to be moved uptown but we need to find a way to do this cost effectively. Chairman Nichols clarified that when he refers to a phased approach he is looking at one phase now and the next phase not being completed until maybe 5 years down the road. He does not think that he could support anything over \$5M total.

Mr. Znoj thinks that it is clear they are in support of the Beach Station and a discussion will have to begin about the uptown station.

Chairman Nichols would like to plan that the Chief come back before July 1st for further discussion. Chief Silver will bring some ideas back to the Board for comment. He expressed once again that there needs to be 100% support this time around.

Mr. Znoj brought up the personnel openings and wonders if there is a pool of candidates that the Chief can draw from and there is not. There was a discussion about the required training. They also discussed probationary employees and how some do not complete their probationary period. Mr. Znoj wonders why some of these 2 year colleges do not set up these types of programs especially since the Police Chief has the same problem. Chief Silver explained some of the statutory requirements that must be done by the Town. Chief Silver also brought up some concerns he has with employees leaving to go to other departments.

2. Michael Schwotzer – Finance Director

a. March Financials

Mr. Schwotzer here tonight to go over the financials for March which will be posted on the website. He is using the revised budget approved by the Board on April 4th. He will be

putting together the budget with a memo that will be going to the Budget Committee. He discussed income from: Motor Vehicles below budget, Interest on Taxes, Federal Grants, Departmental income and Trust Fund. He explained why income from Federal Grants is a negative number. Operating Expenses for the departments is at 22.3% of the budget which is against the target of 25%. Majority of the departments are below target with no major issues. He discussed the following items under expenses: encumbered PO's, election administration, audit fieldwork, personnel administration/employee separation cost, accrued benefits paid out to employees, Planning Board, municipal insurance, traffic control vehicle replacement, police specials broken into 2 accounts, Fire Department overtime, both sections of Public Works, money has been moved around to reflect reorganization at Public Works, Direct Assistance in Welfare, Capital Outlays/Human Service Warrant Articles and EMS ambulance billing.

Mr. Schwotzer mentioned that Mr. Znoj had sent him some questions which he has answered and provided the information to all Board members. The questions were related to: revenue this YTD compared to last year, diesel fuels throughout all the accounts, YTD total across all departments fuel is overspent by \$8,000, compost sales at Public Works, Finance overtime, Assessing data processing, Planning Board contracted services, Police sick leave, probationary issue of \$60,000 in Police, WWTP administration, DPW supplies, fuel for Private Detail, ambulance fuel cost and \$200,000 of fire expenses are moved over to the EMS fund.

Discussion

Chairman Nichols discussed the employee separation cost and the possible exposure amount.

Mr. Znoj asked for Mr. Schwotzer's opinion on revenue compared to last year. Mr. Schwotzer stated that so far this year we are ahead of last year. He stated that last year at this time we were 4.1% behind and this year we are only 3.2% behind target. Mr. Znoj pointed out that overall electricity is down.

Mr. Lally and Mr. Griffin thanked Mr. Schwotzer for his report.

Chairman Nichols asked about the transportation cost associated with tipping fees line item at about \$158,000. He has asked DPW to get back to him on the details of the contract such as when it starts and are there fuel surcharges. Mr. Schwotzer confirmed that Chairman Nichols is asking about the hauling and he believes he has a copy of this contract and he will review and give to the Town Manager.

IV. Minutes of March 28, 2011 & April 04, 2011

Minutes of March 28, 2011

Mr. Griffin MOTIONED to approve the minutes of March 28, 2011. Mr. Pierce SECONDED.

VOTE: 4-0-1(Lally)

Minutes of April 04, 2011

Mr. Griffin MOTIONED to approve the minutes of April 04, 2011. Mr. Pierce SECONDED.

VOTE: 5-0-0

V. Town Manager's Report

The Town Clerk's Office has sent notices regarding the renewal and the issuance of new dog licenses. Dog must be licensed not later than April 30th to avoid fines and penalties.

The Department of Public Works will conduct a leaf collection the week of April 25th. Leaves, grass clippings, pine needles, etc. will be picked up at curbside and contained in biodegradable paper bags or loose in barrels. No twigs, branches or bush or other materials can be included.

The Southeast Regional Refuse Disposal District 53-B will be meeting later in the month. I request that the Selectmen authorize Town Counsel to send a letter requesting that the Town assessment be reduced to take into account that Hampton's representatives are opposed to the Districts current policy of providing food and beverages for Commission members before and after the District's meetings. The taxpayers of Hampton should not be charged for such activities.

There has been some talk regarding whether or not the Town picks up recycling from Condo projects within the community. The answer is no we do not pickup recycling from condo projects within the Town. Simply because a Waste Management truck goes into those projects does not mean that they are there picking up for the Town. The condo projects have contracts with other vendors for their various waste streams.

A letter has come from State DOT Commissioner about work on Ocean Blvd that needs to be reviewed by the Board and decisions need to be made in the near future.

The Town has received notice from the Department of Transportation that the consolidating planning grant for the Hampton Intermodal Terminal and Feasibility Study has been approved. The cost to the Town will be \$7,500 for this study.

A request has been received and reviewed by all the departments for an Entertainment License "Millies Tavern" 17 L Street.

Mr. Lally MOTIONED to approve the Entertainment License for Millies Tavern's at 17 L Street. Mr. Griffin SECONDED.

VOTE: 5-0-0

He has the canvas of bids and recommendation of Public Works for the 95 gallon trash bins. The following information was provided: bids awarded tomorrow, 5 bidders and low vendor Cascade Cart Solutions at \$457,856 this is below our estimate. The bid for the trucks has also come in and HP Fairfield International Trucks have some legally built 2007 EPA mission standard engine and trucks. They have set 3 aside for us and it will come in at less cost than we had estimated for the trucks. This will save us time since the bodies are all that have to be built.

We have received a request from the State Liquor Commission that deals with Ocean Gaming at the beach and they would like 2 separate licenses for 2 separate bars one inside and one outside. Mr. Lally pointed out that the outside bar will be on the second floor. Mr. Welch added that they will be provided to serve food in order to have the liquor license.

We have received a request from the Hampton Garden Club asking to use the Town Hall parking lot on Saturday May 21st which the Board agreed would be fine.

Discussion

Chairman Nichols would like to point out that he spoke with a resident who is also a member of a Management Company of a condo association and they stated that in fact Waste Management does pick up in their community at the expense of the Town. Therefore it appears that there is a miscommunication since Mr. Price does not believe that Waste Management is picking up in any of the condo associations at a cost to the Town. He would request a letter from Waste Management with the condo associations they are picking up and at whose expense. This should straighten out any confusion.

Mr. Znoj clarified that the trash bins are of good quality.

Mr. Znoj questioned when the trucks would be able to be here and it will take 90 days.

Mr. Lally questioned if the Board needed to vote on the liquor licenses and they do not. Mr. Welch would only mention that anyone either in favor or opposed should make it known to the State Liquor Commission.

Chairman Nichols clarified that the position of Deputy Director of Public Works has been advertised. He would also like Mr. Welch to follow up with the State in regards to trash and recycling barrels. He did not see any out from the State just the Town. Chairman Nichols clarified that we intend to bill Hooksett for any expenses we have had. Chairman Nichols expressed concern once again with going out and spending over \$1M on recycling/trash equipment and trucks and still do not have any sort of written plan in place. Mr. Welch explained that he has seen a plan from Mr. Price and it is still being worked on. Chairman Nichols wonders if we should spend the money without having the plan done. Mr. Welch stated if we wait for the plan then we will have to go back out to bid. Mr. Lally also shares some of Chairman Nichols concerns. There was an additional discussion on some of the streets at the beach. They discussed the education that will have to go on about the placing of the trash bins especially down on the beach. Chairman Nichols is just concerned that this is a lot of money to be spending without a written plan in place. In the plan Chairman Nichols would like to see the following: how the routes are going to work, how we got to the fact that we only need 2 new part time employees, clarity on the manpower and circulation of plan to catch any problems. Mr. Znoj suggested signs at the beach saying trash on this side. Chairman Nichols also pointed out that we are starting this on the busiest weekend of the year. Mr. Lally wonders if maybe at the beach we should wait until the Fall to change how we are doing things at the beach. We could probably run the regular trash trucks at the beach for the summer. Chairman Nichols requested that the Board have some sort of a plan in their boxes before the weekend. Mr. Pierce thinks there are a lot of questions that still need to be answered.

VI. Old Business

1. 2011 Objectives

Chairman Nichols summarized the objectives: taxes at a flat rate for municipal taxes, Fire Station Facility plans with the Chief, negotiating CBA's, complete implementation of drainage solutions started in 2010, develop and implement a plan to bring recycling in house, implement plans with the WWTP and complete the mass update of property tax values. Anyone interested in more specifics on the objectives can email Chairman Nichols and he will email the objectives to them. He asked for a motion to approve the 7 objectives.

Mr. Pierce MOTIONED to approve the 7 objectives of the Board of Selectmen. Mr. Znoj SECONDED.

VOTE: 5-0-0

Other Old Business

Mr. Znoj sent Mr. Welch a memo dealing with Storm Water 2, permits we are late on and a notice of intent sent to EPA. Mr. Welch stated they should get this information next week in the DPW monthly report.

Mr. Znoj announced vacancies on the following committees: Cable TV Advisory, Highway Safety, Insurance Advisory, Police Land Commission, Mosquito Control and Recycling Education.

Mr. Znoj would like information as soon as we have it for education purposes so that they can help in any way possible.

Chairman Nichols mentioned again the need for a MOU with DRED. He has seen emails from Department Heads but he feels Mr. Welch needs to go through and turn it in to a list of items that need to be negotiated with DRED. Some of the items he brought up were: tipping fees, flow into the WWTP, having a police officer on an ATV on the beach, DRED charging the Town fees for use of State Park and DRED helps out picking up trash and recycling on the west side. Mr. Znoj pointed out that the State is already working on their budget so we really need to get moving on this. Mr. Pierce asked about the Precinct being charged and that does not have anything to do with this Board.

Chairman Nichols commented that we have talked a lot about the Reverse 911 capability and Mr. Welch sent an email identifying a number of uses. Based on Police and Fire requirements there is no need for the Town to do this since their issues will be taken care of through the State System. There was a pretty extensive list out of DPW that the Town Reverse 911 could be used for. Chairman Nichols would suggest at this time we sit on this and see what the schools come up with.

Chairman Nichols brought up HB457 which was discussed last week which is the bill to reduce the interest rate on taxes. The bill was killed in the Senate Committee.

Chairman Nichols commented on the census and as of 2010 the population of Hampton is 14,976 which is 39 more people than 2000. He shared some history on how the population has changed over time.

VII. New Business

1. 9 James Street – Griffin Family Reunion – Memorial Day Weekend

Chairman Nichols stated that the Board approved this last year. Mr. Welch commented that the Building Inspector has included a letter of support/approval. Atty. Gearreald stated that there was a question as to whether this has an impact on zoning at all and he has spoken with the Building Inspector and it does not. This is not something that would require a zoning variance. Mr. Schultz would suggest that a couple of portable toilets be put on site for the weekend.

Mr. Znoj MOTIONED to Approve the 9 James Street – Griffin Family Reunion – Memorial Day Weekend. Mr. Lally SECONDED.

VOTE: 5-0-0

Other New Business

Mr. Znoj commented that Mr. Price did attend the Recycling Committee meeting today and they are going to meet with Mr. Price to scope out the Swap Shop idea and come up with some policies/procedures. There was a discussion on developing a policy when we have no volunteers to operate the Swap Shop.

VIII. Consent Agenda

1. Parades & Public Gathering License – Smuttynose Rockfest Marathon & Half Marathon 10/08/2011
2. Tax Exemptions: Veterans Review – Arrigg, Fred & Emily; Cilluffo, Salvatore & Linda; Cocchiaro, Jacqueline; Collins, Florence K.; Connolly, Gayle; Corroon, Thomas F.; Courtemanche, Richard & Marcia; Cronin, Richard W & Claire T.; Cropper, James & Janet; Cullen, Robert L. & Maureen; Curley, James & Jennifer; Cusack, Jean; Foss, Pauline; Hockenhull, Robert I.; Lundgren, Jon R.; Rahn, Donna; Stebbins, Donald E.; Whitfield, Diane C. Veterans New – Casper, Ronald P.; Dilt, Robert & Ann; Gibbons, Richard F. & Linda G. Elderly New – Bortone, Sheilagh; Burnham, Mary W; Clark, Ernestine T.; Diltz, Robert & Ann; Gibbons, Richard F & Linda G.; Nadeau, Terry & Joyce; Palmer, Joan M.; Schultz, Thomas E & Mary A.
3. Sewer Abatements totaling \$86,193.

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

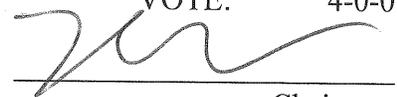
VOTE: 4-0-0

IX. Closing Comments

X. Adjournment

The Board of Selectmen adjourned the public meeting and at 9:45 the Board of Selectmen voted on motion by the Chairman and seconded by Mr. Znoj and unanimously by roll call vote entered into Nonpublic session under RSA 91-A:3, II (a), (b), (c), (d), (e). (Selectman Griffin having had to depart due to health reasons)

VOTE: 4-0-0


Chairman