



Hampton Board of Selectmen
Minutes of April 09, 2012

PRESENT: Richard Griffin, Chairman
Richard Nichols, Vice Chairman
Michael Pierce, Selectmen
Ben Moore, Selectmen
Philip Bean, Selectmen
Frederick Welch, Town Manager

7:00 PM Public Meeting – Selectmen’s Meeting Room, Downstairs Town Offices

SALUTE TO THE FLAG

I. Public Comment Period

Richard Reniere, 29 Highland Ave, is concerned with item #1 under the Town Manager’s Report. This is in regards to the State ordering Unitil to terminate 21 streetlights along Ocean Blvd. He spoke about the multimillion-dollar complex at the Beach and the multitude of businesses at the beach and to think that there is going to be a reduction in the lighting. If this is to happen we may as well change the “Welcome to Hampton” sign to “Welcome Vandals”. He mentioned the problems we had before the complex was complete. He is sure that Chief Sullivan would tell you that a well-lighted area is a deterrent from vandalism and criminal activities. He hopes that this Board will work with Senator Stiles and the HBAC on this.

Mr. Nichols brought up the decisions made in regards to public comment period. He mentioned how when public comment was at the end of the meeting items that were not on the agenda but came up during the meeting people were given the opportunity to comment on these things. He wonders if there is a provision where if an item comes up during the meeting that is not on the agenda will people be given a chance to comment on these items at the end of the meeting or possibly the next meeting. Chairman Griffin thinks it would be at the next meeting. The Board agreed that it would be ok for people to comment at the subsequent meeting on items that were discussed at the previous meeting which were not listed on that meeting’s agenda.

II. Announcements and Community Calendar

Mr. Moore brought up that it is dog license time and Mr. Nichols confirmed that current licenses expire on April 30th.

III. Appointments

1. Chief Silver
 - a. Fire Department Update

Chief Silver introduced the new Deputy Chief Jamie Ayotte to the people at home. He has been with the department for about 4 weeks, and comes to them from Amesbury, MA where he served for 10 years as a firefighter, and lieutenant; he has 20 years experience in emergency medical services; and brings a lot of benefit to the Town and the Department. They have worked very well together over the past few weeks.

Chief Silver commented on how excited he is about the outcome of the votes on both March 13th and at the Precinct Annual meeting. He is very pleased with the outcome of all the votes and thinks 2012 will be a very exciting year for them. He is looking forward to working with all the people involved and he thanked everyone for their support.

A quick review of what the department has been doing including: no major fires, one small fire caused by a grill on a second story deck which he explained in detail for the Board, reviewed safe use of gas grills, 4 residential fires and 6 total structural fires, 5 fires in vehicles or adjacent to buildings, breakdown by district 39.5% of fire incidents in the beach district 52.2% in the Town district and 8.3% in rural district (mainly west of 95), fire responses total 395 which is lower than the same period last year, due to very dry weather the State has classified the fire danger as a class 4 and burning is strictly prohibited, extremely dry conditions, responded to 411 medical calls which is also a decrease from last year, he discussed the pattern on stats that he has noticed after watching the last several years, RFP for ambulance replacement have come in and he went through the ambulance replacement process, paying for the ambulance under the EMS fund and vehicle maintenance that is taking place.

Chief Siler would like to discuss the Fire Stations construction. The way he envisioned proceeding from this point he has developed a good working relationship with the architect and he reminded everyone of the process they have been through thus far. He would prefer that they continue with this same architect it makes a lot of sense from a planning standpoint and will save a tremendous amount of time. If they were to start the process over, they would have to spend money because none of the work they have down would be useful. He would like the Boards support to negotiate a contract with the architect and he provided further information on this architectural firm. He has a draft contract that the architect is preparing and he would ask for complete support of the Board to continue pursuing that. He is also going to be looking for a construction manager and that is the next step in the process before they go and put pen to paper and sign any construction documents. He explained why he suggests putting a construction manager on the job and why he thinks it should be done so early in the project. He discussed the responsibility of the architect compared to the construction manager. He brought up securing the financing and this is on his agenda for the next week or so. He has a draft of an RFQ he is working on to find a construction manager. Construction at the beach will not begin until after the Seafood Festival. Clearly, they could start the construction on Winnacunnet Road but he would like to do the construction simultaneously if possible rather than drag the process out. He discussed the fact that the construction will have little to no impact on the everyday operation of the department.

Discussion

Mr. Nichols asked about the design work that was put out to bid a few years ago and he wonders if this includes final design of the complete stations as opposed to conceptual design stuff, they were working on then. Chief Silver answered that they have schematic designs from a few years ago. Mr. Nichols wonders what is the structure of the compensation that they would be looking at from a design standpoint in other words fixed price or hourly rate. Chief Silver explained it would be fixed price and how this essentially works. He believes that architectural and engineering services make up approximately 4 to 6% of total cost. Chief Silver reminded everyone of the RFQ and RFP process that they went through and how he feels that Gaudreau & Associates is giving the Town a fair price. He added that it would make sense for the Town to continue working with this firm and if we do start over it will slow the project down considerably.

Mr. Pierce would like to know when the station and garage at the beach will be taken down. Chief Silver stated the garage will come down first to have adequate space during construction for parking. Mr. Pierce confirmed that the tearing down of the Old Station will take place at the end of the project.

Mr. Nichols summarized that what would essentially be done is to start Winnacunnet Road/Headquarters first followed by construction at the beach and then move headquarters to Winnacunnet Road. He asked if the beach station would be demolished before the completion of the new beach station. Chief Silver stated this would not be the case since they need to be able to continue providing service at the beach.

Chief Silver's report continued

Chief Silver discussed the removing of the fire alarm wire through Town and recycling the wire. This has worked very well to fund the continued removal of wiring. They will continue with this project until all the wire is removed or funds have been exhausted.

Firefighter James Correll had been out on long-term workers comp injury has officially retired as of March 30, 2012. He was a valuable member of the department, contributing a lot to the department and was as much a friend as a member of the department.

There are presently three vacancies for firefighters and they have received 45 applications. The Deputy Fire Chief will be heading the hiring process. Chief Silver explained that at the beginning of each year he has reduced staffing from eight to seven until a point in the year he has felt the budget could support the full staff. This year they will be back to the 8-man minimum later this month. His goal is to by the beginning of 2013 they will manage the budget in a way so that they will not have to reduce the staffing.

They have received the two new thermal imaging cameras and training has been completed by all members of the department using a building that was going to be demolished. He discussed that recently approximately \$4M that were earmarked for grants through Homeland Security were released to help fund programs through the NH Fire Academy. He explained the grant program in detail for the Board and what the funds have been used for. There is a graded exercise for Seabrook Station scheduled for next Tuesday April 17th so residents should not be concerned if they hear the sirens during this time.

They have prepared and submitted their CIP request. They have assisted DPW in a search for an engineer for the Route 1 and 101 intersection project. He has met with several organizations, which he listed out for the Board, to discuss and map out coastal flooding. He

provided information on how he has been working on this project for several years, what has been done, and what they continue to do. He provided monthly statistics for the Fire Prevention Office for the month of March.

Discussion

Mr. Pierce reminded everyone how a few years ago it was James Correll who swam out into the ocean and saved several life's. Chief Silver stated that FF Correll has been recognized on many occasions for his heroic acts including rescuing people from a burning building while off duty.

Mr. Nichols suggested using the EOC email and text distribution system to send a message to the people who have signed up to let them know that there is a graded exercise scheduled for the 17th.

Mr. Moore asked how many architects answered the original RFQ and it was around 21 or 22. There was an inclusive test of who the low bidder was and Chief Silver commented that between the lowest six it ranged from \$23 up to \$125 thousand. Mr. Moore questioned if there is a general contractor and a construction manager and Chief Silver stated that there is not.

Mr. Moore stated it would be nice to know the life cycle of their equipment when looking at his CIP report. Mr. Moore wonders if the Assembly Permits scheduled for April and May are inclusive of all the businesses starting up for the summer and the Chief stated that is not the case the ones listed are only the ones that they know are due right now. Mr. Moore reminded businesses getting ready to open to contact the department in order to obtain an assembly permit. Chief Silver explained the guidelines for businesses needing a permit and the notice that goes out to all known businesses. Mr. Moore complemented the Chief on the response time for the EMT's and how 95% of the response time was within 5 minutes. Chief Silver explained to the Board the information in this report and how it is obtained. They discussed some of the challenges and problems with the software.

Mr. Pierce mentioned to everyone to check their smoke detectors and asked about carbon monoxide detectors. The Chief stated that the carbon monoxide detectors are a good idea and reminded everyone to change the batteries in their smoke detectors.

Mr. Bean thanked him for his report, welcomed the new deputy, and commented on what a great department the new firefighters being hired are joining. He does have a few questions he would like to ask and have the chief respond via email (parenthetically, no email was sent) to be included in the minutes next week. If he could more accurately define their responses on State property to help further develop the relationship with the State. This should include what it cost the Town of does not cost the Town. The copy of the contract the Chief has for the construction project once it materializes. He would like to know in the interest of community how local businesses such as construction and finance will be participating in this bid process. Since he has been assigned to the Heritage Commission, he hopes that they are able to capture all the robustness and heritage and all the souls and ghosts from the Fire Station before it evaporates.

Mr. Nichols feels we should ask any necessary questions in regards to architects so that we can move forward with this process. He summarized that there were 21 companies and it was actually short listed to six who we received bids from and the bids were based on a

percentage of construction cost. Chief Silver went through what the request for information included and when they short listed they looked at which contractors kept on budget, reasonable cost associated with their share of the work, invited them in and further investigated their ability to work on our project and then asked them to submit through a bid proposal their cost for the scope of work. Gaudreau happened to be the low bidder with the next bidder being about \$15,000 more. This was only in the scope of work involving schematic design. The reasons he would like to stay with them is through the process they have looked at all the other bidders for their share of the cost and Gaudreau was right alongside with all of them. It makes sense in the interest of time rather than go through the whole process again. Mr. Nichols stated so basically, it was a fixed cost and there was quite a range in cost. Chief Silver believes that Mr. Nichols is asking if it will be a fixed price or a percentage of cost and Chief Silver intends for it to be a fixed price. Mr. Nichols concern is just because someone was the low bidder on a small-scale design does not mean they will be the low bidder on a large-scale project. Therefore, he has concern with only having one proposal come in on this size of a project. Mr. Nichols would like to know if there is a cost to the Town to ask some of the other people on the list to submit a proposal.

Mr. Moore clarified that the cost Chief Silver received in 2009 was limited to the schematic design phase. There was no larger scope of fixed cost for the entire project. Chief Silver reiterated that they did not ask for cost proposals until after it was limited to the six companies.

Mr. Pierce confirmed with Chief Silver that his level of comfort in this firm deserves some weight in this discussion.

Mr. Nichols does agree with what Mr. Pierce stated in regards to a level of comfort however if we are talking somewhere around \$300,000 he believes based on his history in business that you will get a better price if the entity you are working with has a sense of competition amongst other bidders. He is not advocating that we have to go with the lower bidder he just feels that we should get some more bids not just one.

Mr. Moore confirmed with Chief Silver once again that this will be a fixed price he is seeking.

Chairman Griffin questions if it is a time crunch that the Chief feels he is dealing with. Chief Silver thinks in the long run it will not make a difference time wise but it is more work involved for him but it is what it is and if he has to take that route you would probably add 45 days before they even start designing. He went through the process he would have to go through and if it were to go to someone else, they would have to start all over from the beginning. Chairman Griffin asked where the firm is from and they are from Chester, NH. Chairman Griffin stated that the Chief seems very comfortable with this firm and he wonders if he has gotten a comfort level from any of the other firms he has dealt with through this process. Chief Silver has not had an opportunity to work with any of the other firms.

Mr. Bean confirmed that they are dealing with engineering and architectural services only. He is inclined not withstanding Mr. Nichols excellent comments that any savings they might achieve are mitigated by the Chief's working relationship, 45 days with summer coming up and his tempo of operations of his department, we have heard his brief and there is a lot of things going on in his department and the Board can accede to the Chief's recommendation.

Mr. Bean MOTIONED to allow the Chief to work on a contract with Gaudreau and Associates. Mr. Moore SECONDED.

Discussion on motion

Mr. Nichols stated that Mr. Bean said any small savings but as the Chief stated earlier there was a range from \$15,000 to \$125,000. Mr. Bean pointed out that the firm was at the very low end before. Mr. Nichols stated that it does not mean he would be at the low end again on a bid where there is no competition. Mr. Bean thinks that he is still pretty much at the low end now from what he has heard.

Mr. Moore will second the motion and wonders if there is a way for the Chief to summarize the responses he received from the six people he short-listed. He would suggest that once he has made a comparison that the chief have Gaudreau come up with a fixed price so that the Board can review this information. There was an additional discussion on the bidding process and how this does not really get in the way of the bidding policy.

Mr. Nichols reiterated once again that he feels strongly that if someone is bidding on a project knowing that they have no competition the bid can come in high. He commented once again on his business experience to support these feelings.

Mr. Moore thinks that if we can save the Chief some time and he can get the work done the Board can revisit this next week.

Chief Silver stated that he would like to take two approaches on this. Let him work with Gaudreau on a contract and come back to the Board next week. The Chief may at that time come back and say he does not like the contract. At the same time, he will collect information from the other five bidders and see what he can come up with for a price. The Chief asked for 2 weeks to go through this and come back to the Board.

Chairman Griffin asked Mr. Welch to put Chief Silver on the agenda for April 23rd.

Mr. Moore withdrew his second and Mr. Bean withdrew the motion with the support of the Chief to do so.

2. Keith Noyes

a. Department of Public Works Update

Mr. Noyes congratulated Mr. Griffin on his chairmanship. He thinks it is safe to say that they had a great first quarter and he survived his first Town Meeting. He has been focusing with his department on team building and he is seeing the result across the board in many ways that he shared with the Board. He has encouraged them to be involved in the decision-making processes including the CIP and he is amazed with the talent he has seen in his department. He is very proud to be leading such a great group of people and how they can be counted on in any situation.

Mr. Noyes discussed the department wide quarterly meetings they had and it focused on team bonding as well as updating them on projects they have for 2012. These meetings give employees a way to communicate with him any issues or suggestions they may have. He has completed his 20th coffee chat that he described in detail for the Board.

Specific projects he has been working on include: draft of recycling enforcement plan, facilitating staff training and professional development, assisted with draft of MOU with

DRED, oversaw the 5 corners project design work, served as Chairman of JLMC, developed and instituted the recycling/rubbish hotline, developed and implemented the snow emergency broadcast system, started working with the Grist Mill renovation project, re-organization plan he will be presenting to the Board tomorrow, reorganized office at DPW and negotiating waste/recycling contract. In the engineering department they have been: working with the developers of Cassie Lane to get all the projects completed, Cogger Street drainage getting ready to send out to bid, developed landfill monitoring bid and it has been awarded to Wright Pierce, Mill Road drainage pipelines have been installed, Moulton, Fairfield Road and Belmont Circle drainage project is presently out to bid, Tuck Field wetlands bureau drudge and fill application, plan review committee for the Planning Board met, SRF loan application for the WWTP dewatering plans, monitor WWTP metrics and submitted EPA discharge permit. At the WWTP and pump stations, they have: no regulatory violations or complaints, continuing engineering on dewatering, adding new lights at beach to complete a project from years ago, inspected and cleaned two channels of press, developed Church Street Pump Station RFQ and pleased to say all maintenance reports are up to date.

In the Highway Division Christmas tree pickup was successfully performed, polling setup and take down, assisted with Penguin Plunge, and developed a recycling compliance patrol that he described for the Board, built a new storage shed at DPW, and replaced a guardrail on Drakeside Road.

At the Transfer Station, they completed and submitted a 2011 DES Annual Solid Waste report, Transfer Station Manager has been involved in the hauling contract, assisting recycling committee with the development of the recycling enforcement policy, also working on recycling education information and recycling rate around 32%. In addition, the staff as a whole has been working on short and long term goals and they have been tracking them on a monthly basis.

In Sewer and Drain division they cleaned approximately 500 feet of drainage, 480 feet in Eaton Park area, number of sewer man holes were repaired at the railroad interceptors, cleaned 1650 feet of sewer easement between High Street and Hunter Drive, rehabilitated a large stone head wall at Batchelder's Dam, work on Cogger Street, 8 culverts were cleaned and or inspected on the west side of Exeter Road and 7 sewer inspections were performed. They are in the process as part of the development of the CIP they have started the process to survey and map the storm water system. He shared some thoughts and ideas they have come up with to accomplish this. He also shared how the maps would work on the GIS system and the many uses of this system.

Discussion

Mr. Nichols asked about the operational issues for the DRED MOU and how far he is from bringing something back to this Board. Mr. Noyes had a meeting with members from the State and they came to an agreement that the State was going to bring back. He has not heard from them at this point so the ball is in their court. Mr. Nichols thinks we need to follow up on this since it seems to be stuck up in Concord somewhere. Mr. Nichols mentioned the snow advisory system/EOC system and explained how people can sign up for this on the Town's website and will then receive a text. Mr. Noyes shared some positive feedback he has received. Mr. Nichols asked about the SRF funding and the completion of the applications. Mr. Nichols believes that there is a separate application process for the 20%

match and he feels that we should be applying for this at the same time or whatever time is appropriate in relation to the SRF application.

Mr. Noyes explained that he has filed for the SAG grant for the Church Street Pump Station and someone had previously filed for funding for the work on Lafayette Road. However, he is hesitant to apply for funding for the WWTP since they like to spread the funding around to all communities and since the cost of Church Street Pump Station, price tag is much higher than WWTP he would like to submit for the higher price tagged project. Mr. Welch understands Mr. Noyes hesitation but he thinks we should submit. Mr. Welch has received an email today to remove the SRF funding for the WWTP. Mr. Noyes understands what they are saying and it was completely strategic reasons he held off applying for both projects but he will do so. Mr. Welch stated everyone else is filing in cue and he explained how he understands the cueing process works. There was an additional discussion on the downshifting of cost from the State.

Mr. Bean thanked Mr. Noyes for a great brief. He asked if a copy of the MOU with DRED has been forwarded to him and it has not but will be. He would like Mr. Noyes to forward a copy of the information he has been working on in relation to the cost of what we do for the State.

Mr. Pierce wonders what the Town is going to do in regards to the Grist Mill. Mr. Noyes stated that he is managing the project as was stated in the warrant article. He is looking forward to working on this and thinks it will be a fun project and it will not get in the way of his daily work. Mr. Pierce spoke to Chris and Ryan about the bid that went out for the Fairfield and Belmont area and referred to award requirements and he has some problems with the first six. Mr. Noyes assured him that this was an error and it has been corrected.

Mr. Pierce asked about SRF rates and if an SRF loan can be refinanced in the market place if there was a lower rate. Mr. Welch stated it is up to the State and how it works if the Town was to pay off an SRF loan. Mr. Noyes shared some history on when it was not advantageous for them to go with SRF funding. Mr. Nichols explained that there are still some loans on the books when the State is paying the 20% match. Mr. Nichols also pointed out that the most recent interest rate on SRF loans was 3.1% and the NH Bond Bank rate was 3.4% on a 20 year loan so there is not the spread that there once was. Mr. Pierce brought this up since it was brought up at the Budget Committee meeting. He wonders if it might be worth looking into. Mr. Welch reminded Mr. Pierce that he is referring to Cities and they do not have to go to vote at Town Meeting. Mr. Welch stated that Mr. Schwotzer will be looking into the Town's debt and financing.

Mr. Moore notes that they are going out for RFQ's for Church Street Pump Station going out on May 1st and if ground will be broken this fall. Mr. Noyes stated that they do not plan to break ground until next year. Mr. Moore is concerned with overtime accounts in DPW and it appears that if they stay on this track they will end the year about \$40,000 over budget. Mr. Nichols picked up on this same thing a couple of weeks ago and when he compared it to last year's data they are substantially under the amounts spent for the same time period last year. Mr. Noyes explained how the overtime was reallocated in the 2012 budget process. Mr. Moore stated that Mr. Schwotzer will be reviewing this next week.

Chairman Griffin thanked him for his report.

There was an additional discussion on the lights at the beach.

3. Jane AnsaldoChurch, Chairman Recycling Committee
 - a. Recycling Presentation

Ms. Ansaldo-Church has a show and tell presentation for the Board. She is here to let them know what the committee has been up to and the education they have been doing to improve the recycling numbers. They have updated the guide that goes out with the carts. They have created Hampton Recycles, which provides information on where you can recycle certain items such as light bulbs. This information can be found on the website. They sent out 450 letters to beach property owners in regards to recycling. They have had articles in the paper every two or so weeks in a Q&A type format. She has been going to the classrooms at the schools and talking to all the kids about recycling. They feel this is a great way to reach people. She shared the presentation she gives to the children with the Board and people at home. In regards to paper, if you can rip it you can recycle it unless it has food on it. It gets interesting when you get to glass, cans, and plastic. Anything that is glass or cans can be recycled but you need to rinse them off and take the cap off. In regards to plastic, if there is a triangle on the bottom with any number in it can be recycled in Hampton. You can recycle in any room in your home and your recycling cart should be fuller than your trash cart. She thinks of this as a mindset game that we need to work on here in Hampton. The Town does not recycle Styrofoam at this time. She also pointed out that the plastic caps on bottles are not recyclable but the metal caps are recyclable. Aerosol cans that are empty can be recycled.

Discussion

Mr. Pierce confirmed that the window in an envelope does not need to be removed.

Mr. Moore wonders if Styrofoam is being recycled in some communities. Ms. Ansaldo-Church does not think there is a market for Styrofoam at this time.

IV. Town Manager's Report

1. The Town was notified that the State Department of Transportation had ordered Unutil to terminate 21 street lights along Ocean Boulevard.

No date of termination was given for the shutoff. The Chair of the Beach Commission is working with Senator Stiles on this issue. He has also notified the Beach Precinct. He has verified that this is something that is going to affect 243 communities in NH. He received information from Senator Stiles today in regards to the utility accounts and the cut has gone through all the process so far such as the Governor, House, and Senate. He went through all the cuts to the DOT budget for the Board including the 85% cut in streetlights. The Senator did speak to the Commissioner today expressing the concerns in Hampton. The Commissioner is also concerned with these cuts and will look closely at each of these areas. Mr. Welch explained that it is not that simple to turn a streetlight off and he explained the process in detail for the Board. He met with Channel 4 News today and was told that the State said that the communities can absorb the cost if they wish. He will share additional information as he receives it.

Discussion

Mr. Pierce wonders if the State does decide to shut the lights off in some of these high traffic areas is there any way the Town can take care of this. Mr. Welch did point out that each of the lights they are referring to cost somewhere between \$28 and \$38 per month. He has asked for a cost to keep the lights on once they know which ones we are discussing. There is a whole series of problems that we are not aware of at this point.

Mr. Nichols did see something that allows the communities to maintain these lights. He went through a breakdown of the cost and possible sources of funding. He also brought up the budget for street lighting last year and money left in this account.

Chairman Griffin discussed some other nearby Town's and their lack of streetlights compared to Hampton.

Mr. Bean thinks this is a showstopper and highlights their relationship and responsibilities as a Select Board in further developing this relationship with the State. The State is not doing this because they want to it is because it is crunch time and it is not easy. He commented on how they are the largest employer and he thinks they do a good job. He thinks the Town has to lean forward and work with DRED and assure the public that the lights are going to stay on.

Chairman Griffin thinks that Mr. Welch and Nancy Stiles have worked very hard on this already.

2. The Town is assisting the Hampton School District on maintenance issues identified by the State DES on the Batchelder Pond Dam. There are a number of projects that need to be done there and he has asked DPW engineers to look at these issues.
3. The Municipal Association requested through Town Counsel our support on Senate Bill 212 as amended that is currently before the House of Representatives. This bill deals with the current situation with LGC.

Discussion

Mr. Bean expressed concern once again with the timing of these issues and how the Board is not given sufficient time to review items such as this before needing to take action. He would agree with the Firefighters that they want a full transparency. He also disagreed with comments made in regards to risk pools and LGC. In regards to the Board, he would suggest that with the money Hampton spends they should have some representation on this Board at LGC. Mr. Bean shared several additional concerns with the email sent from LGC. He thinks we get this information late in the game and do not have time to take action on them.

Mr. Nichols picked up on several of the same items that Mr. Bean mentioned. He does not buy a lot of what LGC is stating. Mr. Pierce stated that when he read through this he felt this was an effort by someone to cover things up for LGC. Mr. Moore thinks this is something LGC is on its own with. Chairman Griffin feels similar to the comments made by Mr. Nichols and Mr. Bean.

Mr. Welch pointed out that the Board has discussed on other occasions that they would not get involved with this.

4. Draft warrant articles for the 2013 Town Meeting have distributed for your review in concept. They are working on additional ones that are in Legal for review.

Discussion

Mr. Pierce thinks it might be time to discuss putting forward a warrant article to get rid of the old Court House if someone does not come forward with ideas of what this space could be used for. Mr. Welch agrees and this is something that they are in the process of coming up with ideas on.

Mr. Moore pointed out that maybe we might want to talk about some of the ideas floating around in regards to the Court House and the agenda for May 7th is light so it might be a good time to have this discussion.

5. US Representative Frank Guinta has scheduled office hours for a staff member at the Town Hall on Thursday, April 26th at 2:30 PM
6. US Senator Kelly Ayotte has also scheduled a representative to be present on April 16, 2012 from 4 to 5 PM.

Discussion

Mr. Nichols would like to comment on warrant articles other than the Court House. He would like to see what the Chief has putting together in regards to CIP. In regards to DPW roads, he thinks they need a similar plan to last year but sooner as to where the money is going to be spent.

Mr. Nichols would like an update on what's going on with the Concord Co-Op and issues with the City Council moving forward on this. The City Council is meeting tonight, the issue will be addressed, and some of the problems they are facing. They had a discussion on the communities involved and the difference of being a member and an associate member such as Hampton who is not on the hook for anything. Mr. Nichols also pointed out how Hampton can get out at anytime if they are not happy.

V. Old Business

1. Hampton Service Pins

Mr. Welch stated that they have been requested by the Board to get new service pins. The cost to address all employees including veteran employees from 5 years to 40 years is just \$2,500. They are very nice pins and he will get one for each of the members to see. The breaking point is to purchase 1,000 pins.

Discussion

Mr. Nichols wonders if there is some way to make the purchase and apply them to some other uses since 1,000 pins would probably last for 200 years.

Mr. Bean is not part of the pin and rocker discussion. However, he is not sure that this is something that the employees even want. He agrees that we have great employees.

Mr. Welch shared what the original pins that looked like and how the Board directed him to look into replacing these pins with nicer quality pins.

Mr. Pierce expressed how this was a really big issue at the time and he does not think the cost is a problem.

Mr. Nichols agrees that the cost is not a problem but more the quantity of pins.

Mr. Moore needs a little more information since this fell below his radar over the past year.

Mr. Nichols brought the Board up to speed on what transpired and why Mr. Welch has done the research.

Mr. Welch thinks it was a great idea at the time but will do whatever the Board wishes to do.

Mr. Nichols MOTIONED to not make a decision on this tonight but instead wait to see if there is any interest in additional uses for these pins. Mr. Bean SECONDED.

VOTE: 5-0-0

Other Old Business

Mr. Nichols brought up an email from Senator Stiles in regards to meeting with the Legislators on May 21st. Senator Stiles is suggesting that they meet earlier. Mr. Nichols suggested that Mr. Welch find out what date would work better and bring that information back to the Board.

Mr. Nichols pointed out in the same email from Senator Stiles was a request that Mr. Nichols go up and testify on SB228 which is her bill to repeal spiking assessments. He would be happy to do this with the Boards support. There was a consensus amongst the Board that Mr. Nichols should go up to Concord to testify.

Mr. Pierce wonders where we are at in the process with Winnacunnet Road and Lafayette Road. Mr. Welch informed the Board of the process and where we are currently at with this project at the State level. There is a conceptual design but Mr. Welch believes it is not in written form yet. As soon as he has something in writing, he will pass it along to the Board.

VI. New Business

1. Selectmen's 2012 Goals – Chairman Griffin asked Mr. Nichols to start the conversation on goals for the Board.

Discussion

Mr. Nichols has jotted a few down. The first goal is to maintain a flat municipal tax rate for 2012, which will take a more aggressive use of the Undesignated Fund Balance. The second is the timeliness of Selectmen sponsored warrant articles and he would suggest the draft copy be due by November 1st with final drafts on November 13th. The third is to complete a TA with SEA. The fourth is in regards to continue to approve the effectiveness of procurement process with a goal of reducing the cost and increasing transparency. He would like to continue to have any bid that does not go to the lowest bidder or has less than three bidders comes before the Board.

Mr. Bean would agree with warrant articles being a goal including dealing with buildings such as the Court House. Open the horizon with schools especially the Hampton Academy. He thinks the time has passed and the Town needs a Building Advisory Committee and the task they would do at no cost to the Town. He thinks there needs to be improvements in technology and some suggestions he has in regards to this. He would encourage the Board to work with the Winnacunnet School Board to implement a cooperative student work program between the Town of Hampton and Winnacunnet High School.

Chairman Griffin asked where they are with the Building Advisory Committee (actual name is the Permanent Building Committee). Mr. Welch stated it was approved by the BOS, and is

sitting on the shelf. There was a discussion on how they did advertise and did not receive much response. Mr. Welch will distribute the information to the Board.

Mr. Pierce would follow up with a flat tax rate when submitting the budget for 2013. He would support Mr. Bean in improvements to the technology. He reminded everyone about the test they did with laptops and possibility of iPads. He would also suggest that all information be sent to them electronically. He would also like to get that last contract passed. He thinks they need to keep a good eye on some of these large projects going on.

Mr. Moore would suggest the dates for warrant articles be changed to November 5th and 19th to coincide with Selectmen meetings. He would like to encourage the Planning Board to bring as much information as possible forward in regards to the CIP. He would also suggest having a public hearing on the CIP. He would also like to discuss the budget and guidelines that the Board would like to present to the Manager. There was a discussion on a flat tax rate and tax effect spending and the difference between the two. He also talked about the tax impact in greater detail. Mr. Moore thinks the Town Manager needs to be given a specific goal such as the budget should be \$100,000 more or less than the Default Budget. This is just an example of what a guideline might be for Mr. Welch. Therefore, one is the CIP and two is the budget resolution. Number 3 is to have a public information process in regards to the forms of government in Town's in NH. This would be done at no cost to the Town.

Mr. Pierce wonders if Mr. Moore is seeking a change in the type of government and Mr. Moore stated he is just looking for information. They also talked in further detail about the length of some of the warrant articles. Mr. Welch reminded everyone that there is a bill in Concord right now in regards to changing language for articles that have to do with ordinances. Mr. Pierce stated that they are working on limiting the number of pages for warrant articles.

Chairman Griffin stated that most of the items on his list have already been discussed. He would like to see a better understanding of the State and Town responsibilities. The other one he has falls into technology and the need to improve the Town webpage. Mr. Nichols thinks the Technology Committee is a good idea. However, he has already spoken to Mike and Paul and Paul is already working hard on making improvements to the website and some problems he is facing. Paul is also looking at different platforms. Mr. Nichols shared some research he has done on different Town's website. Chairman Griffin also looked at the school websites and some difference that are good. He would like to see the Boards working better together and not doing other Board's work.

Chairman Griffin summarized Boards goals:

- To maintain the flat tax rate or budget resolution
- Deadlines for Selectmen sponsored warrant articles
- A procurement process remaining in place for the bidding process
- Interest in the Court House and School
- The technology committee
- CIP is definitely important
- Define building advisory committee
- Looking at charter provisions

Mr. Nichols would make a request that Kristina watch the meeting and distribute copies to the Board of the goals discussed so that the Board will be able to discuss them next week.

Mr. Bean thinks the skeletons are already in place for the building advisory committee and he is ready to make a motion at the end of the month in regards to technology committee. He does agree that the list should be condensed.

Other New Business

Mr. Bean brought up his assignment as representative to the Chamber of Commerce.

Mr. Bean MOTIONED that a link be added to the Town website for the Chamber of Commerce. Mr. Moore SECONDED.

VOTE: 5-0-0

Mr. Moore vaguely remembers the Selectmen putting in the Emergency Management document that every new Board of Selectmen has to sign off on the document. Mr. Welch stated this is already in the process.

Mr. Nichols pointed out that the Selectmen are to be NIMS certified which Mr. Nichols explained to the Board. The courses are online and do not take much time.

Mr. Nichols brought up the Mosquito contract in their box. He noticed that the commission had already signed the contract and Mr. Welch stated that this is fine and the way it has always been done.

VII. Consent Agenda

1. ~~Town Manager's Contract Renewal~~
2. Approval of Sale of Leased Land – 5 J Street
3. Re-appointments to Commissions, Committees, and Boards: Cable TV Advisory Committee; Energy Committee; Heritage Commission; Lane Library Trustees; Mosquito Control Commission; Recreation Advisory Council; Recycling Committee
4. Elderly Exemptions: Creeden, Georgia; Marttila, Robert E. & Vincie A.; Rice, Margaret A.
5. Hampton Cemetery Deed: Joseph R. Deschamps
6. Hampton Cemetery Deed: Mary Dowd-Peacock
7. Entertainment License "401 Tavern" 401 Lafayette Road
8. Parade & Public Gathering License "Cycle the Seacoast" 05/12/2012
9. Parade & Public Gathering License "Reach the Beach" 09/15/2012
10. Parade & Public Gathering License "Smuttynose 5K" 06/03/2012

Discussion

Mr. Nichols would suggest that the Town Manager's contract renewal be removed for discussion purposes.

Mr. Nichols MOTIONED to Move the consent Agenda with Item #1 being removed. Mr. Pierce SECONDED.

VOTE: 5-0-0

Mr. Nichols explained that he attempted to review the Town Manager's contract over the weekend and it was very hard to understand especially with the many amendments attached.

He discussed this with Mark today to see what it would take to put this into one document instead of having the four current amendments attached. Atty. Gearreald stated it would take an hour or two. Therefore, for simplicity sake he believes the contract should be put into one document. Another item that needs to be fixed is all the references to the old Personnel Policy. He reminded everyone that employees are grandfathered in the new policy in regards to leave time. The third issue has to do with the residency and whether or not the Board wants to enforce this. He does not feel that Mr. Welch should be made to move to Hampton but thinks it should be addressed.

Mr. Moore stated that the motion was to vote in favor of an extension and he would like to see this done tonight since this is exactly what was emailed to them. He does not necessarily disagree with Mr. Nichols thoughts but wants to take care of the paper work tonight.

Mr. Moore MOTIONED to authorize the signing of the Town Manager's contract as presented tonight. Mr. Bean SECONDED.

Discussion

Mr. Nichols would just like to clarify that it is the intent of the Board to clean up this contract in a more administrative sense.

VOTE: 4-1(Pierce)-0

VIII. Closing Comments - None

IX. Adjournment

Mr. Pierce MOTIONED to adjourn the public meeting and SECONDED by Mr. Moore.

VOTE: 5-0-0


Chairman

Town of Hampton



AGENDA Board of Selectmen April 09, 2012

Posted: Town Offices, Library, Beach Fire Station

7:00 PM Public Meeting – Selectmen’s Meeting Room, Downstairs Town Offices

SALUTE TO THE FLAG

I. Public Comment Period

II. Announcements and Community Calendar

III. Appointments

1. Chief Silver
 - a. Fire Department Update
2. Keith Noyes
 - a. Department of Public Works Update
3. Jane AnsaldoChurch, Chairman Recycling Committee
 - a. Recycling Presentation

IV. Town Manager’s Report

1. The Town was notified that the State Department of Transportation had ordered Unitil to terminate 21 street lights along Ocean Boulevard. No date of termination was given for the shutoff. The Chair of the Beach Commission is working with Senator Stiles on this issue.
2. The Town is assisting the Hampton School District on maintenance issues identified by the State DES on the Batchelder Pond Dam.
3. The Municipal Association requested through Town Counsel our support on Senate Bill 212 as amended that is currently before the House of Representatives.
4. Draft warrant articles for the 2013 Town Meeting have distributed for your review in concept.
5. US Representative Frank Guinta has scheduled office hours for a staff member at the Town Hall on Thursday, April 26th at 2:30 PM
6. US Senator Kelly Ayott has also scheduled a representative to be present on April 16, 2012 from 4 to 5 PM.

V. Old Business

1. Hampton Service Pins

VI. New Business

1. Selectmen's 2012 Goals

VII. Consent Agenda

1. Town Manager's Contract Renewal
2. Approval of Sale of Leased Land – 5 J Street
3. Re-appointments to Commissions, Committees, and Boards: Cable TV Advisory Committee; Energy Committee; Heritage Commission; Lane Library Trustees; Mosquito Control Commission; Recreation Advisory Council; Recycling Committee
4. Elderly Exemptions: Creeden, Georgia; Marttila, Robert E. & Vincie A.; Rice, Margaret A.
5. Hampton Cemetery Deed: Joseph R. Deschamps
6. Hampton Cemetery Deed: Mary Dowd-Peacock
7. Entertainment License "401 Tavern" 401 Lafayette Road
8. Parade & Public Gathering License "Cycle the Seacoast" 05/12/2012
9. Parade & Public Gathering License "Reach the Beach" 09/15/2012
10. Parade & Public Gathering License "Smuttynose 5K" 06/03/2012

VIII. Closing Comments

IX. Adjournment