

Note: Draft minutes are subject to corrections, additions and deletions.

September 28, 2015

PRESENT: Rick Griffin, Chairman  
Rusty Bridle, Vice-Chairman  
Mary-Louise Woolsey, Selectman  
Phil Bean, Selectman  
Jim Waddell, Selectman  
Frederick Welch, Town Manager

### SALUTE TO THE FLAG

#### I. RSA 41:14-a Final Hearing and Vote for the acquisition of Land at Harris Avenue & Fellows Avenue

Attorney Gearreald: This has to do with a triangular parcel of land; this area was approved by the Planning Board in 2007 to be deeded by Town of Hampton, which is 812 square feet; proceeding is the statutory provision that the Town may buy or sell land; not the same as laying a road out over it; have deed to the area which is yet to be recorded; simply to carry out recommendation of the Planning Board, also was vetted by the Planning Board and the Conservation Committee. This is the last requirement to acquire the parcel.

Selectman Woolsey: this does not address layout, this only addresses only the Town acquiring that particular triangle of land? Attorney Gearreald: correct. Selectman Woolsey: is the width of that relevant? Attorney Gearreald: the width spans the existing width, whatever it maybe. Selectman Woolsey: it is 30' one way and 40' the other; the town road standard is 50'; is there any leeway in there to make the road wider to meet standard? Attorney Gearreald: I would say that is something to address later.

Selectman Bridle MOTIONED to acquire the piece of property at Harris & Fellows Avenue  
SECONDED by Selectman Waddell.

VOTE: 4-1(Woolsey)-0

#### II. Public Comment Period No public comment.

#### III. Announcements and Community Calendar (7:59)

Selectman Waddell: went to the presentation about the Hampton Academy and they did a phenomenal job; it is on their website; commend the physical and education department for doing a super job with the school that really needs to be upgraded. The rooms and meals tax meetings; the committee has really listened to everybody and they are making great effort to come up with a solution, very positive.

Selectman Bridle: we have 3-4 members from the Seacoast Education Association and they

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are here for a consent agenda item; now would be the time for them to come up and speak about their race.

Jackie from CESPAs and Shaun from the Teachers Association: they would like to run a road race on Thanksgiving from Hampton Academy to beach and back, run 5 miles to raise funds for the school; we would top off at 500 runners, but since first year would not expect that amount.

Selectman Woolsey: excellent job at the Hampton Academy and look forward to the rehabbing the building.

Selectman Bean: there is a memorial street and sign dedicated to Captain Falcone, a Hampton resident, who was killed in 1964 combat operations in Vietnam

#### IV. Consent Agenda (13:27)

1. Permit for Use of Town Property "Antique Car Show" Ashworth Parking Lot 10/11/15
2. Parade and Public Gathering License "Dash to the Sea" SEA 11/26/15
3. Acceptance of a Corrective Quitclaim Deed "Galley Hatch 325 Lafayette Road
4. Street Closure Permit Request for Hedman Avenue between Elliot & Randal 10/10/15
5. Lease at High Street

Selectman Waddell: the police said would prefer the car show end at 2:00 as there is a concert at the Casino at 4:00.

Selectman Woolsey: thank you for putting no open fires on the neighborhood gatherings.

Selectman Bridle MOTIONED to move the Consent Agenda SECONDED by Selectman Woolsey.

VOTE: 5-0-0

#### V. Approval Minutes (15:14)

1. September 14, 2015

Selectman Waddell MOTIONED to Approve the Minutes of September 14, 2015 SECONDED by Selectman Woolsey.

VOTE: 5-0-0

#### VI. Appointments (15:29)

1. Kristi Pulliam, Finance Director
  - a. Monthly Financials

Ms. Pulliam: target is 66.67%; this month's total income was \$787.8k; motor vehicles \$232.2k which is over target by \$2.4k; taxes \$18.2k; building permits \$20.1k; highway subsidy \$89.9k; state water pollution control \$68.3k; departmental \$65.9k; parking lots \$138k (parking lot revenue up \$32.5k); franchise fees \$64.2k; district court fines \$18.1k; real estate trust \$43k. Expense summary: operating departments (without debt service but with open POs) were 65.21% of the budget, which is under the month's target by 1.46% or \$341.9k. Overall, the departments as a whole are running under the target of 66.67%. The departments that are over target are: Board of Selectmen and Town Manager; Trustees of Trust Funds; Election Administration; Finance; Assessing; Tax Collection; Financial Administration; Planning

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Board; Cemeteries; Parking Administration; Police Department; Fire Department; Highways and Streets; Animal Control overtime wages; Patriotic Purposes.

Selectman Waddell: revenue fire department permits is up considerably. Ms. Pulliam: yes. Selectman Waddell: motor vehicle permits are up; does it usually slowdown in the fall or does the rate usually stay about the same. Ms. Pulliam: we usually are consistent on how much we have been over the target, about \$2,000 over, will remain at that level. Selectman Waddell: under misc. income, what is that? Ms. Pulliam: at the end of the year, things that are in there do end up being moved to where it belongs; if we bill for something and is a one-time billing and once the money comes, in we move it to the proper account. Selectman Waddell: parking lot revenues? Ms. Pulliam: they are above and there still is a concert coming up, so will be more, that also is only through August, so you still have September revenue to go in there, from the Seafood Fest and Labor Day hasn't been posted yet. Selectman Waddell: worker's compensation expense is up. Ms. Pulliam: Friday we received a credit of \$22,000. Selectman Waddell: many of the police things at 100% those are one-time or summer stuff? Ms. Pulliam: yes.

Selectman Waddell: what about the gristmill? Town Manager Welch: nothing going on currently, there are funds available.

Selectman Bridle: looks like all our departments are fairly close.

Selectman Woolsey: August 31 the projected year-end savings were \$155,967; on September 24, calculation was \$582,817 is that because the manager froze some expenditure. Town Manager Welch: we really did not freeze anything we just said all purchase orders have to be countersigned.

Chairman Griffin: thank you, you have done a great job, very concise

2. Dyana Martin, Director Park and Recreation
  - a. 2016 Budget Review

Town Manager Welch: before we start I would like to point out the departments have done a good job on the budget; if you look at the bottom line of the town budget as a whole for 2016 it is only a \$48,852 increase this year which is a 0.018%.

Ms. Martin: the parks and recreation budget is the same; there are a few things I don't buy ever year; this year I would like to buy some fibar; would like to make enhancements to the skateboard park; some things are changed around but the budget is the same.

Selectman Waddell: how many hours, are the parks being used, over the course of a year? Ms. Martin: close to 4,000 hours of programs scheduled; not including the Tuck Building that has to be maintained every week; the garages checked every week; also special events we set up for, and it doesn't account for all the people who use the playgrounds; the skateboard park or the inline hockey rink; or any of the fields that people just come down to play ball with their children.

Selectman Waddell: how many people do you service over the year? Ms. Martin: we served over 3,000 with the different programming, but that does not include all the people we serve for parks

Selectman Waddell: so when you look at the budget and the number of people it serves, you are looking at a good budget. Ms. Martin: yes and adults are well. Selectman Waddell: a

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conservative budget? Ms. Martin: I did put together a warrant article, as I would like to get my parks employee back to a full time position; there just is not enough time in the day to do everything that needs to be done.

Selectman Bridle: how many parks do you maintain? Ms. Martin: we maintain 21 acres. Selectman Bridle: there are quite a few, we are not just looking at Tuck Field; then there are the seniors, trips and events; it is not just a small area, then you have the parking lots; I see your need for that full time position. Ms. Martin: Kids Kingdom is open all year. Selectman Bridle: there also is maintenance that can be done in the off-season.

Selectman Woolsey: great job; budget looks good, and she brings in revenue.

Selectman Bean: you do a great job; it is a great department. The parks and playgrounds are safe.

Ms. Martin: the only change on parking lots is the lease for Church Street went up \$1,000 and will go up every year. The water has been very high, changed from \$600-\$900; they are doing really well; parking lots revenue up to \$550,000, and fifteen more concerts.

Chairman Griffin: so many more concerts that they had in the past, and that helps.

Selectman Woolsey: for Kristi Pulliam; is the excel spreadsheet on line yet? Ms. Pulliam: yes.

3. Chris Jacobs, Director DPW, Jennifer Hale and Theresa McGinnis (37:26)
  - a. 2016 Budget Review

Director Jacobs: the budget we are presenting tonight is \$137 less than last year's request; household hazardous waste reduced by \$20,000, making it a separate warrant article; truth in spending; consistent costs for street lights \$215,000; rock salt \$80,245; drug testing \$6,128; vehicle maintenance \$90,000; had reduction in solid waste: tipping and transportation hauling.

Selectman Waddell: you are coming in less, are you comfortable that you are going to be able to cover what you need too? Director Jacobs: yes, more sidewalks will be done; trees removed, roads patched and repaired; if we had this money, things will be done.

Selectman Bridle: sand budget? Director Jacobs: not using as much sand as we used to, we have 4,000 yards leftover, have enough to get through the end of the year. Selectman Bridle: public is happy that the things they voted on is being done; tough year, long cold winter; many challenges; budget that is less than last year is commendable.

Selectman Woolsey: disappointed in not seeing the Wash Down facility; are you assigning anyone to work with Bob Walker. Director Jacobs: we have moved people around to give them more experience. Selectman Woolsey: is there a better way to shield the Salt Shed from exposure? Director Jacobs: sand is going to move to the end of the garage and the area to mix the sand and salt will be moved, and a tarp will be added to protect the salt.

Selectman Woolsey: snow insurance? Town Manager Welch: we are going to look at it, talked with one company and they said would not even discuss with us; will continue to look.

Selectman Woolsey: Jen you did a great job on giving us a rundown on the construction project; the shoulders of the roads concerns me, the 4 corners area and Landing Road are awful; have done a good job, see more things popping.

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Selectman Bean: thank you Director, Deputy Director and Theresa.

Chairman Griffin: I appreciate that you are working hard to be a good steward for the Town.

Discussion on the Approval Single Source Vendor “Sun Valley Beach Cleaning 2016”

a. Purchasing Policy Waivers Sections: 718-3; 718-4.A; 718-16

Director Jacobs: currently have a contract with Kady Landscaping and 2 years ago, they purchased a beach rake, which costs \$53,000 and not everyone has this rake; they are dependable, proactive and did not have any complaints; would be pleased to have them back.

Selectman Bridle: do we do anything north of Plaice Cove; is it able to be raked? Director Jacobs: we have gone down there and hand raked

Selectman Woolsey: where do they put the beach rakings? Director Jacobs: It is in the rake waste. Selectman Woolsey: are you finding many discarded umbrellas or whatever? Director Jacobs: not the big stuff, he is culling that out ahead of time

Selectman Woolsey: I have a problem with the amount \$15,200 in this context; what about Seabrook raking that portion? Town Manager Welch: it is in the budget; we have bid this several times, only have one bidder; have met with the Town Manager, and talked with two Selectmen in Seabrook and they have absolutely-positively no interest in doing anything on the Hampton end of the beach; it became impossible to reach any agreement

Selectman Bean: considering the real estate values in that area, they deserve a clean beach; we have liabilities down there; a very reliable contractor; I fully support this.

Selectman Bridle MOTIONED to Accept the Single Source Vendor “Sun Valley Beach Cleaning 2016” for \$15,200 and the Purchasing Policy Waivers Sections: 718-3; 718-4.A; 718-16 SECONDED by Selectman Waddell.

VOTE: 4-0-1 (Woolsey)

Selectman Woolsey: where are we with solid waste/trash as far as percentage of effort in the department’s time? Director Jacobs: the volume that comes off the beach; critical weekends are the holiday weekends; waste management is closed for the day, but the beach is not; expand our transfer capability, the trailers; as the town grows and the volume grows would need more trailers to haul. Selectman Woolsey: One-warrant article relates to three additional employees, which I know you need; where would they be assigned. Director Jacobs: a road crew to respond to the roads; milling, and patching.

Chairman Griffin: sounds like you have a good handle on it

## VII. Town Manager’s Report (1:09:19)

1. I would like to take time here to thank Arthur Moody for contributing to our collection of the Acts and Resolves of the New Hampshire Legislature with the volumes for the years 1702 to 1828 and 1943; it will help with research for the Town.
2. The James House will conduct tours on October 11<sup>th</sup> at 3 PM and October 25<sup>th</sup> at 1 PM as well as spinning and weaving demonstrations. On October 29<sup>th</sup>, the Spirit Chasers Paranormal research team will present their findings on paranormal activities in the James House at 6:30 PM at the North Hampton Library.

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3. Paving operations on Towle Fam Road are complete with work continuing on roadside dress up. Small work to do on Exeter Road.
4. "Guest Ship" is gone.
5. Received letter from the Beach Commissioners concerning finishing the agreement with the old fire station property to put up a shed as promised \$4,629 expense; will be doing this sometime this year.
6. Have not heard anything back from the Board Members on the Cable contract; suggest meeting on just this issue.
7. Asked Fire Chief to look at the old Shell station on Route 1 and found three code violations; have written letter to owners requesting that they take immediate action to correct the violations.

Selectman Bridle: we dealt with the Conservation Commission to ask for a pay raise; also received a letter from Tax Collector and Town Clerk, we should send them back a letter stating since they are elected officials we decided not to deal with that. You had a perambulation in Seabrook this week and we have some coming up from other towns. Glad to have you back.

Town Manager Welch: the Towns of Stratham and Exeter are next; I would like to get as many Selectmen there as we can; we will get these done this year; the following year we have North Hampton and Hampton Falls.

Selectman Woolsey: there is a quitclaim deed but does not say where it is? Town Manager Welch: part of the area off Ocean Boulevard, past Boar's Head. Selectman Woolsey: this removes the property from the tax rolls? Town Manager Welch: there are at least two town meeting articles, which the selectmen will attempt to receive all the parcels out there and to be given to the Conservation Commission for permanent preservation.

Chairman Griffin: any other questions? Selectman Woolsey: no. Chairman Griffin: what about all the questions you had when the Town Manager was gone? Selectman Woolsey: well the questions are all gone for now. Chairman Griffin: you had plenty to ask when he was not here to answer them.

Selectman Bean: given last week's meeting and last week's paper and being the representative of the Budget Committee, the Budget Chair did request a copy of the warrants and I would like the Board, Chairman Griffin or Town Manager Welch to address that.

Town Manager Welch: draft warrant articles are exactly that a draft, and unless this Board votes to release them, in which case I would say you intend to put every one of those warrant articles in the warrant, and I would not recommend that you put all of them in the warrant. They are thought processes and you need to decide what goes into the budget; what goes into the warrant and what goes into the trash bin. I suggest to you, that several need to go into the trash bin; I cannot release them because they are drafts; they are not 91A material. The rules are if you have accepted them then they are public documents; you haven't accepted them and I am not going to foreclose anything you may wish to do with that property by saying we should hand them out that is your function not mine; it is your job to determine whether they should be distributed as non-draft items.

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Chairman Griffin: what is your estimate of when these will be available? Town Manager Welch: you have a meeting Wednesday and another the following Monday to finish discussing the budget. When you finish that, you should start the discussion on warrant articles to determine what goes into this budget, and what does not; what goes into the warrant and what goes into the trashcan. At that point, as you discuss them and go through them, they are releasable individually, as you go through them. I don't want to hold them back from the Budget Committee, I understand what the process is, but I don't want to hand out warrant articles that are drafts, that are never going to be considered, as they may cause a lot of discussion that is unnecessary; let's get to the real meat and bones here and get the good stuff done and get discussion on the right articles; if they are going to get disposed of, we shouldn't waste our time talking about them.

Chairman Griffin: I know, every year this is an issue that comes up, and we are going to do our best to make it go as smoothly as possible.

Selectman Bean: I request that you send an email to the Budget Chair with that response; I do not want to be yelled at.

Chairman Griffin: If that is the solution, you can probably get 15-20 of those articles done in one night and hand them out, but you need to have the first shot at them.

Selectman Bridle: this is our working copy, our thoughts, our ideas; what people are proposing; it is not what is going to come out of at the end of the tunnel, and I think before we start sending draft paperwork to the Budget Committee we need to make sure this is what we want; this is all talking and no sense in getting people excited or frustrated because they see all these warrant articles, so until they become regular warrant articles, we just got them this week and have not had a change to discuss them; we may want to totally take some out, we may want to put some into the budget; we need to have that work done, there will be plenty of time to get to them and plenty of time for them to do it.

Chairman Griffin: I think a consensus is fine.

Selectman Woolsey: The standard warrant articles such as the Police Forfeiture could be released; I do not have a problem releasing them in a timely fashion after we have reviewed them

## VIII. Old Business (1:24:31)

### 1. Property Liability Insurance

Attorney Gearreald: earlier this year the Property Liability Trust (PLT) announced to its members, that it was no longer going to be writing coverage for property liability and worker's compensation. We have been a member since 1987; over the course of time we have on 2 occasions we put the coverage out to bid to see the cost, and on both occasions, we had very few bidders, of those who did bid, the PLT was the low bidder, so we remained with them; last year we were given decreases; on July 1, 2016 PLT will stop writing coverages; it is not to our best interest to have just one risk pool writer for coverages (Primex), the PLT is before the Hearing Officer to request that they may continue to write coverages, I have been asked by Ms. Parker of PLT to testify about positive experience working with them, and am asking your approval to appear as a witness.

Selectman Waddell and Bridle: good idea.

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Selectman Woolsey MOTIONED to authorize counsel to appear on their behalf to testify about the Property Trust Liability Hearing SECONDED by Selectman Bean.

VOTE: 5-0-0

Chairman Griffin: Hampton Area Commission has been working on the updating the master plan and making changes, excited with the findings; many possibilities; unique suggestions were mentioned regarding parking and traffic patterns, one suggestion was making Ashworth Avenue two ways. I would like a letter of support for Mr. Nyhan in his attempt to extend the study to Winnacunnet Road.

Selectman Bridle MOTIONED to approve a letter of support for John Nyhan's efforts SECONDED by Selectman Waddell.

VOTE: 5-0-0

Selectman Bridle MOTIONED to reappoint John Nyhan to the Hampton Area Commission to a 3-year term SECONDED by Selectman Waddell.

VOTE: 5-0-0

Selectman Bridle: a mess has been left by the construction that has been going on at Winnacunnet Road and Kings Highway, can they go back and clean up, as they have moved further down Kings Highway? Town Manager Welch: we can request that

Selectman Bridle: the people that live in that area have been gracious enough to put up with it all summer, but enough is enough; could you pass that message along? Town Manager Welch: Yes.

#### IX. New Business

1. Approval Single Source Vendor "Sun Valley Beach Cleaning 2016"
  - a. Purchasing Policy Waivers Sections: 718-3; 718-4.A; 718-16

Discussed under Budget Review

2. Acceptance of a \$2,000 donation from LOCO Sports Inc.

Town Manager Welch: this is to correct an error when the Board accepted \$1,000 at a previous meeting; it was credited to the wrong organization, and was the wrong amount.

Selectman Waddell MOTIONED to accept \$2,000 donation from LOCO Sports Inc. SECONDED by Selectman Bridle.

VOTE: 5-0-0

#### X. Closing Comments

#### XI. Adjournment

Meeting Adjourned at 8:47PM

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Chairman