

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

November 30, 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. Public Comment Period (4:49)
- II. Announcements and Community Calendar

Selectman Waddell: Hope everyone had a happy thanksgiving, and now it is winter.

Selectman Bridle: we have the tree lighting coming up Friday night at Depot Square and Saturday at 1:00 is the Christmas parade.

Selectman Woolsey: read a thank you letter to the Fire Department from a woman who was transported on November 24, 2015.

Selectman Bean: Happy Holidays; and thank you to all who service us.

- III. Consent Agenda (7:21)

- 1. Deputy Forest Fire Wardens: Lt. Sean Murray; Fire Prevention Officer William Paine

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

VOTE: 5-0-0

- IV. Appointments

- 1. Ed Tinker, Chief Assessor
 - a. 2015-05 "Supplemental" Real Estate Property Tax Warrant

Mr. Tinker: the first item is a supplemental property tax warrant, which has to do with three properties that were revised due to changes that were discovered after the warrant, the total is \$3,875.

Selectman Woolsey MOTIONED to ACCEPT the "Supplemental" Real Estate Property Tax Warrant for \$3,875.00 SECONDED by Selectman Bridle.

VOTE: 5-0-0

- b. 2015 Equalization Municipal Assessment Data Certificate

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Mr. Tinker: the other item is the 2015 equalization ratio; the preliminary reports are completed and looking to send them into the state for a finalization of that ratio; the preliminary median ratio will be around 88.7 down a little over 2% from last year.

Selectman Woolsey: would you explain this a little bit, because the public would not know what a median ratio is. Mr. Tinker: each year between October 1st and September 30th that is the equalization year; 6 months past April 1st, 6 months before; we analyze and send to the state for final approval all the qualified sales that take place in Hampton. This year we had 424 qualified sales, which is up about 100 sales from 2014.

Selectman Woolsey: so predicated on your calculations of the sales of property, it appears that property is appreciating. Mr. Tinker: it is still appreciating; this is an average for the entire Town and the entire group of sales, some will appreciate more than others will, some may depreciate. On average a little over 2%, this year that increased in sales prices in relation to current assessments.

Selectman Woolsey MOTIONED to APPROVE the 2015 Equalization Municipal Assessment Data Certificate SECONDED by Selectman Bridle.

VOTE: 5-0-0

2. Kristi Pulliam, Finance Director (11:55)
 - a. Monthly Financials

Ms. Pulliam: October Financials expenditure target is 83.33%; the months total income without capital reserve was \$703,000; of that total motor vehicles came in at \$270,000, which is over the months target by \$40,000. The other major contributors to the months were interest on taxes at \$14,000; building permits at \$33,000; the FEMA reimbursement came in for the storm back in February for \$41,000; landfill grant at \$62,000; highway subsidy at \$89,900; departmental income at \$69,000; drain sewer agreement at \$17,000; parking lots at \$9,700; real estate trust at \$69,000. The expense summary at the end of October the operating departments without debt service, but with open POs were at 80.87% of the budget, which is under the months target by 2.46% or \$575,000. Overall, the departments as a whole are running under the target of 83.33%. The Town Manager's supplies and expense is running over target; total executive is over target at 83.78%; in finance the postage is at 94.73%; assessing department is over target at 98.61%; MIS over budget by \$3,400; financial administration as a whole is over target at 83.54%; legal outside counsel fees is over target by \$614.00; Planning Board advertising over budget by \$2,111; Cemetery contracted services and electric over target. Police Department is at 79.13% overall when open POs included; the Fire Department is at 78.3% overall when open POs are included; DPW highways and streets is over target at 97.72%; municipal sanitation is running below target at 77.33%. Under the special revenue fund, the recreation beach sticker donations year to date \$15,579 with \$21,602 awarded as scholarships.

Selectman Waddell: always nice to see revenues up; you have not done year-end projections yet. Ms. Pulliam: I have not; will do November numbers first.

Selectman Waddell: overall, we are in good shape right now. Ms. Pulliam: better shape.

Selectman Bridle: Fire Department fees are up \$15,000 this year. Ms. Pulliam: that is because the fees changed.

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Selectman Bridle: Also, we have someone in that department who is doing more, and if the voters decide to make the secretary full time, this would almost pay for it.

Selectman Bean: PLT decision; our health insurance rates have gone up dramatically; would ask the Board to have them come down and sit to have a face to face with them, because that is not the way insurance is done; pension cost increases concerns.

3. Kathleen Murphy, Superintendent SAU 90
 - a. Comcast Cable Fee

Ms. Murphy: In September I requested some funding to continue with our program on Channel 13, as part of our agreement with the Town. In that agreement, it talked about the funding for our programming as well as the support of running Channel 13 for the schools. We are very pleased with the results, and have great programming for the kids; all the meetings are on and we switch over around 3:00 to educational things for the children right up through their bedtime, and then switch back over to the meetings. We hope that you would consider our request for \$35,000 to continue to run our station.

Town Manager Welch: \$36,523 to be precise; I do not have a problem with the Board approving that, but that at the current ratio of expenses doing a projection, and this is only a projection, we are going to run out of money in this account next year. We need to think of a solution, and one of the things we thought of was to increase the fees we receive from Comcast, perhaps another 10-15% to go into the fund, so the fund can remain whole.

Selectman Waddell: I agree Channel 13 does a great job and is great with the community; currently 25% goes into the cable and 75% goes into the general fund for taxes. Town Manager Welch: that is correct.

Selectman Waddell: the school has to get on Board with the Town if we are going to increase that to bring that to the voters to a warrant article if that is necessary to do to increase that percentage, because it is going to be something that affects the tax rate.

Selectman Bridle: would that be a Selectmen's warrant article or a petition warrant article.

Selectman Woolsey: do we need to have a warrant article at all. Town Manager Welch: yes, it was set by Town meeting.

Selectman Bridle: are there any plans to have the shows available on the web. Ms. Murphy: yes, that is what we are doing, they are recorded and posted on our website; we have gone into live streaming; we also post on you tube channel; the School Board has been 100% behind this effort.

Selectman Bean MOTIONED to APPROVE the expenditure of \$36,523 of the Comcast Cable Fees to SAU 90 SECONDED by Selectman Woolsey.

VOTE: 5-0-0

V. Approval of Minutes

1. November 09, 2015 Public Session & Non-public Session – Sealed

Selectman Woolsey MOTIONED to APPROVE the minutes of November 09, 2015 Public Session & Non-public Session – Sealed as amended SECONDED by Selectman Waddell.

VOTE: 5-0-0

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2. November 16, 2015

Page 3: Item #14 add the amount of \$191,500 as the cost.

Selectman Woolsey MOTIONED to APPROVE the minutes of November 16, 2015 as amended SECONDED by Selectman Waddell.

VOTE: 5-0-0

Discussion of Comcast Cable Fee Warrant Article (41:58)

Town Manager Welch: I suggest, instead of increasing the rates for everybody's cable system in the community, we use the money we have to readjust the ratio by 10-15% so there will be sufficient funds in the future in this particular account.

Chairman Griffin: so that would be for this year. Town Manager Welch: that would be for next year, because it has to go through Town meeting first, it has to be approved.

Selectman Waddell: do we know what percentage will do that. Town Manager Welch: we need to figure it out and come back to you with a suggestion.

Chairman Griffin: so you will get back to us on that. Town Manager Welch: yes, will get together with Finance and get back to you.

VI. Town Manager's Report (43:29)

1. Residents and visitors are respectfully reminded that there is a parking ban on all public streets that is in effect from 1AM to 7AM each night, all violators will be ticketed.
2. A reminder that petitioned zoning articles must be submitted to the Selectmen's Office by 5 PM December 9, 2015.
3. The last day to submit petitioned articles for the Annual Town Meeting for non-zoning subjects is 5 PM on January 12, 2016.
4. There are still 97 unlicensed dogs. If your dog is not registered, please see the Town Clerk for licensing to avoid a summons for a Court appearance.

The Budget Committee has requested several items; first is a series of questions from the IT sub-committee concerning technical items that they would like answered; some questions cannot be answered, as we do not have the information,

The second request is concerning the Budget Committee's consent agenda. I have a problem with #1 to go over operational procedures; that is a violation of the statute; that is not a function of the Budget committee, it is the Board of Selectmen who are the governing body, the Selectmen are in charge of running the Town per statute, not the Budget Committee.

Selectman Bridle: I agree with the Town Manager, as far as procedures and operational procedures that comes under our purview not theirs.

Selectman Bean: I abstained on the Consent Agenda, where statute prevails, statute prevails, cooperate where we can, operational procedures lie with the Board of Selectmen.

Selectman Waddell: I have read the RSA and it is very clear that the operational procedures lie with the Selectmen.

Town Manager Welch: we will do the best we can to give answers for those areas that concern the Budget Committee and not the areas that concern the Board of Selectmen and try to move forward in an appropriate manner.

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VII. Old Business (54:20)

Chris Jacobs, Director & Jennifer Hale, Deputy Director & Mike Dube

Director Jacobs: handed out the DPW priority list; the most important are listed in order below.

1. Vote on Approval or Disapproval of Warrant Articles – DPW

(1). DPW Vehicle Purchase - Replacement

Selectman Bridle: 1988, 1990 & 2001 vehicles need replacing.

Selectman Woolsey: can the two Kodiaks be used; we need to streamline the vehicles.

Director Jacobs: they are primary snow removal vehicles.

The Selectmen support this article.

VOTE: 4-1-0

(2). Highway Block Grant

Selectman Woolsey: yes, with the stipulation that we have several primary streets listed on there.

The Selectmen support this article.

VOTE: 5-0-0

(3). Sidewalks

Selectman Bridle: yes, hopefully we will see more community involvement; there are many sidewalks in Town that have serious trip hazards.

Selectman Woolsey: would you have to hire out. Director Jacobs: three employees were trained this year on sidewalk repairs.

The Selectmen support this article.

VOTE: 4-1-0

(4). Seawall Bicentennial Park Preliminary Engineering Investigation/Design

Selectman Waddell: if that wall were to fail, how much damage would be down there, and what is the shape is it in. Director Jacobs: several hundred thousand to a million dollars, we have it shored up

Selectman Bridle: that wall is very different then what the State wall is.

Selectman Woolsey: has to make clear to public this is the engineering study.

The Selectmen support this article.

VOTE: 5-0-0

(5). Household Hazardous Waste Collection

Selectman Waddell: people pay when they bring their stuff. Director Jacobs: it is \$38 per car.

The Selectmen support this article.

VOTE: 5-0-0

(6). Three (3) new DPW Employees

Selectman Waddell: I know you need them, but the expense for benefits.

Selectman Bridle: we need to hold off.

Selectman Woolsey: no, because of the state pension system and health care.

The Selectmen do not support this article.

VOTE: 0-5-0

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(7). Reserve Fund for Unusual Weather

Selectman Waddell: I think it is an insurance policy.

The Selectmen do not support this article. VOTE: 2-3-0

(8). Two 100 CY Injection Refuse Trailers and Yard Horse

Selectman Bridle: we are going to start collecting even more trash, so I think we need to go with it.

Selectman Woolsey: I do not think we should have bought them in the first place.

The Selectmen do not support this article. VOTE: 1-4-0

(9). Replacement of one solid waste compactor

The Selectmen do not support this article. VOTE: 0-5-0

(10). High Street Culvert at Meadow Pond Drainage Study

Selectman Waddell: what is the potential for the road collapsing? Director Jacobs: it has already stood up to an event; do not know how many more it could stand up to; eventually it needs to be done.

The Selectmen support this article. VOTE: 4-1-0

(11). Road Improvement Capital Reserve Fund

The Selectmen support this article. VOTE: 4-1-0

(12). Purchase of SnoGo type Snow Blower

The Selectmen do not support this article. VOTE: 1-4-0

(13). Public Works Building Improvements

Selectman Bridle: I think this should be in the operating budget.

The Selectmen do not support this article. VOTE: 2-3-0

(14). Purchase Dump Carts @ Transfer Station

Director Jacobs: this is a safety issue.

The Selectmen do not support this article. VOTE: 0-5-0

(15). Kings Highway Drainage Engineering Study

The Selectmen do not support this article. VOTE: 1-4-0

Selectman Waddell: the sad thing is that none of these are frivolous.

Director Jacobs: thank you for discussing them and having an open and honest discussion, we appreciate your professionalism.

VIII. New Business (1:38:27)

1. Sewer Bond for Wastewater Treatment Plant and Pump Stations Upgrades

Deputy Director Hale: this is for the necessary upgrades to the Wastewater Treatment Plant, there are four components:

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- Installation of a Lakeside Unit Package Raptor Septage Acceptance Plant (or approved equal) and new Grit box
- New location for wash down area and connection of wash down system to Septage Receiving Station for property treatment
- Installation of new pumps, drives and pressure reducing system for plant recycle water and the relocation of the suction intake pipe
- Emergency Generator for Plant Aeration System

Deputy Director Hale: the wash down area will be regulated and meet regulatory requirements to handle oils, grease and grit and remove salts, debris, oils, etc. from the trucks. Plant Improvements are the Valve Pit Safety Project, six new valves to be installed; aeration blower generator connection project.

Selectman Waddell: if we do this all together we save money. Deputy Director Hale: yes.

Selectman Bridle: This stuff needs to be done.

Selectman Woolsey: the wash down area will take all our trucks; we need to do this.

Selectman Bean: this is \$1.84 million and I heard someone say you get 20% funding. Deputy Director Hale: you have up to 20% loan forgiveness with the SRF funding.

Selectman Bean: 20%, then I heard \$100,000 from someone else. Deputy Director Hale: for the Homeland Security Emergency Management.

Selectman Bean: that takes this \$1.8 million down to \$1.38 million; I support this.

Chairman Griffin: I also support it.

The Selectmen support this article.

VOTE: 5-0-0

Study to Acquire Hampton Marina Property, Assistant Town Manager Jamie Sullivan

Assistant Town Manager Sullivan: to acquire the property for recreational purpose, provide recreational access, potential future public/private development possibilities. I visited the National Harbor Property in Maryland, very beautiful area. Eminent domain process; purchase the property and plan development; current Warrant Article project base on the current assessed value.

Selectman Bean: I think it is time to discuss this for the Town; explore opportunities; would attract business in the off-season; acquire a magnificent asset.

Chairman Griffin: would be there a way to bring money into the Town by having this.

Assistant Town Manager Sullivan: yes, there are revenue opportunities there.

Selectman Waddell: good discussion to start; needs a lot of planning and needs input from public and private; start thinking about it.

Selectman Bridle: something to let the voters decide; nice area for people of this Town, a majority will be paid for the funds generated off it.

Selectman Woolsey: where does eminent domain come in? Assistant Town Manager: eminent domain is always a possibility in a government taking that is one of the problems with

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the discussion we are having, as it is currently a private property owned and would have to be a taking for a legitimate purpose under eminent domain.

Selectman Woolsey: location scares me, because the water rising concerns me.

Chairman Griffin: is this going to be advisory. Town Manager Welch: you should look at eminent domain for two purposes; there is an established process, a very detailed process to go through in order to acquire title. The second reason is it wipes out all prior claims that could come against the property in the future, it clears the title completely so the Town does not have watch their back.

Selectman Woolsey: how much is it? Town Manager Welch: \$4.2 million.

Selectman Bridle: if it were bonded out, how long would the bond be? Town Manager Welch: 20 years, could go up to 30 years.

Chairman Griffin: who is in favor of this bond?

Selectman Waddell: not at this point.

Selectman Bridle: yes.

Selectman Woolsey: no.

Selectman Bean: I would like to come back to this issue next week and think about it and get everyone involved and then next year would be a good time to come forward.

Assistant Town Manager Sullivan: I think putting it out longer than next week no need to rush, have forums.

Selectman Woolsey: when are we going to get the 2014 audit? Town Manager Welch: soon, probably have within the next 10-15 days.

2. 2015-028 Snow Plowing and Removal
 - a. Purchasing Policy Waiver Section 718-4.B (2)

Town Manager Welch: we put this out to bid, but only had one bidder; their bid is within last year's tolerance limits.

Selectman Bean MOTIONED to Waive the Purchasing Policy Section 718-4.B (2) to award the 2015-028 Snow Plowing and Removal Bid to Jamco SECONDED by Selectman Waddell.

VOTE: 5-0-0

IX. Closing Comments

X. Adjournment

Selectman Bean MOTIONED to adjourn the meeting at 9:10PM SECONDED by Selectman Bridle.

VOTE: 5-0-0

Chairman