

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

August 22, 2016

PRESENT: Rusty Bridle, Chairman
Jim Waddell, Vice-Chairman
Rick Griffin, Selectman
Phil Bean, Selectman
Regina Barnes, Selectman
Frederick Welch, Town Manager

SALUTE TO THE FLAG

I. Public Hearing RSA 674:40-a

To accept the following streets as Class V Highways in the Town of Hampton: of RSA 674:40-a to accept the following named streets as Class V Highways: Baron Road, Carlson Road, Cuss Lane, Eastmor Lane, Esker Road, Hilda Drive, Hutchinson Street, Jeffrey Drive, Oak Street, Pine Street, Rings Terrace, Tucker Lane, Victor Road.

Selectman Waddell MOTIONED to accept the above-mentioned streets as Class V Highways
SECONDED by Selectman Barnes.

VOTE: 5-0-0

II. Public Comment Period (7:17)

Resident: wants Tide Mill Road added to the traffic issues concerning tractor-trailers; neighbor sent in letter requesting it be part of Timber Swamp Road issues; concerned about children.

Chief Sawyer: knows Tide Mill Road is not on the agenda, but have no problem speaking about traffic issues in town.

Ms. Pynn: live at 2 Tide Mill Road; mail box hit; could they have a yellow line put on there as when they turn corner they are on the wrong side of the road then they could arrest the truckers.

III. Announcements and Community Calendar

Chairman Bridle: send condolences out to Mary Louise Woolsey in the passing of her daughter.

IV. Consent Agenda (11:55)

1. Seafood Festival Vendor Permits: The Shirt Factory 115-117 Ocean Blvd, Graphic Creation Tees 119 Ocean Blvd, Beach Basics 121 Ocean Blvd, Impressions Beachwear 225 Ocean Blvd, Mohab's Jewelry 237 Ocean Blvd, Maggie's Beachwear 243 Ocean Blvd, A to Z Beach Mart 249 Ocean Blvd, Nam's Gift Shop 275 Ocean Blvd, The Surf Mart 275 Ocean Blvd

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

2. Parade & Public Gathering License: Hampton Beach Seafood Festival 09/10-09/11
3. Entertainment License: Logan's Run 816 Lafayette Rd
4. Municipal Work Zone Agreement NHDOT

Selectman Waddell: wants Logan's Run removed from Consent Agenda and take up later on in the meeting.

Selectman Barnes MOTIONED to MOVE the Consent Agenda without item #3 SECONDED by Selectman Waddell.

VOTE: 5-0-0

V. Appointments (12:30)

1. Kristi Pulliam
 - a. Monthly Financials

Ms. Pulliam: the months target was 58.33%; the month's total income was \$770,559; of the total motor vehicles @ \$248,445 over target; interest on taxes @ \$10,117; building permits @ \$26,677; highway subsidy @ \$95,924; departmental income @ \$85,472; parking lots @ \$175,171; real estate trust @ \$90,961. Expense summary YTD by departments at the end of July is 57.2% of the budget under target by 1.13% or \$273,375. Departments as a whole are running under target 58.33%; executive section 56.76%; election registration and vital statistics is 54.4%; financial administration is at 50.68%; legal 54.97%; personnel administration 54%; planning/zoning 58.46%; general government 49.71%; cemeteries 54.55%; municipal insurance 65.7%. Parking administration is 58.82%; police department 55.77%; fire department 56.69%; building/code inspection 51.4%; emergency management 59% reimbursed by grant; public works 52.37%; welfare 55.66%; culture & recreation 53.13%; library 59.58%; conservation 50.46%. The 2015 encumbrances 79% have been expended to date; Fund 24 balance \$173,467; beach sticker donation \$10,980 with \$16,442 given out in scholarships; Fund 25 balance is \$99,401; Fund 26 is \$117,412; Fund 27 is \$336,782; waste water system development charge \$42,036 with balance of \$156,661.

Selectman Barnes: thank you for the update.

Selectman Waddell: why are we under between 2015 and 2016? Ms. Pulliam: the reimbursement by Health Trust.

Selectman Waddell: looking at the revenue projections do you think we will hit the target?

Ms. Pulliam: I will reevaluate those at the end of August

Selectman Waddell: are you keeping an eye on OT charges? Ms. Pulliam: will level out once we hit September.

Selectman Griffin: thank you.

Chairman Bridle: excellent job as always.

2. Chris Jacobs, DPW Director & Jen Hale, Deputy Director DPW (20:26)
 - a. Submission of Sidewalk TAP Grant Application

Ms. Hale: it is a reimbursable grant by NHDOT; uses Federal Funds that allow 80/20; they get the 80% and we get the 20%; safe routes to school identified sidewalk needs; pre-application packet was accepted, looking to put in an application with the town for \$1,000,000

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

along Winnacunnet Road and onto High Street. Needs town support to fund the 20% for design and construction; submitted in September; selected in December; voting in March. Would like to write a letter saying board supports this grant opportunity.

Selectman Barnes: something we should definitely do.

Selectman Waddell: any idea what the costs would be? Ms. Hale: price tag could be from \$900,000-\$1,300,000; the max grant we can apply for is \$1,000,000.

Chairman Bridle: this addresses shortcomings not just sidewalks, it is the curbing and the whole road not just the sidewalks? Ms. Hale: yes, they call it a streetscape plan you are looking at the curbing, trees, safety, roadways; it would provide a linkage as there is the Town Hall, Centre, Library and Fire Station.

Selectman Bean MOTIONED to APPROVE the submittal for a Sidewalk TAP Grant SECONDED by Selectman Griffin.

VOTE: 5-0-0

b. DPW Assets Management Software Discussion

Director Jacobs: it is our operating software and that would keep track of all our complaints, work order system, use town's GIS system; this would take the mapping database and all the information we have and bring it all together. Look at sewer, water information; all the data would be combined; we have made a pre-application for a \$30,000 grant; the total is \$60,000 with \$30,000 being automatic forgiveness. This is waiting for a letter from you in support of it and they would allow us to access the grant money; and the other \$30,000 we would be looking to use is for tablets, because this is cloud-based option. It would help is in the future when it comes to our annual reports to the EPA; it will show all the information.

Selectman Waddell: are other towns using this software? Director Jacobs: Exeter and Seabrook are going to the program called GIS; we could share our data with other towns; there are 800 communities in the U.S. using this software.

Selectman Waddell: the savings in time. Ms. Hale: exponentially, such as needing a sign replaced, after replacing you would take photo.

Director Jacobs: an option would be setting you up with work order notifications; you had a particular resident call and say a sign is down; our worker would pull up the work order and put the sign up, take a photo and close out the work order. It automatically sends to anyone we put on the list to say the work order is done and you would be able to call your constituent to let them know the sign has been replaced.

Selectman Waddell: we are operating in the 70's or 80's. Ms. Hale: we interviewed three different companies.

Selectman Waddell: with the grant, it would cost us? Director Jacobs: zero for the software; then for the other portion of the software such as the server or the tablets, I would pay for them out of the different sections in my budget, as we would all benefit.

Selectman Waddell MOTIONED to APPROVE proceeding with the grant process SECONDED by Selectman Griffin.

VOTE: 5-0-0

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

Director Jacobs: an update on the paving of Driftwood, Maplewood, Forest, Cedarview and Landing Road and everything west has been shimmed and brought back up to grade; the sewer manholes will be raised and Watson is also prepped; we are really pleased with GMI.

c. Seacoast Stormwater Coalition Joint Community Expenditure

Ms. Hale: we have been attending the Seacoast Coalition meetings, all in preparation for the new Federal permit; we will have one year to meet the first year's deadline of compliance; you are talking \$500,000 over the next five years to implement all the new regulations that are coming; sharing resources. The first project would be the Stormwater Management Compliance Project that all the towns would do together. We are looking to spend \$2,000 from our MS4 section of our budget to enter into the agreement; one person would hold the money. Extremely important to share information from town to town as we all will be in the same permit pit; asked Mark to review agreement; Dover has signed; be part of collaborative approach.

Selectman Waddell: who else is in on this? Director Jacobs: Dover, Rochester.

Selectman Bean: Somersworth, Durham, Exeter, Portsmouth, Rochester and UNH.

Selectman Waddell: how far are we along with the management plan? Director Jacobs: this is the first step; Southeast Watershed Alliance.

Town Manager Welch: we are going to be hit with this by the end of September, so we need to move as soon as possible.

Selectman Bean MOTIONED to APPROVE the Seacoast Stormwater Coalition Joint Community Expenditure SECONDED by Selectman Barnes.

VOTE: 5-0-0

3. Chief Sawyer, Police Department (45:30)

a. Seafood Festival Preparation

Chief Sawyer: will keep you updated on the actions we are taking in coordination with the Fire Department/DPW. Obvious recent events here and abroad have raised the level of concern dealing with security issues for the Seafood Festival and we are taking measures to provide for safety and to make it a good event for the people who want to attend. We also have the State Police and the Department of Homeland Security assisting us with the preparations for this event and others. We have small metal boxes displayed in the area, which are pieces of equipment to make analysis of the condition of the air.

b. Traffic Issues

i. Mary Batchelder Road, Timber Swamp, Towle Farm Road

Chief Sawyer: Tide Mill issues; trucks, speed, perception of how dangerous they are; host meetings at the Police Department and will bring in the Public Works/Fire and anybody that can help add to a solution to the problem. If you have these problems please do not wait to come to a Selectmen's meeting to bring those up, pick up the phone and call the HPD as they are occurring so we can address them very quickly; please call us, let us know, that is what we are paid for. If you are not getting the proper response, please ask for me. That area is posted no thru trucking; over the years we have experienced the same issues; the lawful way into Foss is Route 1, which is problematic, coming southbound have to cross over into northbound lane

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

to make turn, have significant issue. The truckers say their GPS sends them down Timber Swamp Road; trying to work with manager of Foss to find resolutions. We have been out there since January 1st and made 175 traffic stops in that area, not just trucks, it is not going to stop, we can help curb it and minimize it; we do the best we can with the assets we have to minimize the impact on the community. I explained to the officers if they give a warning to the truckers, they will need to come to my office and explain; will move forward with this.

Selectman Barnes: I agree with you and we cannot completely stop it; have seen the cruiser; are they all going to Foss.

Chief Sawyer: there are other businesses; told officers to ask where they are going; Merrill Industrial.

Selectman Waddell: are we looking at an alternate route? Chief Sawyer: the only alternate Route is coming down Exeter Road take right onto Towle Farm, which is a tough corner also; it is posted there too; heading northbound taking the turn into Foss is easier.

Selectman Waddell: do you plan to have meetings? Chief Sawyer: yes, with Bill Cummings, Foss Manager, DPW, sit down with them and try to come up with a safer way, if there is a safer way; this was deliberated by a previous board; needs to be researched.

Selectman Waddell: you are going to continue the increased patrol in that area? Chief Sawyer: yes.

Selectman Bean: thanks for your attention and highlighting the area of contacting department heads directly and appreciates the COO for Foss coming in, they are good neighbors. Maybe more of the lawn in front of Foss should be access to trucks; this is a Foss challenge and should not fall on the shoulders of our department heads, our town, or staff, where we are solving a logistic challenge; Foss can dictate to the board and the police department the solutions to this problem.

Selectman Griffin: thank you for getting all this going; conversation coming out now and is a good thing; Foss has always been a good taxpayer in Hampton and finding people jobs; hoping to make everyone happy here.

Chief Sawyer: with the volume of traffic on Route 1, maybe there is a better way to do it; some suggestions Mr. Bean made with expanding the entry way.

Chairman Bridle: everyone on the section of Towle Farm Road had to realize with Industrial Drive went in there trucks were going to be going in there; the trucks should not be in the west end of Towle Farm Road/Timber Swamp/Mary Batchelder. As far as the people on Tide Mill Road, I understand their problems and concerns, but the lower end of Tide Mill Road has been industrial for a long time, the businesses addresses are Tide Mill Road and hope we can work with some of the businesses. It is better that Hardhardt Way was opened up and when the trucks find it they will probably want to go Hardhardt Way and stay out of the neighborhood.

Chief Sawyer: we can work harder to minimize the impact on the residence that is our goal.

4. Entertainment License: Logan's Run 816 Lafayette Rd

Chief Sawyer: what occurred at Logan's Run is the department received a complaint about the level of noise coming out of the establishment; did research and found there was no permit sought or issued by the board. I sent officers on Wednesday to go up and make notification to

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

the establishment saying you cannot play the music, if you do you are in violation and will be summoned. On Friday, the band was playing and we received a complaint; officers went and issued a summons for Town Ordinance violation, the matter is pending at the Circle Court in Seabrook. My recommendation is no outside entertainment be permitted at that location as it abuts residential condominiums.

Selectman Waddell: In previous years, have they had entertainment? Chief Sawyer: I do not know the answer; will have to get back to you.

Selectman Waddell: have you had other complaints from there? Chief Sawyer: that is the first one I am aware of, but would have to go back and look at the log; maybe they did not know they needed a permit and would not recommend against it, but would just say the condition of outside entertainment would be one I would not like to see. Keep it in context it is a violation and do not see this as grounds to deny the permit.

Selectman Barnes MOTIONED to APPROVE an Entertainment License at Logan's Run, 18 Lafayette Road with the stipulation of "No Outside Entertainment" SECONDED by Selectman Waddell.

VOTE: 3-0-2 (Bean, Griffin)

5. Bill Cummings, Foss Manufacturing (1:10:00)
 - a. Signage Proposal for Traffic Issues

Mr. Cummings: nobody at Foss Manufacturing wants trucks driving down Mary Batchelder or Timber Swamp Road, we care very deeply about that and we regret any trouble that may of caused. We do not operate our own trucks, we call a logistic company to come pick up for us or drop off raw materials. We have put out directions to all our customers, suppliers and all logistics companies that we do business with, to direct them to come in down Route 27 to Towle Farm Road, then turn onto Merrill Drive. There are at least 2 satellite navigation systems that direct people to Timber Swamp and Mary Batchelder; Magellan and Rand McNally; in the case of Magellan I was able to go onto the internet and put a note at the intersection to tell people to go the other way; Rand McNally I have not been able to do that. We are proposing some signs, would be 2 signs on Route 27, one facing east and the other facing west, saying trucks to Merrill Drive prohibited from this road. A no thru trucking sign is too late for the trucker and not sure the truckers understand as they have a navigation system telling them to take the road. I want a sign that specifically states if you are going to Merrill Drive, you are not taking this road. A larger sign at the intersection of Liberty Lane and Route 27 and then the trucks leaving Merrill Drive a clear sign right there saying trucks must turn right. Foss Manufacturing has no problem purchasing the signs and working with the Town. Hampton Police Deputy Chief Hobbs has contacted us and asked us to do something about this and we began to figure out something we could do.

Ms. Pelletier, Mary Batchelder Road: handed out a log taken by her husband and said this has been going on for three years.

Mr. Cummings: said he wants the trucks stopped also and if there is someone that sees one, they will talk to the driver.

Chairman Bridle: have him get together with the Police and DPW Director and thinks the signs are a great way to start.

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

Selectman Bean: Foss is a great company and very responsive; do you own the yellow office building to the north and south? Mr. Cummings: to the south, do not think we still own the one to the north.

Selectman Bean: looking at the ingress and egress, there is a tree there that could be cut down, there is plenty of room to double the entryway that is an option.

Selectman Waddell: a meeting between the neighbors, Chief, DPW, and Foss is a good beginning to solve the problem; the signs are a good beginning.

Selectman Barnes: we would prefer having the trucks stay on Route 1, I-95 and stay off the residential roads.

Mr. Cummings: we will certainly look at the Route 1 option, but that would not solve the problem as there are other companies in the Merrill Industrial Park and also trucks going to Smuttynose Brewery off Towle Farm Road.

Chairman Bridle: Obviously, this is not just a Foss problem; get a hold of the Police Chief and DPW Director to set up a meeting.

Mr. Cummings: he would give his card to the Mary Batchelder Road neighbors and for them to call so he could speak to the driver.

Chairman Bridle: that being said, it might not be a Foss truck.

Selectman Waddell: the other businesses should be invited to the meeting.

Mr. Cummings: if it is another business, I have no problem calling them.

6. Brian McCain, Cable Committee (1:24:10)
 - a. Part-time Media Coordinator

Mr. McCain: this would be 20 hour per week \$20 per hour position; \$12,200 per year; \$20,800, but would eliminate our programmer/technical advisor which is around \$8,600 per year, plus it would eliminate a lot of my time. The benefits is an improved program development, this person would do work for the Recreation Department, DPW, Building, creating programs, commercials, upcoming events, road closures, and repairs. Researching and implementing new technology opportunities, going to shows, free seminars and free trade shows, as none of us can go because we all work; benefit to the Town, as they would be up on latest technology; transition for the Hi-Def system; they would be available during normal business hours.

Selectman Bean: are you requesting this now? Mr. McCain: I would like to do this now, yes.

Selectman Bean: can you explain the fiscal impact, is it a cost to the taxpayers? Mr. McCain: not at a cost to the taxpayers, would come out of the Channel 22 fund; this is a good way to spend the money to improve programming, we have limited programming now, could even interview the DPW Director about the sewer replacement, to inform the public.

Selectman Bean: There is no impact, no taxpayer expense, and no benefits? Mr. McCain: correct.

Town Manager Welch: there is more than sufficient income to do this; right now, the cable committee is taking in more than \$100,000 a quarter from Comcast, so this would be paid for completely from Comcast money.

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

Selectman Griffin MOTIONED to APPROVE the Part-time Media Coordinator SECONDED by Selectman Barnes.

VOTE: 4-0-1(Waddell)

- b. Replacing Ch22 Equipment
 - i. 2 Laptops
 - ii. 1 Desktop
 - iii. Q-vidum

Mr. McCain: we need to replace two laptops and one desktop computer; one for programmer and one that I take as I do some editing and can control channel from home. The IT department suggested what we would need; each laptop is around \$1,700 and the desktop is \$1,600 and an external hard drive that would hold the video, which is \$135; and the Q-vidum is \$3,400.

Selectman Bean: this complies with the purchasing policy. Mr. McCain: yes.

Selectman Bean: about the clothing allowance? Mr. McCain: we are sharing clothes right now; we would like to have a budget of \$500 per year for shirts/jackets for outside use as we do the Christmas parade, games and talent show.

Selectman Bean MOTIONED to APPROVE the replacing of Ch22 Equipment: \$5,135 for two Laptops & one Desktop, \$3,400 for Q-vidum and \$500 per year for Clothing Allowance SECONDED by Selectman Barnes.

VOTE: 5-0-0

- c. Update on H.D. upgrade

Mr. McCain: another bid will be coming in for the H. D. upgrade.

VI. Approval of Minutes (1:33:20)

- 1. August 08, 2016

Selectman Waddell MOTIONED to APPROVE the Minutes of August 08, 2016 as submitted SECONDED by Selectman Barnes.

VOTE: 5-0-0

VII. Town Manger's Report (1:33:45)

1. The Department of Public Works has begun the process of grinding streets for paving. Watson's Lane, Heritage and Landing Road South have recently been completed through the grinding phase, paving will begin shortly. All the streets will be done from the Warrant Article except for Acorn Road as we are researching to determine if it is a private road, and if it is, it will be made an emergency Lane for plowing purposes.
2. Please pay attention to the newly installed State no parking signs in front of the Wok Restaurant. We understand that the fresh no parking line painting will be installed shortly indicating the extent of the no parking area.
3. If you have not paid your dog's license please do so soon, so that your State fines will stop compounding. If you have not paid to settle the license fee and the penalties by the end of August you may be summonsed to Court.

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

4. August 29th is the last day that Seafood Festival Permits can be authorized and issued. Please be sure your permit applications are into the Selectmen's Office by Wednesday August 22nd at 1PM so that they can be on the agenda. Please enclosed a stamped self-addressed return envelope with your application for the permit to be mailed back to you, otherwise your application when approved can be picked up at the Selectmen's Office.
5. Construction continues on the new water lines on Lafayette Road. Please be watchful for the movements of construction vehicles.
6. The American Legion is requesting permission to hold "Hit the Beach" and would like to have 3-4 spaces the parking lot at corner of High Street & Route 1A on August 26, 2016. The Selectman agreed.
7. Delegate voting authorization for the NHMA 2017-2018 Legislative Policy Conference & Floor Policies. . Chairman Bridle asks that this be on the agenda next week under Old Business.
8. Primex Insurance Contribution Assurance Program FY 2018 & FY 2019 will be on next week's agenda, this is to give them a three-year extension and I am not in favor of that at this point as they are discussing a 9% increase at the maximum; need to do more investigation.
9. If anybody is interested in the State's plans to reconstruction and pave from Route 1 from Seabrook to Park Avenue, Hampton, we have plans for your review.

Selectman Bean: is there a deadline on the Primex response.

Town Manager Welch: not yet, they have given us time to read and review.

Selectman Bean: with the Chairman and Board's permission, I would like to work with you, Jamie and the Finance Director on Primex.

VIII. Old Business (1:40:03)

IX. New Business (1:40:08)

X. Closing Comments

Selectman Waddell: summer is coming to an end.

Chairman Bridle: the Primary Election on September 13 will be at Marston School; the General Election in November will be at Winnacunnet.

XI. Adjournment (1:40:45)

Selectman Waddell MOTIONED to adjourn the public meeting at 08:35 PM SECONDED by Selectman Bean.

VOTE: 5-0-0

Chairman