

**HAMPTON MUNICIPAL BUDGET COMMITTEE**  
**PUBLIC HEARING**  
**DRAFT MINUTES**

*Thursday January 3, 2019*

**Attendance**

Timothy "Citizen" Jones, Chair  
Michael Plouffe, Vice Chair  
Brian Warburton  
David Maurer  
Stephen LaBranche  
Regina Barnes, Selectman Representative  
Frank DeLuca, SAU90 Representative  
Robert Ladd, Hampton Beach Village District Representative

**Vacancy**

**Attending:** Fred Welsh, Town Manager, Jamie Sullivan, Deputy Town Manager, Kristie Pulliam, Finance Director

**1. Pledge of Allegiance**

Mr Jones called for a moment of silence in memory of Nancy Waddell, wife of Selectman Jim Waddell, and Budget Committee Member Brian Lapham

**2. Call to Order at 7 PM by Mr Jones**

**3. Introduction of Members**

**4. Old Business**

**Information Requests:** Several items have been submitted. Mr Jones expressed concern about whether software and firewall security will work if the license is not properly renewed. Ms Barnes added that there was no security on the email side – the company is not in business. the situation would improve when the site is up to date. Ms Pulliam said inside the firewall security can be managed in house, but there is no certification; the website has a padlock. Mr Jones thought the inside encryption was not necessarily secure; an examination of the software inside the firewall is essential.

The request for a legal opinion concerning lease-purchase of equipment over time is still an open item. The DPW has provided information on the diameter of proposed water pipes; The listing of needy streets in the Capital Improvement Program.

## **5. Budget Workshop**

**Warrant Articles:** Text of Selectmen's approved 2019 Money Warrant Articles have been provided by Mr Welsh. The full text can be accessed on the Town of Hampton website and/or hamptonbud.com. [Note: Articles numbers may change.] Mr LaBranche thanked Mr Jones for his work creating the intuitive hamptonbud.com as a good tool to display the warrants on line.

**Warrant Article #12 Master Plan, Attending: Jason Bachand, Town Planner**

**Shall the Town of Hampton vote to raise and appropriate the sum of \$18,000 for the purpose of contracting professional planning services for the completion of a series of Phase I tasks intended to provide the foundation for a future update of the Town of Hampton Master Plan... Most chapters of the existing Town of Hampton Master Plan are considerably older than 10 years?...(Majority vote required) Recommended by the Board of Selectman 4-0-0.**

Mr Bachand displayed the 34-year-old plan (1985) deemed severely outdated, unworkable, and needing to be entirely evaluated and largely replaced. This is a 2-Phase process in which Warrant Article #12 seeks funding for Phase 1 -- the preparation work for the formulation of a concise user-friendly Master Plan articulating and supporting Hampton's vision for going forward. Phase 1 includes delivering the required Vision Chapter, and developing the process, foundation, template and goals for producing the completed Master Plan in Phase 2. The entire process will be monitored by a Planning Board steering and implementation sub-committees.

Specifically, Phase 1 will involve professional consulting services, inter-department cooperation, community outreach, including surveys. The objective is to evaluate, design, modernize and deliver a written report with clear goals, recommendations, guidance, and the proposed structure for creating a lasting, workable Master Plan based on the town's long-range vision for the 21<sup>st</sup> Century, inclusive of the mechanism to assure ultimate adoption at the conclusion of Phase 2, as well as a plan to assure implementation. Amending and updating certain existing chapters and adding new chapters e.g. economic development, natural resources; transportation, historic properties, and coastal – sea level rise, would be recommendations. The Hampton Beach Area Commission Master Plan is a neighborhood plan for which the Planning Board has the sole approval authority. Mr Bachand emphasized that he is the town's professional planner with years of master plan experience, and had consulted with the Rockingham Planning Commission for guidance. Phase 1 is the beginning of the long-range process and is to produce a contemporary template for Phase 2. No estimate for Phase 2 costs can be made before completing Phase 1.

**BudComm comments:** needs clarity of the goals and expectations for the Master Plan as well as an explanation for how the Phase 1 appropriation (\$18,000) will be specifically allocated; articulate what will not be done in the Phase 1, clarify what will be in the Report, and the timeframe for delivery; how will implementation be assured; much of the Town Planner's explanation at this meeting is not in the #12 Warrant Article text - which is what the BudComm has to consider for voting; The 34 year old Master Plan is no longer applicable and is in great need of updating; does the town want an updated plan. Phase 1 is the beginning stage; while at

this time there is no way to estimate the cost of Phase 2, the highest need is to proactively begin e.g. sea level rise is a threat to the town's existence; the town's infrastructure problems are the result of delaying action; one member had no faith in master plan activity because previously the guidance was ignored including by zoning changes overriding having low profile buildings at the Beach - so why spend money on a plan; By consensus the Budget Committee voted:

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|  | <p><b>to recommend to the Public Hearing 2019 Warrant Article #12 – the Town of Hampton Master Plan to raise and appropriate the sum of \$18,000 for the purpose of contracting professional planning services for the completion of a series of Phase I tasks intended to provide the foundation for a future update of the Town of Hampton Master Plan...</b></p> |
|  | <p><b>In Favor: Stephen LaBranche, Regina Barnes, Frank DeLuca, Robert Ladd;<br/>Opposed: Brian Warburton, Timothy “Citizen” Jones, David Maurer, Michael Plouffe:<br/>MOTION FAILED: 4-4-0</b></p>   |

**Warrant Article 13 - Operating Budget: No Discussion**

**Warrant Article #14 – Police Sergeant’s Contract -**

**Warrant Article #15 Patrolmen Police Contract:** Attending Jamie Sullivan, Deputy Town Manager; .[Secretary’s Note: Articles #14 and #15 were discussed together.]

**Article #14 Police Sergeants Contract - Shall the Town of Hampton vote to approve the cost items included in the collective bargaining agreement reached between the Hampton Board of Selectman and the Hampton Police Association (Sergeants), which calls for [the following] increases in salaries and benefits at current staffing levels, over the amount paid in the prior fiscal year..?:** (Majority vote required) Recommended by the Board of Selectman 4-0-0.

**Article #15 Patrolman Police Contract - Shall the Town of Hampton vote to approve the cost items included in the collective bargaining agreement reached between the Hampton Board of Selectman and the Hampton Police Association (Patrolman), which calls for the [following] increases in salaries and benefits at current staffing levels, over the amount paid in the prior fiscal year...?** (Majority vote required) Recommended by the Board of Selectman 4-0-0.

Mr Sullivan stated the Police Department has 25 full-time, 13 part-time; and 6 sergeants. Because they are going to a new health care plan a transition period was added to cover excess

costs over the existing contract, and noting that in some of the last 6 years many received no increases.

BudComm Comments: money has been saved because contract negotiations are now carried out in-house, without outside consultants; the public should hear about the amounts being saved at the Deliberative Session.

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| <b>Motion</b> | <b>Michael Plouffe</b>   | <b>to recommend to the Public Hearing 2019 Warrant Article #14 – Police Sergeants Contract and Warrant Article #15 - _Patrolman Police Contract the cost items included in [the respective] collective bargaining agreements reached during negotiations with the Hampton Board of Selectman, which call for the increases in salaries and benefits at current staffing levels, over the amounts paid in the prior fiscal year...?</b> |
| <b>Second</b> | <b>Stephen LaBranche</b> | <b>APPROVED: Unanimous 8-0-0</b>   |

**Article #20: Fire Fighter SAFER Grant:** Attending Jamie Ayotte, Fire Chief; Shall the Town of Hampton vote to raise and appropriate the sum of \$414,616 for the purpose of employing 4 additional full time Fire Fighter/EMT’s for the Hampton Fire Department, over and above those positions funded by the 2019 operating budget, and to authorize the Board of Selectmen to apply for, contract for, accept and expend Federal Homeland Security SAFER funding, estimated to equal \$276,405 to be applied against said appropriation... [Additional costs in years 2 and 3.] Federal SAFER grants pay for salary and benefits. This article shall be null and void if the Federal funding is not approved or received? (Majority vote required). Recommended by the Board of Selectman 4-0-0.

Chief Ayotte said 9 firefighters are needed for a full compliment all the time in each of 4 groups; during vacancies etc groups are reduced to 8. The objective with SAFER funds is to enable 10 firefighters/group thereby reducing only to 9 as needed. 3 engines are available for fires, 2 engines for EMS. All firefighters are trained in EMS and need continuous training as well as renewed certification every 2 years; ambulance calls for fireside mutual aid have dramatically increased. The town has changed since 1985, but the Fire Department has not. Other concerning factors are the use of poly-fill, fires burn much hotter and faster, chemicals that release carcinogens, some older buildings are without sprinklers; mutual aid is works well but it takes more time to get to a Hampton fire from Seabrook, North Hampton, or Epping. The Beach has the biggest risk. The current resident population has slightly increased to 15,000, but the building square footage has increased by 1.4 million square feet. Additionally, the Fire Department anticipates approximately \$260,000,000 of new construction. The fire ratings haven’t changed, but more help is needed on bigger/taller buildings.

BudComm Comments: calls for EMS have increased during the last 5 year – as much as 90%; assistance for best care for patient can be more quickly provided if help comes from Hampton; technology is a factor; the question is how to spend dollars; the turn-out gear is a big expense and likely to be supported; grants may or may not come through; the justification has to be shown to the public; if needed it should be done; BudComm represents the taxpayers; there are fewer fires now - demonstrate that 4 more positions are needed; the grant is for saving 75% for 2 years, then 35% until it runs out- money can be saved for 3 years; explain comparisons to the public; school resource officer started as a grant – now full-time staff is requested; risks are lower given the aging population, medical technology; next year expand the text to include drugs issues and the challenge of simultaneous calls; with 4 groups each working 24 hours on/off but remain on call; explain savings in overtime with 4 more fighters.

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| <b>Motion</b> | <b>Stephen LaBranche</b> | <b>to recommend to the Public Hearing 2019 Warrant Article #20 – to raise and appropriate the sum of \$414,616 for the purpose of employing 4 additional full time Fire Fighter/EMT’s for the Hampton Fire Department, and to authorize the Board of Selectmen to apply for, contract for, accept and expend Federal Homeland Security SAFER funding, estimated to equal \$276,405 to be applied against said appropriation... Federal SAFER grants pay for salary and benefits. This article shall be null and void if the Federal funding is not approved or received.</b> |
| <b>Second</b> | <b>Michael Plouffe</b>   | <b>APPROVED: Stephen La Branche, Michael Plouffe, David Maurer, Regina Barnes, Robert Ladd, FrankDeLuca;<br/>Opposed: Brian Warburton;<br/>Abstained: Timothy “Citizen” Jones;     6-1-1</b>   |

[Secretary’s Note: See reconsideration vote below.]

**Article #21: Re-Valuation of Property:**

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| <b>Motion</b> | <b>Stephen LaBranche</b> | <b>to recommend to the Public Hearing 2019 Warrant Article #21- to raise and raise and appropriate the sum of \$150,000 to engage the services of a licensed revaluation firm to perform a Town-wide revaluation of property in the Town of Hampton</b> |
| <b>Second</b> | <b>Michael Plouffe</b>   | <b>APPROVED: Stephen La Branche, Michael Plouffe, David Maurer, Regina Barnes, Robert Ladd, Brian Warburton<br/>Opposed: Timothy "Citizen" Jones<br/>Abstained: FrankDeLuca; 6-1-1</b>  |

**Article #22 Part-time Code Enforcement Officer**

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| <b>Motion</b> | <b>Frank DeLuca</b> | <b>to recommend to the Public Hearing 2019 Warrant Article #22- to authorize the Board of Selectmen to instruct the Town Manager to appoint a part-time Code Enforcement Officer to be responsible for the enforcement of all Town building codes, zoning and land ordinances, bylaws and regulations, state and federal laws, codes and administrative regulations, and to raise and appropriate the sum of \$17,136 as salary in 2019, and the annual cost thereafter of \$22,847.</b> |
| <b>Second</b> | <b>Robert Ladd</b>  | <b>In favor: Robert Ladd<br/>Opposed: Michael Plouffe, David Maurer, Regina Barnes, Brian Warburton, Timothy "Citizen" Jones, Frank DeLuca; Stephen LaBranche<br/>MOTION FAILED 1-6-0</b>  |

**Article # 24 Road Improvement Capital Reserve Fund**

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| <b>Motion</b> | <b>Stephen LaBranche</b> | <b>to recommend to the Public Hearing 2019 Warrant Article #24 – to raise and appropriate the sum of \$300,000 to be added to the Road Improvement Capital Reserve Fund...for the purpose of maintenance and/or reconstruction of streets.</b> |
| <b>Second</b> | <b>Brian Warburton</b>   | <b>Approved: Unanimous 8-0-0</b>   |

**Article #25 DPW Vehicle Purchases** – Attending Chris Jacobs, DPW Director, Jennifer Hale Deputy DPW Director;

**Shall the Town of Hampton vote to raise and appropriate the sum of \$243,165 for the purchase of the following replacement vehicles for the Department of Public Works: one 1-ton dump truck with plow and wing; two (2) ¾ ton trucks with plows, and two (2) sidewalk maintenance vehicles... with said sum to come from the Unassigned Fund Balance?**

Mr Jacobs explained it is too costly to maintain these vehicles, sometimes at half the purchase price of a new one plus service fees; requests have been pushed off every year. If not approved the vehicles would be sidelined. Ms Hale noted that there isn't a problem getting pricing, but the wait for delivery can be a year or more.

BudComm comments: agreed that the vehicles are in poor condition and must be replaced; concern about the use of unassigned fund balance, noting that when revenues are allocated there always is a tax impact; many questions about the unassigned fund balance; the need is very great; all 3 sidewalk plows are dysfunctional; trucks are for roads, but sidewalk plows are for safety around schools; ask for one first and see how it lasts; categorize requests better next year; uncomfortable at using the unassigned fund balance for anything but "drop dead" items. Suggest the Selectmen might adjust the warrant language. Article #25 held for further discussion.

**Article # 26 Replace Culverts from Tuck Field to Eaton Park: Shall the Town of Hampton vote to raise and appropriate the sum of \$246,500 for the purpose of replacing the Eaton Park Culvert and the associated Arch Pipe Culvert crossing under Park Avenue to Kid's Kingdom Parking Lot...and for the replacement of a major existing 24" drainage culvert under Park Avenue with two culverts to provide adequate flow for the drainage received from the area of High Street, Towle Avenue, Academy Avenue, Tuck Field, Park Avenue, and Winnacunnet Road...? ( Majority vote required) Recommended by the Board of Selectman 4-0-0.**

Ms Hale said this is a drainage issue and not specifically a parks issue; it is one project for economic efficiency and engineering; water drains into the marsh and parts of Route 101.

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| <b>Motion</b> | <b>Frank DeLuca</b>    | <b>to recommend to the Public Hearing 2019 Warrant Article #26 – to raise and appropriate the sum of \$246,500 for the purpose of replacing the Eaton Park Culvert and the associated Arch Pipe Culvert crossing under Park Avenue to Kid’s Kingdom Parking Lot...and for the replacement of a major existing 24” drainage culvert under Park Avenue with two culverts to provide adequate flow for the drainage received from the area of High Street, Towle Avenue, Academy Avenue, Tuck Field, Park Avenue, and Winnacunnet Road...?</b> |
| <b>Second</b> | <b>Brian Warburton</b> | <b>Approved: Unanimous 8-0-0</b>  |

**Article # 27 Lease Purchase Plow Truck:** Shall the Town of Hampton vote to authorize the Board of Selectmen to enter into a 5-year lease-purchase agreement for a Mack 6 -Wheel Dump Truck with plow, patrol wing and Stainless Steel Sander in the amount of \$210,050 and to raise and appropriate the sum of \$42,010 to fund said lease-purchase agreement in year one; said lease-purchase agreement shall contain a non-appropriation clause? (Majority vote required)Recommended by the Board of Selectman 4-0-0. Article #27 held for further discussion.

**Article # 29: Replace Water Line DPW Facility**

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| <b>Motion</b> | <b>Brian Warburton</b> | <b>to recommend to the Public Hearing the 2019 Warrant Article #29 - to raise and appropriate the sum of \$85,750 for the purpose of the replacement of the water line that services the Public Works Department Office and Garage, and to repair a water leak to the DPW garage and office building as well as complete the first phase of providing fire protection.</b> |
| <b>Second</b> | <b>Michael Plouffe</b> | <b>APPROVED: Unanimous 8-0-0</b>   |



**Article #30: LED Street Lights** :Shall the Town of Hampton vote to raise and appropriate the sum of \$245,241 for the purpose of replacing approximately 872 existing street lights with more energy efficient LED lighting...and to enter into an agreement with Affinity Led Lighting and accept an expected rebate from Unitil Electric in the approximate amount of \$122,120? (Majority vote required) Recommended by the Board of Selectman 4-0-0

Mr Jacobs said the cost savings should increase year to year. plus a reduction in CO2. The Unitil affinity will remain;

BudComm Comments: should be a cost savings compared to the approximately \$213,000 cost whether the lights are on or off.

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| <b>Motion</b> | <b>Brian Warburton</b> | <b>to recommend to the Public Hearing the 2019 Warrant Article #30 - to raise and appropriate the sum of \$245,241 for the purpose of replacing approximately 872 existing street lights with more energy efficient LED lighting...and to enter into an agreement with Affinity Led Lighting and accept an expected rebate from Unitil Electric in the approximate amount of \$122,120?</b> |
| <b>Second</b> | <b>Michael Plouffe</b> | <b>APPROVED: Unanimous 8-0-0</b>  |

**Article #31 Sidewalk Capital Reserve Fund.** Shall the Town of Hampton vote to establish a Sidewalk and Americans With Disabilities Improvement Capital Reserve Fund ...for the purpose of estimating, designing, building new, replacing and improving sidewalks...and accessibility pursuant to the Americans Disabilities Act and to raise and appropriate the sum of \$100,000 to go into said Capital Reserve Fund...and Further to authorize the Board of Selectmen to apply for, accept and expend any Federal, State or local grants and funds... to be added to the Capital Reserve Fund created hereunder? (Majority vote required) Recommended by the Board of Selectman 2-1-1.

Mr Jacobs said it is hard to find contractors who will do small deals. Coupled with sidewalks – inventory now in hand, a Master contract including sidewalks gives the town more purchasing power.

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| <b>Motion</b> | <b>Stephen LaBranche</b> | to recommend to the Public Hearing the 2019 Warrant Article #31 - to establish a Sidewalk and Americans With Disabilities Improvement Capital Reserve Fund ...for the purpose of estimating, designing, building new, replacing, and improving sidewalks...and accessibility pursuant to the Americans Disabilities Act and to raise and appropriate the sum of \$100,000 to go into said Capital Reserve Fund...and Further to authorize the Board of Selectmen to apply for, accept and expend any Federal, State or local grants and such funds... to be added to the Capital Reserve Fund created hereunder? |
| <b>Second</b> | <b>Frank DeLuca</b>      | In favor: Frank DeLuca, Robert Ladd;<br>Opposed: [as written] Timothy "Citizen" Jones, Michael Plouffe, Brian Warburton, David Maurer, Stephen LaBranche, Regina Barnes;<br><b>MOTION FAILED: 2-6-0</b>  |

**Article #37 Information Technology Upgrades:**

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| <b>Motion</b> | <b>Stephen LaBranche</b> | to recommend to the Public Hearing 2019 Warrant Article #37 – to raise and appropriate the sum of \$71,668 for the purposes of continuing the upgrade of the Town Information Technology systems including software, hardware, and services for Police, Fire, Public Works and other Town Departments, and to replace and upgrade computers and other equipment, upgrade the Town office phone system and equipment to a VOIP (Voice over IP) system and to purchase and upgrade the Vision Assessing Database Software, including all necessary services and support, with said sum to come from the Unassigned Fund Balance. |
| <b>Second</b> | <b>Frank DeLuca</b>      | In favor: Frank DeLuca, Robert Ladd, Stephen LaBranche, Regina Barnes;<br>Opposed: Brian Warburton, Timothy "Citizen" Jones, David Maurer, Michael Plouffe;<br><b>MOTION FAILED: 4-4-0</b>   |

**Article #42 Naval Committee Fund:**

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| <b>Motion</b> | <b>Stephen LaBranche</b> | <b>to NOT RECOMMEND to the Public Hearing 2019 Warrant Article #42 - to raise and appropriate the sum of \$10,000 for the purpose of creating and supporting the Town of Hampton Naval Committee Fund, with said sum to come from the Unassigned Fund Balance</b> |
| <b>Second</b> | <b>Frank DeLuca</b>      | <b>Approved: Stephen LaBranche, Frank DeLuca, Michael Plouffe, Timothy "Citizen" Jones, Brian Warburton, Robert Ladd, David Maurer; Abstained: Regina Barnes 7-0-1</b>  |

**For Reconsideration by Mr Warburton**  
**Warrant Article #20 Firefighter SAFER Grant**

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| <b>Motion</b> | <b>Brian Warburton</b>   | <b>to reconsider the vote and recommend to the Public Hearing 2019 Warrant Article #20 – Firefighter SAFER Grant.</b>  |
| <b>Second</b> | <b>Stephen LaBranche</b> | <b>APPROVED: Frank DeLuca, Michael Plouffe, Robert Ladd, David Maurer; Regina Barnes<br/>Abstained: Brian Warburton, Timothy "Citizen Jones; Stephen LaBranche<br/>5-0-3</b> |

**For Reconsideration by Mr Ladd:**  
**Article #45 Fund 21 Balance**

Mr Ladd wanted to change his vote re Warrant Article 45- Fund 21 Balance; when raised the funds were dedicated to be utilized at Hampton Beach; the description should have said for "safety" - not decorative; unfinished business. Selectmen could withdraw this article.

Mr Welsh said the Village District raised \$500,000 for conduits under the sidewalks and got better illumination for A, B, and C streets where crime rate is down; the balance in the Fund

would do less than one street; street wiring is there; the town voted not to add money; the auditors have questioned the continuing line item

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| <b>Motion</b> | <b>Robert Ladd</b>       | <b>to reconsider the vote and recommend to the Public Hearing 2019 Warrant Article # 45 – Fund 21 Balance</b>  |
| <b>Second</b> | <b>Stephen LaBranche</b> | <b>Opposed: Frank DeLuca, Michael Plouffe, David Maurer; Robert Ladd, Brian Warburton, Stephen LaBranche<br/>Abstained: Timothy “Citizen Jones; Regina Barnes<br/>MOTION FAILED: 0-6-2</b> |

#### **6. New Business**

Thank you to Mr Welsh for getting warrant articles timely.

#### **7. BudComm Meeting Schedule**

**Next BudComm Meetings Wednesday January 9, 2019 and Thursday, January 10, 2019, at 7PM. Public Hearing Tuesday, January 15.**

#### **8. Adjournment**

Mr Jones adjourned the January 3, 2019 Municipal Budget Committee meeting at 10:07 PM.

Respectfully Submitted by  
Barbara Kravitz, Recording Secretary,  
Town of Hampton, Municipal Budget Committee