

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

March 27, 2023

Posted: Library, Town Offices, Town website

7:00 p.m. Board of Selectmen's Room

### SALUTE TO THE FLAG

PRESENT: Richard Sawyer, Chairman \*after reorganization  
Amy Hansen, Selectwoman  
James Waddell, Selectman  
Russell Bridle, Selectman  
Charles Rage, Vice-Chairman \*after reorganization  
Jamie Sullivan, Town Manager

Chairman Waddell asked for a moment of silence for the tragedy that took place in Nashville today.

#### I. Public Comment [Time limitation of three (3) minutes]

None

#### II. Announcements and Community Calendar

Sel. Hansen announced the Parks and Recreation egg hunt being held on April 1, 2023, and that the PTA is holding an event with the Harlem Wizards on Monday night, April 3, 2023.

Sel. Bridle mentioned a house fire that happened just before the meeting.

Sel. Rage announced that the Hampton Beach Village District will be having their annual meeting on Friday, the 31<sup>st</sup>, with voting starting at 1:00 until 7:00.

#### III. Reorganization

Sel. Bridle MOTIONED to Nominate Sel. Sawyer as Chairman, SECONDED by Sel. Hansen.  
Vote: 4-0-1 (Sawyer)

The board thanked outgoing Chairman Waddell.

Sel. Waddell MOTIONED to Nominate Sel. Rage as Vice-Chairman, SECONDED by Sel. Bridle. Vote: 4-0-1 (Rage)

#### IV. Selectmen Representatives

##### 1. Hampton Beach Village District

Sel. Rage MOTIONED to Nominate Sel. Hansen as Representative, SECONDED by Sel. Bridle.  
Vote: 5-0-0

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Sel. Hansen MOTIONED to Nominate Sel. Bridle as Alternate Representative, SECONDED by Sel. Rage.

The consensus of the board was to vote on all at the end.

2. Municipal Budget Committee

Chairman Sawyer, Sel. Waddell (member and alternate respectively)

3. Planning Board

Sel. Bridle, Sel. Waddell (member and alternate respectively)

4. Cable TV Advisory Board

Sel. Waddell, Sel. Rage (member and alternate respectively)

5. Capital Improvement Program Committee

Sel. Rage, Sel. Hansen (member and alternate respectively)

6. Heritage Commission

Sel. Hansen, Sel. Rage (member and alternate respectively)

7. Parks and Recreation Advisory Council

Sel. Waddell, Sel. Hansen (member and alternate respectively)

Sel. Bridle MOTIONED to APPROVE all appointments as discussed, SECONDED by Sel. Waddell. Vote: 5-0-0

V. Approval of Minutes

1. March 13, 2023

Sel. Waddell MOTIONED to APPROVE the Minutes of March 13, 2023, SECONDED by Sel. Bridle. VOTE: 3-0-2 (Sawyer, Rage)

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## VI. Consent Agenda

1. 2023 Veteran's Tax Credit – New: Poplawski, Julie & Michael; Goldberg, Maureen; Player, Gordon; Sewall, Gary; Jacobson, Karl; Nicholson, Daniel; Kilmartin, Thomas; Burke, Maurice
2. 2023 Elderly Exemptions – New: Burke, Maurice & Tracy; Hay, Susan; Riley, Brian & Paula
3. Dance Hall License: Hampton Beach Ballroom
4. Entertainment Licenses: Bernie's Beach Bar, Boardwalk Café, Hampton Beach Ballroom, JB's Seafood, Logan's Run, Shane's Texas Pit, The Community Oven, The Goat, The Green Room, Wally's Pub, WHYM Brewing
5. Letter of No Objection for Outdoor Services of Liquor: WHYM Brewing
6. Parade & Public Gathering Licenses: Will Run for Beer 6/18, Smuttynose Rockfest Half Marathon & 5k 10/01

Sel. Waddell asked for #4 to be removed for discussion.

Sel. Rage MOTIONED to APPROVE the Consent Agenda without #4, SECONDED by Sel. Bridle. VOTE: 5-0-0

Sel. Waddell discussed having problems last year with approving things quickly. He asked if all the items in #4 had been looked at before voting on them. TM Sullivan discussed these are all the standard businesses, and there are new rules this year regarding the decibel levels. He noted we don't know how the new rules will impact things.

Sel. Waddell MOTIONED to APPROVE item #4 of the Consent Agenda, SECONDED by Sel. Bridle. VOTE: 5-0-0

## VII. Appointments

1. Jason Bachand, Town Planner and Tracy Emerick Planning Board Chairman
  - a Master Plan

Mr. Emerick discussed the master plan being accepted on Feb. 15<sup>th</sup>.

Mr. Bachand noted being there to give an overview of "Our Town, Our Future", the town's master plan. He discussed the three years of work to obtain completion and all those involved. He acknowledged the consultants, Malone and McBroom and Resilience Planning and Design. He thanked all those involved in the outreach aspect of the plan. He gave a power point presentation of the plan that highlighted the major themes of the plan. (\*the plan document can be found on the town's website) He discussed the land use map. He discussed the implementation matrix and highlighted some of the results. He discussed the next step in the plan which is to establish an implementation committee. He noted the website and that hard copies of the plan are available.

Sel. Waddell noted that it was a great job done and congratulated them.

Sel. Hansen noted the same and that it is interesting, and it helps to have a guide to go forward.

Sel. Bridle agreed great job and something long overdue.

Sel. Rage reiterated great job and noted he liked so many different people with input.

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Chairman Sawyer noted sitting on the planning board and thanked them for the process and being able to see it come together.

Sel. Waddell asked how long it was and there was general discussion.

Chairman Sawyer noted Sel. Bridle is going to be Selectmen's Representative to the planning board and would he be agreeable to doing the master plan committee as well. Sel. Bridle agreed.

Sel. Waddell MOTIONED to Nominate Sel. Bridle as Representative and Sel. Waddell as Alternate, SECONDED by Sel. Rage. Vote: 5-0-0

2. Julie Glover, HR/Administrative Services Director
  - a Electric Aggregation Plan

Dir. Glover discussed the statute and PUC rules regarding checking in with the board as implementation moves forward. She noted the board should have received the final draft of the plan and if approved tonight it will go to the PUC. She discussed a few minor changes.

Sel. Hansen asked the timing of the plan. Dir. Glover discussed implementation in early 2024, noting the PLR plan. Sel. Hansen asked for an explanation. Dir. Glover discussed the concern of everyone getting paid, noting it a type of insurance. They discussed. Dir. Glover discussed the Coalition and rates.

Sel. Waddell asked about being able to opt out and Dir. Glover stated anyone can opt out.

Sel. Rage noted he would like to see this get going sooner and if we can accelerate the process we should.

Chairman Sawyer asked about self-insuring regarding payment and Dir. Glover noted the Coalition is doing that and building it into their rates. He asked if the town would have any role in covering the cost and the answer was no.

Sel. Waddell MOTIONED to APPROVE the Electric Aggregation Plan and send it to the PUC, SECONDED by Sel. Rage. VOTE: 5-0-0

3. Jen Hale, DPW Director
  - a 2020 Warrant Article 31 DPW upgrades to the main offices.

Dir. Hale discussed putting out an RFQ for the interior building improvements. She noted that it's a 2020 warrant article. She shared pictures of what the areas look like now. She then shared space planning pictures of possible upgrades. She noted that two vendors responded to the RFQ. She discussed the quotes being more money than available and noted air quality, HBAC, and mechanical things. She is asking if the board will approve \$50,000.00 from the ARPA funds. She noted it would be added to the \$75,000.00 balance in the warrant article. She noted a meeting is scheduled to see the scope of what could be done with what funding we have.

Chairman Sawyer asked if one or two votes were needed. TM Sullivan explained just the one for the supplemental funds and reiterated how poor the current conditions are.

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Chairman Sawyer asked about the vendor. Dir. Hale discussed the policy that allows the town manager to award the contract.

Sel. Hansen noted her shock at the current conditions and her appreciation for DPW employees. She discussed thinking this needs to be done and would make the motion.

Sel. Bridle noted the room looks the same as in 1975 when he worked there as a kid. He agreed with Sel. Hansen.

Sel. Waddell agreed with everyone.

Sel. Rage agreed, some of the hardest working people in town need better.

Chairman Sawyer noted working conditions have a lot to do with employee retainage.

Sel. Hansen MOTIONED to APPROVE to use \$50,000 of the ARPA funding to supplement the 2020 Warrant Article 31 \$75000 balance for DPW upgrades to the main offices, SECONDED by Sel. Bridle. VOTE: 5-0-0

Dir. Hale discussed working with engineers for the High Street project, noting the entire High Street sewer service. She discussed all the preliminary work going on and noted once there is a contractor there will be many more meetings and communication. She discussed the goal of plans going out to bid next month. She noted she is impressed with how much has been accomplished to date. She discussed working with Aquarion.

She gave an update on meeting with engineers for Bi-Centennial Wall. She discussed what the engineers have suggested which is going out to bid by the end of this year.

Sel. Hansen noted she appreciated Dir. Hale's attention to detail.

Sel. Waddell noted measure twice, cut once. Dir. Hale noted something could always happen.

Sel. Bridle noted Dir. Hale working really hard, and mentioned the pothole hotline. Dir. Hale commented she is down five highway laborers, noting that is half the people to do all the work.

Sel. Rage noted that is what he is asked about most, High Street.

Chairman Sawyer thanked Dir. Hale for everything she and her team do.

4. Kristi Pulliam, Finance Director  
a Monthly Financials

Dir. Pulliam noted these figures are populated with the budget that was passed. She discussed this is the second report of 2023 and the target is 16.67%. She noted February revenues total \$809,833 which is lower than 2022 total of \$985,836. The difference is mostly found in timing of billings, noting land rent and parking leases. She gave a breakdown of the 2023 revenue.

She noted that on the expense side we have spent \$5,586,888, noting annual or semi-annual payments done this time of year. She noted everyone is in the percentage target. She gave the following summary of funds:

Recreation Fund \$148,644

Cable Fund \$837,729

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Detail Fund \$215,290

EMS Fund \$805,645

Recycling Fund \$127,059

Wastewater System Development Charge \$357,060

Grant Fund Revenues \$72,536

Expenses \$22,777

b Default Budget

Dir. Pulliam present a slide on the default budget. She noted the three biggest differences are gas and diesel, electricity, and police staffing. She mentioned directives to department heads.

TM Sullivan reiterated the directive and noted cutting back where we can. He noted we are critical items only and public safety comes first. He discussed working hard with outside revenues to assist.

Sel. Hansen noted being disappointed that the budget did not pass, and discussed it is going to be challenging. TM Sullivan discussed end of the year targets. They discussed increases everywhere.

Sel. Waddell noted that they get financials every month and we will do what we have to do.

Sel. Bridle noted this is what the public voted for and we will have to make the hard decisions.

Sel. Rage agreed with everyone and hoped the consequences won't be too bad.

Chairman Sawyer noted this will be a challenging year ahead, but we have an incredible team of department heads, town manager and finance director, our strength is our people.

VIII. Town Manager's Report

1. The siding project on the town office building will begin next week. The roofing project will begin soon after that. There will be an impact in the parking lot.

Sel. Rage asked about the short-term rental change and when it will begin. TM Sullivan discussed there is a presentation being put together for the board, noting there are challenges. They discussed.

IX. Old Business

1. Coalition Communities 2.0

TM Sullivan discussed what the coalition is about, noting donor town funding for schools. He discussed the increase in the dues. He noted that the school is willing to help us out with the cost.

Sel. Hansen asked how much, and he answered at least \$5000.00.

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Sel. Rage asked where this is in the budget. TM Sullivan noted it is not in the budget but will make the adjustment. Sel. Rage asked if there will be another amount in Sept. and the answer was no.

Sel. Waddell asked for a simple explanation of the coalition. TM Sullivan explained the methodology of school funding using donor towns or property rich towns. He noted that funding was changed but there is legislation to perhaps bring it back. This coalition is to go against that. Sel. Waddell noted that the state should be stepping up in the funding of schools.

Sel. Bridle noted our commitment to it, and we should make the motion.

Sel. MOTIONED to APPROVE the Payment of Dues to the Coalition of Communities, SECONDED by Sel. Hansen. VOTE: 5-0-0

Sel. Bridle noted he has a plaque from the USS Virginia. They are leaving the community and gave us the plaque to thank us for hosting them. He note the USS Hampton will be back in 2024. He thanked all involved in the USS Virginia committee and noted how happy the crew was with all events that were planned for them or that they helped out with.

## X. New Business

### 1. Conservation Commission

#### a Re-appointments Deborah Wrobel & Jay Diener

TM Sullivan noted there are currently three positions available. He explained the process of appointing board members. He noted someone interested in the third position.

Chairman Sawyer asked if these positions were posted on the town website and the answer was no. He noted he felt we should wait on the appointment for the third vacancy till the next meeting.

Sel. Waddell noted he has no problem voting the two on the agenda tonight but also no problem posting the third.

TM Sullivan asked that anyone interested to send a letter to his office. Chairman Sawyer asked how long a term and the answer was three years.

Sel. Waddell MOTIONED to APPROVE Conservation Commission Re-appointments Deborah Wrobel & Jay Diener, SECONDED by Sel. Hansen. VOTE: 5-0-0

## XI. Closing Comments

None

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XII. Adjournment

Sel. Bridle MOTIONED to adjourn the meeting, SECONDED by Sel. Waddell. VOTE: 5-0-0

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Richard Sawyer, Chairman