

BUDGET COMMITTEE

MEETING MINUTES

SEPTEMBER 15, 2020

Present: Brian Warburton, Chair
Michael Plouffe, Vice Chair
Steven Henderson
Joyce Skaperdas
Stephen LaBranche
Larry Quinn
Regina Barnes, Selectman Representative

Attending via Teleconference

Jamie Sullivan, Town Manager
Barbara Kravitz

Absent: Ginny Russell-Bridle, SAU 90 Representative
Bobby Ladd, Hampton Village Beach District Representative

Call to Order – Chairman Warburton 7:00pm

Calls meeting to order 7:00pm, states replays of meeting can be seen on the town website

As Chairman of the Hampton Municipal Budget Committee, I have determined that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, that to properly ensure the safety of the public and that of the [Committee] members who are within the CDC guidelines needing to take special precautions, this public body is authorized to meet electronically. Please note there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governors Emergency Order. However, in accordance with the Emergency Order, I am confirming: We are utilizing an audio teleconference service for this electronic Meeting. All members of the Hampton Municipal Budget Committee June 16, 2020 1 [Committee] have the ability to communicate contemporaneously during this meeting through this platform by calling toll free 1-857-444-0744 and use the code 156034. If anybody has a problem, please call 603-929-5805

Introduction of Members Roll call of members and location: 7:03pm

Dedication to former Governor Stephen Merrill

Pledge of Allegiance by Recording Secretary Colleen Poisson 7:05pm

Review and approval of minutes June 18 7:06pm

Run through pages asking if there's any questions, no questions.

Mr. Plouffe moved to accept the minutes of June 18, 2020, Mr. Henderson seconds the motion.

Roll call vote: In favor: Mr. Warburton, Mr. Plouffe, Mr. Henderson, Mr. Ladd, Ms. Skaperdas, Mr. Quinn
Ms. Barnes

Old Business 7:07pm

Reminder we are going to get very busy. Time of year where several meetings are occurring. Imperative that everyone gives input on questions and feedback asked.

Mr. LaBranche on Agendas: When can we expect to get them?

Chairman Warburton: Agendas will be sent out prior well before each meeting, at least a week in advance

Mr. LaBranche asks about when they'll have the budget

Ms. Barnes: The Board of Selectmen will begin Budget reviews sometime in Oct. She will ask for a more precise date at the 9.28.20 BOS meeting

Chairman Warburton: Tuesday, Thursday night meetings will continue to happen in respect to consistency

Selectmen's Report Selectman Regina Barnes

Public works was in last meeting for quarterly report, lots of projects occurring.

CARES Reimbursement worksheet was sent over. Going to be presented at next meeting. As of now, they have not received any of the reimbursements. All will be presented as part of the meeting on the 28th. Wanted to bring to the attention of the budget committee.

Chairman Warburton: All reimbursements are \$ town is paying out in advance. Concerned from a budget committee perspective. Asking for drill down numbers right to employee level. Wants to see where \$ was reimbursements across departments, staff, etc.

Capital Improvement Plan was asked about, brought up potentially allocating additional funding for paving in town.

School Board Report (representative absent, discussion occurred)

Warburton urges everyone to watch the School Board meetings. Email was sent to Ginny asking that Nov, Dec, Jan that second Tuesday of the month this room won't be used so Budget Committee can use it.

Chairman Warburton: Could School Board meet at the new auditorium?

Ms. Barnes question for SAU90: A resident that represents a lot of seniors in town who has had discussions with Lois, Jamie, etc. Seniors were promised use of the school and the board made the decision not to allow outside parties in.

Mr. LaBranche also has a neighbor asking about the school who place bridge who used to play at library which is non ADA compliant. They were hoping to play in the community room. Understands due to COVID it's closed, was told School Board voted that it would not be open to the public. "Was part of a sales plan"

Chairman Warburton, from a budget committee perspective, a lot of the votes were based on the use of facilities. Not sure if it's forever or through COVID timeframe.

Mr. Quinn: Was under the impression that it couldn't be used for the first trimester due to what was said in the meeting.

Chairman Warburton: Dr. Costa and Mariah would usually be in September meeting but are coming October 20th to allow more adjustment time. Promises an answer at next meeting.

Mr. Henderson emphasizes that it was a huge selling point with the seniors, a follow up should be made to really get an answer.

Hampton Village District Report -Steven Labranche 7:25pm

Confirms over \$300k that was adjusted. There was a public meeting this passed Wednesday as well as Wednesday prior. Commissioners worked on the budget, the budget that was brought to committee February 28. A lot of people asking about \$ going toward large events that weren't held due to COVID (fireworks, etc.) Beginning of the year a lot of money is spent and did not know a virus was in the works. Expenses that were still necessary and \$ was needed for even though high-ticket items like fireworks weren't held.

Lawyer fees went up due to navigating the year. Discusses different areas where money was used.

Noted people are getting involved.

Chairman Warburton mentions that audience couldn't watch live at home.

Chairman Warburton asked Mr. LaBranche to ask District Commissioners: next February could we see a map outlining where the Village District begins ends and what it encompasses.

Ms. Barnes: As part of the master plan the growth of the town might be something to look at.

Hampton Master Plan update: Barbara Kravitz and Brian Warburton 7:46pm

Chairman Warburton: Barbara-Rockingham Planning Commission and others have pushed this in a really positive direction. Tomorrow night Master Plan Committee meeting 7pm

Update: at large member of the steering committee. Master Plan is being done in two phases.

Phase 1: about halfway done, involves segments that are called "Visions" and "Coastal Management" being funded by the coastal program at DES. Consulting firm is M&M Engineering firm, in charge of the vision and coastal management work. Eager to see their conclusions. So far, largely information gathering.

Phase 2: Gift from town voters that approved 125k to complete the rest of the master plan and integrate the two phases in a logical way that can move it forward. Committee would like to present the plan in a more conducive, integrated way. RFP for this phase has been distributed and can be found on the Planning Board website. There will be a selection process done with a committee and a recommendation will be made to the Planning Board.

Expect to get a status update for next meeting and looking to see directionally where the two segments are being integrated.

Ms. Skaperdas question: A sense of how many will be responding to the RFP?

Mrs. Kravitz: No idea, RFPs were sent out to 8-10 firms

Mr. LaBranche: Thanks for years of Secretary service. When you said the selection committee will review submissions, can you explain the "balance of the work" What work are you referring to? What work will they be doing?

Mrs. Kravitz: Through DES Phase 1 was funded in the amount of 45k but that is limited to those sections. Firm for Phase 2 will be responsible for the remaining elements of the master plan, style and the integration of Phases 1 & 2. \$175k is the sum to complete all elements and overall remaining project.

Mr. LaBranche: After the firms selected and does the work, will it be completed?

Mrs. Kravitz: Will be complete at the end of Phase 2

Chairman Warburton: Legally responsible for not going above \$125k.

Ms. Skaperdas: To clarify, It's the roadmap, they'll come back to us with elements to execute the master plan?

Chairman Warburton: It's from the master plan where we will pull \$ for future projects, up to voters. People are watching, people are interested.

Ms. Barnes: Important that it's condensed not a document that all boards can utilize. Asks about the firm we are using now?

Mrs. Kravitz: Malone & McBroone working for Hampton on the meadow area development. There is another engineering firm that's doing another area of flooding.

Mrs. Kravitz: The current master plan goes back to 1983 so it is not a forward-looking document. The existing plan is in a modern format. Calls attention to warrant article that answers questions about scope and costs of master plan.

Chairman Warburton: May have her come back for Nov or December meetings.

New Business 8:04pm

Mr. LaBranche CHAT Coastal Hazardous Adaptation Team-met today virtually. Went over priorities of the team. Discussed the funding, the outreach & communication, the incentive, ordinance and implementation. Found that some things once discussed are determined they won't be presented to the town, implying that the town has the funds which most likely won't happen.

People write in and ask for different things to be looked at but they're boiling it down. Plan is to have an actual written suggestion that will be presented.

Chairman Warburton asks for copies to be sent electronically.

Mr. LaBranche: Everybody is invited to the meeting, town website has a link to attend to the meeting. Won't be able to participate but you can listen.

Ms. Barnes: Received report Community Rating System from FEMA for flooding. Hampton is the majority of floor insurance payments in the state of NH. There might be more homes that don't meet standards, may need to be talked about.

Mr. LaBranche: System allows you to get a certain amount of points and those points allow you a discount. Since COVID, it's taken a back seat. Town is trying to work with people to meet the standard but can't force people into anything.

Task Force Town and School Budget Review: Chairman Warburton*not happening anymore, kept it on agenda but they are well entrenched in the schools.

Discussion on Budget Sessions format:

Chairman Warburton: last year worked very well. Department heads will come in and will do one section at a time. More questions this year than last year. If there are motions for things after each department head presents, that does not mean they don't need to come back for final review. Everyone needs to come back for final review to allow time for studying budgets. Asks committee to review this year's budgets, numbers and reports.

Information Requests: 8:15pm

Chairman Warburton: It's important that we ask questions if we don't know the answers to. It doesn't hurt to ask questions. Goes over examples of requests that will be sent to departments for information.

Ms. Barnes: CARES Act: Questions regarding the reimbursement. Goes over breakdown of numbers that have been paid out and haven't been reimbursed. Over \$600k should be reimbursed.

Ms. Skaperdas: Hampton isn't in a different position from any other town in terms of reimbursement due to COVID. Assuming the state and the fed are going to make good.

Chairman Warburton: Wants the drill down of what was paid and where even if it is being reimbursed. Goal for this year is to get deep down into the numbers and where the moneys are going.

Chairman Warburton reviews articles to be examples of things the budget committee is going to be following up on and the level of detail they are trying to dive into.

Mr. LaBranche: in the CHAT meeting, a warrant article was discussed where money would have been spent if we got the federal grant. The grant never happened, according to Jen Hale at the meeting this afternoon, was money was spent when the grant was never given.

Ms. Skaperdas: Doesn't want the taxpayers to feel like they're getting the wool pulled over their eyes. Understands the audit and accounting for what is voted for.

Chairman Warburton: Feels like the wool is being pulled over our eyes because these warrant articles aren't being completed when the need for them was high. We should be receiving updates on a regular basis.

Mr. Plouffe: We never get an itemized slip outlining where the money was used, wasn't used, etc. We are just asking for an accounting.

Upcoming meeting: October 20, 2020

Meeting Adjourn 9:02pm

Mr. Henderson moved to end the meeting, Mr Plouffe seconds.

Roll call Vote: In favor: Mr. Warburton, Mr. Plouffe, Mr. Henderson, Ms. Skaperdas, Mr. Quinn Ms. Barnes,.