

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

Board of Selectmen
April 22, 2013

PRESENT: Philip Bean, Chairman
Richard Nichols, Vice Chairman
Michael Pierce, Selectman
Ben Moore, Selectman
Mary-Louise Woolsey, Selectman
Frederick Welch, Town Manager
Kristina Ostman, Administrative Assistant

SALUTE TO THE FLAG

The Chairman moved the consent agenda to the beginning due to the large number of items and signatures needed.

Mr. Nichols read the consent agenda. Selectman Nichols MOTIONED to MOVE the consent Agenda SECONDED by Selectman Woolsey.

VOTE: 5-0-0

I. Public Hearings – RSA 41:14-a

1. Release of Federal Easements on Tax Map and Lots 295/60, 64, and 65 – Deed Bk2197 Pg1427 granted to the Town of Hampton
2. Authority to release said easements released to the Town to adjacent property owners

The two hearings were held together as they are intertwined. Mr. Welch commented on: Began working with the Dept. of Interior two years ago to release these easements; the easement start at the Wok Restaurant and proceeds down to the Harbor; the request to release the easements back to property owners have been sent to Conservation Commission and Planning Board both answered in the affirmative; Federal Government to release their rights to the Town.

Comments from the Public

Arthur Moody, 3 Thomsen Road, asked about the financial compensation of the release of these lands. Mr. Welch discussed this topic with Mr. Moody.

Comments from the Board

Board members Pierce, Nichols and Woolsey discussed the following items with Mr. Welch: settle for a hand shake; confirmed this is the first hearing; properties currently being taxed; will releasing these easements to properties owners result in increased property taxes.

Selectman Woolsey MOTIONED to close the first public hearing at 7:10PM and schedule the second public hearing for May 6th SECONDED by Selectman Moore.

II. Public Comment Period

Mr. Arthur Moody, 3 Thomsen Road, spoke on the moving of the consent agenda and he objects to doing this prior to Public Comment; giving Ashworth Lot to a non-profit on a Saturday; items in regards to the State Park; request to have a Parks & Recreation representative on their State Fair Committee; items planned for State Fair; 20 free parking spaces in Church Street Lot being given to DRED.

Brian Warburton commented on the following: 9 year Selectman 3 as Chair; served 6 years as South Seacoast Regional Superintendent; being denied to be on the agenda for April 29th; possibility of an appointment on May 6th; reasons against 20 parking spaces; discussed items in the joint operations plan that are not favorable to the Town.

Chairman Bean explained to Mr. Warburton that Public Comment is not an interactive session.

III. Announcements and Community Calendar

Selectman Pierce commented that on May 6th North Hampton is having LGC down to talk with them.

Selectman Moore announced that the HBAC will be having their meeting on Thursday April 25th. Spoke about the Hampton Historical Society's "Civil War" event on this Saturday, April 27 Noon to 5 PM and a Civil War Supper at 7:00PM at \$5.00 and the events will include living history presenters a guilt raffle, exhibits and children's events.

Selectman Nichols agrees that the agenda is busy on April 29th but does feel that Brian Warburton should be granted an appointment on May 6th.

Selectman Woolsey commented: she agrees with Selectman Nichols and Mr. Warburton should be granted an appointment; spoke on how they are here to serve the public; resents how the Board has handled comments and input from the public over the past several years.

IV. Appointments

1. Michael Schwotzer
 - a. Monthly Financials

Mr. Schwotzer spoke on the March monthly financials which will be posted on the Town website and discussed the following: revenue; expenditures; eliminated encumbrances as requested by the Board; overtime wage accounts that have been activated; final audit report; purchase order analysis.

Selectman Pierce, Moore, Nichols and Woolsey discussed the following with Mr. Schwotzer: MIS accounts; Election Administration with only one election this year appears there will be some money left; chemical PO under Municipal Sanitation; overtime wage account under Town Manager Administration account compared to part-time wage account in this same section; how much more is being spent to have Administrative Assistant at the meetings; DPW overtime compared to 2012 is up by about \$46,000; Article 16 and Box van still dangling out there; DRA letter regarding implementation of Article 16; number of payments received each year from ambulance billing company.

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Selectman Woolsey made the following comments in regards to encumbrances: amount encumbered at the end of 2012; comparison going back to 2011 in regards to encumbrances; problem with carrying encumbrances over from one year to the next; if money is carried over cannot see any reason why they are not taken care of within the first 3 months of the new year; asked Mr. Schwotzer and Mr. Welch to review these encumbrances and clean them out.

b. LGC – Return of Health Insurance Premiums

Mr. Schwotzer explained how he plans to distribute the premiums to the Town and employees. The plan involves the following: credit received in November and December; check in relation to NHRS retirees; checks expected to receive in July; proposal presented to unions back in December; since then informed the money reflects premiums paid in 2011; distribution recently calculated reflecting premiums paid in 2011; information sent to Town Counsel to review and pass along to the Unions; once plan is approved by Town Counsel and Unions he will proceed with calculations.

Selectmen Pierce, Moore, Woolsey and Bean discussed the following with Mr. Schwotzer and Mr. Welch: this is a big job; talking about \$14k to be allocated to employees in Town; similar amount expected to be received in August; Mr. Schwotzer pointed out that the amounts to the employees will be going down slightly since initial calculation was higher than percentage paid by employees in 2011; dental amount expected to be received; is there other money out there for Property-Liability and Workers Comp; current issue is how do we distribute this money; is BSR being kept informed of steps being taken; money currently is a result of the methodology being changed by LGC; thanked Mr. Schwotzer for his painstaking work on this.

c. Analysis of 2012 Overtime to 2011 Overtime

The Board received a memo dated April 18, 2013

Mr. Schwotzer gave his analysis of the 2012 overtime to the 2011 overtime: the subject is the wages reported in the annual report; which are a collected figure from the payroll program; net difference for Police, Fire and DPW; explained difference in detail for each department for the Board; discussed that in the Annual Report wages are strictly based on wages paid at regular rate and those paid at OT rate; to really see differences in OT cost you need to look at the general ledger accounts which relate to the Budget and where income and expense are detailed, the general ledger has itemized categories for Grant money for Fire and Police overtime.

Board members Pierce and Nichols discussed the following with Mr. Schwotzer: confusion from a report the Board received early on in regards to overtime analysis done; current report strictly is looking at the Annual Report and comparing OT from 2011 to 2012; for clarification the wages in Town Report are for public transparency; the source for wages in Town Report is a direct dump from the payroll system; is OT in payroll report basically the employees pay rate times 1 ½%; increase in OT can only be driven by two factors one being an increase in employees pay rate and the other being more OT hours on a bottom line; Selectman Nichols went through his interpretation of the analysis in detail for the Board; what were the operational factors that contributed to the increased OT hours; regular hours from 2011 to 2012 is 3.6%; OT wages from 2011 to 2012 is 13.6%; comparison between regular increase of 3.6% and OT increase of 13.6%; Selectman Nichols stated his original

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question was what operational issues required this type of increases; provided some examples of operational issues that may have caused the increase; what were the major issues that caused the Town to spend so much more in OT.

Mr. Schwotzer again explained that when the Town receives Grant money it is recorded as income in the General Ledger and the associated labor/overtime costs are charged to the departmental Grant expense line. The overtime charged to the Grant expense for Police and Fire increased by \$85,000 in 2012. This accounted for over half of the 2012 increase in overtime. The \$85,000 paid out in overtime is the same amount of money received from the various Grants applied for and received and not paid by Hampton tax dollars.

Selectman Nichols stated he needs an operational explanation not an analytical explanation.

V. Approval of Minutes

1. April 08, 2013

Selectman Woolsey MOTIONED to MOVE the Minutes of April 08, 2013 SECONDED by Selectman Nichols.

Page 2: 1.b Last sentence after the word “cost” add the following “and Aquarion agreed to cover \$10.00 per linear foot”

VOTE: 5-0-0

VI. Town Manager’s Report

1. The two bills submitted to the Legislature dealing with official balloting using a topical description for Ordinances and extending the approval period for approval or denial of solid waste bonding have been passed by both Houses with amendments.
2. A thank you to Senator Stiles for forwarding the Construction Notice for the Hampton State Pier, copies of which are posted at the Post Office. Work starts on May 1st and will continue through October 1st.
3. The asbestos has been removal from the Old Court House. Public Works is coordinating the removal of utilities in conjunction with the removal of the sewer connection.
4. The dewatering press construction has started at the Department of Public Works. The contractor is shooting for a completion date in late June 2013.
5. Cusack Road is open again. Users should be careful because the trenches have not been patched as of this date, so the crossings are compacted gravel. Please observe the roadway caution signs while using the roadway.
6. The Commissioner of DES has requested that the Federal Government postpone the implementation of the MS4 Storm Water Revised Rules until August 15, 2013.
7. Please remember to register your dog by April 30, 2013 to avoid fines and penalties.

Additional items added to the Town Manager’s report: Police Grants that were previously approved and should be completed in the later part of the summer; HBAC will be having a meeting on Thursday at 7 pm.

Selectman Woolsey requested the Town Manger to explain about the dewatering press, how it saves the taxpayer money and why it’s construction is so important. Mr. Welch explained in detail the dewatering process and why there is a need for the new press.

VII. Old Business

1. Selectmen's 2013 Goals

Selectman Pierce would like to start on Warrant Articles sooner this year; get some reviews done.

Selectman Nichols suggested: they only have 4-6 goals; first goal is to go forward with a better purchasing policy and procedures, second goal, although it is hard to articulate but it would be to have a financially related goal that is responsive to the taxpayers sentiment at the ballot in March when 2/3rds of the money warrant articles were turned down; not sure what form this second goal should take; discussed CIP, why flat tax rate will not work, what do we think the taxpayers are willing to do.

Selectman Woolsey commented as follows: believes realistic to have 6 goals; revenue is top of her list; need more revenue resources; municipal impact fees; warrant articles completed early; need for legally correct warrant articles; get the State Reps in before Memorial Day; need to get some sort of historical data on tape from some of the older residents who have served in Hampton; wants to seriously focus on the Public Works Department.

Chairman Bean commented as follows: wished Mr. and Mrs. Warburton a Happy Anniversary; thanked Brian for his service both to the Town and the State; need to find a venue in which to allow Mr. Warburton to share some of his knowledge with the Board; other operational issues that need to be discussed currently; talked about the serious level of crimes that have taken place in the community over the past month; will reach out to Brian later this week.

Chairman Bean addressed: Selectman Nichols comments in regards to growth of expenditures; inequities they feel with the State; money that can be recovered over time; superlative employees in Town and taxpayers.

Selectman Woolsey asked if there is a timeframe scheduled to meet with the State in regards to Joint Operations Plan. Mr. Welch will discuss the scheduling of this with Chairman Bean.

Selectman Nichols would like the Selectman Goals on the agenda until they are voted on by the Board.

Other Old Business

Selectman Nichols brought up the following items: updated purchasing policy they received; made suggestions to the Board for approval which are basically administrative; items suggested are just finalizing items already discussed and voted on by the Board. Selectman Pierce suggested adding an additional item. Chairman Bean suggested that Kristina make the changes brought up by Selectman Nichols in regards to the purchasing policy and redistribute it to the Board for review and to be voted on next week.

Selectman Nichols also brought up: the 2010 cost analysis of the Tourist impact distributed by Kristina; roughly \$2.2M in expenses; about a little under ½ M in revenues; net impact of \$1.7M; request to see electronic version of all the items the Board is given.

VIII. New Business

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1. Authorization to award the DPW “Bid 2013-003 Uniform Rental Services” to G & K Services totaling \$60,343.40 for a five-year contract.

Selectman Woolsey MOTIONED to AUTHORIZE the award of DPW “Bid 2013-003 Uniform Rental Services” to G & K Services totaling \$60,343.40 for a five-year contract SECONDED by Selectman Pierce.

Selectman Woolsey commented if this includes all uniforms for the Department and shared some history on this.

Selectman Nichols commented that this looks really good; covers all 4 line items; this should reduce the budget. Mr. Welch added that there is actually additional cost items included in the 4 line items brought up by Selectman Nichols so the reduction will not be as great as expected by Mr. Nichols.

VOTE: 5-0-0

2. NH State DRED Division of Parks and Recreation – Old Tyme State Fair
 - a. Request for a Recreation and Parks Representative on the State Fair Committee

Selectmen Pierce, Moore, Nichols and Woolsey touched on the following: comments made by Mr. Moody in regards to concessions not being allowed on this property; questioned whether the State Fair is in violation of what is allowed; said no to use of message boards previously so not sure why it would be allowed for this; does not appear that Dyana is chopping at the bit to be on this committee; need to address expenses involved with this that will need to be covered by the State; no to the whole thing.

Chairman Bean summarized: for an event from June 6th to the 9th; committee has been formed including members from HBAC, Village District, Chamber; Historical Society, Arts Network, Beautification Committee, Hampton Rotary Club; needs another scrub and asked Mr. Welch to reach out to these other committees/organizations.

- b. Request use of Message Boards - Motion made and withdrawn by Selectman Woolsey since this item is being put on hold for the time being.

3. NH State DRED Division of Parks and Recreation South Seacoast Region
 - c. Request for 20 Parking Spaces within the Church Street Municipal Lot – 2013 Season: Director Martin does not agree with this nor does Mr. Welch.

Delete the Town spaces from the draft documents of JOP.

Chairman Bean read the letter of request for the Board.

Selectman Woolsey MOTIONED to DENY the request for 20 Parking Spaces within the Church Street Municipal Lot – 2013 Season SECONDED by Selectman Pierce.

VOTE: 5-0-0

Selectman Nichols brought up the resident parking until Memorial Day in the Leased Lot for free; consider expanding the number of resident spots; roughly 75 spots in Resident Lot; should make sure there is equal number of spaces available this year for residents; Mrs. Martin is preparing a report for the Board on this; number of spots in Leased Lot is roughly 50.

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IX. Consent Agenda – Approve at the beginning of the meeting.

1. Dance Hall Permit “Victorian Inn & Pavilion” 430 High Street
2. Permit for Use of Ashworth Avenue Municipal Lot for the Reach the Beach Relay 09/14
3. Boards, Commissions, Committees, and Councils Appointments:
 - a. Cable Committee: Brian McCain, Charlie Tyler
 - b. Recreation Council: Sheila Cragg, Jill Gosselin, Charlene MacDonald, Mark McFarlin, Alfonso ‘Skip’ Webb, Alternate
4. 2013 Exemptions
 - Elderly & Veteran Re-Qualify: Broadmoor, Mary; Gagnon, Elizabeth; Kuntz, Rita; Lineman, Arnold and Candice; Provence, Jean; Searle, Bonnie; White, Angelus A Revoc Trust
 - Elderly Re-Qualify: Bushe, Diane; Caruso, Yvonne; Corcoran, Elaine; Daley, Marilyn; Hart, Kathleen; Hogan, Ann; Hogan, Dorothy L Revoc Trust; Macleod Family Trust; Marcotte, Rose A Revoc Trust; Matheney, Eva; Reniere, Richard & Marilyn; Scaturro, Irene C Revoc Trust; Smith, Betty (Life Estate); Webb Sr., Alfonso
 - Veteran Re-Qualify: Sanderlin, Larry; Lindstrom, Edward W Trust
 - Veteran – Re-Qualify & Elderly – New: Willet, Arnold
 - Veteran – New: Bermingham Family Revoc Trust; Chaggaris, Cynthia; Duermyer, John; Kuhner, Chris; Sorokins, Vitalijs A; Van Oss, Leland B.
 - Disabled – New: Jusseaume, Steven; Perkins, Alan & Dale; Ruiz, Wilfred
 - Elderly – New: Gentuso Family Revoc Trust; Mackenzie, Alexander & Nancy

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

VOTE: 5-0-0

X. Closing Comments

Selectman Nichols spoke about allowing Brian Warburton an appointment on May 06 and Chairman Bean explained that he will speak with Brian Warburton this week and will schedule a date for him to come before the Board.

Selectman Woolsey would like to schedule the reviews down the road.

A non-public meeting was scheduled for reviews on Thursday at 1:00 PM.

XI. Adjournment

Selectman Nichols MOTIONED to adjourn the public meeting at 9:02PM SECONDED by Selectman Woolsey.

VOTE: 5-0-0

Chairman