

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

May 11, 2015

6:05 PM Non-public Session RSA 91-A:3, II, (c) & (e)

PRESENT: Rick Griffin, Chairman
Rusty Bridle, Vice-Chairman
Mary-Louise Woolsey, Selectman
Phil Bean, Selectman
Jim Waddell, Selectman
Frederick Welch, Town Manager
Mark Gearreald, Town Attorney
Ed Tinker, Tax Assessor

The meeting was called to order at about 6:05 PM in the Manager's conference room. A motion was made in public session by Selectman Woolsey, seconded by Selectman Bridle, to go into a non-public session under RSA 91-A:3,II,(c) and (e), a roll call vote was taken and the motion passed unanimously.

The non-public session was recessed at around 6:55 PM, and the public session was resumed at 7:00 PM downstairs.

7:00 PM Public session

PRESENT: Rick Griffin, Chairman
Rusty Bridle, Vice-Chairman
Mary-Louise Woolsey, Selectman
Phil Bean, Selectman
Jim Waddell, Selectman
Frederick Welch, Town Manager
Mark Gearreald, Town Attorney

SALUTE TO THE FLAG

I. Public Comment Period

Victor Demarco, Milbern Avenue: you can't hear us on the TV or direct streaming; state police weekend coverage has been cut by like 50%; thinks it is retaliation; unlike fire department we don't have anyone to call; every department at bare minimum; heroin problems; need representatives and senator to do something.

II. Announcements and Community Calendar (14:10)

Selectman Waddell: Saturday at the state park May 16 at 9:00AM is a meeting with the state and you can see what is going on.

Selectman Bridle: Thursday, May 28 at 6:00PM the firefighters are doing their 9th annual chowder challenge, benefits to the firefighter's burn foundation at McGuirk's with a \$5.00 cover charge.

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Selectman Woolsey: notice from Post 35 American Legion, Memorial Day Parade and Ceremony; services start at Hampton Beach Marine Memorial 8AM; parade will start at Fire Department at 11:30AM; to High Street Cemetery; festivities at Hampton Academy 12:30-2:00.

Chairman Griffin: community walk on May 16 the Tuck Museum is sponsoring starting at 1:00-3:00.

III. Consent Agenda (16:45)

1. 2015 “Timber Tax” Warrant
2. Entertainment Licenses: Sea Ketch Restaurant 127 Ocean Blvd
3. Parade and Public Gathering Licenses: Historical Society Downtown Walking Tour 05/16; Smuttynose 5K 06/21; Winnacunnet Auto Show 05/30
4. Use of Town Property: Town Offices Sign for Winnacunnet Auto Show 05/30
5. Street Closure Permit: Pine Road 05/25
6. Request of No Objection to Outdoor Seating for Service of Alcohol and Food - Judith and Paul Conway dba Farr’s Famous Chicken LLC 43 Ashworth Avenue
7. Request of No Objection to Outdoor Seating for Service of Alcohol and Food – Finnegan Fleming dba Purple Urchin

Selectman Waddell MOTIONED to move the Consent Agenda SECONDED by Selectman Woolsey.

VOTE: 5-0-0

Selectman Woolsey: would like to see the Timber Tax come in under the assessing officer don’t think suitable for consent agenda; 6. & 7. These are existing businesses that already have permits.

Chairman Griffin: #6 is a new business and #7 is a name change, they had something major that happened to them this year that is why it is on here.

Selectman Woolsey: I understand that; I think it should say renewal because of change of ownership or change of circumstance.

IV. Approval of Minutes

1. April 20, 2015

Page 7: 5th sentence change “our” to “are”

Selectman Bridle MOTIONED to approve the April 20, 2015 minutes SECONDED by Selectman Waddell.

VOTE: 5-0-0

2. April 20, 2015 Non-public Session Sealed

Selectman Woolsey MOTIONED to approve the April 20, 2015 Non-public Session Sealed minutes SECONDED by Selectman Bridle.

VOTE: 5-0-0

3. April 27, 2015

Page 8: Replace “contamination” with “Dam”

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Page 10: Correct spelling of Counsel throughout document; correct spelling of conservation.

Page 11: Second paragraph, last word remove the “t”

Selectman Woolsey MOTIONED to approve the April 27, 2015 minutes SECONDED by Selectman Waddell.

VOTE: 4-0-1(Bridle)

V. Appointments (22:10)

1. Ed Tinker

- a. Review and Approve the Contract with Vision Government Solutions, Inc., for the Full Statistical Revaluation

Mr. Tinker: 2016 revaluation contract; has been revised through town counsel; total cost of the reval would be \$146,000.

Selectman Woolsey: reval representatives will have appropriate identification; cover approximately 10,000 parcels.

Selectman Bean: is this for every single piece of taxable property, utilities, and tax exempt properties? Mr. Tinker: the contract isn't for utilities, they are not utility specialists, and they will not be valuing the utilities.

Selectman Bean: for full disclosure what utilities are exempt? Mr. Tinker: Unitil, Northern Utility: Aquarion Water, PSNH, Seabrook Power Plant NextEra plus 3 additional partners; we will be valuing Comcast and Fairpoint.

Selectman Bean: contract doesn't read that there is any exclusion. Mr. Tinker: I think it does mention the lack of no utilities:

Selectman Bean: can you provide the costs are to the taxpayers of Hampton assessments of those properties that are not subject to this contract. Mr. Tinker: I will have that.

Selectman Waddell: this is what we figured it was going to cost? Mr. Tinker: that was the figure that was presented to the board.

Selectman Woolsey: I move to have the manager sign on behalf of the board.

Selectman Woolsey: sewer abatement rate is to return to the tax payers that are not on the sewer system; the total of \$1,558,257 is divided by the town's 2014 taxable value of \$2,781,983,500 resulting in a sewer abatement rate of \$0.56 per thousand of assessed value resulting in a total sewer abatement refund of \$96,198 including applicable interest as of May 1, 2015.

Mr. Tinker: we keep a list of everybody that does not have access; if the sewer line runs by but resident does not hook up they would not be get the abatement.

Selectman Woolsey: important to understand this is done every year by the assessor.

Chairman Griffin: are there ever any changes? Mr. Tinker: since I have been here there is 1 that I know of attaching to the sewer, but typically they rarely change.

Selectman Woolsey MOTIONED to Approve the Contract with Vision Government Solutions, Inc., for the Full Statistical Revaluation SECONDED by Selectman Bridle.

VOTE: 5-0-0

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2. Dyana Martin, Director Parks and Recreation (28:38)
a. Departmental Update

Ms. Martin: scheduled fields; taken down winter decorations; contacted all previous employees for parks all returning; asked permission to order pieces for playground; been in touch to get tree trimmed; in process of ordering benches around town; bid for scarifier done, bid for buses back; tuck building re-roofed; most of warrant articles things done; Ashworth Avenue parking lot open total made so far is \$6,625; in process of interviewing and hiring employees for summer; Red Sox tickets available; taking reservations for trips; Strawberry Festival July 14; dates for camps set up; working on commercials for upcoming programs; taking applications for lifeguards; hired new operations assistant for the office.

Selectman Bridle: supervisor starts April 1 of the parks department, is that early enough, should it be earlier and how late does he go in the fall? Ms. Martin: we have flag football and soccer until the end of November and then just general clean up, lock up and taking tennis nets down.

Selectman Bridle: how about in the spring? This was a lousy winter and usually we have people on the fields a lot sooner. Ms. Martin: the policy we have is people cannot get on field until second weekend in April; but people are using the playground and parks year round.

Selectman Bridle: is that something we should look at in the future and more hours for him; he is there a lot; the 3 or 4 months he is not there are we neglecting our buildings and fields? Ms. Martin: yes, he is there a lot, and we are neglecting them, but we only have so much time we can give him right now.

Selectman Bridle: how is your staffing for the parking lots? Ms. Martin: there is a new policy in place for returning staff, they need drug, alcohol and background checks done, so only have a couple of employees that have been good to work so far, and still taking new applications.

Selectman Bridle: is there anyway employees can work off shift next year? Ms. Martin: we have a couple of high school kids and adults to work.

Selectman Bridle: you're talking about doing advertising is that channel 22? Ms. Martin: yes, we put stuff on channel 22.

Selectman Woolsey: road race is going to be run where? Ms. Martin: same road race route which goes down Winnacunnet, Sanborn and those neighborhoods there, comes out on Little River up Mace and then back over; only a 5K.

Selectman Woolsey: we don't want to be tying up neighborhoods for hours. Ms. Martin: scheduled on Sunday morning at 8:00.

Selectman Woolsey: is the bathroom at Church Street ready to go? Ms. Martin: yes

Selectman Waddell: over the winter was there any damage? Ms. Martin: we have had some damage on the playgrounds and tree branches came down, but nothing major; a few fencing issues.

Selectman Waddell: do you have a difficult time getting life guards? Ms. Martin: yes, I spoke with Tom at Rye Fire Dept. and he called to see if I had any applicants for him,

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because he doesn't have enough life guards either; I got some emails from people throughout NH Recreation and Parks and more than half said they don't have enough either.

Selectman Waddell: that used to be a job that people really wanted. Ms. Martin: I know and it is the best paying job too.

Chairman Griffin: in the past the State has helped find life guards, is that going to be the case this time. Ms. Martin: I don't know what we are going to do about it; I spoke with Jamie Sullivan about it; and I think we are going to ask them about finding life guards from them or if they want to return and take over, but they too have a problem getting life guards.

Chairman Griffin: do you have on the bulletin board notices of the jobs you're looking to fill? Ms. Martin: I don't have it on the bulletin board, but it is on the website, been in the newspaper a couple of times also.

Selectman Bridle: what day is the run? Ms. Martin: June 28th and we need volunteers. The garden club has a plant sale this weekend here at town hall.

Chris Jacobs, Director DPW (45:50)

a. Permission to Bid for Truck Chassis and Utility Box for replacement of Unit 24

Mr. Jacobs: this is Bobby Walker's vehicle; fully equipped to respond to emergency digs, repair services; about 14 months ago we had to make choice to keep on road or not, the transmission went and paid \$3,082 to replace the transmission last year as still needed for the winter; bid out truck and then bid out utility box; wants to enter into bid process to replace vehicle.

Selectman Woolsey: we have so many pickups with plows, nothing in the fleet as it exists now that you could use in lieu of buying new one? Mr. Jacobs: I never did ask that question of staff, if the frames of the trucks are strong enough to hold a utility box then it could be done.

Selectman Woolsey: you have 19 trucks at last count. Mr. Jacobs: have 3 trucks out back that are going to be traded in.

Selectman Woolsey: just a matter of reviewing the vehicles and the number has been a question mark. Mr. Jacobs: we are not in the mode of adding to fleet, but of trimming it and getting better utilization of it.

Selectman Bridle: this is a vehicle that is used that goes out for all the calls; to put a new utility box on another used truck isn't productive.

Selectman Woolsey: could we have the stipulation included if he could find an alternate in the fleet. Mr. Jacobs: if there is something in the fleet I can put a box on I will not come forward with it.

Selectman Bean: this is simply a motion to grant permission to bid.

Selectman Woolsey: if he finds it necessary.

Selectman Bean: I am not accepting an amendment to the motion; I have a motion and a second.

Selectman Bean MOTIONED to Permit DPW to Bid for Truck Chassis and Utility Box for replacement of Unit 24 SECONDED by Selectman Bridle.

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VOTE: 4-0-1(Woolsey)

b. Confirmation of Appointment as Tree Warden

Mr. Jacobs: a job the former director held; safety issue to residents, ascetics issue; safe trees are important; understands ramifications of job; role needs diplomacy.

Town Manager Welch: I appoint subject to confirmation by the Board of Selectman.

Selectman Bridle: the park at Locke Road, an old willow is in bad shape.

Selectman Woolsey: are we going to be able to schedule a time with Mr. Jacobs to go over the rolling stock before fall?

Mr. Jacobs: it is an issue that I thought we would get at this summer.

Town Manager Welch: Chris has prepared a very lengthy CIP report.

Selectman Woolsey: if you want to revisit the wash down shed, whatever configuration is sensible, figure a more appropriate location. Mr. Jacobs: that was part of the CIP request for upgrade to septic receiving area.

Selectman Bridle MOTIONED to Confirm Appointment of Chris Jacobs as Tree Warden SECONDED by Selectman Waddell.

VOTE: 5-0-0

3. Jamie Ayotte, Acting Fire Chief and Deputy Kennedy (58:03)

a. Concurrence and Waiver from Purchasing Policy Sections 718-4.B(1) and 718-4.B(2) Bid 2015-004 Custom Built 1500 GPM Multi-Purpose Response Vehicle

Acting Fire Chief Ayotte: have concluded bid process for the fire engine pumper, we posted the bid and had the bid out for 3 weeks; we received 2 bids, but seeking waiver to purchasing policy so we can award the bid to one of these 2 bidders. Also request because of time frame, to accept lowest bid of the 2; both bids are over the warrant article; exploring pre-payment options.

Selectman Bridle: tough to bid on fire apparatus, have no problem with bid.

Selectman Waddell: had the bid open for 3 weeks and only got 2 bids you could have it open for another week and still only have 2 bids, this is good stuff. Acting Fire Chief Ayotte: it is, we build a very robust truck, be an excellent product.

Selectman Woolsey: great job, agree with finance director, where you are authorized for the \$615,000 is that going to help you to outfit, because you are going to have to buy some extras. Acting Fire Chief Ayotte: with the pre-payment options on the table; option 1 allows about \$9,500 leeway; option 2 is about \$27,000; it will take 200 business days to build truck; would need to buy new equipment eventually.

Selectman Woolsey: with full payment option you still have some leeway, very nice job.

Town Manager Welch: you have to authorize one of the options this bid exceeds the appropriation, so I can't sign contract because you have not authorized one of them, authorize both if you can as it has to work out with the treasurer. I would authorize both because if the treasurer comes back and says she can't do that.

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Selectman Woolsey: enforcement of fireworks; can we confiscate fireworks? Chairman Griffin: why are you asking the fire chief that? Acting Fire Chief Ayotte: the fireworks does fall under the Fire Marshal's division, however, enforcement for illegally obtained or illegally shooting fireworks is more police side of things; if somebody causes a fire from the fireworks then we show up.

Selectman Woolsey MOTIONED that we authorize options 1 and 2 predicated on what is best for the treasurer SECONDED by Selectman Bridle.

VOTE: 5-0-0

Selectman Woolsey MOTIONED to Concur and APPROVE the Waiver from Purchasing Policy Sections 718-4.B(1) and 718-4.B(2) Bid 2015-004 Custom Built 1500 GPM Multi-Purpose Response Vehicle SECONDED by Selectman Waddell.

VOTE: 5-0-0

4. Dick Desrosiers (1:06:48)
 - a. Energy Committee Update

Mr. Desrosiers: working on 2 related projects; our objective is to obtain an electric rate which has very little fluctuations over a long period of time; our contracts expire in September; been asking around for proposals; second project is a solar system; net metering; power purchase agreement; owning facility; committee has decided on strategy to start small; employees learn how to operate system; no appropriation from town; looking at use of landfill; put out bid March 1st with closing on April 1st; we had no bids; install system on landfill site; system would have host (Town of Hampton); would have a lot of customers 26-27 meters; would be based upon what each customer uses; based upon power base agreement; may not be feasible, but would be worth looking into; that company (solar) looking at 20-25 year run; moving on.

Town Manager Welch: summed up excellently; will have to look at dollar figures.

Selectman Waddell: in MA it turns out a lot better doesn't it? Mr. Desrosiers: every state except NH it turns out a lot better; NH is slowly coming around.

Selectman Waddell: have friend that does this, but does not work in NH; thinks good concept, very interesting; investigating doesn't cost anything.

Selectman Bridle: always looking for ways to save money, and looking into energy efficiency.

Selectman Woolsey: this field is changing rapidly; focus seems to be the landfill and that makes me nervous; I am assuming that is the highest point in town. Mr. Desrosiers: solar system will occupy about 6-7 acres of space; 38 acres on landfill; you have to have southern exposure which that has; looked at Waste Water Treatment Plant, largest system we could put on there is 168kw.

Selectman Woolsey: how can we be reassured that putting equipment on top of landfill is not going to in some way sink in or puncture? Mr. Desrosiers: my take is the membrane that is on there would have to be removed in the area that we would install; must have DES approval; removing the membrane it would then have to be replaced.

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Selectman Woolsey: it is a great location, no doubt about that. Mr. Desrosiers: it is a perfect location; the company we are talking to he is currently working on 4 locations in progress and they are all on landfills.

Selectman Woolsey: we saved a fortune by not having to dig everything up, by putting a membrane on the top. Mr. Desrosiers: I am not an expert on landfills or what that would entail.

Chairman Griffin: from when I was on the energy Committee before you were there a lot of the things you are saying are still very similar. Mr. Desrosiers: absolutely; energy rates looks like through 2015-2016 are going to stay pretty low; gas prices are not going to go up that much.

5. Greg Grady (1:30:00)

a. 15th Annual Hampton Beach Master Sand Sculpting – Town Assistance

Mr. Grady: will feature 10 world class artists; set-up for the event starts June 11; June 18-20 is the actual competition; viewing through July 5 with removal of exhibits July 6th; Public Works let us use 500' of snow fencing which they would deliver by June 10th; and pick up July 7th; notifying police with the schedule; asking for increased police patrol June 18-20; never had any problems before; would like volunteers from June 12-July 6.

Town Manager Welch: we do this every year, should not have any impact at all.

Selectman Bridle: I look forward every year going down; thank you for doing this; have done a great job.

Selectman Woolsey MOTIONED to APPROVE the Town's assistance to 15th Annual Hampton Beach Master Sand Sculpting SECONDED by Selectman Waddell.

VOTE: 5-0-0

VI. Town Manager's Report (1:36:12)

1. The State Department of Resources and Economic Development (DRED) will be holding their Annual Community Meeting on State Park Operations on Saturday, May 16th from 9:00 to 11:00AM in the Ocean Front Pavilion Conference Room.
2. The Hampton's Post 35 of the American Legion will hold Memorial Day exercises on Monday, May 25 at 8:00AM at the Hampton Beach Marine Memorial, the Memorial Day parade will commence at 11:30AM in the Winnacunnet parking lot, next to the Fire Department Headquarters. An outing at the Hampton Academy will follow at 12:30PM.
3. The Assessing Department has begun the process of measuring and listing properties within the community that have not been done in many years. This process will insure that the revaluation provides a fair valuation for those properties. If the owners of those properties have questions, you are asked to contact the Assessing Department. The individuals performing the revaluation will have photo ID's.
4. The Department of Public Works will be holding a household hazardous waste day May 30 at the Public Works yard from 8:00AM-12:00PM.
5. Awarded a bid to Plourde Sand & Gravel, Suncook, NH as the low bidder for aggregate materials to be purchased for the town.

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Selectman Woolsey: I see that Aquarion is going to be working on Ross Avenue and then 11, 13, 14 and 15th Streets; does this have any impact on DPW? Town Manager Welch: obviously has impact from inspection and maintenance.

Selectman Woolsey: roads are being dug up; great that they are replacing the mains. Town Manager Welch: they are being dug up and they are working with Public Works; they are also replacing gas mains on Kings Highway and that is in progress at the moment; also will be installing new gas main on road we are going to be paving; special precautions will be made; guarantee trench for 5 years.

Selectman Woolsey: do we have draft of letter to warn residents to get going on their Flood Insurance? Town Manager Welch: I believe that we are actively working on that.

Selectman Woolsey: do we have sufficient money for non-union employee raises, even though in default budget? Town Manager Welch: you have funds available in the Selectmen's discretionary account for merit raises; that is a default sum.

Selectman Woolsey: last year we had \$21,744; there were 37 employees, some of those are gone; cost of living is under 1%; will it be coming to us? Town Manager Welch: that is something we will be talking about with department managers; none of the raises that were incorporated within the budget will be given; they are not part of the default budget.

Selectman Woolsey: wasn't the default budget predicated on 2014 figures? Town Manager Welch: the default budget is based upon the figures from the previous year; those raises were already given; but you had predicted a budget for 2015 for raises that would become effective April 1st those will not be given because that budget did not pass so that appropriation was not made; unless you pay the increase in wages before December 31st it cannot be included in the default budget by law.

Selectman Woolsey: we paid the increase in wages for 2014. Town Manager Welch: but that was for the previous year; you are going on April 1 schedule, so there will be no raises this year, except from the Selectmen's discretionary account and the board has given me no instructions with regards to that; that is the only account those raises can be made from; I believe there is around \$21,000 in that account.

Selectman Woolsey: I was just puzzled by that. Town Manager Welch: the rule of thumb is that if you go along in the course of a year you have an employee that the board grants a raise to who is a non-union employee and that raise is given before December 31st; or as otherwise indicated in a contractual obligation those raises would be given and they will become part of the default budget automatically; if that situation does not occur the raises will not be given because they don't constitute a contractual raise for the following fiscal year.

Selectman Woolsey: I thought by doing April 1st we were doing the 9 months in the given year which would overlap the 3 months the following year. Town Manager Welch: no.

Chairman Griffin: that is the same question I asked you earlier today. Town Manager Welch: you have a discretionary account and we will get to that before you go on your summer schedule so that you can give me direction as to what you want done, and then we will bring that information back to you for your vote.

VII. Old Business

1. Selectmen's 2015 Goals

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Town Manager Welch: we gave you a report; also included the department heads conversations when they were here; you should discuss and decide whether you want to move forward with this.

Selectman Waddell: can we consolidate some of this into more attainable goals; into more general goals; seems like a very large list with specific steps? Town Manager Welch: we can certainly do that.

Selectman Bridle: it is cumbersome, if we could bring it together a little bit. Town Manager Welch: with like 5-6 main goals with sub-sections underneath them.

Selectman Woolsey: who is going to do that? Chairman Griffin: we are adding to the conversation right now; what would you suggest?

Selectman Woolsey: I agree with focusing on main goals, but there are adjustments that I can see; discuss at a future meeting; to downsize and consolidate it is fine with me.

Town Manager Welch: we can bring you a proposal to do that, see if we can't consolidate some more.

Selectman Bean: the Deputy Town Manager did a good job on it and there are some good points there; I am looking for department heads to produce warrant articles, zoning, finance, fund balance, trust fund, and move forward in an expeditious manner.

Chairman Griffin: when we have that discussion can we have Mr. Sullivan here? Town Manager Welch: certainly.

VIII. New Business (1:49:35)

Selectman Woolsey MOTIONED to clarify discussion from last week; any year that the Hampton Municipal Budget Committee chooses to set up subcommittees with focus in specific topics or departments of interest such meetings will take place outside the committee's regular monthly schedule; the protocol will be as follows: after a vote of the Budget Committee at a regular meeting to establish temporary subcommittees the Chairman will ask the Selectman Representative to have the Town Manager coordinate with the subcommittees and the requested department heads to schedule the times, dates and locations of such work sessions; the intent of this motion is to facilitate the work of the subcommittees while minimizing disruption of the department heads activities and schedules. I think it is clearer if we have that down as a specific motion and goal of this board.

Chairman Griffin: do I hear any second; seeing none.

Selectman Woolsey: you don't want to clarify the procedure for dealing with the subcommittees, it doesn't happen every year, but this way there is a clearer line on what is to be done.

Selectman Waddell: I will SECOND just for discussion; I don't understand what we are talking about.

Selectman Woolsey: there was no specific motion and I think if we are doing things and making decisions we need to have a specific motion that we can refer to; I don't see this as terribly controversial.

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Chairman Griffin: as the person that is the representative Mr. Bean what would you like to do? Selectman Bean: I don't support the motion.

Chairman Griffin: would you like to discuss it? Selectman Bean: I think our lines of communication are quite clear; I have problems with a standing committee having subcommittees; the motion itself does not address the clarification of command with those departments that come under the Board of Selectman; you wouldn't go to Mr. Welch for assessing, you wouldn't go to Mr. Welch for legal; that motion does not do it; I think it is a faulty motion both on premise and minutia.

Selectman Woolsey: if you don't want to go along with it that is fine.

VOTE: 1(Woolsey)-4-0

IX. Closing Comments

Chairman Griffin: we are going to be continuing our meeting from before.

Selectman Bridle: we are in recess right now

Chairman Griffin: we will be returning to our recessed non-public session at 08:48PM.

X. Adjournment

The Selectman returned to the previously commenced but recessed non-public session under RSA 91-A:3,II,(c) & (e).

The non-public session was adjourned at about 9:30 PM, the minutes of the non-public session having been duly sealed under RSA 91-A:3, III, and the public session was not resumed.

Chairman