

October 05, 2015

PRESENT: Rick Griffin, Chairman
Rusty Bridle, Vice-Chairman
Mary-Louise Woolsey, Selectman
Phil Bean, Selectman
Jim Waddell, Selectman
Fred Welch, Town Manger
Jamie Sullivan, Assistant Town Manager

SALUTE TO THE FLAG

- I. Public Comment Period
- II. Announcements and Community Calendar

Selectman Woolsey: send our condolences to the Police Department in North Hampton and to the Cormier family

III. Consent Agenda (5:40)

- 1. Mosquito Control Commission Appointment of Timothy O'Connor to 3-year Term
- 2. SAU #21 Request to release Impact Fees \$47,384.70
- 3. Acceptance of Warranty Deed "Land at Harris and Fellow Avenues" from Hampton River Marina, LLC
- 4. Cemetery Deed
 - a. Deborah Chisholm
 - b. Maurice J (Jr.) & Tracy M. Burke
- 5. Summer Intern – Request to hire from the Conservation Commission

Selectman Woolsey: I have a problem with the acceptance of Warranty Deed Land, and would like it pulled out for a separate vote.

Selectman Woolsey MOTIONED to move the Consent Agenda items #1, #2, 4#, #5 SECONDED by Selectman Waddell.

VOTE: 5-0-0

#3. Acceptance of Warranty Deed Land at Harris and Fellow Avenues from Hampton River Marina, LLC

Selectman Bridle MOTIONED to accept the Warranty Deed "Land at Harris and Fellow Avenues" from the Hampton River Marina, LLC SECONDED by Selectman Waddell.

VOTE: 4-1(Woolsey)-0

IV. Appointments

1. Jane Cypher, Town Clerk (7:31)
 - a. 2016 Budget Review

Ms. Cypher: Town Clerk's budget is in three sections: Town Clerk, Voter Registration and Election Administration; under Town Clerk section the increase was for part time wages; added new part time file clerk for 16 hours per week @ \$11 per hour; Town Clerk wages 9% increase; overtime wages. Voter Registration session increased part time wages; Election Administration ballot clerks; Town meeting expense increased \$1,800; election expenses \$21,150; bottom line presented budget \$252,384, 9% increase.

Selectman Waddell: why did supplies and expenses go down so much? Ms. Cypher: we have caught up on bookbinding, which decreased that part of the budget. Selectman Waddell: great job, great budget presentation.

Selectman Bridle: is there any thought to increasing staff to cover Friday afternoons? Ms. Cypher: In 2009, we saw many people inquiring for earlier and later hours, switched hours from 9:00-4:30 to 8:00-5:00; had not considered increasing staff. Selectman Bridle: you do an excellent job, thank you.

Selectman Woolsey: if someone proposed a warrant article to add a second polling place, what would that do to your staff? Ms. Cypher: it would almost double the staff; instead of eight people, checking in the lines it would be six at two locations; it would definitely increase, but not double. Selectman Woolsey: we have no authority over your salary, as you are an elected official, nice job thank you.

Selectman Bean: fabulous job, you run a great department.

Chairman Griffin: thank you for coming in tonight, I hope everything goes well with the Budget Committee.

1. Chief Ayotte and Deputy Chief Kennedy (17:54)
 - a. 2016 Budget Review

Chief Ayotte: \$3,440,395 budget, which is a 1.64% increase over last year; the reason for the increase is primarily due to electricity, heating, fuel, and water costs; small minor changes to our administration portion, an addition with tuition reimbursement. Fire suppression rose to a 3%-4% change, contractual obligations and step raises. Protective clothing 33% increase with four new firefighters, we furnish gear for them; 29% reduction due to the liquidation of a PO; 19% increase in gasoline; new equipment, a new printer; training 22% increase, background checks, medical health care screening; maintenance has increased due to the building size increased.

Selectman Bridle: your fire gear has to be replaced every 10 years. Chief Ayotte: correct, I have a warrant article also that requests 6 sets of fire gear as a program replacement, therefore, we can get on a program to replace four sets per year, which are tailor made. Selectman Bridle: part of the increase in the water budget is due to the installation of the sprinkler system. Chief Ayotte: yes, all of our buildings are code compliant. Selectman Bridle: the fire department is in good hands and things are going well, we have had many good comments on fire prevention, and how things are going in the Town.

Selectman Woolsey: how many firefighters are still out on disability? Chief Ayotte: four; one is looking to medically retire. Selectman Woolsey: you are supposed to have 28 firefighters and now are down to 24? Chief Ayotte: correct; one is a fire alarm operator, three firefighters; and we have two open positions right now. Selectman Woolsey: gasoline, the prices have come down. Chief Ayotte: we operate with the state and DOT prices, so ours do not fluctuate up as high; it is a flatter rate. Selectman Woolsey: turn out gear, what is the rationale in 2019 coming up, replacing the gear? Chief Ayotte: In 2009, a grant was obtained to purchase gear, and 33 sets of gear were purchased, so the 10-year life span will be up in 2019. Selectman Woolsey: has the new washing facilities in the new facility helped you? Chief Ayotte: absolutely. Selectman Woolsey: you have your exhaust hoses; do you think that is helping? Chief Ayotte: yes. Selectman Woolsey: has the leak been finally fixed at the beach station? Chief Ayotte: no, we are finding that it is moving; have done a tremendous amount of work on it and they will be coming back to work on it

Selectman Bean: great job.

Selectman Waddell: good job.

Chief Ayotte: reiterate the need for ownership of hydrants; Aquarion do all the flow testing and do a tremendous job, and if one goes out of service, they are on it. When it comes to the snowfall they bring out a front-end loader and assist us, but mostly it is the firefighters that are out there with a shovel, just digging all day. The ownership is extremely important; budget request of \$494,299 which is a 1.52% increase; this is a 2015 cost plus 5% which is the standard rate that they are charging for the increase.

Selectman Woolsey: Back to the A Street fire, which we used 2,000,000 unmetered gallons; so you are getting the unmetered water for the fire suppression. Chief Ayotte: and they are able to provide it, that should not go without saying, that night they were able to provide that much water without question, without fail, and everybody still had water in Town; many communities could not compete with that. Selectman Woolsey: your ISO rating is availability of the water, which is 40% of your ISO rating. ISO rating is what gives us a good insurance rate.

2. Chief Sawyer and Deputy Chief Hobbs, Police Department (36:14)
 - a. 2016 Budget Review

Chief Sawyer: would like to thank Selectman Woolsey for bringing up the tragic death of Officer Peter Cormier of the North Hampton Police Department, we received the call Saturday night, and would not expect this call for a 46 year old man; a very vibrant man, great cop and truly a tragedy. We are assisting to help that agency through this difficult time. Officer Cormier's wake service will be at Remick & Gendron Funeral Home October 8; law enforcement procession will be from 1-4pm; public viewing will be 6-8. We are departing Remick's October 9 leaving at 11am, heading to St. Mary's Cemetery at Dover Point for a graveside service.

Chief Sawyer: the bottom line number is \$4,060,294 and should be reduced by \$30,000; this reflects a 1.6%-1.7% change overall; increase in detective wages and deduction in patrol wages; increase in radio maintenance \$30,000 which have dropped this and going to put in a warrant article; increase in electric up 11%.

Selectman Waddell: vacation wages a 33% increase. Chief Sawyer: did a cost analysis on the usage and adjustment to wages and that is a reflection of that. Selectman Waddell: training and recruitment up. Chief Sawyer: went to warrant article last year to do a second class; that cost is from that class; going to attempt to recruit in spring and test then send to fall class, going to do a double class but expands over 2 years. Selectman Waddell: radio maintenance. Chief Sawyer: security surveillance system; looked at lease program but that was cut; as we move forward the system is failing, need replacement in whole system which is over 10 years old and not servicing that technology now; looking to purchase. Selectman Waddell: without that system, you are leaving yourself open to lawsuit. Chief Sawyer: I have five warrant articles going up for the voters and if I could only pick one, it would be the security surveillance system; if this were to fail, I would have to prohibit other agencies from using our facility; that warrant article is critical.

Selectman Bridle: vehicle maintenance how are the cars holding up? Chief Sawyer: they are great, but the cars are getting smaller, but the police do not, and we have physically fit officers, and add in the equipment, the SUVs are very utility and have enough room for all the gear. Selectman Bridle: they are better in inclement weather. Chief Sawyer: they are great, much more user friendly in the snowy weather and our road conditions. Selectman Bridle: now that the summer is over how is your recruitment? Chief Sawyer: it is going to be the biggest obstacle to operations, just very difficult right now. Not very popular to be a police officer right now; a lot of violence directed at police; people are just not showing up for testing. We have 35 part time officers on our roster, which also includes seven new officers that we used for traffic control; looking at the current roster could be down to 25; which being offered full time jobs, and we are only part time it is a struggle

Selectman Woolsey: SUVs I love them and am impressed with them. Chief Sawyer: we have some rave reviews about them. Selectman Woolsey: tuition reimbursement; are you using it every year. Chief Sawyer: that is capped at \$8,000; we encourage them to go to school and they have to be preapproved for the classes they intend to put in for, have to be law related; have to get a C or better. Selectman Woolsey: gasoline 1100 gallons; are you in the same as position as Chief Ayotte? Chief Sawyer: yes, we use the state. Selectman Woolsey: you have addressed the training and recruitment at the bottom of that page, so you will end up with two sessions worth. Chief Sawyer: that is a different training; it is a career development for specialized school seminars that which are scheduled throughout the year. When the deputy goes to the FBI Academy many of the costs will come out of that; we just had the FBI leadership group in; we host all their classes so we do not have to travel. Selectman Woolsey: still doing 2-year motorcycle leases. Chief Sawyer: we do a two year and sometimes they ask to expand to a third year, we do not put many miles on them, so many times, we will go for the third year lease. Selectman Woolsey: do you anticipate adding more training hours in the department? Chief Sawyer: when I can. Selectman Woolsey: you have the cameras. Chief Sawyer: yes, what is failing is the digital recording system

Selectman Bean: great job

Chairman Griffin: thank you, we appreciate it

Chief Sawyer: Would you like to do the Animal Control Budget, Pete is out convalescing as he fell down the stairs at home; we wish him a speedy recovery. The only change is the

supplies and expenses, most of which has to do with the new vehicle, getting equipment up to date. The Emergency Management budget is \$1,000.

b. Quarterly Report

Chief Sawyer: full time staffing remained at 34; one officer out of service, waiting to hear on his prognosis; part time staffing 34; working officers 29; 7 officers graduated from the academy; calls for service up 11%; arrests up 9%; DWI down; drug offences down 35%; incidents up 9%; total offences up 7%; felonies up 6%; motor vehicles stops 16.5%; parking tickets up 45%; accidents up 11%. Very busy summer; many challenges; administrative function support; doubled arrests on July 4th; good weather kept traffic control moving. Read letter sent to John Nyhan about collaborative effort for traffic remedies in beach area.

Selectman Waddell: good report, nice to see DWIs and drugs down. Chief Sawyer: yes, it seems to have slowed down; I am worried going into the holiday season. Selectman Waddell: you are still seeing a problem with over-serving. Chief Sawyer: yes, that is an ongoing issue; going to co-host hospitality meeting with the liquor enforcement. Selectman Waddell: the traffic control at the beach area, doing a good job. Chief Sawyer: my plan is to purchase more crowd control fencing; worked very well; forces people to use crosswalks; helps manage the crowds.

Selectman Bridle: did a very good job this summer; had police officers walking around uptown; is that something you are going to look at further? Chief Sawyer: absolutely, had an officer on foot; got a lot of positive feedback on. Selectman Bridle: excellent job

Chairman Griffin: thank you for your report, sounds like everything is going well; what about the Seafood Festival? Chief Sawyer: the Seafood Festival was good; our arrests were down; rowdy behavior down. Chairman Griffin: did you come up with any new thoughts for next year? Chief Sawyer: we brought in the 12th Civil Support Team from the NH Guard as a precautionary measure

V. Town Manager's Report

VI. Old Business (1:27:32)

1. Board determination on Recreation and Public Works Budgets

Town Manager Welch: are you ready to take action on the Recreation and Public Works budgets, and the same with all of the other budgets that you went through; with the changes tonight the original budget started at \$48,857 above this year's budget; as of tonight, we are \$18,357 above this year's budget; \$30,500 was removed.

Selectman Woolsey MOTIONED to Accept the Recreation & Parks, Library, Patriotic Purposes, Town Beautification and Conservation Commission Budgets of \$1,137,011 SECONDED by Selectman Bridle.

VOTE: 5-0-0

2. Board determination on Public Works Budget

Selectman Woolsey MOTIONED to Accept the Public Works Budget \$5,218,134 SECONDED by Selectman Bridle.

VOTE: 5-0-0

3. Board determination on Budgets for other departments reviewed on 09/30/15

Selectman Woolsey MOTIONED to Approve the Total Executive Budget \$292,233; Town Clerk Budget \$252,384; Total Financial Administration \$1,066,818; Legal Budget \$198,875; Personnel Administration \$3,011,245; Planning Board \$140,160; Zoning Board \$5,310; Town Buildings 102,674; Cemeteries \$123,725; Municipal Insurance \$3,506,292; Parking Administration \$75,550 for a Total General Government Budget of \$8,775,265 SECONDED by Selectman Bridle.

VOTE: 5-0-0

4. Board determination on Fire and Police Budgets

Selectman Woolsey MOTIONED to Approve the Police Department Budget \$4,030,764 SECONDED by Selectman Waddell.

VOTE: 5-0-0

Selectman Woolsey MOTIONED to Approve the Fire Department Budget \$3,440,395 SECONDED by Selectman Bridle.

VOTE: 5-0-0

Selectman Woolsey MOTIONED to Accept the Building & Code Budget \$218,019 SECONDED by Selectman Waddell.

VOTE: 5-0-0

Selectman Woolsey MOTIONED to Accept the Emergency Management Budget of \$1,000 SECONDED by Selectman Waddell.

VOTE: 5-0-0

Selectman Woolsey MOTIONED to Accept the Hydrants Annual Budget \$494,299 SECONDED by Selectman Bridle.

VOTE: 5-0-0

Selectman Bridle MOTIONED to Accept the Animal Control Budget \$59,934 SECONDED by Selectman Woolsey.

VOTE: 5-0-0

Selectman Bridle MOTIONED to Accept the Mosquito Control Budget \$103,250 SECONDED by Selectman Woolsey.

VOTE: 5-0-0

Selectman Bridle MOTIONED to Accept the Welfare Budget \$51,017 SECONDED by Selectman Woolsey.

VOTE: 5-0-0

Selectman Woolsey MOTIONED to Accept the Municipal Debt \$2,996,298 SECONDED by Selectman Bridle.

VOTE: 5-0-0

VII. New Business (1:37:29)

1. 2015-021 Audit Services

a. Purchasing Policy Waiver Section 718-4.A (1)-(4)

Ms. Pulliam: sent out an RSP to eight different vendors and heard back from three; would like to go with the second lowest bid with a difference of \$2,220; requesting to go with Plodzik and Sanderson; the low bidder. There will be a savings still as it is \$31,500; whereas last year it was \$33,500, so still a \$2,000 savings budget wise

Selectman Woolsey MOTIONED to Approve the 2015-021 Audit Services Purchasing Policy Waiver Section 718-4.A (1)-(4) in the amounts of \$31,500 for the first year with additional \$300 over the course of 3 years totaling \$94,800 SECONDED by Selectman Bridle.

VOTE: 5-0-0

Selectman Woolsey: Mr. Welch's memo dated October 2 on the warrant articles.

Town Manager Welch: I have two items that needs to be voted on by the Board; one being MS535 that the Finance Director brought down this evening, which needs to be signed by the Board; and I have the renewal of the health insurance for the Town employees, which the Board needs to, authorize and sign.

Selectman Woolsey MOVED to sign the MS535 SECONDED by Selectman Bridle.

VOTE: 5-0-0

Town Manager Welch: I sent the Board a memo on October 2 sighting a number of warrant articles that traditionally appear in our warrant every year; asking if the Board would approve those so I can forward them onto the Budget Committee, they are the following:

1. Conservation Land Acquisition Fund for \$20,000 that is a \$10,000 increase over the past 2 years
2. Human Service Agencies at \$176,475
3. Highway Block Grant for paving \$643,225
4. Police Force for Special Revenue Fund \$90,000
5. Recreation Special Revenue Fund \$115,000
6. Road Improvement Capital Reserve Fund \$300,000
7. Disposal of Surplus Town Equipment and Materials Ordinance to market surplus steel and scrap metals.

Selectman Woolsey MOTIONED to accept #1, #2, #4, #5, #6, #7 but not #3.

Chairman Griffin: Let us discuss this first. Selectman Woolsey: I do not want to see the Highway Block Grant put in there without stipulating the specific streets and roads.

Selectman Bean: I think it handcuffs Public Works, it is an unnecessary restriction and I think Mr. Welch and the Public Works Director can effectively administrate those funds on their own without the Selectmen's interference.

Town Manager Welch: the funds are allocated for paving streets, sidewalks and miscellaneous things with individual street paving. The department is going to set a list of streets in the spring after the snow is gone, because we will have some that will fall apart badly between now and then, particularly over the winter, to give you a list now, that we may have to be changed. I

know it is not even on the horizon but the end of Landing Road; Mary Batchelder Road is about 6 years down the list, I looked at it the other day and I am not sure it is going to last until next spring; there are going to be some changes as we go along and I would ask the Board and we would certainly report to you before the work on what needs to be done, because of the changes over this coming winter.

Selectman Bridle: I think to handcuff Public Works at this point of time would be wrong and we need to wait until the spring, a lot can happen over 4-5 months and certain roads can fail, I have no problem with it the way it is presented.

Selectman Waddell: I agree with Selectman Bean and Selectman Bridle.

Selectman Waddell MOTIONED to approve the seven warrant articles as presented and forward them to the Budget Committee SECONDED by Selectman Bridle.

VOTE: 4-1(Woolsey)-0

Town Manager Welch: I will have for your next meeting some detailed information on the outstanding warrant items, which were submitted to the Town by the individual departments, we have been working on them feverishly and I will tell you we are discarding a number of them and combining some of them, and hopefully you will see a substantial change in both the articles to be presented and the amount of money that it is going to cost to appropriate them.

Selectman Woolsey: that was a good recap because it was good thinking to see an overview of the possibilities

Town Manager Welch: that was the idea and we are looking at all other possibilities as far as funding is concerned outside sources, surplus, everything, we will have an overview for you for your next meeting.

VIII. Closing Comments

Selectman Bridle MOTIONED to go into a non-public session under RSA 91-A:3,II,(a) Personnel matters SECONDED by Selectman Waddell. A roll call vote was taken with all in favor.

IX. Adjournment

Selectman Waddell MOTIONED to adjourn this meeting at 20:45PM SECONDED by Selectman Woolsey.

VOTE: 5-0-0

Chairman