

October 5, 2020

7:00 PM Board of Selectmen - Electronic Meeting by teleconference

As Chairman of the Hampton Board of Selectmen, 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 several of the Board 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 Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming we are:

We are utilizing a teleconference service for this electronic Meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public may join this electronic meeting by calling **1-857-444-0744** and use the code **156034**. If anybody has a problem, please call **603-929-5805**.

SALUTE TO THE FLAG

I. Roll Call

Chairman Waddell asked each member state their presence and location.

Sel. Rage, present, Selectmen's Meeting Room

Sel. Bridle, present, Selectmen's Meeting Room

Sel. Woolsey, present, Selectmen's Meeting Room

Sel. Barnes, present, Selectmen's Meeting Room

Chairman Waddell, present, Selectmen's Meeting Room

Town Manager Jamie Sullivan, present Selectmen's Meeting Room

Also present, Chief Sawyer, Dep. Chief Hobbs, and Chief Ayotte

II. Public Comment [Time limitation of three (3) minutes per caller]

Mildred Solvey, 3 12th Street, North Beach, discussed resident parking at numbered streets of North Beach, noted the great summer, the surfing community, and non-residents having plenty of parking at the wall. She addressed the issue of a snob town, and noted Seabrook doing the same thing. She noted a great summer, no problems, and asked that the board keep the resident only parking.

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

III. Announcements and Community Calendar

Sel. Woolsey announced the passing of Rick Moore, noting the loss of a wonderful resident and offering support of the community to the family.

Sel. Barnes noted the information from Experience Hampton regarding the Christmas parade and that there will not be one this year.

Sel. Bridle announced the option for everyone to do trick or treat, and for all to be safe.

IV. Approval of Minutes - None this week

V. Consent Agenda - None this week

TM Sullivan gave an overview of the budget in front of the board, noting the overview memo in the front of the book. He discussed a different approach this year due to the challenges, mentioned contractual obligations and noted giving each department a target number to set their own priorities. He noted all working collectively as a team, and staying as conservative as possible with approximately a 1.78 increase, driven by wages, trash costs, and retirement costs, and proposals for new positions.

Chairman Waddell asked about the pie chart they were given and is it on the website and the answer was not at this time.

VI. Appointments

1. Chief Ayotte, Fire Department
 - a. Budget Review

Chairman Waddell and TM Sullivan gave direction of discussion procedure.

The Chief discussed administration, noting changes to holiday pay, staff development, gas, and diesel, which is based on use and market price. TM Sullivan discussed how they arrived at the costing for gas and diesel.

Sel. Barnes noted holiday pay is zero for this year as it has not been paid yet and the Chief noted in Nov.

Chairman Waddell asked if we are covered if gas and diesel goes up, and TM Sullivan noted he believes we are.

The Chief discussed fire suppression, noting reg. wages down due to lower salaries for three new people, OT and OT callback with more callbacks, sick and vacation OT, protective clothing, an increase to technical hazards, testing and calibration costs, replacement equipment of the hose tester, and pump for Marine 1.

Sel. Rage asked about the separation of technical hazards and replacement equipment and the answer was the meters for technical hazards have always been its own line item.

Sel. Bridle asked about additional funds for summer staff, and the answer was the budget maintains staffing at nine. He noted looking at an extra man for summer for ambulance, and TM Sullivan noted the discussion they will have on warrant articles.

Sel. Barnes asked what we staffed at this summer and TM Sullivan discussed staffing at 10 with submitting to FEMA for the extra personnel.

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

Chairman Waddell asked about career incentives being all negative numbers, and the Chief answered they are the stipends for careers that are paid from the EMS revolving fund account and will be brought in after payment in November.

The Chief discussed fire prevention, wages being unchanged with a slight increase to OT, an increase to supplies due to more children at fire prevention week.

Sel. Woolsey asked the number of staff for fire prevention and the answer was the fire prevention officer full time and secretary part time.

The Chief discussed training, the new equipment line being reduced due to a purchase this year of a training mannequin, an increase in training to enhance fire suppression and technical hazard training, highlighting trench training and the new firefighter's needs.

Sel. Woolsey asked about manpower and consensus was it would be discussed later.

Sel. Barnes asked about the training costs and is it for the whole department and the answer was yes.

Sel. Rage noted training is important and they do a great job.

Chairman Waddell noted that training is crucial to the department, and asked if the Chief felt the funding adequate, and the answer was yes.

The Chief discussed communications, rising telephone costs, computer software down due to this year's purchase and work done, to no longer need support of the old system, and needs for replacement equipment.

Sel. Bridle asked how the radio system is, and the answer was all up and running, with a plan to look at the entire town down the road. He asked about the mobiles and the Chief discussed the grant award for those for the firefighters, also noting the grant last year for mobiles in the trucks. The two discussed consoles and that they are aging and will need to be looked at, and the Chief also noted possible grant, and TM Sullivan expounded on that process and funding from the state, and looking at all departments needs.

Sel. Barnes asked if we received the communications grant and the answer was we did. TM Sullivan noted we are approved, but have not received yet.

The Chief discussed repair services, no changes, but highlighted the fire prevention vehicle still being in trouble, noting the issues and discussion on its replacement. TM Sullivan noted he chose not to put that in the budget but to wait until later when they had the big picture of what they are looking at.

Sel. Bridle asked about a price and the answer was about \$35,000.00 with DPW having a need as well, but at \$75,000.00.

Sel. Woolsey asked about the cost of repair to that vehicle and the Chief reiterated about \$3500.00.

The Chief discussed fire stations and buildings, noting most unchanged, discussing utilities and increases to maintenance agreements, and replacement of old furniture.

Sel. Woolsey asked about the roof leak and the sewer pipes. The Chief discussed the roof leak at the beach and a leak at headquarters, noting the repairs and insurance claim there. He

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

discussed the repairs to the sewer pipe, noting the sleeve process and new liner, the work being completed with the help of Tobey Spainhower at DPW.

Sel. Barnes asked about the grant line as of 8/31, the Chief discussed FEMA reimbursements, and the other grants involved.

TM Sullivan noted the budget down overall by 1.20 and Chairman Waddell noted the total \$3,757,806.00.

Sel. Woolsey discussed a memo regarding a potential west side firehouse, and noted the construction in town, and with that, the need for more fire staffing. She asked if it will be hard to find proper qualified personnel. The Chief discussed the job situation and searching for staff.

Sel. Barnes noted excellent job, about \$46,000.00 less than last year.

Sel. Rage noted good job and stated he thinks that \$46,000.00 should go in the budget for the fire prevention truck.

Sel. Bridle agreed with the truck going into the budget. He noted the grant last year that was voted down, but agreed with Sel. Woolsey that there needs to be more manpower per shift, which would help with overtime.

Sel. Woolsey discussed sharing the memo from Chief Ayotte with the town planner and asked him to share with his master plan committee.

Sel. Barnes noted that to Sel. Bridle's discussion about staffing to 10, was that she heard great things about the ambulance at the beach this summer. She discussed the funding for the fire prevention truck and noted wanting to see where money is coming from before adding those funds back. The Chief agreed it is from multiple line items and that everyone liked the ambulance at the beach.

Chairman Waddell noted being in uncertain times this year, and discussed all putting the budget together doing a great job, keeping it low, but we also need to spend what we need to. The town manager discussed a basic or adequate budget but wanting excellence from our departments, and some needs deferred this year.

2. Chief Sawyer, Police Department, also present, Dep. Chief Hobbs
 - a. Budget Review

The Chief discussed the challenge of this budget while trying to keep the excellence of service, noting staffing levels being insufficient. He discussed the part time program and the question of it being sustainable. He discussed the Governor's task force on law enforcement reform and the talks of eliminating part time certification and the implication of that if it ever happens. He noted having to look at more full time officers. He discussed the current part time testing going on. He noted staff would be big cost items going forward, also noting some building issues. He noted retirements coming up and a need to look at IT.

He discussed the administration section, noting the increase in computer support, and the decrease in gasoline.

There was general discussion on the computer support.

The Chief noted that in crime and control the increase for wages is contractual.

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

Sel. Rage asked about the years and steps, and the Chief explained the CBA and the wage schedule with step levels.

Chairman Waddell asked about the overtime increase and the Chief noted it is contractual, and the SRO's paid as detectives.

The Chief discussed patrol and the increase in uniform allowance, noting replacing motorcycle equipment, which had been at zero last year, with a critical need now.

Chairman Waddell noted it is still lower than five-year average and asked about decrease in career incentives. TM Sullivan noted the contractual obligation calculation.

Sel. Barnes asked about the overtime wage increase, and the Chief discussed staff meetings and the need for more due to young and less experienced staff.

The Chief noted no changes in training, with costs being consistent. He discussed testing and the challenges, noting the Sgt. Testing.

Sel. Barnes asked about the increase in vehicle replacement for traffic control and patrol, and the answer was the cost of vehicles has gone up. They discussed equipment changes and message boards.

Sel. Rage asked about incentives to get officers, and the answer was it is something they could explore but with a discussion with unions. He asked about part time, some retired, and the answer was those do come here. The Chief discussed word of mouth recruitment and the survey that says 60 to 70 percent would not recommend police work.

The Chief discussed support services, noting no big changes but summer services up some and he discussed outside agencies and its continued challenges.

Sel. Woolsey asked about mounted patrol and how many horses and the answer was two. She asked if it is worth continuing. The Chief discussed the program and its history and its current status as an ambassadorship to the community, and how do you put a price on that, and noted he feels the program is worth it. They discussed the horse schedule.

Sel. Barnes noted the summer costs and the relation to summer activity in town and the Chief highlighted we go from 15,000 to sometimes 100,000 people on a good day in summer. They discussed outside agency totals, this years overage, and how the details are funded, and how Covid19 affected it this year.

Chairman Waddell asked about outside agencies, if there was help, that would not be needed, and the Chief discussed less help from state troopers, as they are in the same problem, needing to turn to the outside agencies.

The Chief discussed special details, fund 26 revolving account, and how that works.

The Chief discussed police station and buildings, noting the increase to custodian wage.

Sel. Bridle commented a tough year, all the extra responsibilities for police, and the Chief and staff did an excellent job.

Sel. Barnes asked for an explanation of staffing. The Chief discussed 36 sworn full time personnel, the SRO program with four, the evening staff being different this year due to Covid, and looking to see what next year will bring. He discussed how much they learned over the summer with its challenges and how better prepared they will be should anything

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

like this happen again, and noted how proud he was of the younger officers and their responses, and everyone getting through this summer.

Sel. Woolsey asked about fireworks and the Chief noted it was out of control across the country. She asked about possible legislation to curtail, and the Chief discussed probably not and noted it is revenue in NH along with alcohol and cigarettes.

Chairman Waddell reiterated a great job and commended the department for the work this summer.

There was general discussion on animal control with wages being the increase and contractual.

TM Sullivan discussed parking enforcement, noting the contractual amount of the lease with the church.

Sel. Bridle asked if there were enough employees for parking and the answer was no, and there were many challenges with the different parking situations. There was general discussion on the good job and revenue brought in.

Sel. Barnes noted that both Bobs did awesome, and she asked if this budget could be year round and the answer was it has been discussed.

TM Sullivan noted emergency management has no change and the big numbers there are Covid19 expenses, with reimbursement from CaresAct.

b. Parking discussion: Winter Parking Ban and Summer Resident Parking reviews

General discussion on when to have a public hearing. She asked about the curfew at north beach and parking until 8 o'clock, and the Chief gave a history on that. He noted probably seeing that curfew change to 9 o'clock after current circumstances are over; noting the Chief noted parking is going great. Chairman Waddell noted the discussion is resident parking on side streets and if it should be next summer, or year round. The Chief gave a history of the resident parking for this past summer, and noted it well received by many, but also noted people with rentals concerned. His recommendation would be for it to continue, being Memorial Day to Labor Day, with some input on what to do for people needing stickers for short term.

Sel. Bridle discussed he agreed, but Memorial to Columbus Day, and asked about the Church Street lot being resident and employee only. The Chief noted that it was utilized a lot, and it took a burden off the back streets. Sel. Bridle asked if was used fully and the Chief noted he thought it was just half the lot. He asked about snow removal emergency and could that be later than Nov. 15th, and the answer was it was up to the board, noting that the dept. gives warnings for the first couple of weeks. He discussed cars having to be towed for DPW to do their job, if there were snow. Sel. Bridle noted the winter leases and that the state plowed their lot, but do they allow overnight, and the answer was yes, they do not ticket in the winter.

Sel. Rage noted resident parking was a hit, and asked about calls for rental people being upset and the Chief noted half a dozen. There was general discussion on parking for rentals.

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

Sel. Barnes asked if parking is going back to normal after Columbus Day, and the answer was yes, unless the board changes position. There was general discussion of a public hearing for next summer. She asked about leases for renters and the answer was that is a possibility. There was general discussion on leasing and costs. There was more possible pull in only and no idling engines. TM Sullivan clarified this is a parking restriction, not a curfew and the Chief agreed. She discussed the surfing community and how they take care of things and the Chief agreed they are very responsible. There was general discussion on more options.

There was consensus to have the public hearing on the night they do the final budget. There was general discussion on winter parking ban. The Chief discussed the message boards and getting the word out and discussed being liberal with the ticket appeal process. The consensus was to leave the winter parking ban start date the same as is now, Nov. 15th.

Chief Sawyer announced the sad news of longtime employee Margie Esposito's husband's passing earlier today and offered condolences.

VII. Town Manager's Report

1. Experience Hampton has announced the cancellation of the Christmas parade.
2. With regard to election signage, all the primary people who lost need to remove signs in two weeks time. Current candidates can be in the right of way on state highway with permission of adjacent property owner. Only the Bldg. Insp., Police, and DPW can enforce removal and they will be reviewing.
3. The first meeting of the Solid Waste Committee will be Tues. Oct. 13th, and will be a hybrid of in person and conference call.

Sel. Bridle noted election night will be a long one and we will need to have enough workers. TM Sullivan agreed and noted the town clerk's office closing from 12pm to 2pm to do additional administrative work and handle absentee ballots.

Sel. Woolsey noted she remembered elections signs cannot go out until two weeks before the election date and TM Sullivan discussed the different rulings for local, state, and federal elections.

Sel. Barnes reiterated the town clerk's office working hard, being here on Saturdays, and a volunteer noting they had already received 3000 absentee ballot requests.

VIII. Old Business

1. Unitil NH Gas Operations Hardship request to open Drakeside Road

TM Sullivan noted this was discussed last week and Dep. Dir. Hale has come up with a motion.

Selectman Bridle MOTIONED to APPROVE the request to disturb the road during the moratorium period as it has been agreed by Unitil that disturbance will only be located in either the shoulder area from the intersection of Drakeside Road and Towle Farm Road or the pavement area to the fog line for the entire area along the guardrail on Drakeside Road. After the guardrail, construction will be located in the unpaved shoulder only. In addition, all trench work will be in accordance DPW excavation permit requirements and require that the joint area be sealed upon the completion of construction, SECONDED by Selectman Woolsey.

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

Roll call vote: Sel. Rage: yes, Sel. Bridle: yes, Sel. Woolsey: yes, Sel. Barnes: yes, Chairman Waddell: yes. VOTE: 5-0-0

IX. New Business

1. Easement Deed and Agreement for Estherbrook Way (230 Mill Road)

Atty. Gearreald has written motion.

Selectman Bridle MOTIONED to Accept and sign the Easement deed agreement with Unitil and 230 Mill Rd. LLC for Estabrook Way and the new subdivision at 230 Mill Road in Hampton, SECONDED by Selectman Barnes.

Roll call vote: Sel. Rage: yes, Sel. Bridle: yes, Sel. Woolsey: yes, Sel. Barnes: yes, Chairman Waddell: yes. VOTE: 5-0-0

2. Selectman Barnes questions

- Request that the TOH annual report include the detail of all employees/ volunteers, contractors, & outside services, paid by the town of Hampton during 2020, listed out in detail as part of our annual report.

Selectman Barnes MOTIONED to have detail of all employees/volunteers, contractors, & outside services, paid by the town of Hampton during 2020, listed out in detail as part of our annual report, SECONDED by Selectman Woolsey.

TM Sullivan noted that will be a long list that will add significant numbers of pages to the report and discussed the weekly warrant that can be anywhere from five pages to twenty. He discussed volunteers being a different issue and the ordinance that requires anyone getting payment be listed. He noted the work, pages, and expense.

Sel. Barnes noted wanting the public to see where all the money is going and TM Sullivan noted we do that in all our reporting.

Sel. Rage noted it is unnecessary work.

Roll call vote: Sel. Rage: no, Sel. Bridle: no, Sel. Woolsey: no, Sel. Barnes: no, Chairman Waddell: no. VOTE: 0-5-0

- reduced vote margin to approve bond issue from two-thirds to three-fifths (HB 1558), interesting information for Town meetings going forward

TM Sullivan noted town council is looking at this.

- SB44 clarifies that if ballots run out, unused absentee ballots may be used and if needed allows photocopies of the official Election Day ballot to be used. How can the total number of ballots issued to a municipality be verified if copies of ballots are permitted?

TM Sullivan discussed he spoke with Town Clerk Shirley Doheny regarding this and she does security of all ballots, there are many steps before copying, but all copies would be signed and kept track of by her.

- Section 18 of omnibus HB 1245 Permits a municipality that has a local enforcement mechanism for state building code to request that the state Fire Marshall issue the building permit, conduct the inspection, and issue the COO, for a project that requires

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

the specialized knowledge of the Fire Marshall or due to staffing limitations of a municipality. Is this something Hampton could potentially utilize?

TM Sullivan noted no, we have full time building and fire prevention, we also do consults if specialized issue, and this was due to Covid and communities having issuing problems. He noted it did not happen with us, as we remained open and discussed the fire marshals are already helping us when needed.

Sel. Bridle gave an example using a small town.

Sel. Barnes asked if the pie chart received earlier will be with the budget that goes to the budget committee and the answer was sure. TM Sullivan noted the excellent work done by Finance Director Kristi Pulliam, as well as her team.

X. Closing Comments

Sel. Bridle noted the town of Hampton team, everybody, has really stepped up with the Covid situation and noted his appreciation. There was much agreement, and TM Sullivan noted how good we all are at adapting.

XI. Adjournment

At 20:56 PM, the Selectmen adjourned the Public Session on MOTION of Selectman Woolsey, SECONDED by Selectman Bridle.

Roll call vote: Sel. Rage: yes, Sel. Bridle: yes, Sel. Woolsey: yes, Sel. Barnes: yes, Chairman Waddell: yes. VOTE: 5-0-0

James Waddell, Chairman