



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

SELECT BOARD AGENDA

ORGANIZATIONAL WORKSHOP – MARCH 18, 2014 – 10:30 AM
NORTH HAMPTON TOWN HALL, 231 ATLANTIC AVENUE
NORTH HAMPTON, NEW HAMPSHIRE

Purpose: The purpose of the Workshop is to develop, discuss and narrow organizational issues in advance of the Organizational Meeting of the Select Board on March 24, 2014, at which time final decisions on the issues discussed at the Workshop will be taken. The Board will identify committee assignments to be made, discuss the election of officers and develop draft goals for the coming year.

1. Call to Order by the Chair *pro tempore*, Mr. Maggiore.

2. First Public Comment Session

Public Comment is an opportunity for residents to ask questions, request information and make comments on issues facing the Town. Individuals ordinarily will be given not more than three (3) minutes to speak, and people who have already spoken will be asked to wait until everyone has had the chance to speak once. The total time devoted to this agenda item is fifteen (15) minutes. Individuals who are not able to speak will be given first opportunity to speak during the Second Public Comment Session at the end of the Meeting.

3. Identification and Discussion of Committee Assignments

Committee Assignments include, without limitation, the following:

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| a. Budget Committee; | b. Planning Board; |
| c. Economic Development Committee; | d. Rockingham Planning Commission; |
| e. Water Commission; | f. Heritage Commission; |
| g. Collective Bargaining Negotiations Committee; | h. Capital Improvement Plan Committee. |

4. Discussion of the Election of Officers

The Board's officers are: Chair and Vice Chair.

5. Review of the Goals for the Year Just Concluded and Development of Goals for the Coming Year

The Board's Goals for the Year Just Concluded are attached to this Agenda.

6. Any Other Item that may legally come before the Board

The Board reserves the right to take action on any item relative to the prudential administration of the Town's affairs which circumstances may require.

7. Second Public Comment Session

See Item 2, above.

8. Adjournment

SELECT BOARD PRIORITIES

April 16, 2013 – June 30, 2013

Green: Done; Red: Overdue; Blue: Long-Term/Timely Progress Reported; Yellow: No longer applicable

Number	Description	Due Date	Comments
1	Pursue LGC Refund of Health Insurance Premium in Cash	04/22	LGC advises that we need a request signed by the Select Board. Done.
2	LGC Refund: Health Trust and PLT		
A	Revise and finalize questions for George Bald	04/22	Board to consider questions and propose revisions; questions to be finalized at public meeting.
B	Meet with George Bald	05/06	
C	Decide on FY 14 Course of Action	06/03	If Bald does not agree, then the Board will decide on building a coalition of similarly situated Towns;
3	Get LGC opinion on limiting road race permits	04/22	Request for opinion made on 4/16. If opinion received, noted for Agenda on 4/22
4	Mutual Aid		
A	Workshop on how MA works for NoHam FD	05/16	
B	Ensure that current figures are produced and received from Stratham	05/16	Emailed figures to Chief Cote on 4/22
C	Joint meeting with Stratham Select Board	06/30	
D	Decide on FY 14 Course of Action	06/30	Based on meeting with Stratham and the Mutual Aid procedures and/or proposals for revisions to mutual aid agreement in FY 14
5	Facilities		
A	Charrette to be completed	6/30	Plan NH reps to visit site 4/16-4/30; Charrette scheduled for June 14-15
B	Review Heritage Comments	04/19	Heritage meets 04/18
C	Draft RFP for Stone Building	05/20	

i	Send out RFP	06/03	
ii	Select contractor	06/17	
D	Establish Records Committee	06/30	First Records Committee Meeting on May 14
E	Estimates for FD and TC/TC heating plants to survive 1-2 years	06/30	
6	HR Issues		
A	Review and approve job/role descriptions	04/22	
i	Send descriptions to employees	04/16	Done.
B	Review and approve Review process	04/22	Done.
C	Review and approve Salary Structure	05/20	Done.
D	Review and approve Merit Process	05/20	Done.
E	Award Merit Increases	06/30	
7	Revise Fee Schedules	05/20	Continued to 6/10
A	Proposed Fee Schedules due to TA	05/01	Done.
8	Cable Franchise		
A	Sign Extension until 07/01/13	04/22	Done.
B	Convene CAG	04/19	First Meeting held; also met with counsel.
C	Approve citizen members	04/22	Done.
D	CAG review proposed agreement	04/19-05/30	Awaiting final draft from counsel.
E	SB review and approval of agreement proposal	06/10	Done: 5/20
F	Determine Cable Director's status	06/30	Director is employee. Salary to be adjusted to reflect agreement with Town.
9	Little Board's Head: Concurrent Jurisdiction	04/19	Meeting with Concerned Parties
A	Draft proposed amendment	06/25	
B	Submit to LBH voters	09/03	
C	Submit to NoHam voters if necessary	03/2014	
10	MS-4		
A	Workshop on May 30	05/30	Scheduled.
B	Decide on consortium participation	05/06	
11	Street Lights		

A	Public Hearing on Street Lights	5/20	Done on 5/20

SELECT BOARD PRIORITIES

April 16, 2013 – December 31, 2013

Number	Description	Due Date	Comments
1	LGC Mitchell Order Executed	12/31	Measurable goal is to either ensure LGC agreement or create a consortium of towns to try and get refunds. 2010 and 2011 funds received. Waiting on 2012.
2	Facilities		
A	MFMP completed	6/30	
B	Develop RFP for architectural drawing	7/30	
C	Select architect	08/30	
D	Develop model of MFMP	09/30	
E	Develop cost estimates to execute MFMP	09/30	
F	Hold Bond Hearings	01/08	
G	Place MFMP on ballot	03/14	
H	Do REGGI research	07/30	
3	Municipal Records		
A	Committee to develop plan for record storage	12/31	
4	Cable Franchise Agreement completed	12/31	
5	FY 15 Budget Planning		
A	ACA planning		
B	Budget Guidance	08/01	

C	Budget Worksheets Circulate	09/15	1 st workshop on August 22. Presentation to Budget Committee on November 6
D	Budget Worksheets due from Department Heads	09/15	
E	Default Presentations	10/23	
F	1 st Review with T.A.	11/06	
G	2d Review with Department Heads	12/04	
5	FY 15 Budget Planning		
H	Final Review with Department Heads	01/08	
I	Notice of Public Hearing	01/07	
J	Last day for Public Hearing	01/14	
K	Deliberative Session	02/01	
L	Voting Day	03/11	
6	Conservation Bond Reconciliation	12/31	
7	Road Race Limits	12/31	
8	IT Inventory	12/31	
9	Economic Development	12/31	
10	Street Lights		
A	Facilitate removal or restoration of ornamental lights	12/31	
B	Research re: solar option for pedestrian cross signal		

SELECT BOARD PRIORITIES

April 16, 2013 – June 14, 2014

Number	Description	Due Date	Comments
1	Finance	6/30/14	
A	Financial Policies adopted or ratified	6/30/14	
B	Draft Internal Controls Document	6/30/14	
2	Administrative Municipal Code	6/30/14	