

The Chair, Jack Steiner at 7:00pm called the regularly scheduled Selectmen's meeting to order. Those present included George Lagassa, Lloyd Sullivan (Selectmen), and Russell McAllister (Town Administrator).

The Selectmen reviewed the meeting minutes of October 30<sup>th</sup>. Mr. Lagassa made the motion to accept the minutes of October 30<sup>th</sup>. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

The selectmen reviewed correspondence and/or signed:

- a. Administration/Business
- b. Payroll
- c. Manifest
- d. NRCS - Operation Maintenance Agreement

The TA briefed the Board about the operation maintenance agreement with the NRCS covering the new culvert being installed as part of the Little River Salt Marsh Restoration. The agreements called for the NRCS to provide technical and financial assistance in the maintenance of the culvert should any problems develop down the road. Mr. Lagassa made a motion to authorize the TA to execute the agreement. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

- e. CFNH - Worker's Comp Contract Extension

The TA explained that Compensation Funds was offering additional savings through a multi-year contract. To be eligible for the 40% reduction in workers compensation rates involved locking-in with CFNH for an additional 3-years. Mr. Lagassa expressed caution and asked that the TA further research the details.

- f. DRA - MS-5
- g. CDBG Manifest
- h. Cemetery Deeds
- i. Bandstand Committee Appointee (Delores Chase)
- j. Veterans Exemption ( Barbara Peterson)
- k. State Tax Warrant 2002 - \$647,763

The TA briefed the Board on the new dollar amount of the State Tax Warrant. North Hampton's "donation" under the new Statewide Property Tax has been \$372,485 for the past two years. The amount of the "donation" is fixed for two years by statute, which coincides to the State's biennial budget. Therefore, in March of 2002 the amount of the "donation" will be \$647,763 which will be in effect for two years.

- l. IMMSG Agreement - Copy machine agreement.

The TA explained that he had received a contract from IMMSG regarding a copy machine for use by customers in the Town Office. IMMSG will provide paper, toner and maintenance. The Town will provide electricity and copies will cost customers 10 cents apiece. The copy machine will be self serve with customers being responsible for providing their own change. It was noted that the Library used the same service. The Board directed the TA to execute the agreement.

- m. Phone bids - Recommend High Speed Communications

The TA briefed the Board on the phone bids and his research into the relative merits of each bid. Lucent Technologies had submitted a bid for \$32,750, Hampton Technical submitted a bid for \$17,390 and High Speed Communications submitted a bid for \$27,485. While Lucent's offer did not include the cost of cabling the municipal campus, the bid from Hampton Technical did not include the total cost of the individual phone sets—only the price of different phones. The first two bids offered Lucent PBX's, while the last bid offered a Nortel PBX with voicemail and included the cost of cabling the municipal campus. Each offering was modular in design and had the capability to expand to include additional CTI (computer

telephony integration) applications, T1 and fiber hook-ups. The downside of the current Lucent offerings were that CTI applications required a black box type cpu to be installed on every desktop that connected the phone and PC. Prices for these boxes were not included in the bid. The boxes also consumed more space, which was at a premium in the already cramped workspaces in the Town Offices. The TA recommended the bid from High Speed Communications. Mr. Lagassa made the motion to accept the bid from High Speed Communications. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

- n. Coakley Minutes
- o. Rockingham County Nursing Home
- p. Elementary School Yearbook Sponsorship \$125 by Town

### **Selectmen's Budget Review**

The Board reviewed the budget. It was noted that the executive account was up \$9,657 dollars over the previous year. The increase were due to a \$3,000 increase in the TA's salary from 52k to 55k, health insurance and retirement. Payroll services were up \$5,000. The TA explained that the increase was due to the advent of electronic payroll, which replaced the old phone in system. While the cost of the service increased, the amount of time required to process payroll decreased from 24 hours down to 8 hours. At \$15/hour the weekly labor savings amounted to \$240. Multiplied by 52 weeks the yearly labor savings amounted to \$12,480, this equates to a 60% saving in labor costs. The Board next reviewed Financial Administration. The TA explained that wages and benefits under Accounting and Auditing had increased approximately 5k, with an increase in Tax Collection of 3.4k due to salary and benefits. Legal expenses were up \$500 and the proposed Assessing budget was up 2k from \$12,500 to \$14,500. The TA explained that the actual costs in FY 99-00 were \$20,766. The industry standard for funding levels for assessing functions fall between \$30-\$35 per parcel. North Hampton has approximately 2,500 parcels. The level of real estate activity largely drives costs in this account group. An increase of \$8,891 under Planning & Zoning was due to a change in the number of hours for the Planning and Zoning Secretary. The position was going from part-time to full-time due to a confluence of factors including an elected Planning Board, increased planning and zoning activity. The TA pointed out that health benefit costs were not included as the employee was opting to use her spouse's medical plan. The Board looked at proposed expenditures for Cemeteries and wondered whether road improvements associated with the development of a new section in the cemetery was yet complete. Code Enforcement was up \$2,568 over the previous year due to an increase in benefits and a projected COLA increase of 3%. The TA pointed out that that the yearly emergency drills associated with the Seabrook Nuclear Station were budgeted under Fire-Special Details just the same way as Police - Special Details. While we budget for these items there is a corresponding revenue source, in this case from the Seabrook Plant, which offsets the expenditure. The Board next reviewed funding requests from various health agencies. The Board agreed to level fund the requests. The Board agreed to review warrant articles at the next meeting.

### **Bob Landman**

#### *MPO / Highspeed Access Updates*

Mr. Steiner thanked Mr. Landman for attending the meeting. Mr. Steiner explained that there had been some concern from Selectmen and members of the Planning Board regarding Mr. Landman's representation of North Hampton on the Rockingham Planing Commission and Metropolitan Planning Organization. Mr. Sullivan voiced concern over Mr. Landman's late participation in the Planning Board's approval of the Factory Outlet Mall. Mr. Sullivan noted that the time to voice concern was four to five meetings previous, and not at the last meeting in the process. The Board voiced concern that Mr. Landman was not adequately representing the views of the Selectmen's or the views of the planning board. Mr. Landman indicated that he was an appointed official to the Rockingham Planing Commission, and in that capacity he represented

North Hampton. Mr. Landman did not believe that he should solely represent the views of either the Selectmen or planning board. In the area of the Factory Outlet Mall Mr. Landman thought it was appropriate to view the issue as a regional impact. Mr. Sullivan disagreed noting that John Krebbs (RPC circuit rider) did not consider it a regional impact because the Factory Outlet was an existing use. Mr. Landman noted that the planning board seemed to have no room for dissenting opinion when he mentioned that an independent traffic study should be conducted. Mr. Landman noted that the Town owned the Cedar Road Bridge and that the bridge was a potential liability. Mr. Strout (Road Agent) disagreed noting that Guilford Transportation owned the Cedar Road Bridge. Mr. Landman voiced his concern over the RPC's lack of a regional view. More discussion ensued. The Board agreed that better communication between the Planning Board and the RPC representatives was necessary.

Mr. Landman brought the Board up to date on high speed internet access noting that the wireless offering appeared to lack sufficient subscriber interest. Mr. Landman discussed the cable contract and noted that they (Media One) were required to provide access to the school and library. Mr. Lagassa asked the TA to provide a copy of the cable contract for review by the Board. The TA agreed.

#### **Selectmen Issues**

Tim Harned (Water Commissioner) addressed the Board regarding the issue of creating a permit process for large water withdrawals in North Hampton. Mr. Harned explained that water companies are not currently required to notify the Town when they drill production wells. This situation is problematic because production wells that are drilled may end up not producing the necessary quantity of water, yet the drilling costs become expenses claimed by the Water Company which are then fold into the rate base. On the other hand production wells that are drilled and prove successful may have an adverse impact on water availability for surrounding residential wells. In either case no notice is given to the Town regarding the drilling of the production well. Mr. Harned believed the situation to be unfair to both ratepayers and residences dependent upon wells for drinking water. The Board agreed and offered their support to Mr. Harned as he crafted an ordinance to address the issue.

Mr. Sullivan noted that the Board needed to get going on the telecommunications tower. The Board agreed to continue pursuing the issue of access to the site.

There being no further business to come before the Board the public meeting adjourned at approximately 9:30pm.

Respectfully,

Russell McAllister  
Town Administrator