

The Chair, Jenifer Landman, called the scheduled public session to order at 7:00pm. Those present included Lloyd Sullivan, Allen Hines (selectmen). The TA was not present, having left employment of the town September 20th, 2002.

I. ***Old Business:***

a. **Birch Road Parking**

Ms. Maria Dockerty, resident of Birch Road, presented 3 petitions, totaling 10 signatures/8 households (plus her implied signature, as she drafted the petitions). All petitions were in favor of removing the parking signs along Birch Road to some degree. Ms. Dockerty said that this included all household in the area except one, in which she could not reach the owners.

The Board of Selectmen concurred that Mrs. Dockerty had completed her task, directed by the BoS, and agreed that hearings on this topic would be held at the following 3 BoS regularly scheduled meetings.

b. **Birch Road Tennis Club Lighting**

As regards the lighting at the tennis club illuminating the parking lot from across the street on Birch Road, Mrs. Landman stated that she had spoken with Homer Johnson, of the Lighting Committee. Ms. Dockerty said that she had spoken with Gordon Labonti and that he had seemed very willing to work out a solution. Mr. Sullivan volunteered to talk with Mr. Labonti as well.

II. ***New Business:***

a. **Revising Town Ordinances**

Planning Board officers, Phil Wilson, Chair, and Judy Day, Vice Chair, requested that the BoS consider hiring the RPC Circuit Rider, John Krebs, to assist the PB in the revision of site plan regulations and zoning ordinances. Recurring technical problems, as lack of clear definitions, needed to be identified and corrected. The estimated cost was \$1,600.00, and there was a possibility of matching funds to reduce the Town's expense to \$800.

Lloyd Sullivan made a motion to hire the RPC Circuit Rider for this project for an amount not to exceed \$1,600. The motion was seconded by Allen Hines. The vote was unanimous, and so moved.

b. **AT&T Telemarketing TV Guide Scamming - Bob Landman**

Mr. Landman, Chair of the CBT Committee mentioned that there had been a TV Guide scamming operation by AT&T employees (or their agents). What made this a "scam" was that the prospect had to "opt out" of the offer instead of "opt in" or accept the offer. ("You get billed until you tell us to stop"-type attitude.) Mr. Landman said that he looked into the complaints and was told that AT&T acknowledged the wrong-doing and fired the people involved. Mr. Landman wanted the general public to be aware of their rights and wanted the BoS to invite Jerry Reece, of AT&T, to come to the next BoS meeting to explain how they plan to deal with customers already scammed and how they prevent this happening in the future.

c. **AT&T Broadband Complaints - Bob Landman and Robbie Robinson**

While we were on the subject of AT&T, Mr. Robinson came to the BoS because he had an unresolved complaint regarding AT&T Broadband; and on the back of his bill, it indicated that he was to contact the Town Of North Hampton Selectmen's office. Mr. Hines asked for a clarification as to the selectmen's responsibility regarding this matter. It was explained that in the franchise contract, it had always stated the remedy for unresolved complaints was to go to the selectmen. Mr. Hines asked what the BoS was expected to do to find resolution. Mr. Landman, suggested that the BoS could apply pressure on AT&T since the BoS was party to the contract. The nature of the complaint was that Mr. Robinson had asked to have high-speed internet installed. The promotion from AT&T stated that 100 days would be free. It took over a month for the installation to be completed, for which he was billed 1 month's service (never having the service up and running). Then, he was billed for the following month, as well with no credits. He called several times finding no one who would help him find a solution to the billing problem. Ms. Landman said that she contracted for the same service and was credited for 1 month, but had not received a credit for the following 2 months (totaling 100 days); but that she was instructed on the bill to pay the bill and to wait for a credit later. No credits (other than the initial credit) had been received.

Mr. Sullivan suggested that the Chair invite Mr. Jerry Reece to come to the next BoS meeting and answer these mounting questions.

d. **Web and E-mail Services - Bob Landman**

The CBT Committee was directed to ascertain the needs of the office as regards web and e-mail services, make a report on suggested solutions, and request funds to purchase any hardware or software needed. Mr. Landman made the presentation. Mr. Landman said that Mr. Smith, of Seacoast Computer, was vetted and would be the preferred vendor, as Brandywine would not be the number one choice for this task.

- (1) A router/firewall to place between the network and the cable modem from AT&T to be provided by Seacoast Computer, cost \$895.00.
- (2) Approximate implementation time (4 to 8 hours), labor, support information, rules for use as necessary, travel (\$60): Seacoast Computer, cost approx. \$660
- (3) Cost for domain name mapping \$50/yr.
- (4) E-mail System: Fetching mail and distribution of mail, and archiving incoming/outgoing mail, cost approx. 1 hour \$75.00.
- (5) Internet Policy: Mr. Landman strongly suggested that the BoS develop an internet use policy. This would include prohibiting pornography, improper use of e-mail, etc. No cost estimated.
- (6) Web site Hosting: In addition to the \$10/mo for PPP, it was suggested that the Town's host be through FCG Networks for 50MB of web site storage, cost \$35/month. An option would be 100MB at \$45/mo.
- (7) Passwords: The Committee suggested that Jan Facella be assigned a new e-mail address with RCN (in the interim period of recruiting a new Town Administrator), and that "russman@rcn.com" be deleted, and that the e-mail address be verified as valid (Bob Kennedy, CBT Committee, agreed to do the verification); and that the Committee have all necessary information to access the web site for the web site designer. This information would be the user name, password and IP address at FCG Networks and any other necessary information to access and modify the site.

Mr. Sullivan said that he will get pricing for licensing 3 more seats. Mr. Sullivan made the motion to accept the scope of work and costs as presented by the CBT Committee. Ms. Landman seconded the motion. The vote was 2 in favor, with Mr. Hines abstaining. Mr. Landman was directed to give AA a purchase order for the materials and services required.

III. *Selectmen's Issues*

a. **Cedar Road Bridge**

Mrs. Landman opened the discussion briefing the audience on various options mentioned at the previous meeting, stating her preference was to make Cedar Road bridge one lane, with 2 walking lanes. The bridge is 19'3" at the widest point. The suggested (auto) lane width is 11' min./12' suggested. Two walking lanes at 4' each would allow for one middle lane of 11' for autos. The bridge could either be one way going east or have lights which alternated the right of way of traffic flowing east and west. After the BoS and members of the audience expressed their options, it was agreed (no vote) that it the BoS would "wait and see" how the traffic situation developed when the bridge was reopened. It was mentioned that striping the bridge to define the two lanes would help avoid side-swiping, as leaving it unstriped caused people to think that they could move toward the center.

b. **North Road/Rte. 1 Intersection**

While on road issues, thanks were given to Bob Landman and the efforts of the RPC/MPO/TAC for getting the DOT to remove the new guardrail at North Road which was obstructing the view of on-coming traffic. Mr. Hines mentioned that it was amazing how quickly the DOT responded to both needs (by repairing the Cedar Road Bridge and removing the hazardous guardrail positioned at North Road.) It was gratifying to see quick results after the problems were identified.

c. **Evening with the Candidates**

Ms. Landman gave a status on the upcoming event, that the moderator, parking, and procedural issues may have been resolved, but that announcements had to be sent to the candidates (State Rep candidates only) and to the selectmen of Exeter and Stratham (District 83).

d. **Luft/Sagamore Golf Surety Bond/Completion Financial Guarantee**

Mr. Sullivan consulted with Appledore Engineering (Roger Roy), RPC Circuit Rider John Krebs and Red Mabey (Building Inspector) to confirm/amend the amount required for a financial guarantee for the Sagamore Golf Center project at North Road and Rte. 1. The adjusted amount was proposed of \$150,000 which included a completion guarantee, earth removal, erosion control/drainage, loan replacement and wetlands protection/restoration, among other things. Mr. Sullivan made the motion to accept an Irrevocable Letter of Credit, as the form of financial guarantee, and set the amount at \$150,000. Mr. Hines seconded the motion. The vote was unanimous, and so moved. Mr. Luft's bank representative asked the BoS to provide acceptable wording of the LOC and Mr. Sullivan said that he would provide the necessary wording from a previous LOC accepted by the Board.

e. **Town Attorney Contact Procedure**

In the absence of a Town Administrator, it was agreed that the PB Chair and ZBA Chair would submit questions to the Town Attorney in writing, with a copy to the BoS, in an attempt to manage legal costs.

IV. *Selectmen Issues - other*

a. **(Old) Town Office Renovations**

Ms. Landman proposed that, since the renovations will exceed \$51,000 and must go to Town vote for appropriations, an alternate figure be provided by the town architect, Dennis Mires, to include a handicapped-accessible restroom option. It was agreed that Mr. Mires be directed to do so.

b. **Monday Dept. Head meetings**

Ms. Landman suggested that the selectmen alternate attending the Monday morning Department Head meetings at 8am. Mr. Sullivan and Mr. Hines did not think it was necessary to hold the meetings at all until after we had (at least a temporary) Town Administrator in place.

Mrs. Landman mentioned that information was often shared that was useful for the BoS to know in this time of transition, as the Road Agent, Bob Strout had just received new equipment in the amount of \$27,756 and that it was being fitted with a plow.

As a side note, Mrs. Landman mentioned that the NHMA gave a short status report that 2 candidates had applied so far, with the first ad being in the papers just the day before. Also, the first notice for a new engineering firm to assist the Planning Board had been in the papers the day before and 7 firms had responded.

c. **Recommendations from Audit**

Mrs. Landman made a request to initiate the safeguards and process changes that were suggested in the recent NHMA MRI procedural audit. Mr. Hines suggested that we focus on filling the open Town Administrator position first, and then try to fix the processes criticized in the report.

d. **Seacoast Visiting Nurse Assoc.**

Joanne Lamprey, in behalf of the Seacoast Visiting Nurse Association, invited the selectmen to attend a reception Sept 25th at the Galley Hatch. Mrs. Landman had a calendar conflict; however, Mr. Sullivan said he was pleased to accept the invitation.

e. **Pay and Classification Proposal from NHMA**

The NHMA provided a quotation for a Pay and Classification Study. Mr. Hines suggested that the study analyze 4 positions, instead of the initial 3: Fire Chief, Police Chief, Road Agent and Recreation Director, at the cost of \$225 per position. Mr. Hines made the motion, seconded by Mr. Sullivan, unanimously approved.

f. **Temporary TA**

Mr. Hines suggested that we hire a temporary Town Administrator until the position was filled, especially needed during the budget process. Mr. Sullivan made the motion; seconded by Mr. Hines; vote unanimous. So moved.

g. **Mosquito Abatement for 2003-2004**

Ms. Landman asked about a quotation from the mosquito abatement service. Mr. Sullivan said that it had been requested and would be proposed as a line item in the budget for March vote.

h. **GIS Disk**

Mr. Hines made the motion that Jan give the RPC a copy of the new GIS Disk from James Verra. Seconded by Mr. Sullivan. Unanimous vote.

V. ***Administration/Business***

- a. Minutes approved: Motion - Sullivan, 2nd - Hines, unanimous
9/9 open session accepted as amended
9/9 non-public session accepted as written
9/11 open session accepted as written
9/11 non-public session accepted as written
9/17 open session accepted as amended

- a. Payroll
b. Manifest

VI. ***Questions & Comments***

Bob Landman mentioned that Cliff Sinott, of the RPC, has a grant available to do an Inventory/Hazardous Mitigation Plan (propane tanks not tied down, areas at risk of natural hazards, emergency preparedness. This study would be free, costing the town only for the department heads' time. The BoS gave the go ahead for a proposal.

VII. **Adjournment**

There being no further business to come before the Board, Mr. Sullivan made the motion to convene in non-public session under RSA 91:A:3 II (a,e) for the purpose of discussing personnel/legal issues. Mr. Hines seconded the motion. The vote was unanimous and so moved.

Respectfully,

Jenifer Landman
Chair