

The Chair, Jenifer Landman, called the scheduled public session to order at 1:03pm. Those present included Lloyd Sullivan, Allen Hines (selectmen) and Michael Pardue, (Town Administrator).

Bond Reduction Request

The Board reviewed the bond reduction request as submitted by Mr. Gordon LaBonté of Seacoast Indoor Tennis Club. Mr. LaBonté's request was reviewed and discussed by BoS members. Following discussion, Mr. Hines made the motion to approve the bond reduction request. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

"Evening With the Candidates"

Ms. Landman mentioned that, in addition to the Certificate of Insurance provided by the Town, Kim Kishner (School Board) had mentioned that there was another Cert to be signed by the BoS members to be on file with the NH School as the school was serving as the host site for this event. Ms. Landman stated that she would follow-up on this matter with the school at the conclusion of today's BoS meeting. Discussion continued in relation to supplying bottled water to the speakers. It was decided not to supply bottled water at this event. Mr. Hines agreed to serve as the host of this event, offering welcoming remarks at the onset of the presentation and introducing Mr. Steve Stevens, Managing Editor of Seacoast News as the moderator.

Recreation Director – Request for management training class

Recreation Director Brenda DeFelice's request for approval to attend a Management Workshop was discussed and met with support. The cost associated with this one-day event is \$199.00. Mr. Hines made the motion to approve the training request. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

Proposed Town Ordinance – "Town Parks"

Chief of Police Page presented a "draft" ordinance designed to address issues associated with town parks. As stated within the ordinance proposal, "The purpose of the proposed ordinance is to set hours of use in order to prevent vandalism, littering and illegal activities from occurring at town parks". Chief Page further explained that the ordinance also included the Bandstand. The BoS and citizens in attendance at this meeting met the proposed ordinance with support. It was agreed that the ordinance must be presented as a public hearing item on three (3) separate occasions. With this meeting qualifying as number 1 of 3, the next public hearing for this proposed ordinance will be at the next regularly scheduled BoS meeting to be held on 10/28/02.

Introduction - Town Administrator

Ms. Landman introduced Mike Pardue, of Municipal Resources, Inc., to those in attendance (all of whom were elected or appointed officials or town employees), saying that Mr. Pardue had been brought on board as a consulting Town Administrator until a full-time TA could be hired and mentioned how grateful the BoS was to have his assistance during the Budget season and recruitment process.

Selectmen Items

1. The Town Administrator provided the BoS with an overview of activities being addressed by his office as well as by the Town's Department Managers. The Town Administrator expressed his pleasure with how warmly he has been received by staff and members of the Town's various boards and commissions.
2. The BoS members signed appropriate documents related to the reappointment of the Town's Wardens and Deputy Wardens.

3. The BoS discussed the Cedar Road bridge project. Highway Agent Robert Strout was in attendance and provided the Board with a project status. At this time, the only work remaining appears to be some guardrail additions. The BoS discussed the center stripe (lane separator) that should be displayed on the bridge. Following discussion, it was the consensus of the BoS that a "double yellow line" should be painted the length of the bridge; separating east and west bound traffic. Mr. Hines made the motion for the painting of a double yellow line. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.
4. The Town Administrator distributed the Rockingham Nursing Home "resident listing" to the BoS.
5. The Town Administrator distributed a meeting / conference notice announcing the NH Association of Conservation Commissions Annual Meeting.
6. The Town Administrator distributed a letter from the Office of State Planning. This letter discusses a project undertaking designed to "redefine the inland boundary of the New Hampshire Coastal Area". The BoS requested that the Chairpersons of the Conservation Commission, Planning Board and Zoning Board be forwarded a copy of this letter and provided time to review and comment. This topic will be placed on the 11/11/02 BoS agenda.
7. The BoS, at the request of the Town Administrator, signed a MS-1 Extension Request. In addition, the BoS signed a revised MS-1 form. The resigning of this document was primarily necessitated due to a change in the reporting document used by the State of New Hampshire.

Selectmen Items – Other

1. The Visiting Nurses will be offering Flu Shots on Thursday, October 17, 2002 from 1:00pm to 3:00pm at the Town Hall. Mr. Sullivan will adjust the town sign to indicate same. The shots are free to Medicare and Medicaid participants and \$15 to all others.
2. Mr. Sullivan discussed the flowers and shrubs proposed to be planted near the "Welcome to North Hampton sign.
3. The BoS discussed North Hampton's upcoming Town (Annual) Report. The conversation included the names of several residents to be considered for the report dedication. It was agreed to continue with this thought process over the next few meetings.
4. Mr. Sullivan mentioned that a resident was offering to donate land to the town for the purpose of locating a communications tower on it. Ms. Landman suggested that we update the previous RFP and "let it out" again to tower companies that might have an interest in a tower to cover the Rte. 1-A area. The BoS requested that Mr. Hines follow-up on this matter and report back to the Board at his earliest possible convenience.
5. Mr. Robert Landman addressed the BoS in relation to the progress of his work relative to the Town's web site design. Mr. Landman explained that the Town's web designer is no longer available. Mr. Landman reviewed the Cable-Broadband Telecom Committee (CBT) meeting minutes, which he distributed to the BoS. The CBT reviewed several proposals from commercial web site designers and that the Committee recommended that another more interesting possibility was to use a web site content manager provided by Virtual Town Hall which has a discount available for NHMA member towns (which North Hampton is). He discussed the feasibility of contracting with Virtual Town Hall – a web hosting / development company specializing in municipal web sites. He explained that the fees associated with this product are:

One Time Fee – Starter Kit Development - \$395.00
Recurring Fees - \$995.00 per year, billed in advance
Additional Users - \$300.00 per year per user

The Board discussed the proposal from Virtual Town Hall and agreed that it appeared to meet the needs of North Hampton. Mr. Landman offered strong support of this product as well.

Mr. Hines made a motion to approve the Town Administrator to enter the Town into contract with Virtual Town Hall at the rates quoted and to secure three (3) user licenses for this product. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

Mr. Hines made a motion to cancel all contracts with Mr. Michael Brandt, the web developer who can no longer serve the community of North Hampton. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

Mr. Landman also discussed the Committee's efforts relative to expediting the rollout of broadband service to North Hampton. Dialogue centered on the current franchise agreement and the services AT&T should be providing North Hampton. Much discussion ensued about the current service level and the expectations the Town should have and require of AT&T. The BoS expressed its desire for Mr. Landman to continue to move forward in the Committee's efforts to enhance the Town's broadband services.

Mr. Hines made a motion authorizing Mr. Landman to meet with the Mr. Robert Ciandella, North Hampton's lawyer for CATV / Broadband Services franchise negotiations. Mr. Sullivan seconded the motion. The vote was unanimous and so moved.

Approval of Meeting Minutes

The BoS approved the following meeting minutes in their entirety:

- September 23, 2002 – open session
- September 23, 2002 – non-public session
- October 4, 2002 – open session
- October 4, 2002 – non-public session

Payroll and Manifest

The BoS reviewed and signed the payroll and manifest as provided. The BoS requested the Town Administrator to speak with the Fire Chief to determine why the fire departments overtime budget appeared higher than expected for the past week or two.

Questions and Comments

Mr. Bob Strout mentioned that the Recycling Center would have bulky items disposal on Saturday, October 19th, and asked that Mr. Sullivan announce this on the sign in front of the police station. Mr. Sullivan said he would put it up immediately after the announcement of the flu shots.

The new Town Office elevator shaft was being constructed and the elevator is scheduled for delivery November 30th.

The RFP for the Tennis Court repairs was being developed for work to be done in the Spring.

A Harvest Festival was announced to be held October 25th.

Selectmen's Minutes
15 October 2002
1:00pm

There being no further business to come before the Board Mr. Sullivan made a motion to adjourn. Mr. Hines seconded the motion. The vote was unanimous and so moved. Mr. Hines next made a motion to convene in non-public session under RSA 91-A:3 II (a) for the purpose of discussing personnel issues. Mr. Sullivan seconded the motion. The vote was unanimous and so moved. The public meeting adjourned at approximately 2:25pm and the Board convened in non-public session at the same time.

Respectfully,

Michael Pardue
Town Administrator