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**I. Call to Order:**

On May 27, 2003, the Chair, Allen Hines, called the public session of the North Hampton Board of Selectmen to order at 7:03 pm. in the Mary Herbert Conference Room. Those present included Jenifer Landman, Lloyd Sullivan (Selectmen) and Mike Pardue (Town Administrator) and members of the public. The Recording Secretary, NormaJean Fowler, was absent. Mrs. Landman offered to take minutes.

**II. Selectmen's Items:**

**a. Storm Water Plan Update – Building Inspector:**

Red (Richard) Mabey, North Hampton Building Inspector, referred to a town map to explain that North Hampton had 24 roads (which were the responsibility of the Town) and 5 roads (which were the responsibility of the State.) He presented a list of these roads and reduced copies of the town map for the Board. The Town must prepare a report on storm water run-off, mapping the town's culverts, drainage swells, etc. Mr. Sullivan asked about the costs to do this report. Mr. Mabey said that the report would be prepared by Bob Strout and himself, using professional services (as needed) by the Town's engineering firm on technical issues, as endangered species. The report would not have to be as extensive as some other communities' reports because North Hampton does not have a treatment facility. The report will include such things as schedules for cleaning out catch basins, street sweeping, etc. Mr. Mabey estimated that they would meet the July 30<sup>th</sup> required date for the Notice of Intent.

**b. Mr. Richard Goeselt – Chairman of the Municipal Planning Committee:**

At 7:08, Mr. Rich Goeselt addressed the Board with a prepared statement. He said that one year ago, the Municipal Planning Committee was formed and agreed that the first priority was to build a new Public Works building (off-site from the municipal complex), creating more parking, then to purchase land for the new library/conference center, building the library and then consolidating the Town Office services into one building (the current library). (It was later mentioned that the following projects would be to extend the fire station to allow for a taller/wider bay for the larger standard vehicles (ladder trucks, etc.) and the creation of a heritage museum in the "old town office".)

Mr. Goeselt reminded those present that the Budget Committee recommended the removal and construction of the PW building, and the town voted to fund the project by a 2/3<sup>rd</sup> margin (even though, it was later determined that the voting process was flawed and made the vote null and void.) The will of the people was that there was support to fund and construct a new PW building.

Mr. Goeselt stated that the Municipal Planning Committee did not direct him to speak before the BoS and did not vote on the suggestion he was about to make. As an individual citizen, not as the chair of the committee, he asked that the BoS consider holding a special vote as soon as it was feasible and legal, to allow the townspeople to vote on the new PW building again, however, with some changes to the warrant article. If the DRA approved a special ballot vote, he suggested that the funding for a PW building not be a bond, but funded from the undesignated fund balance, therefore saving approximately \$300,000 in interest over the life of a 30-year bond. Holding the vote before next March could avoid additional costs, as inflation, of approximately \$30,000. The building could be constructed at the Cherry Road Recycling Center or at another site found to be more suitable.

Mr. Hines stated, for the benefit of the audience, the needs for a new PW building and salt&sand shed to comply with OSHA and EPA requirements and to provide adequate shelter and repair site for the department trucks. Mr. Hines acknowledged that the abutters of the Cherry Road facility had expressed great concern regarding the construction of the new building at this site. He stated that he had spent a great

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deal of time researching alternate locations by walking sites, such as two locations given to the town by Mr. Joe Fitzgerald. Mr. Hines, and the building inspector, had determined that those sites were not suitable due to the wetland setbacks, accessibility to the property or cost to construct roads, etc. He had also investigated a property owned by the Hobbs Trust, which would be too costly for the town to buy and which did not have easements over the RR tracks. He mentioned also the old Ford garage on Route 1. The owner mentioned that he would sell the land and structures to the town for approx. \$2M, which was considered beyond our budget.

Mr. Hines mentioned “another property”, which might be suitable if the price was right, with existing buildings, space to build the new PW building and plenty of area for a town garden (where individuals would maintain and grow their own vegetables or flowers) and open space for passive recreation or town picnics.

Mr. Hines also mentioned the necessity for additional land for the new library and additional parking at the town complex. He reminded the audience that the town architect had projected the eventual Town Office space needs to be the same square footage as the current library, and it was in the design that the Town Office would again be consolidated into one space when the new library was constructed if approved by the Town.

Mr. Sullivan clarified the proposal for a special election. He also mentioned RSA 41:14-A, which was adopted by the Town and gave the BoS the authority to purchase land in behalf of the Town. The BoS would have to petition the DRA to allow a special election, there would be a public hearing, and the Planning Board and Conservation Commission would be consulted regarding a new proposed site.

**c. Request for Release of Landscape Bond – 14 Lafayette Road:**

The Planning Board and the Building Inspector recommended in writing that the BoS release the Landscape Bond, as the project was complete. At 7:31, Mr. Sullivan made the motion to release the bond, and the motion was seconded. Mrs. Landman inquired as to the amount of the bond and if it was to be released in its entirety or if 10% was to be retained until the landscaping had been established. No one knew the amount, as it was not written in the request, and the proposal was that the bond be totally released. The question was called. The vote was unanimous, 3-0.

**d. Carpeting and Lighting Discussion – Town Clerk/Town Collector Office:**

Mr. Sullivan gave a current status report on the interior renovations of the old town office. He suggested that the Board hold on the lighting bid award until the next BoS meeting, allowing the BoS and the Heritage Commission to review the proposed lighting fixtures. The cost was estimated to range between \$5240 (if we hired it out) or approximately \$5,880 (if we bought the fixtures and did the installation with volunteer labor.)

Mr. Sullivan showed a sample of the industrial-quality carpeting and read the bids for the carpeting and installation: Hi-Lo Carpeting @ \$3150 and Hampton Floor Covering @ \$2,785. Mr. Sullivan made the motion to accept the lower bid. Mrs. Landman seconded the motion. After a short discussion, the vote was taken 3-0 to award the contract to Hampton Floor Covering.

**e. Removal Bond Discussion – Crown Atlantic Company, LLC:**

Attorney Ciandella provided bond documents related to the Berry/Crown communications tower. Mr. Sullivan made the motion to accept the recommendation of Atty. Ciandella that the surety security bond be accepted at \$25,000. Mr. Hines seconded the motion. Mr. Pardue mentioned that Atty. Ciandella

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mentioned that the acceptance of the bond would very likely end the pending lawsuit. The motion passed 3-0.

f. Questions & Comments Related to Above Topics:

1. Ms. Laurel Pohl, a Cherry Road Recycling Center abutter, wanted to confirm that the BoS had received a package of research she had given to Mr. Pardue. Mrs. Landman said she had not seen any information from Ms. Pohl. Ms. Pohl gave copies to Mr. Pardue again at the meeting and asked that he distributed them to the selectmen. He said he would do so.
2. Dr. Judy Day, Planning Board member, wanted clarification on the guidelines/restrictions that the Town would have to follow when constructing a municipal building, such as 100-ft setbacks from wetlands, setbacks from abutters, etc. It was acknowledged that the Town had greater flexibility than a citizen, but that the BoS would bring projects before the Planning Board for its input.
3. Mr. Larry Miller, Budget Committee member, concurred that alternative sites for the PW building should be considered, and the BoS had the authority to bind the Town in real estate transactions, but that the funding would have to be approved at the ballot box and using the undesignated fund balance would, indeed, save the town money (avoiding interest expense).
4. Mr. Henry Fuller, speaking as an abutter to the Cherry Road facility, mentioned Kimball's Body shop as a possible site for the PW building. It already had garage bays available. A salt & sand shed would still have to be built. Mr. Hines asked Mr. Strout's opinion. Red Mabey and Bob Strout had looked at this location. There was only 1 large bay and the PWD needs room for 5. Smaller bays were okay for small vehicles. 9 acres at the site. It is in commercial and residential district. Mr. Hines mentioned that a negative aspect was that it would take this property off of the tax revenue and we would have the extra expense of demolishing some buildings. The location was at the end of town, which was less desirable than another site being somewhat centralized.
5. Mr. Homer Johnson, Budget Committee member, mentioned that if an alternative location was found for the Highway Department and recycling, the Cherry Road location could be converted to a much needed ball field.
6. The question arose as to how long the Cherry Road site had been used as a stump/brush dump. Mr. Strout and Ms. Pohl had some information on when it became a brush dump and when stumps were no longer allowed. Ms. Pohl mentioned that other items, considered hazardous waste now, were at one time dumped there.
7. Dr. Day mentioned that she was a member of the Municipal Planning Committee, as well as several others in attendance, and she wanted to again mention that it was the focus of the committee to try to address all of the community's needs.

**III. Administration/Business:**

a. Town Administrator's Report: (Text follows) 7:59 pm

1. In reviewing the various duties and responsibilities of staff members, I find that there is very little duplicative knowledge of how to perform co-workers duties in the event of absence. I believe that it is imperative, to a certain degree, that other staff members learn how to perform the basic duties of their co-workers. To that end, designated staff members are learning functions such as how to administer payroll,

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process insurance claims and address a request for welfare assistance. This is an on-going effort that proved very effective during the recent absence of the Administrative Assistant. A special note of appreciation is extended to Krystina and Denise for their "extra effort."

2. Interviews for the Recreation Supervisor position have been completed. The town received several responses from very qualified applicants. More discussion related to this matter is forthcoming in the personnel section of the non-public session this evening.

3. Tennis court renovation work is progressing very well – work is on schedule with a target completion date on or about June 15<sup>th</sup>. Wet weather has been a problem that has extended the anticipated completion date.

4. The Town web site continues to expand daily. We are receiving great comments from citizens and from other communities, too.

Comments from the selectmen include:

- (1) Concur with cross-training efforts.
- (2) Agree that comments have been very good regarding the web site.

**All Board and Commission Night:** Mr. Pardue has recommended and arranged an "All Board and Commission Night" to be held in the Town Hall or the school cafeteria. He has commitments from presenters representing the NHMA and DRA to present on June 17<sup>th</sup> from 7:00pm to 9:00pm (approximately.) The format may include a review of the duties, responsibilities and procedures of boards, committees and commissions serving in SB-2 communities. There will be a Q&A period and possibly a breakout session for further discussion. The selectmen want the microphones used in either case.

**Centennial Hall:** Ms. Landman discussed the Non-Exclusive Ground Lease between the Town of North Hampton and the Friends of Centennial Hall. She mentioned that the lease, dated September 19, 2000 and extended to a long-term (99 year lease) during the March 2001 Town Meeting, had some discrepancies that needed to be addressed. Ms. Landman asked Mr. Pardue to review the lease agreement and make appropriate effort to correct the noted deficiencies. Mr. Pardue stated he had received the documents related to this matter from Ms. Landman and would review them in an effort to correct the errors.

**Conservation Report:** Mr. Henry Mixter requested that his agenda item be postponed until the next BoS meeting. Mrs. Landman requested that Mr. Mixter update the Board on the progress of the cataloging of the town owned properties and conservation easement properties.

**Hostile Work Environment/Gender Discrimination Workshop:** Mrs. Landman asked Mr. Pardue for an update on the scheduling of a workshop. He said he was making the arrangements.

**Proposed Closing of the Rail Line:** Mrs. Landman asked that this topic be included on the next Board of Selectmen's agenda.

**Tax Collector Journal Entry:** Mr. Pardue advised that the Tax Collector required a motion to make an adjusting journal entry of \$189,263.38 for uncollectible taxes, equating to less than 1%. Mr. Sullivan made the motion, Mrs. Landman seconded. The vote was 3-0 in favor of the motion.

**MRI Contract for providing assistance to the Town Assessor:** Mr. Pardue advised that the Town Attorney, John Ryan, had reviewed the MRI contract and made a few small changes. MRI agreed to the

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changes and incorporated them into the contract. The Board had already approved the contract upon review of counsel, so no follow-up vote was required.

b. Approval of Minutes - May 12, 2003:

At 8:11pm, Mr. Sullivan moved that the minutes be approved as amended by Mrs. Landman; Mrs. Landman seconded; the vote was 3-0 in favor of the motion.

c. Payroll

d. Manifest

**III. Adjournment of Public Session and Motion for Non-Public Session**

Mr. Sullivan made the motion to temporarily adjourn open session and convene in non-public session under RSA 91:A: 3 II (a, e) for the purpose of discussing personnel/legal issues. Mrs. Landman seconded the motion. The vote was unanimous and so moved. Open session temporarily adjourned at 8:12pm.

At 9:00pm, after the close of non-public session, Mr. Sullivan made the motion to re-open the public session for purposes of voting on a personnel issue discussed in non-public session.

Mr. Sullivan made the motion to hire Ms. Bev David for the part-time Recreation Program Supervisor position. Ms. Landman seconded the motion. A brief discussion confirming that Ms. David understood that this position did not offer full-time employee benefits. Mr. Pardue said she understood. The vote was called and was unanimous.

Mr. Sullivan made the motion to adjourn open session; Mr. Hines seconded the motion. The vote was unanimous and so moved. Open session adjourned at 9:13pm.

Respectfully submitted,

Jenifer Landman, Selectwoman