

Board of Selectmen
Minutes of 06/28/04
Approved 7/12/04

I. Call to Order.

Chairman Don Gould called the meeting to order at 7:02 p.m. There were present Jon Rineman, Selectman, Emily Creighton, Selectwoman and Michael Pardue, Town Administrator. Mr. Pardue served as the Recording Secretary for this session.

II. Selectmen Items

A. Signing of Collective Bargaining Agreement between the Town and International Brotherhood of Teamsters (Local 633- Police and Public Works)

Present were Officer & Union Steward Josh Stokel and Chief of Police Brian Page. Mr. Gould cited that none of the three current Board members had been in office at the time this Agreement was negotiated. With that understanding, Chief Page provided an overview of the Agreement. Both Chief Page and Officer Stokel cited changes that had been made during negotiations. Chief Page stated that all management rights had been preserved. Chief Page and the Board engaged in general discussion related to the provisions of the Agreement.

MOTION/VOTE: Mr. Gould made a motion to accept the Collective Bargaining Agreement between the Town and the International Brotherhood of Teamsters (Local 633 – Police and Public Works) as written. Mr. Rineman seconded the motion. The vote was unanimous and so moved. 3-0.

B. School Funding Discussion – State Representatives Johnson and Gilbert Presenting

Mr. Gould welcomed Representative Johnson, thanking him for taking his time to meet with the Board. Mr. Gould advised those in attendance that Representative Gilbert was going to be arriving at approximately 7:30 pm as he had a prior commitment. Mr. Gould advised all in attendance that the purpose of having Mr. Johnson and Mr. Gilbert attend was to glean information relative to school (education) funding and in particular, SB 302.

Rogers Johnson provided the Board an overview of education funding in New Hampshire. He referenced aspects of SB 302, 608 and 717. He discussed “Receiver Towns” and “Donor Towns”, including funding formulas etc.

Mr. Gilbert arrived at 7:35 pm and joined in the discussion.

Mr. Gilbert added to the discussion of donor towns and receiver towns, offering his thought that this concept should be “done away with”.

Additional discussion continued in relation to the distribution of funds and the accountability of monies sent to “Receiver Towns”.

Mr. Gould summarized the discussion with Representatives Johnson and Gilbert, thanking them for their time and openness on this topic.

C. Response to Coalition Communities Questionnaire

The Board reviewed a questionnaire that had been received from The Coalition Communities. The questionnaire requested the Board respond indicating their desire, on behalf of the Town, to file legal action in response to the passage of SB 302 and further to indicate the Town’s commitment (or not) to provide funding assistance for the efforts of the Coalition.

The Board reached consensus that the Town is not in a financial position, at this time of the fiscal year, to contribute funding to the Coalition. Further, the Board expressed their desire to address SB 302 through legislation as opposed to litigation.

D. Bid Award – PWD Equipment, Roofing, Painting & Guardrail

Mr. Robert Strout, Road Agent advised the Board that he had thoroughly reviewed all the bids presented for the various projects, with the exception of the roofing of the Town Office. Mr. Strout advised that he was still reviewing this set of bids and was checking references of the two lowest roofing project bidders. Mr. Strout asked that the award of the roofing project be carried over to the next regularly scheduled meeting of the Board of Selectmen. Mr. Strout then made the following recommendations as related to the award of projects:

Painting Project:

F.A. Gray, Inc.
30-32 Daniel Street
Portsmouth, N.H.
Amt: \$5,595.00

MOTION/VOTE: Ms. Creighton made a motion to award the painting project to F.A. Gray, Inc. in accordance with the recommendation of Mr. Strout. Mr. Rineman seconded the motion. The vote was unanimous and so moved. 3-0.

Tractor Bucket Loader

James R. Rosencrantz & Sons, Inc.
Rt. 107
Kensington, N.H.
Amt: \$16,895.00

MOTION/VOTE: Mr. Rineman made a motion to award the Tractor Bucket Loader bid to F.A. Gray, Inc. in accordance with the recommendation of Mr. Strout. Ms. Creighton seconded the motion. The vote was unanimous and so moved. 3-0.

Guardrail Project – South Road

Deluca Fence Company, Inc.
Five Old Ferry Road
Rochester, N.Y.
Amt: \$13,180.00

MOTION/VOTE: Ms. Creighton made a motion to award the South Road Guardrail project to Deluca Fence Company, Inc. in accordance with the recommendation of Mr. Strout. Mr. Rineman seconded the motion. The vote was unanimous and so moved. 3-0.

“O” Turn Lawnmower

Sawtelle Brothers
65 Glenn Street
Lawrence, MA
Amt: \$5,900.00

MOTION/VOTE: Mr. Rineman made a motion to award the “O” Turn Lawnmower bid to Sawtelle Brothers in accordance with the recommendation of Mr. Strout. Ms. Creighton seconded the motion. The vote was unanimous and so moved. 3-0.

E. Update on Long Range Planning Committee Work Effort – Ms. Judy Day Presenting

Ms. Judy Day, Chairperson of the Long Range Planning Committee, provided the Board with a “Detailed Agenda and Activities” document. This document served to provide an overview of some of the goals and objectives of the Committee as well as their “Guiding Principals of Operation”. Ms. Day provided an overview of the Committee’s meeting held today, 6/28, and voiced her desire to hold another meeting on 6/29. Ms. Day spoke of the need to have a walking tour of existing Town facilities as soon as possible. Mr. Pardue advised Ms. Day that he would work to have department heads come together quickly so they could “show” the facilities their departments

currently utilize. He stated that he would also ask the department heads to begin to craft a vision statement in relation to staffing and facilities needs for years to come.

Ms. Day expressed concern that she had filed a Request for Information with the Town Office and had not received a reply to her request. Mr. Pardue advised he would review this situation with the appropriate staff members and notify Ms. Day of said findings.

Ms. Day advised that she and other committee members were desirous of materials related to the design of the Town offices located above the police department. Mr. Pardue advised he would secure as many documents as were available from the architect that had designed said offices. The architect, Dennis Mires, will be contacted for copies of all pertinent materials.

Ms. Day expressed frustration at the lack of clerical assistance available to volunteer groups such as the Long Range Planning Committee. Ms. Day cited that she spends 20-24 hours weekly working on minutes etc. related to her volunteer efforts. Mr. Pardue advised that there is simply no available assistance to be offered from the Town Office staff, as they are all “stretched very thin” due to very demanding workloads being experienced by the staff. Ms. Day suggested the Town consider hiring an individual(s) who would be responsible for the minutes of some of the volunteer groups and committees.

F. Board of Selectmen Meeting Procedures Discussion

Mr. Gould discussed the possibility that the Board could alter their meeting procedures to allow for a (if needed) Non–Public session in the middle of the meeting, immediately following “Selectmen Items” and preceding the “Administration/Business” portion of the meeting. The Board, should a non-public session be necessitated, would move to another location, allowing those citizens in attendance to be undisturbed. Following the non-public session, the Board would return to the original meeting area and move forward with their business. Mr. Gould explained that by way of this change, the public would not be disturbed and it would be clear that the Board would be returning to conduct additional business.

Following discussion amongst the Board members, it was the consensus of the Board to implement the format described by Mr. Gould in the hopes that citizens would further recognize the Board’s desire to be “open” during their business meetings.

G. Beach Cleaning / Restroom Maintenance 2004 Effort by State of New Hampshire

Mr. Pardue advised the Board that approximately 6 weeks prior, he had met with Johanna Lyons, Regional Manager for NH Parks and Recreation in relation to the State’s envisioned maintenance efforts for North Hampton Beach / Restrooms during

the 2004 summer season. Mr. Pardue reported the meeting was very productive and that Ms. Lyons had expressed the State's commitment to be diligent in the maintenance of said locations. Mr. Pardue presented the Board with Summary Meeting Minutes reflecting his meeting with Ms. Lyons (see below):

Summary Meeting Minutes

Meeting Attendees: Michael Pardue, Town Administrator
Town of North Hampton

Johanna Lyons, Regional Manager
NH Parks and Recreation
603-436-1552

Purpose of Meeting:

- Mr. Pardue requested meeting to discuss the State's plan for beach maintenance / restroom maintenance for the 2004 summer season at North Hampton Beach. This meeting was requested as a result of beachgoers complaints about the unkept condition of the beach and restrooms in 2003.
- Ms. Lyons acknowledged that the beach and restroom maintenance standards had declined during the 2003 summer season and pledged that 2004 would be met with much improvement. Ms. Lyons advised that certain restroom fixtures would be replaced and trash collection would be more frequent. Further, restroom supplies would be more closely monitored and re-supplied in accordance with need. Restroom hours for 2004 have been established to be 0800-1900 daily.
- A lifeguard will be on station daily from 1000-1800.
- Litter pick-up will be conducted throughout the day. Beachgoers are expected to handle their trash by packing out any materials they bring in. Trash receptacles will NOT be positioned on the beach so as to avoid spillage etc.
- Beach cleaning will continue to be performed by hand – the size of the beach and it's restricted access lanes do not allow for beach cleaning machinery to be used.
- Restrooms are scheduled to be open for the season commencing 6/12/04.
- Lifeguard service is scheduled to begin on or about 6/12/04.

H. Questions and Comments Related to Above Topic Areas

There were a few comments received related to the Board's revised meeting procedures, citing that the new procedures would require attendees to have to stay at the meetings longer if they wished to view the entire meeting.

None of the comments altered the Board's decision to try the new meeting format previously described.

III. Administrators/Business

A. Town Administrator's Report

Mr. Pardue provided the Board with a summary report as reflected below:

1. FD – Town's "regular" ambulance back-in-service 6/29
2. FD – New staffing positions have been hired – last of backgrounds being completed this week with all members on-board by mid-July
3. FD – Homeland Security Radio Inter-dependability Grant Award - Vehicle mounted digital radios have been received and installed – Portable digital radios to arrive in Fall 2004
4. FD – New ambulance expected to be in-service in mid August 2004
5. PWD – Tag-a-long sweeper being worked on today – in-service soon
6. PWD – Moving effort to Lafayette Rd. well underway – phone service to be transferred – should be seamless to the public
7. Assessing Dept. – All abatement applications have been processed with abatement checks scheduled to be generated this week

The need to have a Board of Selectmen representative appointed to the Heritage Commission was discussed. It was agreed by the Board that this was a much-needed position.

MOTION/VOTE: Mr. Rineman made the motion to appoint Ms. Emily Creighton to serve as the Board of Selectmen representative to the Heritage Commission. Mr. Gould seconded the motion. The vote was unanimous and so moved. 3-0.

B. Correspondence

NONE.

C. Approval of Minutes

June 14, 2004 Open Session

June 15, 2004 Open Session

MOTION/VOTE: Mr. Rineman made the motion to approve the meeting minutes of June 14, 2004. Ms. Creighton seconded the motion. The vote was unanimous and so moved. 3-0.

MOTION/VOTE: Mr. Gould made the motion to approve the meeting minutes of June 15, 2004. Ms. Creighton seconded the motion. The vote was 2-1* with Mr. Rineman abstaining.

***Mr. Rineman abstained, as he was not eligible to vote on this measure, as he was not in attendance for this June 15, 2004 meeting. Mr. Rineman had been on excused absence due to a professional commitment.**

D. Veteran Exemption

The Board reviewed and signed off on a Veteran Exemption.

E. Payroll

Payroll was reviewed and signed off on.

F. Manifest

The manifest was signed off on.

Other Business: The Board and Town Administrator discussed the possibility of future consolidations of Town functions, as well as the possibility of shared facilities and/or services with neighboring towns as a means of effecting more efficient Town government and easing the tax burden on our citizens. No action was taken.

IV. Adjournment

Being no further business to come before the Board, Mr. Rineman made a motion to adjourn at 9:40 p.m. Ms. Creighton seconded the motion. The vote was unanimous and so moved. 3-0.

Respectfully submitted,

Michael Pardue
Town Administrator