

Board of Selectmen  
Minutes of 10/25/04  
**Approved 11/22/04**

I. Call to Order.

Chairman Don Gould called the meeting to order at 7:00 p.m. There were present, Emily Creighton, Selectwoman, Jon Rineman, Selectman and Michael Pardue, Town Administrator. Mr. Pardue served as the Recording Secretary for this session.

II. Selectmen Items

A. Letter of Recognition – Officer M. Oliveira

Chief of Police Brian Page was present to publicly recognize Officer Oliveira for his recent work on two case investigations. Chief Page referenced two Letters of Recognition that he had received regarding Officer Oliveira's work. One letter was in relation to a "Harassment" investigation and the other was in relation to a rash of home burglaries occurring in a neighboring community. Chief Page advised the Board that Letters of Commendation related to these two case investigations would be forthcoming and placed in Officer Oliveira's personnel file.

The Board offered the appreciation and congratulations to Officer Oliveira, noting that just two weeks ago he had appeared before them to be recognized for his work related to the D.A.R.E. program.

B. Cedar Road Speed Limit Reduction Request

Chief Page recommended to the Board that the speed limit on Cedar Rd. be reduced to 25 m.p.h. His recommendation follows a citizen's petition requesting this action and further follows significant research related to the traffic patterns and speed of vehicles traveling Cedar Rd.

**Motion / Vote: Ms. Creighton made a motion to reduce the speed limit on Cedar Rd. to 25 m.p.h. Mr. Rineman seconded the motion. The vote was unanimous and so moved. 3-0.**

C. Atlantic Ave – designation of "Passing Lanes" / Road markings

Chief Page explained to the Board that the State of New Hampshire Department of Transportation had improperly "lined" Atlantic Ave., indicating "Passing Allowed" in areas that previously had been deemed "No Passing Zones". Chief Page advised the Board that he had researched the reasons related to this apparent mistake and found that the State of NH Marking Plans Template had not been updated from years past

when passing was allowed in the areas in question. Chief Page advised that several years ago, then Chief of Police Golden had been successful in having the areas in question lined as “No Passing”. Chief Page will be contacting the State of NH DOT, both by phone and in writing, asking that the “No Passing” markings be reflected immediately. Chief Page will also offer a draft letter that the Board can adopt and issue so as to indicate their desire to see the lane-marking mistake corrected.

#### D. Vision Appraisal Technologies

Present to represent Vision Appraisal Technologies was Mr. Ken Rogers.

Mr. Gould provided those in attendance an overview of the Assessment Recertification process performed by Vision last year in North Hampton. Mr. Gould stated that Mr. Rogers was asked to attend this evening’s meeting due to some citizen concerns expressed related to the assessed value of some commercial properties.

Mr. Rogers explained the approach and methodology related to the assessment process. He spoke of the sales analysis model used by Vision and how sale comparables are analyzed to determine “values”. He further discussed income / expense models and their benefit to fair and accurate assessments. The Board asked a few questions of Mr. Rogers that aided in further understanding regional trends related to the assessment process and related outcomes.

Mr. Rogers concluded by urging that the Town assessor perform a sales analysis on an annual basis and make appropriate adjustments as needed, based on the data derived from the analysis. He felt this would aid in ensuring that the assessment data remains current.

The Board thanked Mr. Rogers for his time and presentation.

#### E. Municipal Fire Alarm System

\*Before beginning his discussion about the municipal fire alarm system, Chief Lambert referenced a recent editorial appearing in a local newspaper as written by a citizen of North Hampton. The editorial referenced by the Chief related to a political sign located on private property across the street from the fire station on Atlantic Ave. The sign indicated (Fire Fighters International) union support for presidential candidate John Kerry. The editorial denounced the local fire fighters, referring to them as “thugs” amongst other things. Chief Lambert pointed out that the same rights afforded and exercised by the writer(s) of the editorial allow the local fire fighters the right to express their support for a particular political candidate.

The Board expressed their dissatisfaction and dismay that anyone would refer to North Hampton’s fire fighters as “thugs”, while acknowledging that municipal employees do have a right to express themselves and in this case, their support for a political

candidate. The Board also recognized that the sign referenced in the editorial is displayed on private property with the apparent consent of the property owner.

Fire Alarm System - Chief Lambert reminded the Board of his prior discussion with them as related to the municipal fire alarm system. The Chief advised that since his last meeting with the Board, he has been in contact with the Local Government Center (LGC) Legal Department to inquire as to the Town's liability exposure when considering the functionality and monitoring of said system.

The Chief advised the Board that if there is an expectation by subscribers that the system is monitored on a 24/7 basis, the exposure is HIGH.

If the subscribers are paying for the service, the exposure is VERY HIGH.

If the subscriber understands that the system is not monitored and sign-off acknowledging this fact and they receive the service for free, the exposure is LOW.

The Chief reminded the Board that the equipment is "aged" and in need of repair and / or replacement if the service is to continue. He further reminded the Board that the service is provided to thirty (30) subscribers. Chief Lambert estimated the need to expend \$5,000 - \$20,000 now to upgrade the system should the service be deemed appropriate to continue.

Mr. Gould summarized the Chief's comments. Mr. Gould stated that based on the information provided, the Chief should discontinue the service following proper and sufficient notice to the current subscribers.

Ms. Creighton stated that she was very concerned with the liability exposure associated with the system.

Mr. Rineman stated that paying for an alarm service is a part of doing business and that he too was concerned with the liability exposure and the expense associated with keeping a system working for the benefit of a few.

**Motion / Vote: Mr. Rineman made a motion to notify the municipal fire alarm subscribers that effective January 1, 2005 the Town will no longer offer or support this service. Ms. Creighton seconded the motion. The vote was unanimous and so moved. 3-0.**

#### F. Town Hall Refurbishment Discussion

Ms. Jane Palmer, a member of the Municipal Facilities Advisory Subcommittee was present to discuss this topic. Members of the Recreation Committee and Ms. Diane Wheeler, Recreation Program Coordinator accompanied her, as did Ms. Judy Day of the MFAS.

Ms. Palmer expressed a desire to have the Old Town Hall used to house the recreation department and that the building be further used as a community center. Those attending with Ms. Palmer echoed her ideas.

Ms. Palmer voiced that the Old Town Hall was in dire need of a “good cleaning” and that paint and carpet would go a long way in improving its appearance. She stated that there was an effort underway to obtain pricing for carpeting, new appliances, tile flooring etc. She further stated that she believes there to be grant funds available for some of these efforts and that she and Ms. Wheeler are pursuing possibility.

Mr. Gould spoke of a conversation he had recently had with Mr. Pardue, Town Administrator in which Mr. Pardue expressed that the Town could pay for the initial cleaning but that on-going weekly cleaning would have to be budgeted.

There was discussion related to the types of programs that the facility could host.

Seth Hickey spoke of the Recreation Commission’s vision to eventually have the recreation department become self-supporting (funded).

Mr. Gould asked Mr. Pardue for his comments on this concept. Mr. Pardue stated that he supported the Recreation Department locating to the Old Town Hall and that he felt to have a community center is very important. However, he felt it important to stress that there needs to be funds budgeted for this effort. He cited that there are no funds for weekly cleaning, equipment, furnishings or general maintenance. He also reminded all that the building is not yet considered “Accessibility Compliant” but that efforts to meet these requirements are underway.

Mr. Gould stated that he felt it most important to have a structural engineering study performed before moving forward while considering this concept. Mr. Pardue advised the Board that the study had been “ordered” and that he was awaiting a contract from the engineering firm solicited for this effort.

Mr. Rineman, on behalf of the Board expressed his appreciation for the great work effort demonstrated by Ms. Wheeler. He cited that she, Wheeler, took on the department during a difficult time and has performed “gushing work” and is to be commended. Those in attendance expressed their appreciation for Ms. Wheeler’s fine work.

Ms. Creighton inquired of the Committee as to whether the Old Town Hall would remain available to local organizations for their use, i.e., Old Home Day Breakfast etc. Ms. Creighton also asked if the facility would remain available as a polling place for future elections. The committee representatives responded that the building would be available on a reservation basis.

#### G. Country Club Estates

Mr. Gerry Billadeau was not in attendance. Mr. Pardue distributed a letter written by Mr. Billadeau in which he is seeking improvements to the housing development in which he resides. Road Agent Bob Strout provided the Board with an overview of his discussions with Mr. Billadeau and of his, Strout's, work to improve the entrance to Country Club Estates.

Mr. Strout expressed to the Board that he does not feel the improvements referenced in Mr. Billadeau's letter should be a Town matter. Mr. Strout reasoned that if the Town takes extraordinary steps to improve a particular neighborhood, other neighborhoods would expect the same.

This matter was tabled to a time convenient for Mr. Billadeau to attend to speak to his requests.

#### H. Appointment to Conservation Commission

**Motion / Vote: Ms. Creighton made a motion to appoint Mr. Lee Brooks to the Conservation Commission as a full member. Mr. Rineman seconded the motion. The vote was unanimous and so moved. 3-0.**

#### I. 205 Lafayette Rd. Discussion

Mr. Gould advised that the Town is awaiting the results of a recently conducted environmental study. He also advised that there was a recent site walk of a property owned by the Town located on Cedar Rd. This walk took place on Friday, October 22<sup>nd</sup> and was attended by Mr. Gould, Road Agent Strout, CEO Mabey and members of the MFAC.

The Board engaged in general discussion related to a future site for the PWD facility.

The Board asked that a Board of Selectmen meeting be posted for 10:00 a.m. on 11/01/04 during which a non-public session could occur for the purpose of discussing the sale and acquisition of real estate.

#### J. Records Management Retention

Mr. Gould spoke of the need to begin to plan for reviewing the retention of Town records and how best to manage the records that must be retained. General discussion ensued as to the types of technology being utilized to house records in other municipal settings. The Board discussed the importance of forming a committee for this effort, citing that this process would require research to determine the "best practices" to be employed in this effort.

#### K. Release of Bond

The Board reviewed a letter forwarded to them by Planning Board Chair Phillip Wilson in which Mr. Wilson cites the Planning Board's recommendation that the Board of Selectmen "release the remaining bond amount of \$2,500 ...." as related to the Performance Bond for Seacoast Indoor Tennis Club.

**Motion / Vote: Ms. Creighton made a motion to accept the recommendation of the Planning Board for the release of the remaining bond amount of \$2,500 as related to the performance bond for the Seacoast Indoor Tennis Club. Mr. Rineman seconded the motion. The vote was unanimous and so moved. 3-0.**

#### L. Questions and Comments Related to Above Topic Areas

None.

#### III. Non-Public Session RSA 91-A:3 II (a)

Mr. Pardue advised the Board that there was no information to discuss with them that would meet the requirements of a non-public session at this time. The Board did not participate in a non-public session.

#### IV. Administrators/Business

##### A. Town Administrator's Report

Mr. Pardue advised the Board that there was no new administrative business to share with them at this time.

##### B. Correspondence

NONE.

##### C. Approval of Minutes

October 12, 2004 – Public Session

The Board discussed the need to incorporate added information from the Report of the Solid Waste Committee in to their October 12<sup>th</sup> meeting minutes. Mr. Pardue advised that he could simply import the narrative section of said report into the Board's meeting minutes. The Board agreed with this suggestion and asked that this action be taken.

**Motion / Vote: Mr. Rineman made a motion to accept the meeting minutes of 10/12/04 as amended. Ms. Creighton seconded the motion. The vote was unanimous and so moved. 3-0.**

#### D. Municipal Resources Assessing Services Agreement

The Board signed a short-term contract with Municipal Resources Inc. (MRI). The contract allows for MRI to provide assessing services to the Town during Assessor Promer's excused absence.

#### E. Manifest

The Board reviewed and signed off on the manifest.

#### F. Payroll

The Board reviewed and signed off on payroll forms.

#### G. Other Business

Mr. Rineman advised the Board that the members of the C.A.T.V. committee are scheduled to meet on 10/26/04 to discuss the equipment and funds needed in order to have live broadcasts of Town meetings. Mr. Rineman inquired of Mr. Pardue about the availability of C.A.T.V. franchise fees etc.

Mr. Pardue advised that currently, franchise fees derived from cable providers are deposited in the Town's general fund. Mr. Pardue suggested that it might be appropriate for the Town to consider establishing a technology fund that would allow for franchise fees to be directed to, and expended from, an account of this nature for the purpose of purchasing and maintaining equipment that would allow for local origination programming and broadcasts.

Mr. Gould discussed the idea of a utility shed for the cemetery, stating that he would obtain more information on this item.

#### IV. Adjournment

Being no further business to come before the Board, Mr. Rineman made a motion to adjourn at 8:59 p.m. Ms. Creighton seconded the motion. The vote was unanimous and so moved. 3-0.

Respectfully submitted,

Michael Pardue  
Town Administrator