

Board of Selectmen
Minutes of 02/28/05
Approved 3/14/05

I. Call to Order

Chairman Don Gould called the meeting to order at 7:05 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. Traffic Planning Issues – Mr. Bob Landman

Mr. Landman read aloud the Seacoast Long Range Transportation Plan letter overview. He continued by describing the timeline associated with the Plan, moving from a global view to a narrowed, ten (10) year plan for North Hampton. He discussed two plans currently under consideration for North Hampton.

- Realignment of North Road
- Bike / Pedestrian path – Rt. 151 – Post Road

Mr. Landman stated that the North Road project is estimated to be very expensive, upwards of 6 million dollars. Mr. Landman provided those in attendance an historical overview of the North Road project, citing its potential benefits.

Mr. Landman suggested to the Board that they vote to keep the North Road project on the “wish list” as it is a very important project for the Town as related to traffic flow and safety. Mr. Landman further suggested that this particular project could receive substantial funding assistance as it draws closer to consideration. Mr. Landman continued by stating that the Board’s action to keep this project under consideration in no way creates a financial commitment by the Town.

Motion / Vote: Mr. Gould made a motion, to request that the Seacoast MPO continue to keep the North Road realignment and signalization project under consideration and to further authorize the Town Administrator to notify the Seacoast MPO of such request. Ms. Creighton seconded the motion. The vote was unanimous. 3-0.

Mr. Landman next provided an historical overview of the bicycle / pedestrian project planned along Rt. 151 – Post Road in North Hampton. Mr. Landman further suggested the Board support this project’s continued consideration by the Seacoast MPO.

Motion / Vote: Mr. Gould made a motion, to request that the Seacoast MPO continue to keep the bicycle / pedestrian path project under consideration and to

further authorize the Town Administrator to notify the Seacoast MPO of such request. Mr. Rineman seconded the motion. The vote was unanimous. 3-0.

Mr. Landman then discussed his desire to see the Town continue to pursue requesting that the State delete all "passing zones" in North Hampton. Mr. Landman suggested the Board again write to the State to make such a request, acknowledging the great amount of work prior on this effort by the Chief of Police and others.

B. Appointments to the Heritage Commission

Ms. Jenifer Landman, Chair of the Heritage Commission was present and asked the Board to consider appointments / reappointments to the Heritage Commission as the Commission has recently been unable to meet due to recent Commission resignations, resulting in the lack of a quorum.

The Board agreed to move forward with the request of Ms. Landman.

Ms. Landman advised that the Heritage Commission technically falls under the Planning Board and that the recommendations she was making for appointment / reappointment had been previously approved by the Planning Board. The Board of Selectmen acknowledged their understanding of this procedural point.

Ms. Landman asked the Board to consider the following:

The appointment of Jane Currivan to the Heritage Commission as a full member, filling the vacancy created by the recent resignation of Mr. Bob Southworth. Ms. Currivan's term would expire 4/2007.

Motion / Vote: Mr. Rineman made a motion to appoint Ms. Jane Currivan to the Heritage Commission to serve as a full member. This term is to expire 4/2007. Ms. Creighton seconded the motion. The vote was unanimous. 3-0.

- The reappointment of Ms. Carolyn Brooks, to the Heritage Commission, as a full member. This term to expire 4/2008.
- The reappointment of Ms. Jenifer Landman, to the Heritage Commission, as a full member. This term to expire 4/2008.
- The reappointment of Ms. Ruth Donais, to the Heritage Commission, as an alternate member. This term to expire 4/2006.

Motion / Vote: Ms. Creighton made a motion to appoint Ms. J. Currivan, Ms. J. Landman and Ms. R. Donais to the Heritage Commission as requested by Ms. Landman. Mr. Rineman seconded the motion. The vote was unanimous. 3-0.

C. Beach Stickers – Quantity and Pricing for 2005 Summer Season

The Board and Mr. Pardue discussed the quantity and pricing of beach parking stickers for the upcoming 2005 summer season. The Board asked Mr. Pardue to gather additional information relative to the number of stickers sold in prior years and the revenue generated to the Town for such sales and to offer this information at the next Board meeting. This topic will appear on the Board's 3/14/05 meeting agenda for additional discussion.

D. Abeniqui Carriers / P.S. Marston Company Landscaping Bond Performance Approval

The Board reviewed a letter from Mr. Phil Wilson, Chair of the Planning Board recommending said firm in the amount of \$3,340.75 post a landscape bond. Mr. Marston was present and discussed the posting of a surety bond for such purpose. The Board agreed with this approach. Mr. Marston to coordinate this effort through the Planning and Zoning Administrator, Krystina Arrain.

Motion / Vote: Mr. Rineman made a motion to accept the recommendation of the Planning Board for a landscape performance guarantee by Abeniqui Carriers / P.S. Marston Company in the form of a surety bond. Ms. Creighton seconded the motion. The vote was unanimous. 3-0.

E. Discussion on Tutorial Re: Residential vs. Commercial Property Assessing Practices

Mr. Gould advised the Board that he had received a request from the North Hampton Business Association to appear before them to discuss the topic of commercial vs. residential assessment processes etc.

Mr. Gould asked Mr. Pardue to contact the Town's Assessor, Scott Marsh, in an effort to gather information related to the formulas used in commercial property assessing as opposed to residential property assessing.

Mr. Gould also asked that Mr. Marsh provide him (Gould) with an overview of the revaluation process, citing the frequency requirements etc. He also requests that Mr. Marsh provide him with an overview of the work being performed annually toward the overall assessment certification / revaluation effort.

F. Status / Plans for Circulating & Mailing of Proposed Letter to Voters re: Budgets and Warrant Articles

The Board reviewed the proposed draft letter to be mailed to voters by the Board prior to the March 8th Town vote.

Motion / Vote: Ms. Creighton made a motion to disseminate to all North Hampton postal patrons, via USPS, the Board's letter and to expend the funds necessary

for the copying and postage related to such effort. Mr. Rineman seconded the motion. The vote was unanimous. 3-0.

G. Questions & Comments Related to Above Topics

Mr. Phil Wilson inquired as to if there existed a budget line in the Board's budget for such efforts as mailings and communication with the citizenry. He further suggested the Town work with the publishers of the Town Newsletter so that the newsletter is published at a time closer to the March vote, thus reducing the need to mail additional materials that are costly to mail.

Mr. Rineman introduced discussion related to the Plan NH project, citing recent discussions on this topic by the Planning Board and related budgetary concerns cited by the Board of Selectmen.

General discussion ensued related to the formulation of the Planning Board's annual budget.

Mr. Wilson expressed some concerns relative to possible "under budgeting" of the Planning Board's budget as related to abutter notifications, legal postings and meeting notices. However, he did acknowledge that many of these efforts are difficult to predict and that he had agreed to the final figures presented in the FY 2005 – 2006 budget submitted by the Planning Board to the Board of Selectmen.

More discussion ensued related to budget development, the generation of fees and the use of escrow accounts in Planning Board efforts.

Mr. Gould discussed the proposed Plan NH project and the costs associated with such an effort. Mr. Gould cited that he envisioned the costs for the Plan NH project might rise as high as \$10,000 – \$12,000 and that the Town simply could not afford such a fee at this time.

Mr. Wilson stated that he did not share the same costs concerns, believing the fee for this effort would be substantially less than \$10,000.

Ms. Creighton questioned how much work the Plan NH team could be expected to accomplish from noon on Friday through Saturday afternoon.

Mr. Wilson stated that he was confident that much work could be accomplished in this timeframe, depending upon the quality and skills of the facilitator.

Additional discussion continued for a while.

III. Administration/Business

A. Town Administrator's Report

1. PWD – Great amount of sand & salt usage – more has been ordered
2. PWD – Dump stickers to be ordered this week
3. FD – Have made Conditional Offer of Employment to fill firefighter vacancy
4. TA – Town Report printed and available at office
5. TA – Quote received for computer servers – review and discussion underway in effort to prioritize immediate need / fix
6. TA – Ergonomic review by PRIMEX finds need for new, ergonomically correct, keyboard / mouse arms – new ergonomically correct “prototype” installed at one workstation for testing
7. TA – TA and AA meeting 3/1 with health insurance benefit broker for quote on health insurance – weather permitting

B. Correspondence

Mr. Pardue distributed copies of a note of appreciation received from the Town of Newington Fire and Rescue Department thanking the North Hampton Fire Department for their assistance following the recent death of Newington Fire Lieutenant Christopher DeWolf.

The Board expressed their appreciation of the letter and for the support the North Hampton Fire Department provided the Newington Fire and Rescue Department during their time of need. The Board further expressed their condolences to the DeWolf family.

Mr. Pardue provided the Board with a copy of a letter authored by Mr. Robert Southworth in regard to the construction of a sidewalk from the North Hampton School to the Town Library.

Mr. Gould advised the Board that he had received the letter personally from Mr. Southworth while he, Gould, was vacationing in Florida and had occasion to visit with Mr. and Mrs. Southworth.

The Board took the letter under advisement at this time.

C. Property Tax Abatement Request

The Board reviewed and signed off on two property tax abatement requests as recommended by the Town Assessor.

D. Approval of Minutes

February 14, 2005 – Open Session

February 14, 2005 – Non-Public Session

As not all Board members had had sufficient opportunity to read the draft minutes of their meeting of February 14, 2005, these minutes will be addressed at the Board's meeting of 3/14/05.

E. Payroll

The Board reviewed and signed off on payroll forms.

F. Manifest

The Board reviewed and signed off on manifest forms.

G. Other Business

The Board discussed the (BOS) staffing of the voting polls on March 8th. Mr. Pardue advised that he had, as requested by Mr. Gould, contacted the LGC to determine if the Board members (Gould & Creighton) who are candidates for office, could also work at the polling place in North Hampton. Mr. Pardue advised that the LGC legal department had advised that yes, they could work the polls but that they could not actively campaign. The LGC stated to Mr. Pardue that this scenario did not, in their opinion, create a legal issue as both Mr. Gould and Ms. Creighton were running unopposed for office.

The Board discussed a document they received regarding Education Finance Reform. It was agreed each of the members would review said document and offer future comment.

IV. Adjournment

Being no further business to come before the Board, Mr. Rineman made a motion to adjourn at 9:45 p.m. Ms. Creighton seconded the motion. The vote was unanimous and so moved. 3-0.

Respectfully submitted,

Michael Pardue
Town Administrator