

Board of Selectmen  
Minutes of 06/27/05  
**Approved 7/11/05**

**I. Call to Order**

Chairman Don Gould called the meeting to order at 7:04 p.m. There were present, Jon Rineman, Selectman and Michael Pardue, Town Administrator. Mr. Pardue served as the Recording Secretary for this session. Ms. Creighton was excused due to a prior professional commitment.

**II. Selectmen Items**

**A. Town Ambulance Fee Policy Discussion**

Mr. Gould provided a historical overview of the previous discussions held by the Board on this particular topic. Mr. Gould and Mr. Rineman agreed that Selectwoman Creighton should be present for any discussion by the Board that would lead to a policy decision on this topic.

Mr. Gould stated that he felt it appropriate that he and Mr. Rineman state their respective positions on this topic so that if there are citizens with opposing viewpoints, they might attend the next Board meeting when a policy is likely to be discussed further and possibly adopted.

Mr. Gould stated that it is his opinion that the Board should adopt a “zero tolerance policy”, causing all ambulance service recipients to pay for services received unless the recipient qualifies for a “hardship” situation. Mr. Gould summarized that collection of user fees equates to several thousand dollars annually and that all recipients should be expected to pay for the services they receive. He further discussed the inequity associated with some service users paying, while others simply ignore the Town’s invoicing efforts.

Mr. Rineman stated that he basically agreed with Mr. Gould. Mr. Rineman cited sections of the proposed policy that would aid or excuse those that met the criteria of a “hardship” case.

Mr. Rineman cited the importance of having a policy that would send a non-payer, that has the financial means to pay, to a collection agency.

Mr. Rineman made some inquiries of Chief Lambert and offered some revised language for certain sections of the draft policy.

Mr. Gould reiterated his belief that a policy on the collection of fees for ambulance services is of interest to some citizens. He stressed his hope that by him and Mr. Rineman stating their positions on the subject tonight, citizens with opposing viewpoints will communicate such to the Board prior to the next meeting.

#### B. Fire Lieutenant B. Cabot Trott – Probationary Period Successfully Completed

Fire Chief Tom Lambert advised the Board of the basis for his recommendation to move Lt. Trott from a probationary status to a permanent status.

**Motion / Vote: Mr. Rineman made a motion to promote B. Cabot Trott to full-time Fire Lieutenant based on the successful completion of his probationary period and the recommendation of Chief Lambert. Mr. Gould seconded the motion. The vote was unanimous and so moved. 2-0.**

Mr. Rineman asked Chief Lambert if the fire department was having to respond more frequently to Hampton due to Hampton's reduced fire department members. Chief Lambert explained that the situation remains fairly balanced and that he is closely monitoring the situation.

At this time, Chief Lambert introduced newly hired firefighter Robin Weeks to the Board and brought forward Lt. Trott. The Board welcomed Firefighter Weeks and congratulated Lt. Trott.

At this time, Mr. Gould advised those in attendance that the Town had just today been notified that it is to be awarded a grant of 1.5 million dollars to be used for environmental protection efforts. The award was championed by Senator Judd Gregg.

#### C. Mosquito Control Commission – Discussion of Mosquito Control Efforts

Mr. Gould cited that the Town office has been inundated with telephone calls from residents citing unacceptable mosquito behavior.

Par Moreinis Dodge, Chair of the Mosquito Commission, provided an overview of all of the activity of the Commission in their efforts to impact the mosquito activity. Ms. Dodge emphasized that the mosquito control service provider is performing larviciding efforts and not adulticiding as has been done in the two prior years.

Ms. Sarah MacGregor, Dragon Mosquito Control, provided additional information on the efforts to control mosquitoes in North Hampton. She cited the need to begin control efforts around April 1<sup>st</sup> of each year. Mr. Pardue advised that the Town's fiscal year begins July 1<sup>st</sup> of each year, thus funding is not typically available until such time. Discussion ensued regarding the encumbering of funds etc.

Ms. MacGregor reviewed “dipping” an “trapping” processes. Ms. MacGregor advised the majority of citizens complaints she has received this year originated in the Boutillier Lane area.

Ms. MacGregor advised that the Town is NOT experiencing an increased mosquito population due to the lack of adulticiding, concluding that had the Town adulticided, a significant decline in the mosquito population was unlikely.

Mr. Gould asked if there was anything significant the Town could do to aid in the mosquito control effort. Ms. MacGregor advised, “start control work sooner in the year”.

Mr. Peck, a member of the Mosquito Control Commission, advised that the work of the Commission was now displayed on the Town website.

Mr. Peck reviewed the data generated by the Commission to date.

Mr. Rineman asked if the website identifies the name of a contact on the Commission should a citizen wish to express a concern about mosquitoes. Ms. Dodge advised that she would send Mr. Pardue the name and contact number of a Commission member the Town staff can refer callers to.

Ms. Dodge stated the Commissions interest in sending out a RFP for mosquito control services in late September or early October. Mr. Pardue advised he would be pleased to assist with this effort and was glad to hear of the desire to send out the RFP early in the budget effort.

Ms. Dodge stated that the Commission was interested in researching the benefits associated controlling mosquitoes through aerial spraying efforts. The Board, in conjunction with the Mosquito Commission, will discuss this topic at a future meeting.

#### D. Sidewalk Kids Project – Ms. Joan Breen & Students

Miss Louise Breen reviewed the sidewalk effort and the work that the students have done in preparing the Transportation Enhancement grant request.

Miss Breen explained that that the students have been working diligently on the grant application, having met with Mr. Pardue, Mr. Walker of the Rockingham Planning Commission and Road Agent Strout.

Mrs. Joan Breen and the students present stated that Mr. Walker has reminded them that a portion of the grant application requires the Town commit to pay 20% of the project (grant) total. They cited that Mr. Walker recommended that the 20% commitment be made by the Board endorsing a warrant article for this effort, the Article to be presented on the March 2006 ballot.

Mr. Gould stated that he recalls the Board previously endorsing this project, conditional on voters approving the 20% funding.

Mr. Gould also spoke of the initial cost of the sidewalk being the first step, followed by the need to maintain the walk and address snow removal through the use of appropriate equipment. He stated that communities responsible for removing snow from municipal sidewalks are often faced with the need to purchase costly sidewalk plows (\$70,000 +/-) and the cost of staff to handle this added chore.

General discussion ensued with the Board deciding it most important to address this matter at its July 11<sup>th</sup> meeting when all three selectmen are present.

#### E. Recreation Department Activities Update

Mr. Pardue advised the Board that Diane Wheeler has accepted the position of part-time Recreation Director. The Board congratulated Diane and thanked her for her many months of service to the Town while serving as the Interim Recreation Director.

Ms. Wheeler publicly thanked the highway department staff for their work and great assistance to the Recreation Department.

Ms. Wheeler advised the Board that the new playground at Dearborn Park will be completed during the week of July 4<sup>th</sup>.

Ms. Wheeler then provided the Board with an overview of the many programs being offered by the Recreation Department. She also summarized the summer camp program, stating that enrollment stood at 159 campers at this time.

#### F. Combining of Town Clerk / Tax Collector Positions Upon Retirement of Incumbents

Mr. Pardue advised the Board that he had performed considerable research on this topic as the Board had requested. Mr. Pardue stated that he had an extensive conversation with Paul Sanderson of the LGC legal department. Mr. Pardue further advised that he will be contacting other communities that have successfully / unsuccessfully worked toward this effort to learn from their successes and mistakes.

Mr. Pardue will bring his findings to the Board within the next few meetings.

#### G. Review of Board of Selectmen's Statement of Position Re: Siting of Personal Wireless Facilities

The Board reiterated their position as cited in their meeting of June 17, 2005. Mr. Pardue presented the Board with a document related to the foreclosure of the Morton property on Woodland Rd. This is a property under consideration by GridCom for the construction of a cell tower.

## H. Questions & Comments Related to Above Topics

None.

### III. Administration/Business

1. REC – The new playground at Dearborn Park is nearing completion and it looks great. Many thanks to the Recreation Dept. and the Town Highway staff.
2. REC – 130 summer camp attendees have signed up to date – expecting several more registrants
3. PWD – Bob Strout on vacation. Romeo on medical leave. Jeff Barnes is serving as supervisor this week.
4. PWD – Mowing and tree limb removal underway. Line painting scheduled.
5. FD – Calls for service showing sharp increase. Increase is related to nature and severity of calls – third member on shift has been a tremendous asset
6. FD – Conditional offer has been made to fill remaining FF position. Background screening underway
7. FD – Instituting new highway safety program designed to provide improved scene protection. Training effort in this topic area has been completed – was offered by PRIMEX – our W/C carrier
8. PD – mechanical repair frequency & costs are on increase for police cruisers
9. PD – Conditional offers have been made for two new police officer positions. Backgrounds are underway
10. CEO – Has been asked to increase enforcement of code violations. Reduced staffing levels have caused the CEO to be bound to the office the last several weeks – he has been authorized to bring-in our contract CEO to assist in any manner necessary to allow him to address enforcement / compliance issues
11. CEO – Working with engineer to determine the need repairs and modifications needed to Old Town Hall building
12. TA – New electronic lock being installed on the outside lobby door that will allow for 24/7 access to the mailboxes by Board and Commission members as was previously agreed
13. TA – AA is closing the books at the end of this week / early next week
14. TA – Old accounting software will be replaced on or about 7/6/05.

15. TA – Department Heads are drafting warrant articles for 2006 – 2007 budget effort. They are also working on six-year CIP and drafting a three-year “business plan” that has components of: Vision / Mission, Organizational Structure / Administration / Staffing / Service Deliverables / Financials
16. TA – Compiling contracted services information as BOS requested
17. TA – Administrative Secretary position soon to be filled. Restructuring will allow for the hiring of a professional minutes taker, affording the Administrative Secretary to fulfill the 40 plus hours needed in the office working on PB, ZBA and Building Department matters.
18. AA – Attending PRIMEX training entitled: Measuring Risks – Payroll Audits on 7/19/05
19. TA/AA – Attending PRIMEX training entitled: Financial Integrity: protecting and Safeguarding Local Treasuries on July 19<sup>th</sup>
20. Investment policy is on the top of the list of next things to do
21. TA – Sexual Harassment Training scheduled for 7/12 and/or 7/20 – announcement to follow

#### B. Correspondence

None.

#### C. Board of Library Trustees – 12 Equal Payments Disbursement Request

**Motion / Vote: Mr. Rineman made a motion to pay the library 1/12 monthly of their budgeted allocation for FY 2005-2006 beginning July 1, 2005. Mr. Gould seconded the motion. The vote was unanimous and so moved. 2-0.**

#### D. Acceptance of “Report of Collector’s Execution of Real Estate Tax Lien”

**Mr. Rineman made a motion to accept the Report of Collector’s Execution of Real Estate Tax Lien” and to allow for a general journal entry indicating same. Mr. Gould seconded the motion. The vote was unanimous and so moved. 2-0.**

#### E. Property Tax Abatement Applications

The Board reviewed and approved two property tax abatement applications as recommended by the Assessor.

#### F. Veteran Tax Credit

The Board reviewed and approved a Veteran Tax Credit as recommended by the Assessor.

#### G. Elderly Exemption

The Board reviewed documents related to an elderly exemption tax credit application. The Board requested Mr. Pardue gather additional information from the Assessor and bring this application back to them at a future meeting.

#### H. Cemetery Deed

The Board reviewed and approved a cemetery deed application.

#### I. Approval of Minutes

May 23, 2005 – Open Session  
May 23, 2005 – Non-Public Session  
June 17, 2005 – Public Session

**Motion / Vote: Mr. Gould made a motion to approve the Board meeting minutes of May 23, 2005 (Open Session) as corrected, May 23, 2005 (Non-Public Session) as written and June 17, 2005 (Public Session) as written. Mr. Rineman seconded the motion. The vote was unanimous and so moved. 2-0.**

#### J. Payroll

The Board reviewed and signed off on payroll forms.

#### K. Manifest

The Board reviewed and signed off on the manifest.

#### L. Other Business

Mr. Rineman cited that two of North Hampton's neighboring towns, Hampton and Exeter have been engaged in discussion related to where best to locate a new district court. Mr. Pardue advised he was aware of these discussions and that Chief Page has been very involved in the early discussions related to this topic. Mr. Pardue also advised that this topic was scheduled to appear on the July 11, 2005 Board agenda.

Mr. Rineman discussed the beach parking and related beach concerns such as lifeguard staffing and litter control etc. Mr. Pardue advised the Board that he was scheduled to meet with Mr. Brian Warburton, Beach Supervisor, to discuss beach

related matters. Mr. Pardue cited that he has not received any complaints related to beach parking, cleanliness of beach restrooms.

Mr. Rineman advised the Board that with their permission he would be sending a letter to the Hampton Rotary Club, thanking them for their commitment in keeping Atlantic Ave. clean / free of debris. Mr. Gould thanked Mr. Rineman for taking the initiative to thank the Rotarians for this great service.

## **V. Adjournment**

Being no further business to come before the Board, Mr. Rineman made a motion to adjourn at 9:40 p.m. Mr. Gould seconded the motion. The vote was unanimous and so moved. 2-0.

Respectfully submitted,

Michael Pardue  
Town Administrator