

Board of Selectmen  
Minutes of 12/13/05  
**Approved 12/27/05**

**I. Call to Order**

Chairman Don Gould called the meeting to order at 10:05 a.m. There were also 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. Library Trustees Re: Proposed Warrant Article for Library Capital Reserve Fund**

Ms. Linda Hillier, Chair of the Library Trustees, made a request of the Board to reconsider their vote regarding the inclusion of a warrant article requesting \$50,000 to be placed in a Library Capital Reserve Fund.

Ms. Hillier also distributed a document entitled, History of North Hampton Library and spoke of the importance of setting aside some monies for the future growth needs of the library.

Ms. Jane Palmer, who was in attendance, spoke in favor of having a Capital Reserve Fund for library building projects.

Mr. Gould spoke about the idea of having multiple capital reserve funds and the possibility of overwhelming voters with numerous such warrant articles.

Mr. Rineman voiced his reasons for supporting a single building warrant article that would allow for all future municipal building needs, including the library.

Mr. Gould spoke to his belief that the Board of Selectmen has been consistent in their approach by not supporting the proposed fire department architectural warrant article.

Ms. Cynthia Swank spoke in favor of a separate library warrant article, designed to only address library related building needs.

Discussion ensued regarding "private donor money".

Ms. Creighton spoke in favor of the proposed library warrant article, stating her concern that if there was a combined building fund, public safety needs would be addressed prior to library needs.

There was discussion related to whether or not the Board of Selectmen, when serving as the agents authorized to expend from the Town building fund, can legally expend funds for library building needs.

Mr. Jeff Hillier, who was in the audience, spoke in favor of a separate library Capital Reserve Building fund and echoed Ms. Creighton's concerns regarding public safety needs receiving first priority.

Both Ms. Creighton and Mr. Hillier stated that they understood the need to address public safety concerns first, which is why they were advocating for two separate articles.

Mr. Phil Wilson, who was present in the audience, stated that he believes a two-step process is needed. Mr. Wilson went on to explain the processes he was alluding to.

Discussion continued regarding the need for private contributions to support a library building campaign. Much of the discussion involved whether to request tax payer funds and compliment those funds with private donor contributions or, ask for private donations and then seek tax payer support.

Discussion was drawn to a close and Mr. Gould summarized the question before the Board concerning whether or not to support the library's request for a separate building article.

Mr. Gould stated that he continues to believe a single municipal building warrant article is appropriate but that he would not speak in opposition of a separate such article if one was presented by a source other than the Board of Selectmen.

Mr. Rineman spoke in favor of continuing to present a single building article in lieu of having two building fund articles, one for town buildings and one for the library.

Mr. Gould stated that it was apparent that the Board's prior vote on this matter had not changed.

B. Mr. Mike Hart – Hampton Airfield Re: Cutting of Trees

Noting that Mr. Hart was unable to attend today's meeting, the Board deferred this topic discussion to a later date.

C. Bond Reduction Request – Mr. Edward Luck , 106 Lafayette Road

The Board read the Planning Board's recommendation to reduce the bond amount by \$54,340.

**Motion/Vote: Mr. Gould made a motion to accept the recommendation of the planning board. Mr. Rineman seconded the motion. The vote was unanimous and so moved. 3-0.**

#### D. Proposed Sign Ordinance Discussion

No discussion took place on this topic.

#### E. Town Vehicle Use Policy

Mr. Pardue advised the Board that he had made the revisions to the policy as had been requested by the Board.

Ms. Creighton asked about section 3.8 regarding the operator of a Town vehicle being allowed to conduct a personal errand while using a Town vehicle.

The Board debated the hypothetical scenario of whether or not an employee, assigned a Town vehicle, should be able to stop at a store to get a loaf of bread on his/her way home or should they go home, get their personal vehicle and then get the needed loaf of bread.

Mr. Phil Wilson, who was in the audience, pointed out the trust given to employees and the sound judgment they are expected to use in conducting their daily duties. He suggested that same level of trust carryover to determining whether it is appropriate to stop for a personal errand while in a Town vehicle.

The draft language in section 3.8 was discussed further with Mr. Rineman recommending the removal of the word "rare" and inserting the word "minimal" when addressing the personal errand matter.

Mr. Gould stated that he was in support of Mr. Rineman's suggestion to delete the word "rare" and insert the word "minimal".

**Motion/Vote: Mr. Gould made a motion to amend section 3.8 of the Vehicle Use policy, deleting the word "rare" and inserting the word "minimal". Mr. Rineman seconded the motion.**

Ms. Creighton stated that she wanted the word "rare" included in section 3.8.

Mr. Rineman suggested it might be best to simply delete section 3.8 and trust those assigned a Town vehicle to exercise sound judgment as they are always expected to do.

**Motion/Vote: Mr. Rineman made a motion requesting that his previous motion be withdrawn and made a new motion to eliminate Section 3.8 from the proposed Vehicle Use policy. Mr. Gould seconded the motion. The vote was 2-1 with Ms. Creighton opposed.**

**Motion/Vote: Mr. Gould made a motion to adopt the Vehicle Use policy as amended with an effective date of January 1, 2006. Mr. Rineman seconded the motion. The vote was 2-1 with Ms. Creighton opposed.**

F. Deliberative Session Date

**Motion/Vote: Mr. Gould made a motion to set the deliberative session date for February 4, 2006 at 9:00 a.m. in the North Hampton School cafeteria. Ms. Creighton seconded the motion. The vote was unanimous. 3-0.**

G. Warrant Article Discussion

Mr. Gould provided the Board with an overview of the recommended amendments to the proposed warrant articles. He then reviewed each warrant article individually, calling for a Board vote on those articles suggested for amendment or needing Board approval or denial.

The Board then reviewed and voted on the following articles. The votes taken occurred following discussion and in some instances, amendments.

The Board discussed the fire department warrant article requesting \$75,000 for self contained breathing apparatus.

Chief Lambert advised that he was able to obtain reduced vendor pricing for the self contained breathing apparatus. The price now being estimated at \$70,000.

The newly amended article to read:

*To see if the municipality will vote to raise and appropriate the sum of seventy thousand dollars (\$70,000) for the purpose of providing Fire and Rescue Department personnel with NFPA and CBNR compliant self contained breathing apparatus.  
(This is the second half of a two year replacement program.)*

**Motion/Vote: Mr. Gould made a motion to approve the amendment to \$70,000 and forward this article to the BUDCOM. Mr. Rineman seconded the motion. The vote was 3-0.**

The Board next discussed a warrant article addressing the demolition of the structure located on 239 Atlantic Ave.

*To see if the municipality will vote to raise and appropriate the sum of thirty thousand dollars (\$30,000) for the purpose of demolishing the town owned property located at 239 Atlantic Avenue.*

**Motion/Vote: Mr. Gould made a motion to not advance this warrant article requesting \$30,000 for the demolition of 239 Atlantic Ave. Mr. Rineman seconded the motion.**

Mr. Rineman discussed his concerns as related to leaving a vacant lot and possibly a hole when the structure is demolished.

Ms. Creighton stated her agreement with Mr. Rineman.

**The vote was called. The vote was unanimous. 3-0.**

The Board then discussed reducing the funding of the proposed police department revolving detail fund from \$10,000 to \$7,000.

**Motion/Vote: Mr. Gould made a motion to amend the police special detail account from \$10,000 to \$7,000. Mr. Rineman seconded the motion. The vote was 3-0.**

The amended article to read:

If Article X is approved, shall the municipality vote to appropriate the sum of seven thousand dollars (\$7,000) and further to name the Board of Selectmen as agents to expend from this fund for the purposes of providing public safety services by municipal employees in connection with special events, highway construction, and other construction projects and to expend from the fund only for the specific purposes which the North Hampton Revolving Fund was created.

The Board next discussed the proposed Fire Department Capital Reserve Fund, reducing the requested amount from \$70,000 to \$35,000.

**Motion/Vote: Mr. Gould made a motion to reduce the funding of the Fire Department Capital Reserve fund from \$70,000 to \$35,000. Ms. Creighton seconded the motion. The vote was unanimous 3-0.**

The Board next discussed the fire department request for \$10,000 to be used for the purchase of a new digital, base radio.

Mr. Gould asked Chief Lambert to expound on the need for such equipment. Chief Lambert explained that the current fire department base radio is analog, thus the fire personnel cannot communicate with the police or highway department personnel as they communicate on digital frequencies. Chief Lambert further explained that a new base radio will allow for “backwards compatibility” which will allow for all North Hampton’s agencies to communicate with one another.

**Motion/Vote: Mr. Gould made a motion to include a fire department warrant article requesting \$10,000 for a digital base radio. Mr. Rineman seconded the motion.**

The vote was called following additional discussion concerning the benefits of having a digital, backwards compatible, base radio. **The vote was unanimous and so moved 3-0.**

The Board next discussed the proposed road reclamation fund. Mr. Gould advised the Board that the current road reclamation fund has nearly \$260,000 balance which would allow for the Board to consider placing \$30,000 into the fund this year as opposed to \$100,000 as was initially discussed.

Road Agent Robert Strout was present in the audience. The Board asked Mr. Strout if he was comfortable with placing \$30,000 in the road reclamation fund due to the fund's balance as had been supplied by Ms. Peggy Brown, a Trustee of the trust funds. Mr. Strout stated that he agreed with such action.

**Motion/Vote: Mr. Gould made a motion to amend the proposed road reclamation fund to be funded at a rate of \$30,000. Ms. Creighton seconded the motion. The vote was unanimous 3-0.**

The Board next addressed the Building Maintenance Capital Reserve fund. The Board had initially decided to place \$125,000 in this fund when they met previously. After some discussion, the Board agreed that they wanted to adjust the requested amount to \$100,000.

**Motion/Vote: Mr. Gould made a motion to amend the Building Maintenance Capital Reserve fund warrant article to request a sum of \$100,000. Ms. Creighton seconded the motion. The vote was unanimous 3-0.**

The Board next addressed the Capital Reserve Building fund warrant article. After discussion, the Board agreed they wanted to amend this article to request an amount of \$150,000 as opposed to their initial thoughts of \$200,000.

**Motion/Vote: Mr. Gould made a motion to amend the Capital Reserve Building fund from an amount of \$200,000 funding to \$150,000. Ms. Creighton seconded the motion. The vote was unanimous and so moved 3-0.**

The Board next considered the funding request as submitted by the Mosquito Commission.

**Motion/Vote: Mr. Gould made a motion to advance a warrant article in the amount of \$70,200 for mosquito control purposes. Ms. Creighton seconded the motion. The vote was unanimous 3-0.**

Mr. Gould discussed the idea of presenting a warrant article to the voters which would authorize the proceeds from the sale of the Town owned parcel of land on Cedar Rd. to

be deposited in the Capital Reserve Building fund. The Board discussed this concept in detail.

The Board next discussed the Can Do Sidewalk Kids project which calls for the construction of a sidewalk along Atlantic Ave. from the North Hampton School to the Town library. The Board discussed the fact that they had previously agreed to include a warrant article for 20% of the anticipated cost, with 80% to be funded by grant monies. It is estimated that 20% of the project will equate to \$28,000.

**Motion/Vote: Mr. Gould made a motion to propose and recommend a warrant article in the amount of \$28,000 for the Can Do Sidewalks Kids proposed sidewalk project, contingent on the project receiving 80% or more of the total project cost from other sources including grant funding. Ms. Creighton seconded the motion. The vote was 2-0-1 with Mr. Rineman abstaining.**

The Board next discussed a warrant article related to the Town Tax Collector's accrued vacation time and a prior commitment made by a previous Board of Selectmen. Discussion ensued related to the requirements of the RSA's and a legal opinion received from the LGC regarding the funding of compensation for tax collectors.

**Motion/Vote: Mr. Gould made a motion to advance a warrant article for the purpose of funding a prior Boards commitment to the tax collector regarding accrued vacation time. Ms. Creighton seconded the motion. The vote was unanimous and so moved 3-0.**

At this time, Ms. Linda Hillier, a Library Trustee and Ms. Pam Schwotzer, Town Librarian returned to the room and were recognized by the Board. Ms. Hillier stated that she and Ms. Schwotzer had contacted the Local Government Center in relation to whether or not the Library Trustees could advance a warrant article for the purpose of establishing and funding a library capital reserve building fund. Ms. Hillier advised that the LGC had referred her to RSA 39:2 stating that only the Board of Selectmen or citizens (by petition) can advance a warrant article for voter consideration.

H. Questions and Comments on Above Topics

None.

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

**Motion / Vote: Mr. Gould made a motion to temporarily adjourn the meeting at 12:45 p.m. for the purpose of entering into non-public session under the provisions of RSA 91-A:3 II (a,d,e) for the purpose of discussing a personnel matter, the acquisition, sale or lease of real or personal property and a possible legal matter. Ms. Creighton seconded the motion. A roll call vote was taken and the motion passed unanimously 3-0\*.**

\*It is noted for the minutes that at this time Ms. Creighton advised the Board that she had to leave the meeting to tend to a family related matter. Ms. Creighton apologized for having to leave and the Board expressed their complete understanding and support of her action.

Prior to departing, Ms. Creighton asked if the Board was going to be discussing non-union employees salaries and benefits later in the meeting. Mr. Gould advised that the Board did need to arrive at a decision on this topic today as the final draft budget was going before the budget committee tonight (12/13). Ms. Creighton stated that she wanted it recorded into the record that she was voting to grant non-union employees a 3% increase (for FY 2006-2007) and change the benefit contribution formula from the current 90/10 to 87.5/12.5.

The Board then moved to non-public session.

**Motion / Vote: Mr. Rineman made a motion to reconvene the public portion of the meeting at 1:47 p.m. Mr. Gould seconded the motion. Motion passed 2-0.**

Mr. Gould and Mr. Rineman discussed non-union employees wages and benefits.

**Motion/Vote: Mr. Gould made a motion to approve a 4% wage increase for non-union employees and to amend the benefit contribution by non-union employees from the current 10% to 12.5% with each change to take affect for FY 2006-2007. Mr. Rineman seconded the motion. The vote was 2-0 with the Board noting Ms. Creighton's prior request for the record to reflect her support for a non-union employee increase of 3% and a 12.5% benefit contribution.**

#### **IV. Administration/Business**

##### A. Correspondence

Mr. Gould advised the Board of a letter he had received from Mr. Edwin McNeil regarding his thoughts on recycling efforts in Town. It was agreed that a letter would be sent to Mr. McNeil thanking him for his comments and that his letter would be forwarded to Mr. Chris Ganotis, Chair of the Solid Waste Committee.

##### B. Property Tax Abatement

The Board signed-off on property tax abatements.

##### C. Veterans Tax Credit

The Board signed-off on a veterans tax credit.

##### D. Approval of Minutes

Mr. Gould and Mr. Rineman discussed a few minor amendments they each had for the minutes. Mr. Pardue advised the Board that he had just recently received some amendments from Ms. Creighton but he had not yet had time to incorporate said amendments for a final draft.

The Board asked that Mr. Pardue make the necessary changes and include said minutes on the next BOS meeting agenda.

#### E. Payroll

The Board reviewed and signed two weeks of payroll forms.

#### F. Manifest

The Board reviewed and signed two manifests.

#### G. Other Business

None.

### **V. Adjournment**

Being no further business to come before the Board, Mr. Rineman made a motion to adjourn at 2:33 p.m. Mr. Gould seconded the motion. The vote was unanimous and so moved 2-0.

Respectfully submitted,

Michael Pardue  
Town Administrator