



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
**SELECT BOARD**

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**MINUTES**

REGULAR MEETING - WEDNESDAY AUGUST 13, 2008 –7PM

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**1. Call to Order & Call of the Roll**

Members present: Chair Emily Creighton; Selectman Craig Salomon; Selectman Mike Coutu.

Staff Present: Town Administrator Steve Fournier

Selectman Coutu made a motion to go into nonpublic session. Pursuant to RSA 91-A:3 II (a, c & e) Personnel. Seconded by Chair Creighton.

Board came out of non public session and started the public session at 7:15PM. Chair Creighton called the meeting to order at 7:15PM

**2. Consent Calendar**

**Motion by Selectmen Salomon to accept consent calendar Seconded by Selectman Coutu. Motion carries 3-0.**

**3. New Business**

*3.1. Nomination of Rockingham Planning Commissioner*

Town Administrator Fournier informed the Board that a letter had been received by Phil Wilson to replace the vacancy on the Rockingham Planning Commission.

**Motion by Selectmen Salomon to accept Phil Wilson's nomination Seconded by Mike Coutu. Selectman Salomon advised that the Planning Board nominated Barbara Kohl as an alternate to this position. Motion carries 3-0.**

*3.2. Nomination of Energy Advisory Committee Members*

Mary Lou Wollmar informed the Board they started their committee in 2007. She would like to nominate the following people to serve on the committee, Robert Copp, Dietrich Ebert, Tamara Le, Elizabeth Moyer and herself as full members and Laurel Pohl, Margaret Allen and Pat Moreinis – Dodge as alternate members.

**Motion by Selectman Salomon to appoint the following full members to the following terms:**

**Mary Lou Wollmar – Term to Expire March 2009**

**Tamara Le– Term to Expire March 2010,**

**Elizabeth Moyer – Term to Expire 2010**

**Robert Copp – Term to Expire 2011**

**Dietrich Ebert – Term to Expire 2011 ,**

**And to appoint the following as alternate members**

**Laurel Pohl – Term to Expire 2009**

**Pat Moreinis – Dodge – Term to Expire 2010**

**Margret Allen – Term to Expire 2011**

**Seconded by Selectman Coutu. Motion carries 3-0.**

*3.3. Energy Advisory Committee Recommendations – M. Wollmar*

Mary Lou Wollmar presented the board with a website [www.carboncolition.org](http://www.carboncolition.org) which is a newsletter once a month with lots of information, links to climate change task force. Governor Lynch has formed this committee. Mary Lou Wollmar has met with the school to discuss the energy committee and how they can implement it. Made recommendations to the library and the highway facility. Would the town consider putting the side strips in for better drainage. Something to consider when paving. Mary Lou Wollmar also discussed the need for the telephone company turning off trucks when idling as just one example of saving energy. Mary Lou Wollmar would like the Town to look for an energy efficient bio diesel. Some towns already doing it. No idling signage all over town. More use of Channel 22 to get their message out and bringing about awareness to the community. Town could also look at break on taxes for being more energy efficient, solar etc.. Selectman Salomon would like the Town Administrator to pass along the recommendations to the different departments with the specific recommendations from the committee and see what is feasible. Selectmen Coutu recommended during the budgeting process in October that the departments are asked to include their energy plan as part what kind of energy goals they have. Doing it during budget process gives it more formality. She would like to have each department have energy assessment done.

**Motion by Selectman Coutu to move to ratify the formation of the Energy Committee whose activities and formation dates back to Sept of last year. Seconded by Selectman Salomon. Motion carries 3-0.**

### *3.4. Recommendation on Policies of the NHLGC Committee of Government Affairs*

After much discussion between the board members, it was decided that it would be prudent for the board to have a workshop next week to discuss the policies, and give their specific recommendations. Town Administrator Fournier explained that the NHMA will not advocate for anything not approved by its members.

### *3.5. Channel 22 – L. Pohl*

Laurel Pohl updated the board on the Attorney's analysis of the Conservation Commission DVD as well as the Cable Committee's proposed policies and procedures. The Attorney stated that the policies were sound but need to be approved and adopted. Ms. Pohl also stated that the attorney recommended that the town become a PEG station, and we are now an EG station, but this would involve more attorney fees as we would have to modify the contract to become a PEG. Selectman Coutu asked what the expense would be for becoming a PEG and not an EG. Chair Creighton asked Steve to contact Comcast about changes we could make to the current contract. Discussion ensued with John Savastano stating the need for more room for all of the equipment and perhaps putting a drop into the town hall. Mr. Savastano feels that the town hall is an asset would better serve the needs for televising meetings. Ms. Pohl stated curtains had been purchased to help with sound issue. Chair Creighton stated that the committee should get together to make changes to the draft of policies and then submit them to the Select Board to review and vote on terms of adopting it. Chair Creighton asked Ms. Pohl for a deadline on the minutes of the cable committee meeting. Selectman Coutu suggested that Ms. Pohl identify the minutes that are missing. Chair Creighton asked if perhaps some of the other members of the committee might have the minutes. Ms. Pohl stated she would have the minutes that she has to the town by the September 10, 2008. Chair Creighton asked that this item be placed on the agenda –Items laid on the Table.

### *3.6. Accounting Survey Study – M. Coutu*

Emily thanked Mike for his time and expertise used to complete the study of our systemic financial systems problems. Selectmen Coutu says the study was helpful and it does make a fair number of findings. Some of which he feels are serious. The offsetting comment to that is that having Steve as our first full time Town Administrator is appreciative of the fact that we need to have good books and records. Steps have already been taken bode well to being well on the way to having a professional accounting function within the town. Selectman Coutu also stated that the board needs to review recommendations as part of the budget process for the coming year which goes through the issue of staffing count and skills on terms of experience. Selectman Coutu stated that Steve and staff very helpful during this course of preparing report field work very helpful and cooperative. Selectman Coutu

stated that this is the final report and in re-reading the report– he made a few grammatical and editorial corrections. Selectmen Coutu suggested putting the report in the town newsletter and on the website. Selectman Salomon thanked Mike for both his hard work and insightful analysis. The previous board started down the path to discuss staffing issues and Mike has focused in on that.

**Motion by CS to accept report seconded by Emily motion carries 3-0.**

#### **4. Items Laid on the Table**

##### *4.1. Select Board Rules and Procedures*

#### **5. Report of the Town Administrator**

Town Administrator Fournier introduced to the Board the new Director of Public Works, John Hubbard.

##### **Curbing for Pine Road Island:**

Town Administrator Fournier informed the board the he had received an estimate to install curbing at the Pine Road Island that we previously discussed. The total cost would be \$4,160 for granite curbing to be installed. If the Board would like to move forward, he can get more quotes. Chair Creighton asked if used curbing was an option and if most of the work can be done by our highway department. John Hubbard, Director of Public Works stated that the department would do as much of the work as they could and that he would look into procuring used curbing.

##### **Management Discussion and Analysis of FY2007 Audit:**

Town Administrator Fournier informed the board that the MDA is completed for the FY2007 audit and has been sent to the Auditors for their inclusion with the final product, which we should receive shortly.

##### **FY08 Audit:**

Town Administrator Fournier informed the Board that the auditors have been in and met with him and the Town Accountant to prepare for the FY08 Audit. It is their intention to be in on September 3, 2008 to complete the MS5 (the State Audited Numbers) and take those figures to move forward with the Audit of FY 08. The auditors provided us is a schedule of items that need to be addressed monthly in order to be more audit ready when they come. The Town Accountant and Town Administrator Fournier are going to implement this process and make sure it is followed on a monthly basis.

##### **Department of Public Works Facility:**

Town Administrator Fournier informed the board that the DPW facility is coming along nicely. The DPW will begin to move their equipment and materials over to the facility in

the coming weeks. We would like to hold an open house sometime in September to celebrate the completion of the project as well as introduce John to the community.

### **Call Fire Fighters:**

Town Administrator Fournier has been informed by Chief Lambert that he has added two call fire fighters to the ranks. A brief biography of them is attached to this report.

### **Refinancing 10 Year Bond:**

Town Administrator Fournier has initiated the process with the Municipal Bond bank to refinance the 10 year bond that we have with Citizens to be a 30 year bond. We currently have \$611,390 remaining on that bond. It would actually be for 27 years since we already paid for three years with Citizen's. Town Administrator Fournier have let the co-chairs of North Hampton Forever know in case there are any purchases that they are planning on that we will need to bond.

## **6. Minutes**

### **6.1. Regular Meeting - July 9, 2008**

**Motion to by Selectman Salomon to approve the July 9, 2008 minutes with changes to be made as suggested by the Chair and Selectman Coutu, Seconded Selectman Coutu. Motion carries 3-0.**

**Motion by Selectman Coutu to approve the July 23, 2008 minutes to be modified with changes made by Madame Chair, modified by Selectman Salomon and Selectman Coutu. Motion carries 3-0.**

## **7. Adjournment**

Motion by Selectman Salomon to Adjourn. Seconded by Selectman Coutu. Motion Carries 3-0.