

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD

MINUTES

REGULAR MEETING – WEDNESDAY JULY 23, 2008 – 7 PM

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

Select Board came to order at 6:45 PM

Motion by Selectman Coutu to enter into non-public session. Seconded by Selectman Salomon. Roll call 3-0

Pursuant to RSA 91-A:3 (a,c,e)

Discussion was held regarding personnel issues.

Board came out of non public session and started public session at 7:05PM. Chair Creighton called the meeting to order at 7:05PM.

2. Consent Calendar

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

3. New Business

Rockingham Planning Commissioner Vacancy

Town Administrator Fournier informed the Select Board that our current representative has resigned and a nomination needs to be made by both the Planning and Select Boards. One letter of interest has been received. Town Administrator Fournier stated that we would be advertising and would present letters of interest at the August 13 Select Board meeting.

Approval of Baseline Documentation for Donais and Dalton Conservation Easements

Town Administrator Fournier stated the Chair of the Conservation Commission and the Co-Chair of North Hampton Forever have reviewed the easements and have no issues.

Motion by Selectman Salomon to approve baseline documentation of the Donais and Dalton easements Seconded by Selectman Coutu. Selectman Salomon stated that this is a job well done. Motion carries 3-0.

Recommendation on Policies of the NHLGC Committee of Government Affairs

Chair Creighton stated that there are proposed bills to go before the Senate and the Select Board is being asked to weigh in with their opinion. Chair Creighton spoke about two bills that our Representative Judy Day has sponsored. Chair Creighton explained that current law states that only selectmen and man were official titles. A bill was passed by the House of Representatives and the Senate. Governor Lynch also passed and signed a bill into effect on August 10, 2008 that would change the title to Select Woman or Person when appropriate. The second bill Representative Day helped support was to obtain state financial support for the I-95 corridor. Unfortunately the Town did not meet the deadline for applying and hope to have this in next year before the deadline. Town Administrator Fournier gave a brief overview of some of the proposed bills. Chair Creighton suggested that the Select Board review the bills further before deciding on what they wish to support, and suggest Town Administrator Fournier compose a letter to be sent into the LGC. Tabled until August 13, 2008 meeting

Review of Right to Know Information Policy Request

Chair Creighton spoke about the need to clarify our policy so that the Town meets the law and controls are in place. Town Administrator Fournier stated the he has issued a new digitized log to all departments for immediate use that will record requests for public information. Selectman Salomon asked if in addition to the policy that a list of

fees the Towns charge for the information be included, and perhaps have town council review. Selectman Coutu feels that it isn't clear what is a 91:A and what isn't. Town Administrator Fournier stated that sometimes a judgment call and must be made by him as to whether it is an official request or not. Town Administrator Fournier stated that a request can be made for pre existing data only. Selectmen Coutu stated he would like to see the form revised and list all exceptions to RSA 91:A. Selectmen Coutu asked Town Administrator Fournier to draft a new form to incorporate all of the board's views that have been discussed.

Code Enforcement Officer Records Logs

Selectman Coutu stated that he met with the Code Enforcement Officer and made an inquiry as to how he keeps his records. The Code Enforcement Officer is currently using an Excel spreadsheet that logs all of the investigations. Selectmen Coutu stated that he would like to see something with more information on the current outstanding code issues and how diligent we have been. Selectmen Coutu would like to see him write things down even if it is the old fashioned hand written way in a notebook. Town Administrator Fournier told the board that BMSI had demonstrated their software that would fix the need of better record keeping and will also be a tremendous help with the Planning and Zoning departments. Chair Creighton asked if it might be a good idea to have members of the planning and zoning boards involved in the search for software and they have the computer experience and capability.

911 Mapping Issues – Chief Lambert

Chief Lambert stated that he and Deputy Cote were at the meeting to explain to the board on the beginning steps of the 911 Mapping Issues. Chief Lambert explained that the idea is to start to identify discrepancies with current existing addresses, roads, and documents that need their attention first. In order to receive this information from Emergency Management there are three documents that must be signed by the Select Board first. Selectman Coutu expressed his concern over the numbering in Cotton Farm Lane, and stated that this might be difficult for the residents of the town during the transition in renumbering. Chair Creighton asked Chief Lambert what the time horizon might be. Chief Lambert stated that the project would certainly be done within the next year or two.

Motion by Selectmen Salomon to sign the three documents that are needed to proceed with project Seconded by Selectmen Coutu. Motion carries 3-0.

Change in Town Meeting Date

Selectman Coutu stated that one of the issues that we face in the current situation of a March town meeting is that the Town has to start the budgeting process in October. It is difficult to make projections in the budget with only three months of data to work with. It makes it virtually impossible to budget accurately. Selectmen Coutu proposed that the town put a warrant article on the ballot to change the town meeting from March to May. This would enable some of our residents that winter in Florida and other warm places to participate at the deliberative session. It would also help with scheduling meetings and hearings for zoning changes as they wouldn't be forced to have them during the holidays when many cannot attend. If residents vote this article in it would be effective in May 2010. The deliberative session would then be held in April with voting on the official ballot in May. Town Administrator Fournier read a sample of the wording for this warrant article.

Motion by Selectmen Coutu to begin process that would result in putting this article on the ballot in March 2009 by recommendation of the board to move from a March town meeting to a May town meeting to be effective in May, 2010. Seconded by Selectmen Salomon. Motion carries 3-0.

4. Items Laid on the Table

Board of Selectmen Rules and Procedures

5. Report of the Town Administrator

Worker's Compensation: Town Administrator Fournier stated that has been reviewing the Town's Worker's Compensation Insurance rates and is am requesting proposals for the end of our agreement in January of 2009. He has received a proposal from a different company than we currently have and they are 29% lower than our current provider, which would mean a savings of about \$21,370.

Town Offices Green Policy: Town Administrator Fournier met with representatives of the Recycling Committee to discuss various issues. One thing that he has considered when he met with them is that the Town Offices/Department do not have a recycling/green policy for its offices. He is working on compiling one and should have one for the Select Board's action later this summer.

Police Study Presentation: Town Administrator Fournier reminded the board that we have scheduled the Police Study Findings presentation for July 24, 2008 at 7PM .

Joint Board Meeting: A Joint Board Meeting to discuss various issues and listen to a presentation from the LGC on the Roles of the Boards and the Right to Know Law is scheduled for Thursday July 31, 2008 at 7PM in the Library.

Changes in Operations Due to Fuel: Town Administrator Fournier discussed the effect of the current fuel prices on the Town. The Town budgeted about \$1 lower per gallon than what is now actually in place. With that in mind there have been some operating procedure changes in the various departments. The Fire Department will be suspending the daily road tests of vehicles unless there is a reported problem, which will save the Town a few hundred gallons of fuel annually. The Police Department has been forced to have vehicles off the road for one hour per shift in order to conserve fuel.

Emergency Communications Updates: Town Administrator Fournier gave an update from Chief Page. The Sherriff's department provided the Town with their radio technician to review and make sure that our cruisers are operating at peak efficiency. In addition, we have received notice that the State has received funds to install the voter/receiver on the microwave dish on top of the water tower on Breakfast Hill in order to improve communications. Chief Page is asking that we send a letter to the Sherriff thanking him for his efforts.

Health Benefits for Call and Part-Time Firefighters: In order to attract more call and part-time firefighters, the Chief and Town Administrator Fournier would like to propose offering those who serve in this capacity the option of buying into the Town's health care program, much like the elected and appointed officials do. We would charge them the same rate as the elected officials and there would be no cost to the Town. The Select Board would have to vote to allow this to happen. The volunteers would have to have to have continuously served as a firefighter in the Town's fire department for at least 1 year, and must meet and maintain State of New Hampshire, Division of Fire Standards & Training, Firefighter 1 certification as a firefighter.

Motion by Selectman Coutu whereby for the purpose of call and part time firefighters the town will make available to join the health care group where the cost is borne by the firefighter and that a requirement of the individual to serve at least one year as well as being FF 1 certified. Seconded by Selectman Salomon. Motion carries 3-0.

Town Warrant Articles: Town Administrator Fournier gave the board members an update to his report of the 2007 Town Meeting Warrant Articles.

Chair Creighton spoke about an assessment that was done recently on the library and their needs plant needs and services. The Trustees are looking at a draft and it was decided at the last meeting that they would not ask for a public relations type of event to announce the findings. The Trustees would ask that the board get all the departments together at the table with their studies and collaborate on what the needs are on the town complex and how to move forward and set priorities.

6. Minutes

Regular Minutes – July 9, 2008

Selectman Salomon stated he needs more time to review the minutes. Tabled until the August 13 meeting. **Motion by Selectman Salomon to seal the minutes of the July 23, 2008 non-public session. Seconded by Selectman Coutu. Motion carries 3-0.**

7. Adjournment

Motion by Selectman Salomon to adjourn. Seconded by Selectman Coutu. Motion carries 3-0.

Respectfully submitted,

Janet Facella