



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD

MINUTES

APPROVED 4/8/2009

REGULAR MEETING - WEDNESDAY MARCH 25, 2009 –7PM
MARY B HERBERT CONFERENCE ROOM

1. Call to Order & Call of the Roll

Vice Chair Craig Salomon called the meeting to order at 7:00 PM and then introduced himself as well as Town Administrator Fournier, Selectman Coutu and Selectman Rineman. Vice Chair Salomon started the meeting with the Pledge of Allegiance. Vice Chair Salomon stated that he would like to change the order of the agenda and proceed to item 3.1.

2. Consent Calendar¹

Selectman Coutu stated that there are a number of abatements on the consent calendar that arose in connection as a result of the recent revaluation of the Town effective April 1, 2009.

Selectman Coutu stated that the Select Board had concluded after substantial effort and review that the process with respect to the revaluation was imperfect. Selectman Coutu stated that the process of revaluation in the aggregate, raising the Town's property values to just over a billion dollars, probably was the right outcome, however there was a fair amount of evidence to support the fact that on an individual, property by property basis certain of those revaluations and assessments were wide of the mark.

Selectman Coutu also stated that in reviewing the methodology that was used by Vision Appraisal he took exception to the process in the way in which the values are assigned.

Selectman Coutu stated that because he believes that the process was imperfect, there is a greater burden and duty on the Select Board to conduct sufficient inquiry into each of the cases and make an informed decision on whether or not the assessments were done appropriately as presented.

Selectman Coutu would like to meet with Scott Marsh, the Town's assessor, and ask Scott to be part of the process so that the Board can make due inquiry into the assessments.

Chair Salomon stated that two members of the previous Select Board, in developing the budget, supported increasing the overlay account due to the projected abatements. The overlay account was increased for the current budget.

Chair Salomon stated that he was in favor of tabling items 1-12 on the consent calendar so that the Board could get answers to their questions and be more educated when making their decision regarding the abatements.

¹ These items are routine in nature and are approved without discussion. Should a member of the Board request to have an item removed, it shall be placed on the agenda under new business. The consent format is to expedite the business of the Board when adequate backup material has been provided.

Motion by Selectman Coutu to table items 1-12 on the consent calendar temporarily, and to approve items 13-20. Seconded by Selectman Rineman. Motion carries 3-0.

Selectman Rineman stated that the Select Board should start looking at appraisal companies for the next revaluation in five years.

New Business

2.1. Election of Chair

Motion by Selectman Coutu to appoint Select Member Salomon as Chair of the Select Board. Seconded by Selectman Rineman. Motion carries 3-0.

2.2. Election of Vice Chair

Motion by Selectman Rineman to appoint Selectman Coutu as Vice Chair. Seconded by Chair Salomon. Motion carries 3-0.

2.3. Committee Assignments

The Committee Assignments for FY09-10 are as follows:

Cable Advisory Committee	Rineman
Capital Improvement Committee	Town Administrator
Conservation Commission Liaison	Coutu
Energy Committee	Salomon
Heritage Commission	Salomon
Labor Negotiations	Coutu
Municipal Budget Committee	Rineman
North Hampton Forever	Coutu
Planning Board	Coutu/Rineman alt.
Records Retention	Town Administrator
Recycling Committee	Rineman
Water Commission Liaison	Rineman
Zoning Board Liaison	Salomon

Selectman Rineman suggested that he serve as the Select Board representative on the budget committee. Selectman Coutu stated that he has been able to provide substantial changes to improve the budgeting process.

Motion by Chair Salomon to appoint Selectman Rineman to the Budget Committee as the Select Board Representative. Seconded by Selectman Rineman. Motion carries 2-1. All other assignments were approved unanimously.

2.4. Appointment of David McGilvary to the NHCA Committee

Motion by Selectman Coutu to appoint David McGilvary to the NHCA Committee. Seconded by Selectman Rineman. Motion carries 3-0.

2.5. Sidewalk Project

Joanne Freyer from CLD Engineers discussed with the Select Board information regarding additional funding for the proposed sidewalk project.

Ms. Freyer stated that there were stimulus funds available for the sidewalk project, with the possibility of receiving 100-percent funding for the construction and construction engineering.

Ms. Freyer stated that the town would still have to pay 20-percent of the design costs.

Town Administrator Fournier stated that he had spoken with the DRA (Department of Revenue Administration) and asked for their opinion regarding the fact that the voters did not approve raising any additional funds for the sidewalk. The DRA stated that “no means no.”

The Select Board discussed parking and safety concerns as well as wetlands issues.

Motion by Selectman Coutu to not go forward with the sidewalk project. Seconded by Selectman Rineman. Motion carries 3-0.

2.6. Rich Skowronski Private Road Agreement

Chair Salomon stated that he asked to have this item put on the agenda.

Chair Salomon stated that he had noted the agreement called for a 15 foot driveway and thought he had seen input from the Police and Fire Departments recommending 20 feet.

Chair Salomon stated that he had recued himself from this project on the Planning Board, and would recue himself now and asked Selectman Coutu to take over as Chair.

Selectman Coutu stated that the Fire Department had expressed concern on the proposed road for the Skowronski project and asked Chief Lambert to speak on the matter.

Chief Lambert stated to the Select Board that he had met with Attorney Field two months ago, and after expressing concerns regarding fire protection and road access, he was told by Attorney Field that plans would be forthcoming with those issues addressed, and he has yet to receive them. Chief Lambert stated he could not make a decision without the plans.

Chief Lambert stated that he would not make any decision at this meeting. Chief Lambert stated that he needed to see the plans that show the construction of the road and the specifications.

Mr. Skrownski stated that the only concern he was aware of was the suggestion for a water retention system or a cistern, and that the plans showed this area were the Town could create a water retention system.

Mr. Skrownski stated that he had requested the change of the road width from 20 feet to 15 feet due to wetland concerns, and the need to fill wetlands in if it were 20 feet.

Mr. Skrownski spoke about three turnouts already in place.

Mr. Skrownski stated that approval had already been given for the road for the two lot subdivision.

Selectman Coutu asked Chief Lambert if he felt there was a need for a water retention system or a cistern, and the Chief responded in the affirmative.

Phil Wilson, Chair of the Planning Board stated that the private road issue had been discussed at great length at their meeting and by a majority of the vote of the Planning Board was determined that the proposed private road was acceptable.

Selectman Coutu asked Town Administrator Fournier to speak with the Town's attorney with respect to RSA 674:14 and also to have Mr. Field re-write the paragraph on liability in the waiver to the Board's satisfaction.

Selectman Coutu stated that the town's interest must be protected and these questions answered before they can move forward.

2.7. Acceptance of Donation from the Caroline Levine Foundation – Chief Brian Page

Chair Salomon opened the public hearing at 8:52 PM. No discussion. The public hearing ended at 8:53 PM.

Chief Page stated that the Police Department had received a donation in the amount of \$15,000 from the Caroline C. Levine Foundation, and that a public hearing to accept the donation must go before the Select Board.

Chief Page stated that no final decisions have been made on the expenditure of this donation.

Chief Page stated that he had spoken with Tom McCormick and Doug Smith and a separate account in the general ledger will be set up to post this money to.

Motion by Selectman Coutu that the funds be specifically ear marked and not commingled in the general fund consistent with the intent of the donor. Seconded by Selectman Rineman. Motion carries 3-0.

Motion by Selectman Coutu to accept a \$50 donation to the Police Department. Seconded by Selectman Rineman. Motion carries 3-0.

2.8. Report on Police Radio Communication – Chief Brian Page

Chief Page reported that incidents in town had brought this to a head due to no reception on the portable radios.

Chief Page stated that with the assistance of Chief Kevin Walsh of the Rye Police Department, Chief Skip Sullivan, of the Rye Fire Department, and retired Sheriff Joe Ackerly from the Sheriff's Department, a voter repeater was installed to help correct digital radio communication problems. The equipment belongs to the State of NH, and as a municipality we can't repair or add to the system.

Chief Page stated that he and Chief Walsh had recently checked reception in the worst known spots in town and they got incredible results.

Chief Page stated that he is very pleased with the system.

2.9. Discussion on \$10,714 Stimulus Grant – Chief Brian Page

Chief Page stated that he had completed an application on March 6 for a \$10,714 stimulus grant that the Obama administration has made available through the Justice Assistance Grant (JAG) Program.

Chief Page stated that he couldn't say that the Police Department would definitely receive it, but that the Police Department is in the running for it.

Chief Page stated that he needed the Select Board's approval to sign the certification at the bottom of grant.

Motion by Selectman Rineman to authorize Chief Page to apply for the stimulus grant as offered by the Obama administration. Seconded by Selectman Coutu. Motion carries 3-0.

Chief Page and Lieutenant Scippa spoke to the Select Board about another grant that is available through the federal COPS (Community Oriented Policing Services) federal stimulus money.

This grant will allow the Town to hire two additional officers, and all costs for the first three years will be paid for by the grant, and the last year's cost would be paid by the town. Lieutenant Scippa stated that a condition of the grant was that no personnel could be laid off

Chief Page stated that if the Police Department received the grant, the money would be used for two officers, one which would be a school resource officer.

Chief Page stated to the Select Board that the grant could be turned down at any time if it proved to be too financially constraining.

All three Select Board members agreed to authorize Chief Page to continue with the application process.

3. Items Laid on the Table²

3.1. Select Board Rules and Procedures

3.2. Fire and Police Radio Communication Issues

3.3. Personnel Policy Review working with prior members

3.4. Capital Improvement Plan moving forward

3.5. Review of forms of government Steve will move forward with this

4. Report of the Town Administrator

² Items laid on the table shall remain on the table until a member of the Board of Selectmen makes a motion to remove such item from the table.

211 **Town Meeting 2010:** With the outcome of the 2009 Town Meeting now known, it is time to look
 212 to Town Meeting 2010. As we are all now aware, the 2010 Town Meeting will be taking place in
 213 May instead of March. This will not change the date of the School District Meetings, which will
 214 still be held in March. I have begun initial conversations with the School, Town Clerk and other
 215 election officials to get ready for the School to hold their own election. The SAU has asked that
 216 we meet in the late summer to begin to outline the steps the School District Clerk will have to
 217 take to hold the election.

218 As for the Town, the moving of the date will have a major impact on our budgeting. We will
 219 now have almost six months of actual expenditures to report to the Select Board and Municipal
 220 Budget Committee when we begin the budget review process. Below is a sample of deadline if we
 221 were to follow the May Town Meeting Schedule in 2009:

	<u>March</u>	<u>May</u>
Second Session Voting Day	3/10/09	5/12/2009
Town Reports Due	3/3/09	5/5/2009
Deliberative Session	1/31/09	4/4/2009
Filing Period Closes	1/30/09	4/3/2009
Warrant Must Be Posted	1/26/09	3/30/2009
Filing Period Opens	1/21/09	3/25/2009
Municipal Budget Committee Approves Budget	1/19/09	3/17/2009
Budget Public Hearing	1/15/09	3/17/2009
Collective Bargaining Due	1/13/09	3/10/2009
Petitioned Warrant Articles Due	1/13/09	3/10/2009
Post Bond Public Hearing	1/12/09	3/6/2009
Post Notice of Budget Public Hearing	1/12/09	3/6/2009
Last Day to Post and Publish Notice of Final Hearing on Zoning Ordinance	1/9/09	3/6/2009
Last Day to Hold 1st Public Hearing on Zoning Amend.	1/6/09	3/3/2009
Last Day to Post and Publish Notice of First Hearing on Zoning Ordinance if Second Hearing is Anticipated	12/26/08	2/20/2009
Municipal Budget Committee Finalizes Budget	12/15/08	2/15/2009
Last Day to Accept Petition Zoning Ordinances	12/10/08	2/11/2009
Municipal Budget Committee Begin Budget Review	11/1/08	1/2/2009
Select Board Finalizes Budget	10/29/08	12/29/2009
Select Board Begins Budget Review	10/1/08	12/1/2009
Department Budgets Due	9/15/08	11/15/2009
Departments Begin Budget	8/1/08	10/1/2009

222

223 **Memorandum of Understanding on Cable Channel:** I met with the Chair of the Cable
 224 Advisory Committee and we worked out an agreement on the operations of the cable channel.
 225 The Station Manager will report to the Town Administrator and be treated as a department. I
 226 will review his operations and the payment of bills. I am attaching a copy of the memo to this
 227 report. The next step is for the committee to revise their proposed Cable Policy to reflect this
 228 memorandum.

Sidewalk Project: The Regional Planning Commission has placed the sidewalk project on as a project that is shovel ready and eligible for stimulus package funds. I informed them that since the voters did not approve the additional funding that I do not think we are able to expend any funds on it even if we find them somewhere else. I checked with DRA, and they are not sure because of the situation of the stimulus package. If we can, the stimulus money would cover all of our costs. We have submitted a letter to request the additional funds until we are sure that we cannot use them. I have talked with the engineers and they are not sure that the project can feasibly be ready to advertise in time to qualify. They have set up a “first come first serve” using the day the project advertises as the cutoff. Everyone submits their letters with their anticipated advertising dates and they will order the projects chronologically by advertising date and fund as many as they can in that order. It is their believe that if a project doesn’t meet the target and other projects do, the ones that actually advertise first might have the opportunity to get the funds.

State FY10-11 Budget: We have heard recently that the Governor is proposing restoring the funding that we were not going to receive from the Room and Meals Tax with money from the Stimulus program. While this does restore about \$200,000 in loss revenues to the Town, we are still going to be losing the shared revenues that amount to about \$35,000. Also, the Governor still plans on reducing the amount of contribution the State is going to make to the Police, Fire and Teacher retirement. I have been in contact with some members of our State Delegation and went to the House Finance Committee’s Public Hearing on the Budget on March 9 in Salem. The State is currently planning on increasing the employee’s contribution to cover their employees, but are planning on passing it off to the Municipal Employers. I have asked them to look at doing the same for the Town employees and increasing their contributions. If you increase the employee’s contribution a small amount, it would cover the Governor’s reduction of 5%. The following is an example of these changes.

<u>Group</u>	<u>Current</u>	<u>Increase</u>	<u>Total</u>
Teacher	5%	.53%	5.53%
Police	9.3%	.98%	10.28%
Fire	9.3%	1.23%	10.53%

Goal Setting Session: I am planning on holding a goal setting session with the Select Board and Department Heads. I am looking into seeing if there are any outside facilitators that we can use at no cost to the Town. I believe that we need to hold a combined session with Department heads since we are going to need to begin addressing some larger issues (i.e. Municipal Complex) in the coming years and we need to have all of the interested parties at the table.

CIP: I have begun to review the CIP that Department Heads have submitted. I will have an update shortly.

5. Minutes

- 5.1. Regular Meeting November 19, 2008
- 5.2. Regular Meeting February 11, 2009
- 5.3. Regular Meeting February 25, 2009

Motion by Selectman Coutu to approve the minutes of November 19, 2008, February 11, 2009 and February 25, 2009 with one change on the November minutes to read “letter.” Seconded by Chair Salomon. Motion carries 2-0.

6. Adjournment

273 **Motion by Selectman Coutu to adjourn the meeting at 9:40 PM. Seconded by Chair**
274 **Salomon. Motion carries 3-0.**
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