



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD

APPROVED MINUTES 05/11/2009

REGULAR MEETING - WEDNESDAY APRIL 22, 2009 –7PM

MARY B HERBERT CONFERENCE ROOM

These minutes were prepared as a reasonable summary of the essential content of this meeting, not as a transcription.

1. Call to Order & Call of the Roll

Chair Salomon called the meeting to order at 7:00 PM. Those in attendance were Selectman Jon Rineman and Town Administrator Steve Fournier. Selectman Coutu was out of town on business and the Select Board was hopeful that he would be able to participate by telephone for at least part of the meeting.

Chair Salomon stated on behalf of the Board that he would invite everyone to join them in the Pledge of Allegiance.

Chair Salomon stated that the Non-Public Session is being moved to the end of the public meeting.

Chair Salomon affirmed that it was National Administrative Professionals Day and on behalf of the Select Board thanked Jan Facella and Wendy Chase for their efforts.

2. Non-Public Session – 6:30 in the Executive Conference Room 2nd Floor pursuant to RSA 91-A:3 II (c)

3. Consent Calendar¹

No items on the Consent Calendar

4. New Business

4.1. Police Officer Commendations

Chair Salomon stated that this item is being postponed.

4.2. Appointment of Mary Lou Wollmar to the Energy Committee

**Motion by Chair Salomon to appoint Mary Lou Wollmar to the Energy Committee.
Seconded by Selectman Rineman. Motion carries 2-0.**

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.

39
40 4.3. Quarterly Treasurer's Report

41 Penny Holbert addressed the Board with the first ever financial quarterly report as now
42 required of the Town Treasurer by the financial policy adopted on November 19, 2008.

43
44 Ms. Holbert briefed the Select Board on the contents of each of the three reports that she
45 presented. Ms. Holbert explained the 12 month activity report presented was a
46 collaborative effort of Doug Smith, Steve Fournier and Tom McCormick.

47
48 Ms. Holbert reported the status of the CD's currently invested at Bank North in the amount
49 of \$2,750,000 and at Citizens Bank in the amount of \$1,099,000.

50
51 Ms. Holbert explained that there are two low cash points during the year. Typically the
52 cash is low at the tax billing time in June, and also in December due to the payment to the
53 Rockingham County District which is close to a million dollars.

54
55 Ms. Holbert explained that per the Financial Policy the Treasurer is required to report on
56 the investment funds and that she tries to have at least 50% of the funds split and invested
57 at two different banks.

58
59 4.4. Finance Director Update

60 Doug Smith updated the Select Board on the contracted 90 day trial MRI has with the Town
61 of North Hampton.

62
63 Mr. Smith echoed Ms. Holbert's comments regarding the team approach and the vital part
64 that it plays in making the project work.

65
66 Mr. Smith stated that he has been working on reconciling the balance sheet accounts,
67 something that has not been done in a long time.

68
69 Mr. Smith stated that because of the work he has been able to accomplish, the audit costs to
70 the Town should be much less going forward.

71
72 Town Administrator Fournier recommended that the Select Board sign another 90 day
73 agreement with MRI.

74
75 Chair Salomon thanked Town Accountant Tom McCormick for his work, and stated that
76 there is a combination of the right people and right policies now in place.

77
78 4.5. Skowronski Private Road Agreement

79 Chair Salomon stated that because Selectman Coutu was not present in person or via
80 telephone, and also that he would have to recuse himself, there would not be a quorum. The
81 Select Board agreed to meet on Monday, April 27, 2009 at 7 PM in the Mary B. Herbert
82 Conference Room to take up this agenda item.

84 **5. Items Laid on the Table²**

85 5.1. Select Board Rules and Procedures

86 5.2. Personnel Policy Review

87 5.3. Capital Improvement Plan

88 Town Administrator Fournier stated that he would be presenting the CIP to the Planning
89 Board at their May 21, 2009 meeting.

90 5.4. Review of forms of government

91 **6. Report of the Town Administrator**

92 Town Administrator Fournier briefed the Select Board on the legal opinion he received from the
93 NH Local Government Center regarding the appointment of ZBA alternate members.

94
95 Town Administrator Fournier recommended that the Select Board ratify the individuals that
96 were approved by the ZBA for the various alternate positions.

97
98 Town Administrator Fournier updated the Select Board with the actual health insurance rates
99 for FY 2010.

100
101 Town Administrator Fournier met with Department Heads to discuss facility designs for the
102 Town Campus.

103
104 **7. Minutes**

105 7.1. Regular Meeting April 8, 2009

106 Chair Salomon stated that he had three changes to the minutes of April 8, 2009.

107 Item 1 on the agenda was changed to read "The Board started the meeting with the Pledge
108 of Allegiance."

109 Page three, line 91 counsel was misspelled.

110 Page three, line 97 changed to read Program Committee

111
112 **Motion by Selectman Rineman to accept the minutes of April 8, 2009 with the**
113 **corrections noted. Seconded by Chair Salomon. Motion carries 2-0.**

114
115 **8. Adjournment**

116 **Motion by Selectman Rineman to adjourn the public portion of the meeting at 7:47**
117 **PM and enter into non-public session per RSA 91A:3 II (a). Seconded by Selectman**
118 **Salomon. Motion carries 2-0.**

119
120 Respectfully submitted,

121 Janet Facella

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123
124

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.