



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD
MINUTES APPROVED 08/17/2009
MONDAY JULY 27, 2009 – 7:00 PM
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. **Non-Public Session – 6:30 in the Executive Conference Room 2nd Floor pursuant to RSA 91-A:3 II (a - compensation, b – hiring , c - reputation)**

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

Chair Salomon called the meeting to order at 7:00 PM.

Those in attendance were Selectman Coutu, Selectman Rineman and Town Administrator Steve Fournier.

Chair Salomon stated that the Select Board had been in a non-public session and stated he would entertain a motion to seal the minutes of the Non-Public Session.

Motion by Selectman Coutu to seal the minutes of the non-public session. Seconded by Selectman Rineman. Motion carries 3-0.

Chair Salomon confirmed with Town Administrator Fournier that the meeting had been properly posted.

Chair Salomon invited those in the audience to join the Select Board in the Pledge of Allegiance.

3. **New Business**

- 3.1. **Approval of Request to Purchase a Passenger Van for the Recreation Department- S. Dewing**

North Hampton Recreation Commissioner Jerome (Sandy) Dewing presented the Select Board with a proposal to purchase a passenger van. Mr. Dewing stated that funds would be

34 used from the Recreation Revolving Account, and there would be no cost to the Town. Mr.
35 Dewing stated that the current balance in the fund is approximately \$62,000.
36 Mr. Dewing explained that with transportation costs rising, trips are now costing \$300 to
37 \$600 regardless of how many participants there are. He further stated that some of the
38 programs have to be cancelled due to low enrollment.

39
40 Mr. Dewing explained that he had gone over insurance requirements with the Town
41 Administrator.

42
43 Mr. Dewing stated that all town departments would be able to use the van to cut back on
44 the use of several vehicles.

45
46 Mr. Dewing stated that the commission sent out proposals to three or four dealerships and
47 the only one to respond was Hampton Ford. The prices proposed were between \$29,500 and
48 \$32,000.

49 Selectman Coutu confirmed with Mr. Dewing that there were different prices due to
50 different options on the vehicle.

51
52 Selectman Rineman said that it was important to have full length running boards and a
53 chrome rear step bumper to help load and unload children and the elderly.

54
55 Town Administrator Fournier clarified for the Board that the \$62,000 balance is what would
56 be considered their Fund Balance. He further stated that if there were any additional costs
57 such as maintenance or an increase in fuel prices, those costs would be added in to the fees
58 charged for the program.

59
60 Selectman Rineman asked how would people be qualified to drive the vehicle.

61
62 Town Administrator Fournier stated that there are certain things that the insurance
63 company requires the Town to have. An age requirement of 18 years old and a background
64 check as well as a driver record check would be done.

65
66 Emily Creighton asked if the van would be handicapped accessible and if it would have
67 seatbelts. Mr. Dewing replied that it would not be handicapped accessible, but that when he
68 goes back to the dealership he could check into that, and he would also check into the
69 seatbelts, but that he thought it did come with them.

70 Selectman Rineman read from one of the proposals and confirmed that there were three
71 point safety belts included.

72
73 Rich Goeselt asked Mr. Dewing if he was offered any diesel vehicles. Mr. Dewing replied
74 that they had. Mr. Goeselt also recommended a firm rule that there would be no electronic
75 devices allowed while driving the vehicle.

76
77 Chair Salomon stated that he was concerned regarding liability insurance and the limits on
78 the liability. Town Administrator Fournier stated that the Town does have liability limits of
79 \$5,000,000 per occurrence.

80
81 Selectman Coutu asked Mr. Dewing to provide information on purchasing an extended
82 warranty program.

83
84 **Motion by Chair Salomon to authorize the Recreation Department to proceed to**
85 **negotiate further with the dealership, taking into consideration comments from**
86 **the Board and the public, and to come back to the Board with a firm proposal,**
87 **with this to be on the agenda for the August 17 Select Board meeting. Seconded**
88 **by Selectman Coutu. Motion carries 3-0.**

89
90 3.2. Approval of Request for Proposal for Town Campus Study

91 Chair Salomon stated that this item was on the last Select Board's agenda and was tabled
92 until this meeting in order to address some questions that were raised by the Select Board
93 as well as the public.

94 Town Administrator Fournier put together a response to some frequently asked questions
95 which was in the Board's packet. Chair Salomon asked the Town Administrator to read the
96 memorandum addressing the town campus study request for proposals.

97
98 Chair Salomon asked Selectmen Coutu and Rineman if they had reviewed the background
99 materials from the prior studies. Selectman Rineman was able to review, but Selectman
100 Coutu had not as he was out of town the prior week.

101
102 Chair Salomon stated that tonight's meeting is vote whether or not to authorize the Town
103 Administrator to send out the RFP, draft it, or go back to the drawing board.

105 Chair Salomon acknowledged that these are difficult economic times, and would not approve
106 a contract with an architect or engineer that is much higher than what has been penciled in
107 to the Capital Improvements plan. The plan has to incorporate an understanding that even
108 if these were good times, that the Town has just started to retire some of the North
109 Hampton Forever bonds, the voters turned down a new fire truck, and we need to be doing
110 long range planning in terms of when the first pieces of the town campus will go before the
111 voters.

112
113 Chair Salomon stated that the process needs to be jump started a little bit, and that the
114 Select Board have only been advised by the professionals piecemeal, and not since the Mires
115 study in 2001 have they taken a comprehensive view.

116
117 Chair Salomon stated that there were a few concerns that may have been in large part due
118 to the way he had articulated the vision of how he felt the process would work, and that
119 people felt they would be shut out. He further stated that it wasn't the case, and he felt that
120 Town Administrator Fournier's comments explained that. The idea is to try to be clear
121 going into the process as to where we want to end up and then have all of the stakeholders
122 help to fine tune.

123
124 Selectman Coutu stated that this process takes a substantial amount of time from beginning
125 to end, and therefore feels there is merit in starting the process. He also stated that he is
126 hopeful that when the project is started we will be in better economic times for the capital
127 funding side of the project.

128
129 Selectman Coutu stated that the process ought to be cost driven, and not concept driven.
130 The architects can come up with a campus with many bells and whistles that the economics
131 of financing would be beyond what the town could afford. In a not dissimilar fashion he felt
132 it would be a good idea to have an understanding as to what the cost implications are to
133 create the new campus. The process of doing this with all the input that will be given over
134 time by lots of constituents over time, will be evolutionary process in cost and design and
135 have the appropriate melding at a point down the road.

136
137 Selectman Rineman also feels this is a good time to get a lot of bids at competitive wages
138 versus what may be charged in better times.

139

Chair Salomon stated that he would like to go out to the public for their comments. All of the Board members were in agreement to allow public comment.

George Chauncey spoke that he is afraid that because of the economy, the plans might have to go back on the shelf, and would we then have to pay for another study in three or four years because the study would be inadequate.

Emily Creighton asked the Select Board if they had looked at the 2004 Municipal Facilities Committee report that was put together by Rich Goeselt and Judy Day. Ms. Creighton also stated that as part of the CIP process the department heads were asked at that time what their needs were. Ms Creighton finds that there would be a duplication of work if they then sit down with the architects again.

Town Administrator Fournier stated that it was important for the different departments to sit down with the architects to clearly define their needs versus wants.

Chair Salomon stated that each of the departments has clearly defined its needs, in terms of the CIP, standing alone. Part of the task will be for all of the involved committees to achieve savings in terms of efficiency, costs, long rang planning by bringing all of the independent needs list into the pot, and coming up with a solution.

Susan Grant, Library Director asked who would prioritize what project goes forward first.

Chair Salomon stated that part of the process would include a timeline and projected budget will be developed.

Cynthia Swank stated that the Municipal Facilities Advisory Committee did come up with different scenarios , and felt that it would be a good document for any of the potential architectural firms to look at and to consider those. Ms. Swank also asked if the firm would be expected to come up with several options, or would the Town be stuck with just one as was the case with Dennis Mires. Ms. Swank further asked what sort of engineering advice would be asked for as to what the current buildings are capable of being turned in to.

Kendall Chevalier stated that he felt there should be public input as to whether people wanted a complex or stand alone buildings, and whether or not they even want to go ahead with the project.

Richard Goeselt stated that he had concerns about having public meetings as there will be too many scenarios and suggestions, and that rather a plan A, B, & C would be better for people to look at and to choose from there.

Chair Salomon stated that if the RFP bids come in too high, he won't vote for it. He further stated that at this stage the Board is asking some professionals to give some advice with a long range plan for the town campus, with timelines and projected budgets. Chair Salomon said that he envisions at every step of the process involving the stakeholders.

Peter Parker would like to ask that the RFP for architects and planners specify who they are going to talk to in order to gather information.

Motion by Selectman Coutu to approve the RFP that includes all of the particulars that were discussed at this meeting, and that there may be some modifications based on public comments to refine the RFP, and provided the RFP costs come back at not more than \$70,000 as drafted in the CIP. Seconded by Selectman Rineman with the change of dates as mentioned by the Town Administrator. Motion carries 3-0.

Brief recess now reconvened

4. Consent Calendar¹

No items

5. Items Laid on the Table²

5.1. Select Board Rules and Procedures

5.2. Personnel Policy Review have work sessions on that

5.3. Review of Forms of Government early fall

6. Report of the Town Administrator

Town Administrator Fournier briefed the Select Board on the status of the end of the Fiscal Year unaudited numbers. Also included in the Town Administrator's report was an update on the Aquarion Water rate case, and the settlement agreement that was reached on July 14, 2009.

THIS LOCATION IS HANDICAPPED ACCESSIBLE. THOSE WISHING TO ATTEND WHO ARE HEARING OR VISION IMPAIRED MAY MAKE THEIR NEEDS KNOWN BY CONTACTING THE AT TOWN HALL 964-8087.

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.

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.

207 Town Administrator Fournier stated that he had received information that former Planning
208 Board Chairman, Forrest Griffin would be turning 90 on August 7 and a birthday card “shower”
209 was being held whereby everyone is asked to send a card to wish him well.

210
211 6.1. Regular Meeting June 8, 2009

212 **Motion by Selectman Coutu to approve the June 8, 2009 minutes as are modified**
213 **and captured in the draft. Seconded by Selectman Rineman. Motion carries 3-0.**

214 Regular Meeting July 13, 2009

215 **Motion by Selectman Coutu to postpone the minutes until the next Select Board**
216 **meeting on August 17, 2009. Seconded by Selectman Rineman. Motion carries 3-0.**

217 Special Meeting July 20, 2009

218 **Motion by Selectman Coutu to approve the July 20, 2009 minutes. Seconded by**
219 **Selectman Rineman. Motion carries 3-0.**

220 **7. Adjournment**

221 **Motion by Selectman Coutu to adjourn the meeting at 8:35 PM. Seconded by**
222 **Selectman Rineman. Motion carries 3-0.**