



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD

MINUTES APPROVED 08/31/2009

MONDAY AUGUST 17, 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 7:10 PM. Those in attendance were Selectman Michael Coutu, Selectman Jon Rineman and Town Administrator Steve Fournier.

Motion by Chair Salomon to come out of the Non-Public session. Moved by Selectman Coutu. Role call: Coutu, Rineman, Salomon. All in favor.

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

3. New Business

3.1 Approval of Oil Bid Proposals

Town Administrator Fournier stated that the Town had received three fuel oil bids. The bids were as follows: Buxton Oil \$2.219 per gallon, Home Town Oil \$2.18 per gallon and Lamprey Brothers at \$2.199 per gallon.

Town Administrator Fournier recommended Lamprey Brothers at \$2.199 per gallon due to the fact that last year the Town ran out of oil at different town buildings a number of times. He further stated that even though Lamprey Brothers bid came in higher than Home Town Oil, Lamprey Brothers has guaranteed a \$1,000 per location penalty fee if the Town runs out of oil. Town Administrator Fournier stated that this was a fixed per gallon price, and that the price will not go up.

36 **Motion by Selectman Coutu to approve locking in the oil price with Lamprey Brothers**
37 **Oil at \$2.199 per gallon. Seconded by Selectman Rineman. Motion carries 3-0.**

38 3.2 Motorcycle Noise Update – Chief Brian Page

39 Chair Salomon stated that he and his colleagues had received communication from residents of
40 the Town who had circulated a petition a Town Meeting regarding motorcycle noise, and
41 indicating that it is now summer and the problem had reoccurred, and the Board had asked the
42 Police Chief to look into it.

43 Chief Page stated to the Board that he was also in receipt of the email from one of the residents
44 that had circulated the petition. The Chief stated that the State Statute still remains at 106
45 decibels, and that State Legislatures, Police Chiefs and now the public have tried to change the
46 decibel level but it continues to fail. Chief Page stated that reductions in Police Department
47 budgets across the state, has not made this problem any easier as it takes a number of officers to
48 conduct motorcycle check points. Chief Page stated that Chief Kevin Walsh from the Rye Police
49 Department has agreed to supply a couple of officers to help conduct these check points, as has
50 State Troopers from Troop G, which is formerly the State of New Hampshire Highway Division.
51 Troop G has trained a number of officers on how to conduct the decibel level tests. The Chief
52 stated that his department is in the planning process of one or maybe two motorcycle noise
53 reduction check points.

54
55 Chief Page stated that unfortunately this will take a considerable amount of overtime and that
56 the money is not there, but will have to be found in the budget. He further stated that it may
57 require further overtime after defective equipment tags are issued. If the defective equipment
58 tag is not returned to the Police Station in 72 hours with a mechanic or inspection station that
59 has signed off saying the equipment has been corrected, a letter will then be sent to the Director
60 of Motor Vehicles and the owner's registration could be suspended. Further overtime costs could
61 be incurred with the officer having to testify in court.

62 Chair Salomon asked the Chief what happens should the motorcycle that is stopped is registered
63 in another state. The Chief stated that they would have to let that motorcycle go as the Police
64 Department is looking for inspection requirements for the State of New Hampshire only.

65 Selectman Coutu asked the Chief why these checkpoints could not be done during ordinary
66 patrol time. The Chief explained that in order to do these check points properly, you need a
67 specific amount of area, and a large number of officers, and his plan so far is to have four to five
68 North Hampton police officers, two or three police officers from Rye and two or three State
69 Troopers from Troop G who will also bring their equipment. Chief Page stated that they would
70 be using the decibel meter that was donated to the police department from Harley Davidson in

71 1990, and that they would also be using the Town of Rye's "hockey stick" to take the required
72 measurements of six inches from the pipe at a 45 degree downward angle.

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74 3.3 Finance Report- D. Smith

75 Interim Finance Director Doug Smith stated that he would be giving the Select Board an update
76 and a brief look of where the finance department stands, and a time perspective and schedule
77 perspective over the next few months.

78 Mr. Smith stated that the finance records in the accounting software have been brought current
79 as of June 30, 2009 and is confident that the Town will see some cost benefits with respect to the
80 upcoming audit for the fiscal year ending June 30, 2009.

81 Mr. Smith stated that the focus will now be in converting the payroll data from the ADP Payroll
82 Service to in house using the ADS financial software, as of January 1, 2010.

83 Selectman Coutu asked what the status of the current 90 day cycle with Municipal Resources Inc.

84 Town Administrator Fournier stated that the Town is currently on its second 90 day cycle, and
85 are focusing on weaning off of the number of hours that MRI is currently working and to start
86 focusing on some of the other projects which include internal control procedures. He further
87 stated that he is looking to have someone come in at least once a month to make sure that the
88 reconciliations are being done correctly so that the Town is audit ready in the future.

89 Town Treasurer, Penny Holbert reviewed the financial reports as required by the Town of North
90 Hampton's financial policy, for the year end June 30, 2009.

91 *A copy of these reports are attached to these minutes.*

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94 3.4 Approval of Passenger Van for Recreation Department

95 Sandy Dewing, North Hampton Recreation Commissioner, presented the Select Board with
96 quote from Hilltop Chevrolet for \$24, 667.00 for a 2008 Chevrolet 15 passenger van, which is a
97 savings of \$8,000 over the prior quote from Hampton Ford. Mr. Dewing confirmed that all of the
98 seats have shoulder straps, and that there is a three year, 36,000 mile bumper to bumper
99 warranty and a five year 100,000 drive train and roadside. An extended warranty for five year,
100 or 100,000 miles bumper to bumper is available for an additional \$1,960 with a zero deductible
101 or a deductible of \$100 for \$1,765.00.

102 Mr. Dewing confirmed that this van does have running boards, but it will not be handicapped
103 accessible as costs could be anywhere between \$16,500 and \$18,000 to convert the van. If the
104 van is converted for handicapped access, six to seven seats will have to be taken out. Mr. Dewing
105 stated that the conversion can be done at anytime in the future.

106 Chair Salomon asked if the Town was obligated in any way to provide handicapped accessibility.
107 Town Administrator Fournier stated that the Town had to provide an individual with an
108 opportunity and then at that time the Town could opt to rent a bus that has handicapped access.
109 Selectman Rineman asked whether or not anyone had gone to Hampton Ford and asked them if
110 they could beat the price given by Hilltop Chevrolet.

111 Mr. Dewing stated that he had asked Hampton Ford and as of the meeting he had not heard
112 back from them.

113 **Motion by Selectman Coutu to purchase from Hilltop Chevrolet, the 2008 Chevrolet**
114 **Fleet Express Van for price stated \$24,668.00 (rounded)and for payment to come from**
115 **the Recreation Revolving Fund, and also to authorize the Town Administrator to**
116 **execute the documents. Seconded by Selectman Rineman. Motion carries 3-0.**

117
118 **Motion by Selectman Coutu to approve the two year extended warranty, bumper to**
119 **bumper with no deductible in the amount \$1,960.00. Seconded by Selectman**
120 **Rineman. Motion carries 3-0.**

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122 Town Administrator Fournier noted that the van will have the proper Town seals affixed to the
123 vehicle to indicate that it is a town vehicle.

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125 3.5 E-911 Update- Deputy Dennis Cote
126 Chair Salomon stated that this item on the agenda is a little arcane, but very important from a
127 public safety point of view, which is an update on the Emergency 911 program .
128 Deputy Fire Chief Dennis Cote stated to the Board that this has been an ongoing process that
129 started back in 2006. In 2008 the Fire Department received “as is” mapping from 911 which is a
130 current address and location of driveways, and the Fire Department ran into a problem with
131 numbering which included six pages of discrepancies. The numbers left to right on some of the
132 streets do not coincide with each other. There has been changes in numbering that was
133 completed at the North Hampton Mobile Home Park ,which has now been renamed to Maple
134 Leaf Village, and there are no longer lot numbers. Granite Post Green and Shel-Al Mobile Home
135 Parks are slated to be completed with the new numbering by October 1, 2009.

136 In order to go forward with the renumbering of public streets, there has to be a public hearing
137 and the Board needs to give approval to move forward with that.

138 Selectman Coutu stated that he felt that residents should be required to have numbers on their
139 home as stated in the Town Ordinances.

140 Chair Salomon stated that he felt a strong message and a reminder should be given to residents
141 stating that the Town Ordinance does require each home to have a number.

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Motion by Selectman Coutu to authorize Deputy Cote to proceed with the renumbering process for E-911 which will lead to the renumbering of homes and renaming of streets. Seconded by Selectman Rineman. Motion carries 3-0.

4. Consent Calendar¹

Motion by Selectman Coutu to approve items 7 through 18 on the consent calendar. Seconded by Selectman Rineman. Motion carries 3-0.

Selectman Coutu will meet with Joe Lessard and Scott Marsh from MRI to review items 1-6 on the consent calendar.

5. Items Laid on the Table²

- 5.1. Select Board Rules and Procedures
- 5.2. Personnel Policy Review

One workshop was held, and another is scheduled for August 24, 2009

- 5.3. Review of Forms of Government

Town Administrator Fournier will have a report in September

6. Report of the Town Administrator

Town Administrator Fournier presented the Board with the Town Meeting 2010 schedule, with the proposed Deliberative Session to be held on April 10, 2010 and the Town Meeting second session on May 11, 2010.

Town Administrator Fournier also presented a proposed Budget Policy for the Select Board to review and approve. Also reported was that the Town Clerk/Tax Collector has collected 93% of taxes owed on the June billing, the Old Town Hall roof work has begun and there will be a mandatory facility walk through on August 19 at 2:00 PM.

Motion by Selectman Coutu to create the position of Deputy Chief of Police within the Police Department pursuant to the job description reviewed in the Non-Public Session. Seconded by Selectman Rineman. Motion carries 3-0.

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.

173 **Motion by Selectman Coutu to appoint Dennis Cote as Acting Fire Chief with a gross**
174 **salary of \$1,442.32 per week as of September 1, 2009. Seconded by Selectman**
175 **Rineman. Motion carries 3-0.**

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177 Representative Judy Day spoke with Town Administrator Fournier regarding code enforcement
178 actions. Often, this is a long procedure through the court system, and is not cost effective.

179 Representative Day stated that effective January 1, 2010, the N.H. General Court will put into
180 effect an amendment to make these issues a civil penalty much like a parking ticket. The
181 Planning Board has been given a copy of the proposed amendment for their review.

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183 Chair Salomon encouraged all members of the Zoning and Planning Board attend the Municipal
184 Law Lecture series that will be starting in the fall.

185 **7. Minutes**

186 7.1. Regular Meeting July 13, 2009

187 **Motion by Selectman Coutu to approve the minutes of July 13, 2009 with the**
188 **minor amendment to line 166. Seconded by Selectman Rineman. Motion carries**
189 **3-0.**

190 7.2. Regular Meeting July 27, 2009

191 **Motion by Selectman Rineman to approve the minutes of July 27, 2009 with the**
192 **addition at the end of line 87 of coverage on per occurrence basis is \$5,000,000.**
193 **Seconded by Selectman Coutu. Motion carries 3-0.**

194 **8. Adjournment**

195 **Motion by Selectman Coutu to adjourn the meeting at 9:20 PM. Seconded by**
196 **Selectman Rineman. Motion carries 3-0.**

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