



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD

MINUTES APPROVED 09/14/2009

MONDAY, AUGUST 31, 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. Call to Order & Call of the Roll

Chair Salomon called the meeting to order at 7PM. Those present were Chair Salomon, Selectman Coutu, Selectman Rineman and Town Administrator Steve Fournier.

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.

Chair Salomon stated there were no items on the Consent Calendar, and the Board would proceed with item 3.1.

2. Consent Calendar - No Items

3. New Business

3.1. Budget Policy

Town Administrator Fournier outlined a proposed Budget Procedure Policy for the Select Board's review and approval.

Chair Salomon asked the Town Administrator if he had discussed the proposed policy with the Budget Committee Chair, Jim Maggiore. Mr. Fournier stated that he had, and received positive feedback from Mr. Maggiore.

Selectman Coutu suggested that Section 1.02 (a) 4) be added to include a narrative plan supporting the operating budgets and the capital items together with the key goals and challenges for that department for the upcoming fiscal year.

Motion by Selectman Coutu to approve the Town Administrator's Budget Procedure as outlined together with the amendment to add the narrative supporting piece. Seconded by Selectman Rineman. Motion carries 3-0.

Selectman Rineman asked the Select Board if the budget survey that was done several years ago by Selectman Coutu, could be sent out again exactly as was written then, to see how things compared to two years ago.

All Select Board members agreed that this was a good idea and would be a good tool to use during the budget process.

3.2. Approval of Bids for Paving of Various Roads

Public Works Director John Hubbard stated to the Board that three paving bids had been received for the reclamation of Pond Path and the overlay of Bradley Lane, as well as a section of South Road that needs some attention before the winter. Mr. Hubbard recommended the bid from Pike Industries for \$195,000.

Mr. Hubbard stated to the Board that he anticipates starting the Country Club Estates project sometime in the middle of September and believes that all work will be done by October 15, 2009.

The Select Board discussed whether or not to stabilize South Road or to put the project on hold until Mr. Hubbard comes back to the Select Board on September 14 with the costs for the overlay.

Motion by Selectman Coutu to approve the bid from Pike Industries for the reclamation of Country Club Estates in the amount of \$186,797. Seconded by Selectman Rineman. Motion carries 3-0.

3.3. Engine 3 Repairs

Acting Chief Cote explained to the Select Board that during a recent department truck check, the crews found that the radiator is leaking on Engine 3. The engine is 23 years old

and has a long list of repairs that need to be done, and this repair would be very costly and would just be a band aid.

Acting Chief Cote explained that an estimate for \$6,122.87 was received for a radiator from Spartan Motors, Inc., with the repair work to be done at Seacoast Truck for \$2,180.06. National Wrecker also submitted an estimate of \$7,491.89 for both parts and labor.

Acting Chief Cote stated to the Board that he had submitted a grant application for \$489,000 for a new Fire Engine to replace Engine 3. The Town would be responsible for 5% of the cost of the apparatus. The Chief stated that he wasn't given a firm date when the grants would be awarded.

Chair Salomon asked Mr. Cote if Engine 3 is a necessary part of emergency response calls, and Mr. Cote explained that it was, as it carries 1,000 feet of orange hose which is a water resupply and various backup rescue tools that do not fit on the other trucks.

Motion by Selectman Coutu to accept the Chief's oral bid from National Wrecker based on his document from National Wrecker of \$7491.89, to complete the repair of the radiator and all work essential to install the radiator. Seconded by Selectman Rineman. Motion carries 3-0.

3.4. Approval of Updated North Hampton Welfare Guidelines

Town Administrator Fournier explained to the Select Board that the Welfare Guidelines need to be updated on at least an annual basis, so that the Town is in compliance with all applicable State Laws. He further stated that the legal offices of Upton and Hatfield reviewed the draft guidelines and thought that they were excellent.

Motion by Selectman Coutu to approve the General Assistance Guidelines with the one caveat that the Town Administrator read them carefully to ensure any typos and avoidable references to the Town of Hampton are corrected. Seconded by Selectman Rineman. Motion carries 3-0.

4. Items Laid on the Table¹

4.1. Select Board Rules and Procedures

¹ 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.

Town Administrator Fournier stated that this item would be taken up after the Personnel Policy Review

4.2. Personnel Policy Review

Chair Salomon stated that the Select Board has had two work sessions and are going through the proposed policy.

4.3. Review of Forms of Government

The Town Administrator will have this report at the September 28, 2009 Select Board meeting.

5. Report of the Town Administrator

The Town Administrator reported that recent figures from the Town Clerk/Tax Collector show that 7% of the June tax bills remain unpaid; the Campus Design Walk Through had over 100 people in attendance and proposals are due by September 4, 2009 at 2 PM; an RFP is currently being drafted to secure General Counsel for the Town.

Town Administrator Fournier acknowledged that today was Chief Thomas Lambert's last day of work, and he publicly thanked Chief Thomas Lambert for his many years of service and dedication to the Town. Chair Salomon stated that he would also like to plan some type of event for the Chief, that would be separate from the one planned by the fire fighters.

Chair Salomon acknowledged the passing of Forrest Griffin. Mr. Griffin volunteered for many years on the North Hampton Planning Board.

6. Minutes

6.1. Regular Meeting August 17, 2009

Motion by Selectman Coutu to approve the minutes of August 17, 2009 with one minor change to line 114 that has been corrected already, but is being noted for the record. Seconded by Selectman Rineman. Motion carries 3-0.

7. Adjournment

Motion by Selectman Coutu to adjourn the meeting at 7:58 PM. Seconded by Selectman Rineman. Motion carries 3-0.