



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
**SELECT BOARD**  
**APPROVED MINUTES**

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REGULAR MEETING – MARCH 26, 2012 –7PM  
NORTH HAMPTON TOWN HALL

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

1. **Non-Public Session Pursuant to RSA 91:A-3 II (a,c) 6:00PM– Executive Conference Room**

2. **Call to Order**

Chair Maggiore called the meeting to order at 7:10 PM. Those in attendance were Selectman Wilson, Selectman Miller and Town Administrator Fournier.

3. **Approval of Minutes of Previous Meetings**

3.1 *Select Board Minutes of March 12, 2012*

**Motion by Selectman Wilson to approve the minutes of March 12, 2012 as emended. Seconded by Selectman Miller. Motion carries 3-0.**

4. **Consent Calendar**

**Motion by Selectman Miller to accept the consent calendar as presented. Seconded by Selectman Wilson. Motion carries 3-0.**

5. **Communications to the Select Board**

5.1 *Correspondence from The Friends of Centennial Hall*

Town Administrator Fournier read a letter from The Friends of Centennial Hall acknowledging a contribution from LOCO Sports in November 2011. The letter went on to state that they hoped that the Select Board would support LOCO Sports request to hold their marathon in North Hampton.

6. **Report of the Town Administrator**

**Recreation Programming:** The annual Easter Egg Scramble will be held this Saturday at 10AM at the North Hampton School. This will be free to the public.

Summer Recreation programming will begin registrations shortly. Please watch Channel 22 and [www.northhampton-nh.gov](http://www.northhampton-nh.gov) for more information.

**DRA Equalization Survey:** We have received the DRA analysis of assessing data used to determine our sales ratio. The Town's median assessment is 107.6%, one point higher than the previous year. This is in line with what the assessors expected.

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It should be noted that the sales of manufactured homes without land have assessment statistics out of line with the Town's overall indications. We were aware that this was happening. We have options such as having MRI conduct a more in-depth analysis and provide information on possible adjusting the situation or we can review the 2012 tax year information and wait until the revaluation in 2013 to fix. If the Board wishes, we can meet with MRI to discuss this.

**Deliberative Session:** I have talked with the Town Moderator and we are suggesting that Deliberative Session and the Town Election be held here in the Town Hall. Deliberative Session will be Saturday March 31 at 8:30AM and the Election will be May 8 from 8AM to 7PM.

**February Expense Report:** At the end of February, we have 29% of the General Fund Operating Budget remaining, so we are running slightly higher than we should be for the fiscal year. However, we still have not transferred funds from the health care stabilization fund and the earned time reimbursement fund to the operating budget. This would bring us more into line to where we would need to be for the year. I do want to highlight the fact that our legal counsel is running much higher than expected. This is due to the number of cases we have going (abatements and code enforcement actions) as well as review of the policies and ordinances that the Select Board has asked for review. In addition, labor counsel is running high due to the amount of negotiations we went through this year and the PELRB case.

## **7. New Business**

### *7.1 LOCO Sports- Proposed Half and Full Marathon for 2012*

Michael St. Laurent of LOCO Sports presented the Select Board with a proposal for a full and half marathon scheduled for September 30, 2012. He stated that at the suggestion of the Select Board last year, they have decided to start the race at 8:00 AM. Mr. St. Laurent predicts that there will be approximately 40% more runners this year, and will be receiving help from one of the directors of the Boston Marathon to ensure things run smoothly.

Mr. St. Laurent reviewed the course map with the Select Board, and also reviewed safety measures that would be implemented.

Mr. St. Laurent stated that public notification of the event would be placed in local newspapers, and signs, email blasts and advertising on Channel 22 would be done as well.

Lisa Martin, President of the North Hampton Youth Association spoke in favor of the marathon and stated that they had received a donation from LOCO sports that enabled North Hampton Youth Association to purchase 144 new uniforms for the Sting Soccer team.

Selectman Miller asked Chief Page if Mr. St. Laurent would be in compliance if the Large Assembly ordinance passed.

Chief Page stated that Mr. St. Laurent would be in compliance and that the safety concerns that he had last year have been resolved.

**Motion by Selectman Miller to approve LOCO Sports full and half marathons on Sunday, September 20, 2012 such that it complies with the Large Assembly ordinance if it passes at the May election. Seconded by Selectman Wilson. Motion carries 3-0.**

### *7.2 Heritage Commission – North Hampton Town Hall National Register Nomination*

Donna Etela, Chair of the Heritage Commission asked the Select Board to vote in favor of nominating the North Hampton Town Hall to the National Register of Historic Places.

Selectman Miller asked Mrs. Etela if the \$2,000 cost would be coming from the Heritage Commission funds.

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Mrs. Etela stated that it would not.

Chair Maggiore stated that he was going to suggest taking the funds from the Building Maintenance Capital Reserve Fund.

Peter Michaud of the New Hampshire Division of Historic Resources told the Select Board that by placing the town hall on the historic register, it could open it up to grants from both the Conservation License Plate or LCHIP (Land and Community Heritage Investment Program) if those programs are funded again.

Mrs. Etela stated that preservationist Lisa Mausolf is working with the Heritage Commission on their survey of historic properties on Atlantic Avenue. Ms. Mausolf will develop the documents that are needed to put the town hall on the National Register.

**Motion by Chair Maggiore to approve the Heritage Commission's efforts to engage Lisa Mausolf to register the town hall on the National Register in a fee not to exceed \$2,000. Seconded by Selectman Wilson. Motion carries 3-0.**

### *7.3 Junk Yard Ordinance*

Town Administrator Fournier stated that this item was placed on the agenda for a review. There will need to be a Public Hearing so it will be some time before it can be adopted.

Town Administrator Fournier suggested setting up a date for a workshop to begin review of this ordinance.

Selectman Wilson stated that the appropriate fees and penalties need to be established.

Chair Maggiore asked Town Administrator Fournier to send the draft to the Planning and Zoning Board for their review.

### *7.4 Appointments to Recreation Commission*

Chair Maggiore read a letter of recommendation from Mike Sullivan, Chairman of the North Hampton Recreation Commission. Mr. Sullivan is recommending the appointments of Dale Rochford and Diane Andrews to the Recreation Commission.

**Motion by Chair Maggiore to appoint Dale Rochford and Diane Andrews to the Recreation Commission. Seconded by Selectman Wilson. Motion carries 3-0.**

### *7.5 Motions for Deliberative Session*

The Select Board reviewed each Warrant Article number and decided which Select Board member would make the motion, make the second and discuss.

### *7.6 Select Board Open Work Items*

The Select Board reviewed open work items that they would like to complete before the election in May.

Selectman Wilson asked to have the Internet Policy on the April 9 Select Board agenda.

Selectman Wilson asked to have the Financial Control Documentation on either the April 9 or April 23 Select Board agenda, with Doug Smith in attendance.

Selectman Wilson asked to have the Junkyard Policy and Permitting Process on the April 30 Select Board agenda, and ask that the Planning and Zoning Boards return their comments on the policy to the Select Board prior to that meeting.

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Selectman Miller asked to have the Road Maintenance/Resurfacing/Reconstruction Schedule, FD/EMS Vehicle Replacement Schedule and the PWD Vehicle Replacement Schedule on the April 30 Select Board agenda.

The Select Board reviewed projects that included job descriptions, total compensation survey, development and implementation of salary ranges, performance reviews and salary reviews.

Town Administrator Fournier suggested a meeting on May 7 to review employee performance appraisals.

Selectman Wilson reviewed what the Capital Improvements Committee has been working on and suggested that a report could be done and reviewed at the April 30 Select Board meeting to show that work has been done and progress has been made.

Selectman Wilson stated that the library would be on the April 23 agenda to discuss their plans for a new library with the Select Board.

The Select Board discussed whether or not they should have a workshop to have the three auditing firms that placed bids come in to meet with the Select Board.

The Select Board agreed that it was important to keep the continuity with Melanson & Heath.

Selectman Wilson stated that there is added value in continuing to work with Melanson & Heath. He further stated that they could continue working with the town on the items that were discussed and brought to attention in the management letter.

Chair Maggiore stated that he is comfortable with the recommendation of Melanson & Heath from the Finance Director.

**Motion by Selectman Miller to accept Melanson & Heath's proposal for three years auditing for the Town of North Hampton beginning on July 1, 2012, and to authorize the Town Administrator to execute the document. Seconded by Selectman Wilson. Motion carries 3-0.**

Selectman Wilson stated that he would like to volunteer on the committee or board for the recruitment of the Code Enforcement Officer and Building Inspector. He further stated that he has worked the most closely with the Building Inspector, and has experience in recruiting.

**Motion by Selectman Wilson to accept the appointment of James Russell as a Sergeant in the police department as recommended by the Chief and the Town Administrator. Seconded by Selectman Miller. Motion carries 3-0.**

## **8. Closing Comments**

*8.1. Closing Comments by Visitors*

*8.2. Closing Comments by Select Board Member*

## **9. Adjournment**

**Motion by Selectman Wilson to adjourn the meeting at 9:38 PM.**

Respectfully submitted,

Janet Facella, Administrative Assistant

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