



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

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REGULAR MEETING – MAY 14, 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) 6:30PM– Executive Conference Room**

**Motion by Selectman Wilson to seal the minutes of the Non-Public Session as provided under RSA 91:A-3 II (a,c). Seconded by Selectman Miller. Motion carries 3-0.**

2. **Call to Order**

Chair Maggiore called the meeting to order at 7:00 PM. Those in attendance were Selectman Wilson, Selectman Miller and Town Administrator Fournier.

Chair Maggiore led the Pledge of Allegiance.

3. **Reorganization of the Select Board**

3.1 Appointment of Chair and Vice Chair

Selectman Wilson nominated Selectman Maggiore to serve as Chair.

**Motion by Selectman Wilson to close the nominations. Seconded by Selectman Miller. Motion carries 3-0.**

Selectman Maggiore was nominated as Chair of the Select Board.

Chair Maggiore nominated Selectman Wilson to serve as Vice Chair.

**Motion by Selectman Miller to close the nominations. Seconded by Chair Maggiore. Motion carries 3-0.**

Selectman Wilson was nominated as Vice Chair of the Select Board.

3.2 Appointments to Boards and Commissions

**Motion by Selectman Miller to nominate Selectman Wilson as Select Board Representative to the Planning Board. Seconded by Chair Maggiore. Motion carries 3-0.**

**Motion by Selectman Wilson to nominate Selectman Miller as Select Board Representative to the Budget Committee, and Chair Maggiore as the Select Board Alternate Representative to the Budget Committee. Seconded by Chair Maggiore. Motion carries 3-0.**

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**Motion by Selectman Wilson to nominate Chair Maggiore as Select Board Alternate Representative to the Planning Board. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectman Wilson to nominate Chair Maggiore as Select Board Representative to the Heritage Commission. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Chair Maggiore to nominate Selectman Wilson as Select Board Alternate Representative to the Heritage Commission. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Chair Maggiore to nominate Selectman Wilson as Select Board Representative to the CIP Committee. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectman Wilson to nominate Chair Maggiore as Select Board Alternate Representative to the CIP Committee. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Chair Maggiore to nominate Selectman Wilson as Select Board Representative to the Conservation Commission. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectman Miller to nominate Chair Maggiore as Select Board Alternate Representative to the Conservation Commission. Seconded by Selectman Wilson. Motion carries 3-0.**

**Motion by Selectman Wilson to nominate Stephen Fournier to serve as a Representative to the Select Board on the Water Commission. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Chair Maggiore to nominate Selectman Wilson as Select Board Representative to the North Hampton forever Committee. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectman Wilson to nominate Chair Maggiore as Select Board Representative to the Energy Committee. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectman Miller to nominate Chair Maggiore as Select Board Representative to the Cable Advisory Committee. Seconded by Selectman Wilson. Motion carries 3-0.**

**Motion by Chair Maggiore to nominate himself as Select Board Representative to the Town Hall Building Committee and Selectman Miller as his Alternate. Seconded by Selectman Miller. Motion carries 3-0.**

**4. Approval of Minutes of Previous Meetings**

4.1 Select Board Minutes of April 23, 2012

**Motion by Selectman Wilson to approve the April 23, 2012 minutes as written. Seconded by Selectman Miller. Motion carries 3-0.**

4.2 Select Board Non-Public Minutes of May 7, 2012

**Motion by Selectman Wilson to table. Seconded by Chair Maggiore. Motion carries 3-0.**

**5. Consent Calendar**

**Motion by Selectman Wilson to approve the Consent Calendar. Seconded by Selectman Miller. Motion carries 3-0.**

**6. Public Hearing**

6.1 Acceptance and Finalization of Natural Hazard Mitigation Plan

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Chair Maggiore opened the public hearing at 7:43 PM.

Michael Donahue, 8 Old Locke Road stated that he had attended the first meeting when this plan was discussed in August, and it had generated great response from the Public Works Director, John Hubbard.

Mr. Donahue stated that the substance of the plan that he is particularly speaking to, is the need to prioritize the culvert work in the community.

Dylan Smith, Senior Planner for the Rockingham Planning Commission stated that he felt that the Select Board might be looking at an older draft of the Natural Hazard Mitigation Plan, but only spelling and grammatical changes had been made, and the content did not change much, if at all.

Selectman Wilson stated that he wasn't confident about voting to adopt the plan or putting his signature on a document that he had not read, unless Mr. Smith or Chief Page could assure him that nothing more than spelling or grammatical changes had been made.

Mr. Smith stated that he could assure everyone that the substance of the plan has not changed.

After speaking with Chief Page, it was determined that the Select Board did not have the correct copy of the draft, as the Select Board did not have the updated table listed on page 53.

Chair Maggiore closed the public hearing at 8:19 PM.

**Motion by Selectman Wilson to table this item until the next meeting. Seconded by Selectman Miller. Motion carries 3-0.**

## **7. Communications to the Select Board**

### **7.1 Correspondence from Jane Mackin**

Town Administrator read Mrs. Mackin's letter into the record.

Mrs. Mackin stated that she would like the Select Board to consider naming the room at the Town Hall after Jane Palmer, who was instrumental with the "redo" of the Town Hall.

Selectman Wilson stated that the Select Board should spend some time thinking about under what circumstances buildings or rooms are named after an individual in the town.

Selectman Miller stated that he wasn't in a position, without criteria, to say yea or nay to any one person.

Chair Maggiore stated that he felt the same as Selectmen Wilson and Miller, and asked that over the next year the Select Board come up with criteria for naming rooms or buildings after individuals in town.

### **7.2 Correspondence from North Hampton School 6<sup>th</sup> Grade Community Outreach Committee**

Town Administrator Fournier read the letter from the 6<sup>th</sup> Grade inviting the Select Board to participate in "Health U Day" to help their classmate, Sam Thomas, who is undergoing chemotherapy for his cancer for the second time in two years.

## **8. Report of the Town Administrator**

**Front of Town Hall-** As the Select Board requested the Director of Public Works and the Town Hall Renovations Committee they have authored a scope of work to renovate and replace the entrance of the Town Hall. The scope will include removing the ramp and stairs in front of the building; constructing new stairs and landscaping in front of the building. While most of the landscaping and demolition will be done by the Public Works Department, we will be going out to bid for the construction of the stairs. A copy of the scope is

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attached to this report. The Town Hall will remain open for meetings during this time, however people will have to use the rear entrance.

**Alternative Forms of Payment** – The Finance Department is working with the Town Clerk/Tax Collector, Administrative Staff, and Police Department to offer alternative forms of payments for various transactions that we see in our offices. We consistently hear requests to use credit and debit cards to pay for all sorts of services. We are working with software providers to work towards having these services offered by late summer. There will be training and equipment needed and we are exploring options at this time.

**Beach Parking** – We received communications from the State Parks Department that they will be moving our parking spaces at the North Hampton State Beach. They are moving the spaces for two reasons; reconstruction and the new sewer hookup. Next fall into the spring of 2013 they will be reconstructing the beach house.

The State and the Town received numerous complaints of nonresidents parking in the reserved spaces. The State felt that it would be serve the residents to move the spaces from the congested part of the lot and segregate them further. It was offered to move them either to the middle of the lot or the end of the lot. It did not make sense to move them in the center, since it would be even more difficult to enforce the parking regulations. When looking at the end of the lot, it seemed it would be easier to segregate the spots. We will be looking at installing better signage to further delineate these spaces.

**Recreation Update** – The Summer recreation program is getting up and running. We will be holding summer camp from July 9 through August 10. The summer program directors are scheduling trips and programming, and we are currently accepting applications for the positions of counselors.

Interviews have been conducted with interim Recreation Directors. This individual will be overseeing the day to day operations of the department, including reviewing the department finances, setting up programs for the late summer and fall, and work with the PASA group to continue to offer the seniors activities in the community. A recommendation should be forthcoming in a weeks' time.

**Budget Update** – With 83% of the fiscal year finished at the end of April, the Town has 15% of the budget remaining, so it is slightly over. However, we still have a number of transfers that need to be made to the General Fund from various trust funds. These are reported on tonight's Consent Calendar.

I do want to highlight the legal budget, which is over expended by 39% or roughly \$25,000. The reasons for this are twofold. First, we negotiated two labor contracts this year and had a case before the State labor board. These costs should be limited next year. The second reason is that we have had a number of additional cases and saw additional use from Boards and Committees.

I do want to take this time to remind not only member of this Board, but others as well, that there is a policy regarding contacting legal counsel that was passed in 2004. It limits the access to Town Counsel so that no individual member of a board may contact legal counsel without the consent of their board and must notify the Town Administrator. This allows us to monitor legal costs throughout the year.

**March Town Meeting** – With the voter's approval to move the date of Town Meeting from May to March, we will be reviewing a number of our policies and procedures to make sure that they reflect these changes. The first change is on the agenda this evening with amending the budget procedure. In the past, departments would submit their budgets for Select Board review in late November early December. Departments will now begin preparing their budgets in August for the review of the Select Board in early October. The board will be presented with a number of amendments over the coming months to change these dates.

## 9. **New Business**

### 9.1 Amendment to Personnel Policy, Section 4.09, Medical Benefits

Town Administrator Fournier explained to the Select Board that the amendment to the policy will remove the option of a Blue Cross Blue Shield program, and all non-union personnel will only have the option of taking the Matthew Thornton HMO plan.

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**Motion by Selectman Miller to amend the Town's personnel policy eliminating Section 4.09 (d) (i) dealing with Blue Cross Blue Shield Health Care effective June 30, 2012, and not to offer the plan in the 2012 open enrollment period. Seconded by Selectman Wilson. Motion carries 3-0.**

9.2 Amendment to Town Budget Procedure Policy

Town Administrator Fournier stated that this amendment will move back the budget process by two months to correspond with the deadlines set by law with a March Town Meeting date.

**Motion by Selectman Wilson to amend the Town Budget Procedure Policy to reflect the changes presented in the revision by the Town Administrator to switch to dates more appropriate for the March Town Meeting. Seconded by Chair Maggiore. Motion carries 3-0.**

9.3 Signature of MS-2, Report of Appropriations Actually Voted

The Select Board signed the MS-2, Report of Appropriations Actually Voted.

**10. Closing Comments**

10.1. Closing Comments by Visitors

*No comments*

10.2. Closing Comments by Select Board Member

*No comments*

**11. Adjournment**

Chair Maggiore adjourned the meeting at 9:00 PM.

Respectfully submitted,

*Janet L. Facella*

Janet L. Facella  
Administrative Assistant

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