



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD
APPROVED MINUTES

REGULAR MEETING – JUNE 25, 2012 –7PM
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 Pursuant to RSA 91:A-3 II (a,b,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.

Chair Maggiore led the Pledge of Allegiance.

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

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

3.1 Select Board Minutes of June 11, 2012

Motion by Selectman Wilson to approve the minutes of June 11, 2012 as written. Seconded by Selectman Miller. Motion carries 2-0.

(Recording Secretary Note: Chair Maggiore was not in attendance at the June 11, 2012 meeting, therefore he could not vote on the approval of the minutes.)

4. **Consent Calendar**

Motion by Selectman Wilson to approve the Consent Calendar with the exception of item 7, Approval of the Denial of Abatement for Michael Coutu. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Miller to approve item 7 on the Consent Calendar, Approval of the Denial of Abatement for Michael Coutu. Seconded by Chair Maggiore. Motion carries 2-0 with Selectman Wilson recusing himself.

5. **Communications to the Select Board**

No items

6. **Report of the Town Administrator**

FY13 Year End Estimated Figures: June 30 marks the end of the Fiscal Year 2012. We are currently closing out the books and you have a number of transfers that will need to be made from the Capital Reserve Funds for

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your approval. We are estimating that we will have \$100,000 remaining in the General Fund, after the transfers, encumbrances and the final payroll for the year.

North Hampton State Beach: I received a telephone call from the State that the hook up to the forced sewer line for the bathrooms was successful and they will be finishing the first phase of the project this week. This will allow the public to use the current bathrooms. In September or October, the second phase will begin with the demolition of the current bathrooms and it will be replaced with a new bathhouse.

Rain Barrel: You will see in front of the entrance of the Town Offices a red barrel on a stand. This barrel is a rain barrel that we will use to water plants around the Town Campus facilities. This will allow us to use less water from the system. While the barrel may seem large, and with the limited rain we have had over the past few months in may seem like it will never fill. However, this morning when I got to the office, there may have been two inches in the barrel. After today's storm, it is now full.

Consumer Price Index: We have received the latest figures from the Bureau of Labor Statistics. The CPI for the month of May increased nationally and in the Northeast Region by 1.7% over the previous year. The Boston Labor Market increased by .08% over the previous year. The main reason for this slight increase versus the larger increases we have seen in the past months is due to the decreasing gas prices.

7. New Business

7.1 Review of Aquarion Water Rates

Harry Hibbert, Vice President of Aquarion Water Company, introduced himself to the Select Board, and thanked the Water Commission for all of their hard work.

Mr. Hibbert stated that by the time the rate increase is put in place, it will have been four years since the last increase. Mr. Hibbert stated that the proposed increase that Aquarion is asking for amounts to approximately \$6.00 per month for the average customer. The primary drivers behind the increase are the increases in costs such as property taxes, day to day operations and the reporting requirements.

Mr. Hibbert reviewed upgrades that have been done as well as cost saving measures that have been taken.

Selectman Wilson stated that he would appreciate an executive summary provided by Aquarion that shows a breakdown of the justifications for the rate increase costs.

Selectman Miller stated that he felt that Chair Maggiore should continue as the representative to the Water Commission as he has the power to vote whereas Town Administrator Fournier does not.

Town Administrator Fournier stated that the town attorney is reviewing the Water Commission charter versus new state laws and will have an update at the next Select Board meeting.

7.2 Approval of the Policy for the Naming of Public Land and Facilities and Placement of Memorials

Chair Maggiore stated that there had been a request to name a room in the Town Hall after a resident. Because the Select Board did not have a process, they felt a policy should be put in place for the acceptance and approval of proposals for commemorative naming and placement of memorials in or on public land and facilities located within the boundaries of the Town of North Hampton.

Selectman Wilson suggested that there should be more distance between the time somebody dies and when something is committed to them. This would allow for time to say whether or not this person really had an impact on the town, and it was important that something be commemorated to them.

Chair Maggiore stated that he felt between three and five years would be a good period of time to wait until naming a building or room after someone passes away.

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The Select Board agreed that a memorial naming should be one year from the date of the event and commemorative naming should be three years from the date of the event.

Selectman Miller suggested adding “ad hoc” to committee in section four of Criteria, as well as a change in the wording from “Selectman” to “Select Board.”

Town Administrator Fournier noted the changes and stated he would make the corrections.

The Select Board agreed to table this item until it has been amended.

7.3 Appointment to Conservation Commission

Chair Maggiore stated that the Select Board had an appointment of Lisa Wilson as an alternate to the Conservation Commission.

Selectman Wilson recused himself.

Motion by Selectman Miller to appoint Lisa Wilson as an alternate to the Conservation Commission. Seconded by Chair Maggiore. Motion carries 2-0.

7.4 Approval of Fiscal Year 2013 Encumbrances

Town Administrator Fournier recommended removing account number 01-4415-10-364 for Seacoast Hospice as they are now a “for profit” agency, making the total encumbrances a total of \$42,175.98.

Selectman Wilson explained that these encumbrances are for expenditures that are committed before the end of the fiscal year, but will not be paid until the next fiscal year.

Selectman Wilson asked whether the donations to the Police Department should be considered encumbrances.

Town Accountant Tom McCormick stated that this was done at the recommendation of Melanson and Heath, the town’s auditing firm.

Motion by Selectman Wilson to approve the encumbrances into FY2013 from budgeted items in FY2012 as amended with the removal of \$2,000 from account number 01-4415-10-364- Seacoast Hospice. Seconded by Selectman Miller. Motion carries 3-0.

7.5 Review of Select Board Rules of Procedure for Ending Time of Meeting – Chair Maggiore

Chair Maggiore stated that three years ago the Select Board voted to put a time limit on the Select Board meetings. The time limit was to bring no new business before the Select Board after 9:00 PM.

Chair Maggiore stated that at a Select Board meeting in June, the Select Board vote 2-1 to discontinue that rule. He further stated that he is bringing this up for reconsideration after voting in favor of it originally because he felt that a time limit makes sense and it gives the Board some purpose for the meetings, and he also felt that the item was not vetted at the time the board voted on it.

Selectman Wilson stated that the reason why he suggested eliminating the rule for ending the meetings at 9:00 PM was because it is inconceivable to him that if the Select Board were engaged in business that they would arbitrarily cut off a meeting simply because there was a rule on the books. He further stated that he felt it was incumbent on the Select Board to manage their time, and to spend their time wisely.

Selectman Miller stated that he had voted against the original motion because he did not see the harm in having a goal to shoot for. He further stated that the cut off time is intended to improve efficiency, not to place blame.

Selectman Miller stated that he felt the Select Board should be the example for other boards on how to efficiently run a meeting, and is suggesting that the Select Board be the inspiration for a well run board.

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Chair Maggiore stated that he felt it was a good idea to have a time limit because it forces the Select Board to do their “homework” and to come to the meeting prepared. He further stated that he felt that having a time limit kept the boards on track.

Motion by Selectman Miller to reinstate the 9:00 PM rule as it read before. Seconded by Chair Maggiore. Motion carries 2-1.

8. Closing Comments

8.1. Closing Comments by Visitors

8.2. Closing Comments by Select Board Member

Selectman Miller stated that he was concerned that employees were not taking vacation time based on the amount of vacation time that was “bought back” by employees. He further stated that he felt it was important for employees to be refreshed in order to perform their duties effectively.

Selectman Miller stated that one of the goals that the Select Board had set was to complete the job descriptions and salary ranges and it has not been completed.

Selectman Wilson suggested having another goal setting session for the coming year.

9. Adjournment

Chair Maggiore adjourned the meeting at 8:40 PM.

Respectfully submitted,

Janet L. Facella