



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD
APPROVED MINUTES

REGULAR MEETING –MONDAY, MARCH 25, 2013 –7PM
NORTH HAMPTON TOWN HALL

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 (c) 6:15 PM– Executive Conference Room

2. Call to Order

Chair Maggiore called the meeting to order at 7:07 PM. Those in attendance were Selectman Wilson, Selectman Miller and Town Administrator Apple.

Chair Maggiore led the Pledge of Allegiance.

Chair Maggiore stated that a recount of Article 21 was held at 5:00 PM with the Town Clerk/Tax Collector, Town Moderator and Select Board in attendance. The recount resulted in a 504 “Yes” vote, and a 505 “No” vote. The original count was a tie of 504 to 504.

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

3. Approval of Minutes of Previous Meetings

3.1 Select Board Minutes of March 11, 2013

Motion by Selectman Miller to approve the March 11, 2013 minutes as amended. Seconded by Selectman Wilson. Motion carries 3-0.

Motion by Selectman Wilson to approve the Non-Public minutes of March 11, 2013 as written. Seconded by Selectman Miller. Motion carries 3-0.

4. Consent Calendar

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

5. Communications to the Select Board

- 5.1 Correspondence from Comcast
- 5.2 Correspondence from Rockingham Planning Commission
- 5.3 Correspondence from NH Department of Revenue Administration
- 5.4 Correspondence from State of NH Department of Safety
- 5.5 Correspondence from Donald Gould
- 5.6 Large Assembly Permit – Reach the Beach

Disclaimer – These minutes are prepared by the Recording Secretary within five (5) business days as required by NH RSA 91-A:2, II. They will not be finalized until approved by majority vote of the Select Board.

5.7 Public Notice of Mosquito Control

Chair Maggiore summarized the communications received from the Select Board, and copies are attached to these minutes.

6. Report of the Town Administrator

Current expenditure reports indicate the budget is currently running approximately 3% over the bottom line. The larger departments have committed to limits on overtime, and are beginning to see signs of a turn in the right direction. Town Administrator Apple stated that he is optimistic that the budget will come in under the bottom line.

Town Administrator Apple asked if it was the Select Board's desire to have a workshop session on the development of priorities and goals. The Select Board agreed to circulate dates so that they can find a day when everyone is available to meet.

Selectman Wilson stated the goal of the work session should be to walk out with a list of doable propositions for the Select Board as well as the staff over the next 11 weeks.

Town Administrator Apple stated there are a number of volunteers needed on various committees and information would be posted on the website.

The Capital Improvements Committee has finalized their report and recommendations have been made for the Select Board to review.

Selectman Wilson stated that the CIP committee spent a lot of time going through several iterations of what kind of recommendations the committee would make regarding how to move forward and get decisions made about what the town wants to do with respect to facilities. At the last CIP meeting, the committee recommended having a charette that would take place from a Friday evening and a Saturday. The charette would involve people getting to see what all of the talk is about with respect to municipal facilities. Selectman Wilson stated that he has become aware of the fact that many people in town do not understand why anything needs to be done because the service they receive is very good.

Town Administrator Apple stated that there would be a Joint Loss Management Committee meeting on March 26, 2013 where a draft copy of the Safety Plan will be discussed.

The statistical revaluation for the town has begun and a press release has been posted on the website and published in the *Portsmouth Herald*.

Town Administrator Apple stated that he had attached an update to junkyard issues to his report, including a recent complaint. Investigations are ongoing and asked the Select Board to bring to his attention any deficiencies they perceive are there.

The Building Inspector inspected the Hampton Rod and Gun Club and has filed a complaint of a possible wetlands violation with the New Hampshire Department Environmental Services.

July 1 renovations are scheduled to begin at the Town Clerk/Tax Collector's office to comply with Department of Labor violations.

The Select Board discussed sending the proposed renovation plans to the Heritage Commission for their comments prior to the April 22 Select Board meeting.

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7. New Business

7.1 Select Board Committee Memberships

The Select Board agreed to the following committee memberships:

- Budget Committee – Selectman Miller, Alternate will be Chair Maggiore
- Planning Board – Selectman Wilson, Alternate will be Selectman Miller
- Heritage Commission – Chair Maggiore, Alternate will be Selectman Wilson
- Water Commission – Chair Maggiore, with Town Administrator Apple as his designee
- CIP Committee – Chair Maggiore, Alternate will be Selectman Wilson
- Large Assembly Committee – Selectman Miller
- Economic Development Committee – Selectman Wilson

Motion by Selectman Miller to approve the committee memberships. Seconded by Selectman Wilson. Motion carries 3-0.

7.2 Appointments to Conservation Commission

Chris Ganotis, Chair of the Conservation Commission recommended that the Select Board reappoint Anita Pounder, Kathy Grant and Phil Thayer to the Conservation Commission.

Motion by Selectman Wilson to approve the appointments to the Conservation Commission as recommended by the Chair of the Conservation Commission. Seconded by Selectman Miller. Motion carries 3-0.

7.3 Appointments to Heritage Commission

Donna Etela, Chair of the Heritage Commission recommended that the Select Board reappoint Cynthia Swank, Jane Robie and Tibbie Field to the Heritage Commission.

Motion by Selectman Miller to approve the appointments to the Heritage Commission as recommended by the Chair of the Heritage Commission. Seconded by Selectman Wilson. Motion carries 3-0.

7.4 Distribution of Insurance Premium Credit/Refund from Local Government Center

Town Administrator Apple stated that Finance Director Doug Smith wrote a memo outlining the way in which to proceed with the distribution of insurance premiums in the form of a premium holiday or cash.

Selectman Wilson stated it is manifestly unfair to return the excess funds by way of a premium holiday or discounted premium, because it is not simply town employees, it is also volunteers in town that have paid the full premium and if we return the money by means of a rebate to employees or a premium holiday, the volunteers will not get their money back, and it simply is not fair.

Selectman Wilson stated that Judge Mitchell's decision was not to do a premium holiday, the order was to return cash. He further stated that this is just the "tip of the iceberg." The Local Government Center is now talking about how they are going to refund \$17 million that was given to Worker's Compensation pool from the HealthTrust. Although the Town of North Hampton does not participate in the Worker's Compensation Trust, some of the town's funds were used in that pool and we need to ask for that refund too.

Motion by Selectman Miller to instruct the Finance Department to pursue cash for the insurance premium refund and to develop a system of reimbursement that is fair to all participants in the HealthTrust through the town's programs. Seconded by Chair Maggiore. Motion carries 3-0.

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7.5 Tax Abatement Request – New Covenant Church of the Hamptons

Attorney Derek Durbin stated that he was representing the Pastor of New Covenant Church, Brent Averill, and thanked them for the opportunity to speak to them.

Mr. Durbin stated that the New Covenant Church of the Hamptons has been in existence for approximately 15 years at 6 Hobbs Road. Membership has dwindled, and in late 2011 there was a reorganization within the church whereby the treasurer stepped down and roles within the church started to shift. Pastor Averill had to take on full time employment and was not able to dedicate as much time to the church.

Mr. Durbin stated that Mr. Averill received notice from the Town of North Hampton on July 12, 2012 that the tax exemption application had not been received. Mr. Averill responded back to the town that he wished to remedy the situation and complete the required paperwork. He further stated that when Mr. Averill completed the paperwork and went into the assessor's office to drop it off, he was told a financial statement was needed, but was not informed that a "clock was ticking." He was able to contact the former treasurer to complete a financial statement and turned it into the assessor's office on January 3, 2013.

Mr. Durbin stated there was no willful neglect to provide information under the state statute as demonstrated by the various communications with the town.

Mr. Durbin stated there are equitable circumstances that justify the granting of a tax abatement.

Chair Maggiore stated that under RSA 72:23, the Select Board can consider granting an abatement if it feels there are circumstances that would allow it.

Selectman Miller asked when the first time tax exempt status was applied for.

Mr. Durbin stated that the church has applied every year for 15 years.

Town Administrator Apple stated that at this point, the only avenue for relief is to file for an abatement. Once the tax rate has been set, an exempt organization that has not filed the appropriate paperwork in a timely manner would only be eligible at that point for an abatement.

Selectman Miller asked whether the church is still in operation at the site.

Mr. Durbin stated due to operating costs and the state of disrepairs to the property, it is on the market. Some of the members have moved to a church in Dover as they begin the transition out of the property.

Selectman Wilson stated that the church is a legitimate 501c3 tax exempt organization, and they failed to file tax documents in a timely manner because of the loss of their treasurer. Because of this, the only way they can seek relief is for the Select Board to grant them an abatement for 2012 taxes. He further stated it is his belief that like things needs to be treated alike. If someone came to the Select Board with the same problem, how would they handle it, and is it reasonable to grant an exemption to the church because of the loss of an employee that was in charge of handling the paperwork.

Selectman Miller stated that if this were him, and he knew that he filed the necessary paperwork three months late the last time, he wouldn't be sitting in almost the same situation nine months later.

Selectman Wilson stated that he is wrestling whether it is fair asking the other tax payers in town to essentially pay the taxes for the subject property because they did not file the appropriate exemption paperwork in a timely fashion.

Chair Maggiore stated that when reading the state statute, there is a provision stating that the Select Board can consider giving an abatement. Chair Maggiore read from RSA 72:33 (d):

" If any person, otherwise qualified to receive an exemption or credit, shall satisfy the selectmen or assessors that he or she was prevented by accident, mistake, or misfortune from filing a permanent application or

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amended permanent application on or before April 15 of the year in which he or she desires the exemption to begin, said officials may receive the application at a later date and grant an exemption or credit for that year; but no such application shall be received or exemption or credit granted after the local tax rate has been approved for that year."

Chair Maggiore stated that he is more inclined to grant an abatement due to his personal experience as well as feelings regarding a church being a tax exempt property.

Town Administrator Apple stated that his procedural advisement would be to either take the matter under advisement and schedule this matter for the next Select Board meeting and reach a decision then, or to make a decision this evening.

Selectman Wilson stated that he does not accept the argument that because the church treasurer left they should be allowed the exemption. It is Selectman Wilson's experience that in any organization when someone leaves, the next person "on the ladder" takes on the responsibilities until someone new is hired.

Selectman Wilson stated that he would vote in favor of the abatement, because the church clearly qualifies under the US/IRS regulations as a tax exempt organization, but if it happens again next year the answer will be no.

Motion by Selectman Wilson to approve a tax abatement request for the New Covenant Church of the Hamptons in the amount of \$6,616. Seconded by Chair Maggiore. Motion carries 2-1.

7.6 Approval of NH Emergency Management Performance Grant Agreement

Chief Cote stated that he had applied for a grant in the amount of \$5,000 from the Emergency Management Performance Grant, and that he was before the Select Board seeking their approval as well as to update the information required for the Local Emergency Operation Plan.

Motion by Selectman Wilson to accept the EMPG grant agreement terms as presented that the grant is for the update of our Local Emergency Operation Plan with a total cost of \$5,000, and the amount of local match is \$2,500 which will be made up with the Town Administrator and Fire Chief's time and that the Town of North Hampton has complied with public meeting requirements if applicable under RSA 31:95-b. Seconded by Chair Maggiore. Motion carries 3-0.

Motion by Selectman Wilson to authorize the Town Administrator to sign any documents relevant to the EMPG grant. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Wilson to suspend the Select Board rules to take up any new business after 9:00PM. Seconded by Chair Maggiore. Motion carries 3-0.

7.7 Proclamation of "Town Hall Day" on May 18, 2013

Heritage Commission Chair, Donna Etela asked for the Select Board's permission to proclaim May 18, 2013 as "Town Hall Day." Mrs. Etela described the festivities that would be held to include Select Board members dressed in appropriate period wear, and their ride in an ox driven cart along Atlantic Avenue to the Town Hall.

Chair Maggiore read the proclamation into the minutes:

WHEREAS, the North Hampton Town Hall was constructed in 1844 and is a superb example of mid Nineteenth Century public architecture; and,

WHEREAS, the Town Hall was renovated and rededicated in 2012 to the public purpose of meetings of a free people for the purpose of their own self-governance; and,

WHEREAS, the Town Hall was this month enrolled in the National Register of Historic Places, as a result of the efforts of many citizens of North Hampton including the Heritage Commission;

WHEREAS, it is right and proper thing to acknowledge the history of the Town Hall, to acknowledge its current place in our common life and to celebrate the Town Hall is now an [sic] historic place;

NOW, THEREFORE, the Select Board in and for the Town of North Hampton does hereby proclaim Saturday, May 18, 2013, as "Town Hall Day" in the said Town, and does hereby recommend and encourage the people thereof to assemble at the Town Hall on that day for the purpose of celebrating the Town Hall and its place in our common life; and, further that this Proclamation shall be spread upon the minutes of the said Town for the purposes herein described.

DONE, in the Town of North Hampton, on this twenty-fifth day of March in the Year 2013 and in the two hundred and seventy-first year of the Town.

Motion by Selectman Wilson to accept the proclamation and proclaim May 18, 2013 as Town Hall Day. Seconded by Selectman Miller. Motion carries 3-0.

8. Closing Comments

8.1 Closing Comments by Visitors

Senator Nancy Stiles stated that she wanted to let the Select Board members know that she is always available if they need any help "navigating the waters" at the state level. Senator Stiles also stated that it had been brought to her attention that someone from North Hampton was of the opinion that she was in favor of sewer along Route 1. She stated that she had not made any such statement, and that she would never work against any Select Board.

8.2 Closing Comments by Select Board Member

Selectman Miller commended Town Administrator Apple for the amount of work that he was able to produce for the meeting in short notice.

Selectman Miller also noted that the Select Board agenda for this meeting had not been posted on the website, and although it may have been a computer "glitch" and not legally required, he would like to be certain that it does not happen again.

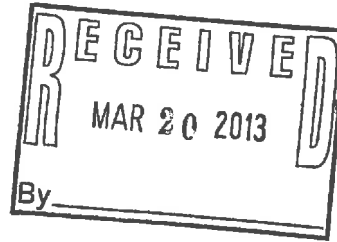
9. Adjournment

Chair Maggiore adjourned the meeting at 9:52 PM.

Respectfully submitted,

Janet L. Facella

Janet L. Facella
Administrative Assistant



March 18, 2013

Via UPS overnight

Board of Selectmen
Town of North Hampton
233 Atlantic Avenue
North Hampton, NH 03862

RE: Price Adjustment Information – Installation & Equipment

Dear Chairman and Members of the Board:

In keeping with our commitment to provide you with regular updates, I am writing to inform you that due to changes in business costs the following installation and equipment prices* will decrease effective May 1, 2013:

Installation:
Installation of each Additional Outlet (Initial Installation) from \$14.15 to \$13.35.
Activation of each Additional Outlet (Initial Installation) from \$7.75 to \$5.60.
Relocate Additional Outlet (Initial Installation) from \$13.60 to \$13.35.
Connection of VCR/DVD (Initial Installation) from \$8.55 to \$7.90.
Connection of VCR/DVD (After Initial Installation) from \$19.10 to \$16.35.
Hourly Service Charge (For custom installation work) from \$33.60 to \$33.20.
In-Home Service Visit from \$33.55 to \$32.10.
Equipment:
Remote control from \$0.20 to \$0.18.
CableCARD (second card in same device) from \$1.15 to \$1.00.

Customers are being noticed, in advance, of this information via bill message.

Should have any questions regarding this information please do not hesitate to contact me at 603.334.3603.

Sincerely,

Jay Somers

Jay Somers, Sr. Manager
Government & Regulatory Affairs

*Prices shown are for residential services only and do not include federal, state and local taxes, franchise fees or other related costs. Prices are subject to change.



March 18, 2013

Board of Selectmen
Town of North Hampton
233 Atlantic Avenue
North Hampton, NH 03862

Re: Grandfathered Cable Packages

Dear Chairman and Members of the Board:

As part of our initiative to standardize programming packages, I am writing to inform you of changes Comcast will be making to grandfathered¹ former AT&T cable packages. These changes will effect a minimal number (less than 1%) of our customers.

Comcast is committed to offering the best value in home entertainment and providing a wide variety of programming choices to our customers. To help achieve that result, customers in these grandfathered packages will be transitioned to the corresponding Comcast package with the same price point as their grandfathered package.

We will be notifying each effected customer of the specific changes impacting their Comcast service by letter beginning March 22nd for changes which will occur beginning April 22nd. Customers will see additional channels such as BBC World, Centric, Cooking Channel, DIY (Do It Yourself), Ovation, Reelz, RLTV and more! TCM (Turner Classic Movies) is not available in their new package.

A toll free customer service number has been set up specifically for this initiative. Should residents contact you with questions please do not hesitate to direct them to this number, 1-888-267-0350, or they can visit us online at www.comcast.com.

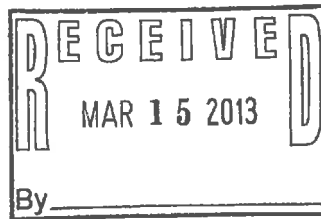
Should you have any questions about this initiative or about our services in general, please do not hesitate to contact me at 603.334.3603.

Sincerely,

Jay Somers

Sr. Manager
Government & Regulatory Affairs

¹ Grandfathered is a package that has not been offered for new subscription within the past several years.



156 Water Street, Exeter, NH 03833
Tel. 603-778-0885 ♦ Fax: 603-778-9183
email@rpc-nh.org ♦ www.rpc-nh.org

March 12, 2013

Christopher D. Clement Sr., Commissioner
NH Department of Transportation
7 Hazen Drive, Box 483
Concord, NH 03302-0483

RE: Proposed State acquisition of Hampton Branch rail corridor

Dear Commissioner Clement,

I am writing to you on behalf of the Rockingham Planning Commission to indicate our continued strong support for State acquisition of the Hampton Branch segment of former B&M Eastern Line railroad right-of-way, extending from Hampton Center to Portsmouth. We urge the NHDOT to pursue acquisition of the newly abandoned section of the corridor when it is offered for sale and we endorse your intent to utilize CMAQ program funds to support the acquisition.

As you know, the southern segment of the right-of-way (the 4.5 miles from Seabrook to Hampton Center) was purchased by the State in 1999. The acquisition of the remaining 9.8 mile section from Hampton to Portsmouth (the Hampton Branch) will bring the full corridor into public control. This will have numerous and long lasting benefits for the State, the towns and the region:

- It will prevent the fragmentation of ownership and future development that would be incompatible with the corridor's use as a transportation facility, and preserve it for a variety of potential future transportation and utility uses.
- It makes development of a rail-to-trail multi-use facility, and specifically the NH segment of the East Coast Greenway, possible. The corridor's wide right of way provides space to allow multiple uses.
- It will connect large residential, commercial, tourist and employment centers in our Seacoast communities with a corridor that is safe and efficient for bicycle and pedestrian travel, and that simultaneously serves as a transportation alternative, a regional recreational resource and significant tourist attraction.
- It will reduce traffic on the Route 1 corridor, particularly during the heavily congested summer months, and help maintain the region's air quality attainment status.

When news of the impending abandonment of the rail segment surfaced in the summer of 2011, the RPC convened a meeting of local officials from the communities directly impacted, including Hampton, North Hampton, Rye, Greenland and Portsmouth. The communities all indicated their strong interest in keeping the corridor intact and public, and supported actions by the State to acquire it. They, better than most, understand the importance of maintaining the corridor for transportation uses -- and the potential cost of missing this unique opportunity.

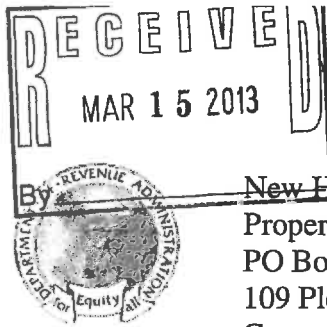
We concur with these views and greatly appreciate the Department's interest and willingness to work toward the preservation of the corridor. Please let us know how we can help move the acquisition forward.

Sincerely,



Cliff Sinnott,
Executive Director


cc: Hon. Maggie Hassan, Governor
Tim Moore, Chair, Rockingham Planning Commission;
RPC/MPO TAC & Policy Committee members
Eric Spear, Mayor, City of Portsmouth
John Bohenko, City Manager, Portsmouth
Priscilla Jenness, Chair, Rye Board of Selectmen
John Penacho, Chair, Greenland Board of Selectmen
Jim Maggiore, Chair, North Hampton Board of Selectmen
Rick Griffin, Chair, Hampton Board of Selectmen

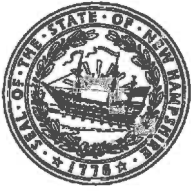


COMMUNITY ACTION REPORT

New Hampshire Dept. of Revenue
Property Appraisal Division
PO Box 487
109 Pleasant Street
Concord, NH 03302-0487

Visit Subject		Visit Method	
1. Assessment Review	<input checked="" type="checkbox"/>	1. E-mail	<input type="checkbox"/>
2. Monitoring	<input type="checkbox"/>	2. In Person	<input checked="" type="checkbox"/>
3. Education/Training	<input type="checkbox"/>	3. Telephone	<input type="checkbox"/>
4. Other	<input type="checkbox"/>	AR Year	2013

Municipality Name				Date of Visit			
North Hampton				February 12, 2013			
*Median Ratio	107.6	PRD	1.05	COD	12.8	**Weighted Ratio	104.0
<p>* Measure of central tendency ratio used to compare individual property.</p> <p>** Weighted average ratio that the state applies to equalize a municipality's total value.</p>							
Person(s) Contacted & Titles							
Scott Marsh and Mike Pelletier of Municipal Resources Inc.							
Report							
<p>A pre-assessment review meeting was held with the above individuals to outline the various phases of the 2013 Assessment Review process. Information Packets have not been compiled due to Assessing Standards Board (ASB) on-going review of proposed changes for 2013. As a result, the standard grid used in the 2012 Information Packet was distributed and used as a template to address the various categories lettered A through F. The participants at the meeting were made aware that the ASB Guidelines will change to "Standards" as of April 1, 2013. Any changes for 2013 will later be communicated to the Town.</p>							
Other Comments							
Tentative Date and Time of Next Visit or Follow-Up							
To be determined.							
Items to be Covered at Next Visit							
Obtain assessing data base extraction for sampling purposes.							
DRA Employee:		Lionel MacEachern				Date: February 28, 2013	
Signature:							



State of New Hampshire

Department of Safety
Division of Emergency Services and Communications
James H. Hayes Safety Building
33 Hazen Drive
Concord, New Hampshire 03305



John J. Barthelmes
Commissioner, Department of Safety

Bruce G. Cheney, ENP
Director, Division of Emergency Services and Communications

Earl M. Sweeney
Assistant Commissioner, Department of Safety

Peter A. Denuette, ENP
Assistant Director, Division of Emergency Services and Communications

Enhanced 9-1-1
Commission Members:

March 14, 2013

Chairman
Chief Douglas M. Aiken
NH Association of Fire Chiefs

Vice Chairman
Captain George Valliere
NH Police Officer

Secretary
William Wood
NH Division of Fire Standards
and Training & EMS

Kathryn Bailey
NH Public Utilities Commission

Marc Violette
NH Telephone Association

Karen Mead
FairPoint Communications

David Caron
NH Municipal Association

Sheriff Craig H. Wiggins
NH Sheriff's Association

Vacant
NH Department of Safety

Richard Bernard
Public Member

Derek Martel
Professional Firefighters of NH

Chief James Valiquet
NH Association of Police Chiefs

Commissioner Linda M. Hodgdon
NH Department of Administrative
Services

Retired Chief Paul Szoc
NH Federation of Fire Mutual
Aids

Sandra Teti
NH Disabled Community

Vacant
Mobile Telecommunications
Carriers Industry

Vacant
NE Cable Telecommunications
Association

Jonathan M. Goldman
NH Emergency Dispatchers
Association

Vacant
Comcast

CHAIRMAN JIM MAGGIORE
BOARD OF SELECTMEN
233 ATLANTIC AVENUE
NORTH HAMPTON, NH 03862

Dear CHAIRMAN MAGGIORE,

The Department of Safety, Division of Emergency Services and Communications has operated the statewide E9-1-1 system for nearly 20 years, ensuring that anyone in New Hampshire can dial the digits 9-1-1 to report a police, fire or medical emergency and receive help from a first responder regardless of location. It's been a year in development and we are ready to roll out a free service that will be available to your community to deliver important, potentially lifesaving message to your citizens. Now we are announcing a reversal of the 9-1-1 concept – the Emergency Notification System (ENS). This system allows us to reach out for you and warn hundreds of people within a given geographical area of an emergency that is going on. If the dam is about to burst and flood the area, if there is a serious traffic crash that could cause traffic to be diverted for hours, an emergency at one of your schools, or a dangerous escaped prisoner headed your way, you can reach your citizens with a prerecorded message and give them the information they need in time to react and protect themselves and their loved ones.

The Commissioner of Safety, John Barthelmes, has approved a set of legislatively mandated policies and we are preparing to make the system available to all cities and towns in New Hampshire. The system relies on the 9-1-1 mapping data we have collected in conjunction with your staff for your community to enable Geographic Based Information System (GIS) notifications. We are notifying you, as a local government appointing authority, of the availability of the ENS. It will cost your community nothing to sign up and participate; you only need to give us the name and contact information of one or two local officials who you wish to grant access to the system and issue notifications to the public on behalf of your town or city.

There are a few rules to follow. Included with this letter is a complete copy of these policies for your review and comment. The policies require the messages to be of a truly urgent nature. As much as we would like to, we are unable to announce next week's bean supper at the town hall or a delayed school opening. If such a notification was in progress and a true emergency arose, the system could quickly become overwhelmed and delay getting the urgent news out. Additionally, experience in other jurisdictions has shown that the more non-urgent messages that are allowed on such a system, the more people begin over time to ignore the messages; which would affirm the old adage of the boy who "cried wolf" one too many times.

The State law authorizing the system allows you to notify every wired telephone, but prohibits broadcasting a mass message to every cellular phone in a given area. This means tourists traveling through or persons who may be unaware of the program will not be notified. Due to concerns expressed to the Legislature that people should be able to decide for themselves whether or not they want to receive the messages on their cellular phones, the law requires that people must "opt in", that is, sign up for the service and let you know they want to receive the messages on their cellular phones. If someone is not on the "opt-in" list, they will not receive notifications. Therefore, if your town or city already has a commercial system that gives you the added flexibility of sending out non-urgent messages or sending them to everyone in a given area regardless if they "opted in" or not, you may decide it is worth the cost to continue with it or you may decide to subscribe to both that system and our free one. An attempt is being made to change the requirements to "opt out" thereby assuring you can reach every cellular phone in the area of concern. We will keep you posted on the progress of this amendment to the present legislation.


In the near future, you will be contacted and asked to tell us if you wish to have access to the system and who in your local government you have designated as the contact point to access the system and be able to issue notifications on behalf of your town or city. We look forward to providing you with a state-of-the-art Emergency Notification System that will add another tool for your town or city in an emergency to notify your citizens quicker and better. If you would like a presentation to your appointing authority so that you may fully understand the capabilities of the system before you decide, please contact our Database Administrator, Tim Scott, at tscott@e911.nh.gov.

Respectfully,

A handwritten signature in black ink, appearing to read "Bruce G. Cheney". The signature is fluid and cursive, with a long horizontal stroke at the end.

Bruce G. Cheney, Director
Division of Emergency Services and Communications

enclosures

TITLE: State of New Hampshire Emergency Notification System		Policy Guidance	
Approved By:		Effective Date:	January 22, 2013
Commissioner's Signature:			

I. Purpose:

This policy governs the procedures for emergency notifications by the State of New Hampshire Emergency Notification System known as "*NH-ENS*".

II. Policy:

RSA 21-P:38 confers upon the Division of Emergency Services and Communications (DESC) "...to ascertain what means exist for rapid and efficient communications during natural and man-made disasters." *NH-ENS* is the product name for the automated computer system that provides the State with both a multi-line telephonic messaging system and a Capacity-on-Demand emergency alert warning system. Outbound messages can be broadcast for voice, text messaging (SMS) and email. The system uses both a computerized Geographic Information System (GIS) which provides a street level mapping program and an emergency service listing Data Base which provides an updated listing of all E9-1-1 customers in the State of New Hampshire. The *NH-ENS* alert system allows community users the capability to rapidly notify citizens of emergencies in their respective communities. The *NH-ENS* alert system operates through a computer server and telephone lines located in the New Hampshire Department of Emergency Services and Communications (DESC) facilities in Concord and Laconia. The DESC will serve as the Host of the *NH-ENS* alert system; however each community in the State may have an independent USER ACCOUNT. Each User Account shall have the capability to send emergency alert messages independently.

III. PROCEDURES:

A. Activation Authority.

Each municipality will have the option to establish and access a *NH-ENS* User Account and send emergency notifications. New Hampshire *NH-ENS* broadcasts may be initiated only by designated authorized officials from the municipality. Designated authorized officials shall receive proper training on the *NH-ENS* system and must agree to these policies and procedures to be granted access to the system. However, in the case of an emergency in a jurisdiction that has not established a user account, every attempt will be made to assist municipalities who are unable or untrained to originate an emergency message.

The following persons are considered designated authorized officials who may request activation of the community emergency notification system:

- a. Town Managers, City Managers or other elected representatives with signing authority for the municipality;
- b. Town or City E9-1-1 liaisons if authorized by the appointing authority;
- c. Police Chiefs, Fire Chiefs or Rescue Chiefs if authorized by the appointing authority;
- d. Emergency Management Directors if authorized by the appointing authority.

B. Web Based Application Activation.

NH-ENS broadcasts may be initiated directly by the municipality using the web based application.

- a. It shall be the responsibility of the designated authorized official to confirm an emergency and determine the content of the message.
- b. As soon as practical after any activation, the municipality must notify the DESC of the activation along with the date and time of the activation, the message that was broadcast, and who authorized the broadcast. Activation notifications can either be FAXed to the DESC at (603) 527-2073 or sent via email to database@e911.nh.gov.

C. PSAP Activation.

New Hampshire *NH-ENS* broadcasts may also be activated through the DESC Public Safety Answering Point (PSAP) over the phone by a designated authorized official to the on-duty PSAP Supervisor. Such requests must be accompanied by a signed FAX or digital PDF with specific instructions for what should be broadcast as soon as possible. These instructions shall be signed by the authorized designated official from the municipality.

D. Records of Activations.

The E9-1-1 Database Administrator shall maintain a file of all emergency alert messages that were generated using the *NH-ENS* system for the purpose of annually reporting system usage to the Commissioner of Safety.

IV. Emergency Broadcast:

- A. The *NH-ENS* alert system may be used to broadcast emergency alert messages to inform citizens of a situation requiring immediate attention such as severe weather conditions (hurricanes, tornadoes, ice storms, etc...), evacuations, escaped and dangerous prisoners and hazardous material incidents.
- B. The *NH-ENS* alert system may NOT be used to broadcast non-emergency messages which are not related to an imminent public safety issues.

V. System Administration and Responsibilities:

- A. The DESC shall be responsible for the overall maintenance of the *NH-ENS* alert system.
- B. The DESC and each User Account recognize that the *NH-ENS* alert system is an additional tool to assist in making emergency notifications. The system cannot be guaranteed to make successful notifications to every individual or home the message is intended for. ***Consequently, the DESC and each User Account should continue to employ all available means (print, radio, television media and door-to-door) for emergency notifications when appropriate.***
- C. In addition to local User Account holders, at the request of authorized personnel from the New Hampshire State Police or a County Sheriff's Department, the DESC shall send emergency alert notifications to communities within the State of New Hampshire.
- D. Each time the DESC initiates an emergency alert warning message, the DESC staff members shall notify the Public Safety agencies in the communities notified of the emergency notification.
- E. The DESC shall provide an internet "Opt-In" link from the State of New Hampshire website to allow Cellular and VoIP Telephone users the opportunity to enroll into the *NH-ENS* alert system database for their community. Local E9-1-1 liaisons may be called upon to resolve addressing issues which may occur from time to time from Opt-In users.

From: "dbg6398" <dbg6398@comcast.net>
To: "Phillip Wilson (E-mail)" <phillipwilson@comcast.net>
Sent: Friday, March 15, 2013 11:39:28 AM
Subject: Race to the Sea

Phil—I watched the most recent Select Board meeting (3/11/13) last night on Channel 22 and saw the presentation by the representative from "Race to the Sea." I had the same reaction as you—namely that we seem to be seeing more and more of these "events" in Town.

More significantly, I am glad that you asked your question about the profit/non-profit status of the organization; and, like you, was concerned when I learned that it is a for-profit organization.

I think that the Board should give careful consideration, as a matter of Town policy, to approving **and supporting** this type of for-profit activity. There is nothing in it for the Town except the downside of public inconvenience and the potential downside of exposure to liability--suppose a runner is injured (hit by a car or breaks an ankle from stepping in a pot hole).

As I understood the presentation, the organization plans to use to NHS property as a staging area where "relay runners" will trade places. Has this been approved by the School Board? What are the terms of their "lease of the property"? Apparently, there will be team vans present (coming and going)--another potential hazard.

Query whether the Town/School should permit the **free use** of its facilities to support for-profit activity? Would we permit the use of the Town Hall for a for-profit activity? What about the Town Common or tennis courts? Would our liability insurance cover incidents occurring during the Town's support of for-profit activities?

Given that the Town residents may be inconvenienced by road closures, and given the potential for potential legal exposure for the Town, I respectfully suggest that the Board carefully consider and develop a rationale for supporting this type of for-profit activity by providing **free use** of public facilities?

Given your articulated reservations, which I share, I hope that the Board will carefully consider these important policy issues before approving and supporting such activities.

Feel free to share this email with Larry, Jim and Mr. Apple.

Respectfully,

Don Gould

PUBLIC NOTICE

TOWN OF NORTH HAMPTON

Mosquito Control

The Mosquito Control program begins the week of April 8, 2013 in the Town of North Hampton. Crews from Dragon Mosquito Control will be checking swamps, salt marshes, woodland pools, ditches, storm drains and other shallow, stagnant water for mosquito larvae. When mosquitoes are found, the following insecticides may be used:

VectoBac (Bacillus thuringiensis israelensis)	Agnique MMF (poly-isooctadecyl-hydroxyl)
Natular (spinosad)	BVA 2 Mosquito Larvicide Oil (highly refined petroleum distillate)
Altosid (methoprene)	CocoBear MLO (mineral oil)

If Eastern Equine Encephalitis or West Nile Virus is found in or near North Hampton, then emergency spraying may be conducted using one or more of the following products:

Anvil (sumithrin)	Cross Check Plus (bifenthrin)
Zenivex (etofenprox)	Mavrik Perimeter (tau-fluvalinate)
Permanone (permethrin)	Duet (sumithrin & prallethrin)

Emergency spray treatments may be conducted at the following locations:

Elementary School
Town Common
Dearborn Park
Knowles Field

It is impossible to predict if emergency spraying will be necessary. The spray schedule is based upon mosquito surveillance data, disease test results and weather data. Further communication will be given if emergency spraying is going to take place.

Residents who do not want their wetlands treated may use our No-Spray Registry online at www.DragonMosquito.com/No-Spray-Registry or write to Dragon Mosquito Control, P.O. Box 46, Stratham, NH 03885. Be sure to include your name, physical address, phone number, and a description of your property with boundaries. Residents who would like to have their stagnant water checked for mosquitoes may call **734-4144** or email **Info@DragonMosquito.com**. There is no charge for this service. Contact us for more information on spray dates, location, materials used, precautions or other concerns.