



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD
APPROVED MINUTES

REGULAR MEETING –MONDAY, APRIL 22, 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. Call to Order

Chair Maggiore called the meeting to order at 7:05 PM. Those in attendance were Selectman Wilson, Selectman Miller and Town Administrator Apple.

Chair Maggiore invited those in attendance to join in the Pledge of Allegiance.

Chair Maggiore stated he wanted to recognize and thank members of the Seacoast S.E.R.T. Team for their assistance in Watertown, Massachusetts while searching for the suspected Boston Marathon bomber.

Chair Maggiore reported that Donald Palmer, former Select Board member had passed away.

2. Approval of Minutes of Previous Meetings

2.1 Select Board Minutes of April 8, 2013

Motion by Selectman Wilson to accept the April 8, 2013 minutes as presented. Seconded by Selectman Miller. Motion carries 3-0.

2.2 Select Board Workshop Minutes of April 16, 2013

Motion by Selectman Wilson to accept the April 16, 2013 workshop minutes as presented. Seconded by Selectman Miller. Motion carries 3-0.

3. Consent Calendar

Selectman Wilson stated he understood there may be concern regarding the involuntary merged lot request from James Jackson on Map 023, Lot 026, and that if anyone was in attendance because of this, he could perhaps clarify the information for them.

Selectman Wilson stated that real estate lots that were involuntarily merged by municipal action can now be restored to their pre-merger status per RSA 674:39-aa, by making a request to the local governing body prior to December 31, 2016. He further stated that the merger is restoring rights to the owner they should not have lost in the first place.

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Motion by Selectman Wilson to approve the Consent Calendar as presented. Seconded by Selectman Miller for discussion.

Chair Maggiore asked if there was anyone in attendance that came to speak about this item, and if so would they like to address the Select Board.

Joe Hume, 56 Winnicut Road asked if the Select Board knew where the property lines were, and if a commercial use was permitted on this property.

Selectman Wilson stated that it is up to a surveyor to locate the property lines, and is not related with the issue before Select Board. He further stated that the issues Mr. Hume is raising about commercial use on the property would need to be brought to the attention of the Building Inspector.

Motion carries 3-0.

Communications to the Select Board

4.1 Correspondence from Janice Frongillo

Chair Maggiore read two letters from Janice Frongillo into the minutes. Ms. Frongillo's letters communicate her concerns with parking at the North Hampton State Beach.

4.2 Correspondence from SAU #21

Chair Maggiore reviewed the MS-22, Report of Appropriations Actually Voted for SAU #21.

4.3 Correspondence from New Hampshire Audubon Society

Chair Maggiore stated the Board of Tax and Land Appeal forms A-9 and A-12 required to be filed annually for charitable organizations had been received from the New Hampshire Audubon Society, and will be forwarded to the assessing department.

4. Report of the Town Administrator

Town Administrator Apple stated that he was seeking the Select Board's approval for an extension of the cable franchise agreement. He stated that the current agreement had expired in July of 2012. The cable advisory committee has a proposed agreement for the new franchise agreement they are currently reviewing. Attorney Miller is editing the proposed agreement, and it will be brought before the Select Board sometime in mid to late May.

Motion by Selectman Wilson to approve the extension for the Cable Franchise Agreement between the Town of North Hampton, New Hampshire and Comcast for the period ending on July 3, 2013. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Wilson to appoint Anne Ambrogi to the North Hampton Cable Advisory Committee for a three year term expiring in March of 2016, and to appoint Wallace Kilgore to the North Hampton Cable Advisory Committee for a three year term expiring in March of 2016. Seconded by Selectman Miller. Motion carries 3-0.

Town Administrator Apple reviewed current year spending, and is optimistic the budget goal of returning \$75,000 to the fund balance will be met.

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The Town Administrator's report also included updates on the Safety Committee, job descriptions, and renovations to the Town Clerk/Tax Collector's office, and new requirements by the Environmental Protection Agency for storm water management.

5. New Business

6.1 Large Assembly Permit Application – Fuller Gardens

Motion by Selectman Wilson to approve the Large Assembly Permit Application for Fuller Gardens. Seconded by Selectman Miller. Motion carries 3-0.

6.2 Large Assembly Permit Application – American Legion Post 35

John Barvenik, Finance Officer for American Legion Post 35, apologized to the Select Board for not filing the application in a timely manner.

Motion by Chair Maggiore to waive the requirement of a 60 day notice and to approve the application of American Legion Post 35 for their event on May 4, 2013 for a Car Show and Swap Meet. Seconded by Selectman Wilson. Motion carries 3-0.

6.3 Large Assembly Permit Application – Local's Restaurant

Selectman Wilson asked if the applicant has agreed to abide by the eight recommendations of Chief Page.

Chief Page stated that he did not know if the applicant had received his memorandum, but that he would be willing to give them 72 hours to agree to the requirements.

Motion by Selectman Wilson to waive the 60 day notice. Seconded by Chair Maggiore.

Chief Page stated that the Select Board were looking at an old version of the Large Assembly Ordinance, because the new ordinance passed in March requires a 30 day notice.

Motion withdrawn by Selectman Wilson. Second withdrawn by Chair Maggiore.

Motion by Selectman Wilson to approve the permit with the following conditions:

- 1. That the applicant submits a letter within 72 hours stating the applicant agrees to the conditions in the memorandum from Chief Brian Page dated April 8, 2013 expressing recommendations about the conduct of this event.**
- 2. That the Fire Chief submit a written statement that he has reviewed and approved this event within 24 hours after returning from vacation.**

Seconded by Selectman Miller. Motion carries 3-0.

Brian Kent, President of the Fire & Irons Motorcycle Club #83 stated that he has looked at the memorandum from Chief Page, and does not see any problems and understands that rules that need to be met.

6.4 Appointments to the Agriculture Commission

Motion by Chair Maggiore to approve the nominations of Robert Copp with a term to expire in March of 2016, Walter Nordstrom with a term to expire in March of 2014, and Pamela Hopkins with a term to expire in March of 2016, to the Agriculture Commission. Seconded by Selectman Wilson. Motion carries 3-0.

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6.5 Appointment to the Heritage Commission

Motion by Selectman Wilson to approve the nomination of Shep Kroner to the Heritage Commission for a term expiring March 2014. Seconded by Selectman Miller. Motion carries 3-0.

6.6 Energy Committee Update – Peter Philbrook

Mr. Philbrook recognized, thanked and presented flowers to Mary Lou Wollmar for her seven years of service to the Energy Committee. Mr. Philbrook stated Mrs. Wollmar has submitted her resignation, and would be missed on the committee.

Mr. Philbrook presented the Select Board with an overview of projects the Energy Committee had done and provided suggestions for more efficient electricity, fuel oil and water usage.

Mr. Philbrook showed electricity cost savings the North Hampton School has accomplished over the past five years. The North Hampton School has also received a State of Energy Performance score of 85, which is considered to be “most efficient.”

Mr. Philbrook stated that his presentation would be available on the town web site.

Among Mr. Philbrook’s many recommendations, was a suggestion to turn off the flashing traffic light at the North Hampton State Beach crosswalk during the months of December, January and February due to the low volume of foot and vehicle traffic.

Mr. Philbrook recommended re-thinking the lighting for the municipal complex that would reduce costs, enhance night vision, provide higher quality lighting, limit light pollution, and lower costs.

Street lights recommended for removal by the Energy Committee are located on Willow Avenue, Walnut Avenue, Elm Road, North Road, Mill Road, Cedar Road, South Road, Exeter Road, Kimberly Drive, Atlantic Avenue, Chapel Road, Ocean Boulevard, Appledore Avenue, and Woodland Road.

Chair Maggiore thanked Mr. Philbrook and members of the Energy Committee for their continued dedication on this important committee.

Motion by Selectman Wilson to suspend the rules to end the meeting at 9:00 PM in order to finish the items on the agenda. Seconded by Selectman Miller. Motion carries 3-0.

6.7 Execute Cable Franchise Agreement Extension

Secretary’s Note: This item was discussed during the Town Administrator’s report

6.8 Adopt Job Description and Review Form

Chair Maggiore stated that one of the Select Board’s goals was to complete job descriptions for non represented employees, and Selectman Wilson had worked very hard with the prior Town Administrators as well as Town Administrator Apple in completing the task.

Selectman Wilson stated that this was a very solid beginning and recommended the Select Board adopt the job descriptions, and run the process this year for the allocation for merit reviews. Selectman Wilson suggested that item 14- Interpersonal Relationships was perhaps repetitive of item 4, and suggested simplifying the form by eliminating item 14.

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The Select Board asked that the Town Administrator make sure that those job descriptions that have budgetary control have the correct language in the description, and list it as a separate paragraph so as to call attention to this.

Motion by Selectman Wilson to accept the Merit Plan Policy and Role Descriptions as presented with the understanding that they will be improved as they are applied this year. Seconded by Selectman Miller. Motion carries 3-0.

Town Administrator Apple stated that the review process would begin with employees, and that it would be a 90 day review as that is the length of time he has been employed with the town.

6. Closing Comments

7.1 Closing Comments by Visitors

Gary Stevens, 228 Atlantic Avenue stated to the Select Board that he was interested in serving on the Economic Development Committee and asked what the status of the committee was.

Town Administrator Apple stated that the Select Board had received volunteer nominations for the Economic Development Committee, and they are now ready to appoint members at their next meeting on May 6, 2013.

7.2 Closing Comments by Select Board Member

7. Adjournment

Chair Maggiore adjourned the meeting at 9:40 PM.

Respectfully submitted,

Janet L. Facella

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