



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD
APPROVED MINUTES

REGULAR MEETING –MONDAY, MAY 20, 2013 –7PM
NORTH HAMPTON TOWN HALL

1. Call to Order

Chair Maggiore called the meeting to order at 7:00 PM. Those in attendance were Chair Maggiore and Selectman Miller. Selectman Wilson was absent.

Chair Maggiore led the Pledge of Allegiance.

2. Approval of Minutes of Previous Meetings

2.1 Select Board Minutes of May 6, 2013

2.2 Select Board Non-Public Minutes of May 6, 2013

Chair Maggiore stated that the minutes of May 6, 2013, both public and non-public would be tabled until the June 10, 2013 meeting because Selectman Miller was not in attendance at the May 6 meeting, and Selectman Wilson was absent from this meeting.

3. Consent Calendar

Motion by Chair Maggiore to approve the Consent Calendar as presented. Seconded by Selectman Miller. Motion carries 2-0.

Chair Maggiore stated that he did not want to wait until the end of the meeting to thank everyone involved in “Town Hall Day.” He stated that special thanks should go to the Heritage Commission who worked to put that event together.

4. Public Hearing

4.1 Proposed Street Light Removals

Chair Maggiore stated that the Energy Committee has identified 19 street lights, some of which have not been operating and some of which are no longer necessary for a myriad of different reasons.

Chair Maggiore opened the Public Hearing at 7:10 PM.

Jill Brandt, 219 Atlantic Avenue spoke about a street light (pole number 2-46) on Atlantic Avenue that is slated for removal sometime at a future date, and spoke against its removal for safety reasons.

Peter Philbrook stated that pole number 2-46 that Mrs. Brandt spoke to has been taken off of the removal list.

Jeff Hillier, 3 Glendale Road spoke in opposition of the removal of pole number 46-5.

Mr. Philbrook stated the reason for the removal is because out of the seven lights in the Glendale Road, Kimberly Drive and Alden Avenue neighborhood, this light is not on a dangerous curve, or at an intersection, whereas all of the other lights in the neighborhood are on a curve or at an intersection.

Mrs. Brandt spoke from the audience without a microphone and her comments were inaudible.

An unidentified woman spoke from the audience without a microphone and her comments were inaudible.

John (inaudible), 224 Atlantic Avenue stated that he could not understand why North Hampton would want to remove street lights and shouldn't they put in more, and is strongly objecting to removal of any street lights.

Wally Kilgore, 220 Atlantic Avenue, stated that he lives directly across from Alden Avenue and noticed that a large number of people are walking their dogs across the homestead property into that neighborhood, and supports keeping all of the lights there.

Selectman Miller stated that he would recommend that pole number 46-5 on Kimberly Drive remain, but that with budgets as tight as they are, he agreed the others slated for removal should be.

Chair Maggiore agreed with Selectman Miller.

Motion by Selectman Miller to remove Pole 46-5 on Kimberly Drive from the street light removal list. Seconded by Chair Maggiore. Motion carries 2-0.

Chair Maggiore closed the public hearing at 7:45 PM.

4.2 Proposed Changes to Town Fee Schedule

Chair Maggiore opened the public hearing at 7:46 PM.

Kathleen Kilgore, 220 Atlantic Avenue asked why there was a charge of \$20 for a copy of a sex offender list, but you are able to get one for free at the State of New Hampshire's website. She further stated that she felt this was penalizing someone that does not have computer access.

Chief Page stated that if someone comes to the police station and requests a list, they will go online to the State's website and print one and charge \$20. The Chief stated one of his reasons for this charge is to allow someone else's resources cover it, so that his police officers can stay on the street where they should be, and not sitting in the office printing out paperwork.

Selectman Miller asked Chief Page how many times someone has come to the police station to request a copy.

Chief Page stated in his past 13 years as police chief, he has had one request.

Chair Maggiore suggested leaving the Recreation Department fees as their current level because of the recent increase in the cost of beach stickers.

Selectman Miller stated that he would like the Recreation Director to come to the next Select Board meeting to discuss his reasoning for the increases.

Wally Kilgore, 220 Atlantic Avenue asked that the Select Board allow residents more time to review the proposed fees as this is the first time he is seeing this document.

Town Administrator Apple stated that he understands what Mr. Kilgore is saying however the notice of the public hearing as well as the document that is being reviewed this evening has been posted on the website since May 3, 2013.

Hope Miller, 6 Alden Avenue stated that there are a lot of people in North Hampton that do not have internet access.

Town Administrator Apple stated that as the notice in the newspaper stated, the document was available at the town office for review.

Selectman Miller stated that the increases being proposed are fairly modest, but understands that not everyone in town is going to agree with everything all of the time. He further stated that he would be in favor of approving the increases in the fees presented except the Recreation Department.

Chair Maggiore suggested tabling the proposal until the next Select Board meeting.

Motion by Chair Maggiore to table the public hearing and continue it on June 10, 2013 meeting at 7:15 PM. Seconded by Selectman Miller. Motion carries 2-0.

Chair Maggiore closed the public hearing at 8:07 PM.

5. Communications to the Select Board

5.1 Correspondence from New Hampshire State Parks

Chair Maggiore stated that there will be a ribbon cutting ceremony at the new North Hampton State Beach restrooms on Friday, June 7, 2013 at 10:00 AM.

Selectman Wilson stated that he would like to thank Senator Stiles for her contributions to seeing to it that the new bathrooms were built.

5.2 Correspondence from Rockingham Community Action

Rockingham Community Action sent a letter to the Select Board thanking them for the town's contribution of \$3,000.

5.3 Public Notice Regarding Interruption of Electricity

Chair Maggiore noted that Public Service of New Hampshire will be performing work along Atlantic Avenue which will result in a temporary service interruption at the North Hampton Town Offices on May 21, 2013 from 9:00 AM until 12:00 PM.

5.4 Correspondence from Paul Stinson

Chair Maggiore asked that this piece of correspondence be moved under New Business, item 7.7

6. Report of the Town Administrator

Finances – Quarterly Report

Committee Nominations

Technology Inventory

Statistical Update

Municipal Facilities Update

Status of DOL Citation

Storm Water Regulations

Joint Loss Safety Plan

Junkyard Closures/New Problems

Pay Grades for Non-Organized Employees

Personnel

Personnel Plan

Merit Pool Policy

Finance Policies

Hampton Rod and Gun Club

Reconstruction Town Clerk Building

Facilities

Earned Time Policy

Town Administrator Apple asked that Finance Director, Douglas Smith present his quarterly finance report at this time.

Doug Smith stated that the report is designed to establish and point out the town's current level of investments are in accordance with the current financial policies and collateralization requirements.

Mr. Smith reviewed actual balances and projected balances for the quarter ending March 31, 2013.

Town Administrator Apple stated that significant progress has been made in “turning the ship around” as far as the budget is concerned. He further stated he is optimistic that the budget will finish ahead of goal and he commended the departments for their hard work in helping to achieve their goal.

Town Administrator Apple updated the Select Board on several projects and reminded all of those in attendance that there would be a Memorial Day parade and ceremony on Monday, May 27, 2013 at 10:00 AM.

Chair Maggiore suggested moving agenda item 7.6 to the top of the agenda due to the large number of people in attendance for that item.

7. New Business

7.1 Large Assembly Permit – 40 Ocean Boulevard

Andy Costello, 40 Ocean Boulevard stated he was before the Select Board to host a customer appreciation event for Enterprise Bank out of Lowell Massachusetts. Clients attending the event will be bused to and from the house from St. Theresa’s Church parking lot. There will not be any parking allowed at the house, and a police officer has been hired to see to it that no one enters in a vehicle.

Motion by Chair Maggiore to approve the Large Assembly Permit Application for 40 Ocean Boulevard. Seconded by Selectman Miller. Motion carries 2-0.

7.2 Large Assembly Permit – 9A Atlantic Avenue

Chair Maggiore stated that the Large Assembly Permit submitted for 9A Atlantic Avenue was for a graduation party with approximately 200 guests in attendance. No vehicles will be parked at the residence, as a shuttle will bring guests to the property. Chief Page confirmed that a Special Detail Police Officer has been hired.

Motion by Chair Maggiore to approve the Large Assembly Permit for 9A Atlantic Avenue for the graduation party which will be held on June 9, 2013. Seconded by Selectman Miller. Motion carries 2-0.

7.3 Appointment of Alternates to the Agriculture Commission

Motion by Selectman Miller to appoint Bob Hamilton and Lisa Cote as alternates to the Agriculture Commission with terms to expire in March 2014. Seconded by Chair Maggiore. Motion carries 2-0.

7.4 Update on Rescue 1 – Chief Dennis Cote

Chief Cote stated that the ambulance was recently out of service again and it had stalled at an intersection when it was returning to the fire station after dropping a patient off at the hospital. The ambulance has been out of service for 150 hours in the past month, and after eight months of repairs totaling \$8,500 and no solution, it must be replaced.

Chief Cote stated that it was his intention to include a warrant article on the FY2014 budget, by was misguided by the Department of Revenue on this article and the Select Board’s authority to spend the funds as agents of the town. Chief Cote stated that current balance in the Capital Reserve account is \$433,000.

Chief Cote stated that with a letter of intent from the Select Board to purchase a new ambulance, he could have it delivered by October 2014 and have the use of a “loaner” ambulance at no cost to the town.

Selectman Miller suggested having a joint meeting with the budget committee later in the week to update them of the current situation.

Mike Walzak, 145 Mill Road stated as an elected member of the budget committee he would agree that a meeting should be held immediately as this is a very serious situation.

7.5 Review and Approve Merit Plan and Salary Structure

Chair Maggiore stated that this plan was put together by Interim Town Administrator Caron. He further stated this plan will be used in evaluating the performance of all non-union employees and could result in a pay adjustment or onetime bonus.

Chair Maggiore read a written comment from Selectman Wilson that stated he believed the Merit Plan and Salary Structure should be implemented, review how well it works, and approve it for the next cycle.

Selectman Miller stated that he agreed with Selectman Wilson and the plan should be adopted.

Town Administrator Apple stated that he has scheduled employee reviews for the last week in May.

Motion by Chair Maggiore to adopt the proposed Town of North Hampton Merit Pool Administration Policy. Seconded by Selectman Miller. Motion carries 2-0.

Motion by Chair Maggiore to adopt the Salary Wage Scales in Section 4 of Interim Town Administrator Caron's report. Seconded by Selectman Miller. Motion carries 2-0.

7.6 North Hampton Public Library Trustees – Discussion of New Library Progress

Kelly Parrott, North Hampton Library Trustee presented a Power Point presentation of the progress of the proposed new library, program timelines, current and upcoming expenses, a request to use the homestead property and to answer any questions.

Mrs. Parrott reiterated that the trustees main goal at the Select Board meeting was to request the homestead property. She further stated that although the trustees are excited to participate in the charrette, they would like confirmation in advance. The current plan is to begin their “quiet donorship campaign phase” in August, but need to have plans in place before that.

Susan Hills, 145 Mill Road asked that the Select Board think carefully on the fiscal prudence of “handing over” a prime piece of property for the dedicated use of the library. She further suggested waiting until the charrette to see what the taxpayers want.

George Chauncey, 28 Hobbs Road stated that when the homestead property was for sale, it was stated that the property was going to be used to build a new library. Although the warrant article does not state that, it was the general consensus at the time.

Wally Kilgore, Atlantic Avenue stated that while he sits in his home office it amazes him the amount of vehicles that go in and out of the library during the day. He further stated in his 10 years of living in town, this is the fifth time this discussion has come up and it is time to move forward.

A gentleman spoke at the podium but his name or address was inaudible. He asked the Select Board why a decision regarding town buildings has not been made yet.

Emily Creighton, 32 Post Road stated that when she was on the committee, “Friends of the Library” they approached the trustees regarding the potential sale of the homestead property. The trustees then presented the Select Board with this information and asked if they would help to negotiate the sale to which they agreed. She further stated that if the Select Board could not make a decision, that at least put this on the ballot.

Linda Hillier, 3 Glendale Road stated she was a library trustee when they hired Patience Jackson to do the first library study and it is now time to make a decision.

Trish Johnston, 87 Atlantic Avenue stated the intention of the purchase of the homestead property was to build a new library. She further stated she would not have voted for the purchase had it been for something else.

Selectman Miller stated he would like to forego any votes until after the charrette.

Chair Maggiore read a comment from Selectman Wilson. Selectman Wilson stated that he believed it would be imprudent for the Select Board to commit to a use of the homestead property to any specific purpose before the municipal planning charrette and before a "master plan" for municipal facilities is developed and approved.

Chair Maggiore stated with the absence of Selectman Wilson, he wasn't comfortable taking a vote on approving the homestead, and he would also like to wait until after the charrette.

Susan Grant asked how the charrette would be different from the meetings held after the WarrenStreet plans were put forth. She further stated that her concern with the charrette is that it will be just another plan that is not acted on.

Town Administrator Apple stated the process as he understands it, and in which Ms. Grant was part of, is that the Capital Improvement Committee had recommended the charrette process and at the same time appoint a facilities committee. The charrette will produce the master plan, and the facilities committee would over the summer seek proposals for schematic drawings so that it can be presented to the town in March 2014.

Town Administrator Apple stated that the intent of this was to bring the town's process more in line with the library's process, because the library took the step to move forward. He further stated that the CIP committee felt it would be unwise to commit one portion of the ground to a particular function without master planning the entire site.

Cynthia Swank, Hobbs Road asked if a landscape designer or a historic preservation person would be part of the charrette.

Town Administrator Apple stated that it is his understanding that architectural professionals will be part of the charrette team that is brought in.

David O'Heir, 18 Old Locke Road asked whether or not the WarrenStreet plan was the master plan.

Chair Maggiore stated that to his recollection the WarrenStreet plan was not a master plan and no vote was taken on it.

Chair Maggiore called for a brief recess.

Chair Maggiore reconvened the meeting.

7.7 Abatement Request (This item was removed from the Consent Calendar by motion of the Select Board)

Town Administrator Apple stated that this letter had come up at the last Select Board meeting however he provided the Select Board with incorrect information. Mr. Stinson has not paid the \$18.50 that he owes due to his late payment of taxes.

Motion by Chair Maggiore to abate \$18.50 on Mr. Stinson's account for fees due on delinquent taxes of 2012 taxes. Seconded by Selectman Miller. Motion carries 3-0.

Town Administrator Apple stated that he is asking the Select Board's permission to make a proposal to Comcast for the franchise agreement fee to be renewed. A shorter contract period of five years is being proposed as is seeking to move the hub from the school to the town hall; increasing the franchise fee from 3% to 4% the first year and then to 5% in 2014.

Selectman Miller confirmed that the cable franchise fees would continue to go to help fund the operations of Channel 22.

Chair Maggiore stated that an added benefit to moving the hub from the school will be the capability of broadcasting meetings on Channel 22 live.

Motion by Selectman Miller to accept the draft of the cable franchise agreement and to authorize the Town Administrator to send the documents to Comcast. Seconded by Selectman Miller. Motion carries 2-0.

8. Closing Comments

8.1 Closing Comments by Visitors

8.2 Closing Comments by Select Board Member

9. Adjournment

Chair Maggiore adjourned the meeting at 10:30 PM.

Respectfully submitted,

Janet Facella