



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

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REGULAR MEETING –TUESDAY, NOVEMBER 12, 2013 –7PM  
NORTH HAMPTON TOWN HALL

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Chair Maggiore called the meeting to order at 7:10 PM. Those in attendance were Selectman Wilson, Selectman Miller and Town Administrator Apple.

Chair Maggiore led the Pledge of Allegiance.

**1. Approval of Minutes of Previous Meetings**

1.1 Select Board Minutes of October 28, 2013

**Motion by Selectman Wilson to approve the Select Board minutes of October 28, 2013. Seconded by Selectman Miller. Motion carries 3-0.**

1.2 Non Public Select Board Minutes of September 23, 2013

**Motion by Selectman Wilson to unseal and approve the Non Public Select Board minutes of September 23, 2013 , and Session I, October 28, 2013. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectman Wilson to approve the Budget Workshop minutes of October 24, 2013. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectman Wilson to approve the Session II, Non Public minutes of October 28, 2013. Seconded by Selectman Miller. Motion carries 3-0.**

**2. Consent Calendar**

2.1 Abatement Recommendation – Map 013, Lot 071-10C

2.3 DRA Sales Ratio Survey

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

**3. Public Hearing**

3.1 Continuation of Renewal of the Cable Television Franchise Agreement

Chair Maggiore opened the Public Hearing at 7:20 PM.

Selectman Miller stated he had questions regarding band width and whether or not the town has enough to support our needs.

John Savastano addressed Selectman Miller's question regarding band width.

**Motion by Selectman Wilson to approve the Renewal of the Cable Television Franchise Agreement as written. Seconded by Selectman Miller. Motion carries 3-0.**

Chair Maggiore closed the Public Hearing at 7:31 PM.

**4. Communications to the Select Board**

**4.1 Correspondence from Comcast**

Chair Maggiore stated he did not receive a copy of the letter in his packet. Town Administrator Apple stated the letter was a brief memo regarding the removal of a few channels, and the letter can be read at the town offices.

**5. Report of the Town Administrator**

Finances	Personnel
Technology Inventory	Personnel Plan
Statistical Update	Merit Pool Policy
Finance Policies	Reconstruction Town Clerk Building
Hampton Rod and Gun Club	Earned Time Policy
Status of DOL Citation	Storm Water Regulations

Town Administrator Apple briefed the Select Board on the status of overtime in the fire, police and highway departments.

Other issues discussed were current year expenses, Municipal Facilities complex, and the removal of the Atlantic Avenue overpass.

**6. New Business**

**6.1 Hiring of a Construction Manager**

Ron Lamarre stated that he had recently met with the Library Building Committee. There were concerns voiced from members of the committee regarding the shared space with the Historical Society, and shared bathrooms with the town offices.

Mr. Lamarre stated it was decided to move the Heritage research room and the secured storage for the Historical Society into the renovated town offices, and to add two additional bathrooms in the library.

Mr. Lamarre reviewed a power point presentation of the proposed town offices, fire and police departments. A more detailed drawing of each building was also presented.

Selectman Wilson asked Mr. Lamarre if moving in this direction would compel the town to move ahead with all three projects simultaneously. He further questioned if this meant the Select Board would have to ask the voters for funding of all three projects at one time.

Mr. Lamarre stated that you would not have to complete all three projects, and that you could essentially build a shell for the library, and it could be finished when they have completed their fundraising.

Selectman Wilson asked if the Library Trustees could come to the next Select Board meeting to give them an update on their fundraising efforts thus far.

Sheila St. Germaine, Executive Director, and Tammy St. Gelais Assistant Director of the New Hampshire Municipal Bond Bank gave the Select Board an overview of the New Hampshire Municipal Bond Bank.

Ms. St. Germaine stated that twice per year the NHMBB issues bonds called a "pooled issue." She further explained that cities, towns, village districts and schools that have authorized a bond issue and are ready to

borrow come together and go to the market with a larger bond amount, rather than each individual town going to borrow smaller amounts. She stated that the NHMBB represents approximately 90% of the cities in towns in the State of New Hampshire.

Ms. St. Germaine discussed bond anticipation notes, bond rates, application process, outstanding town and school debt.

Town Administrator Apple stated a construction manager will be needed as the town moves through the design process to have someone with experience "at the table." More importantly, as the project moves forward for consideration by the voters, the town needs a guaranteed maximum price.

Selectman Wilson stated he was concerned over how much of a financial commitment would be made to the construction manager between now and Election Day.

Town Administrator Apple explained the Request for Proposal/Bid requirements and the planned schedule for sending out the RFP's for the construction manager.

Selectman Wilson stated he is troubled by 1,000 square feet of space for the Historical Society that was in the library, suddenly shifted to the town administrative office. He further stated he questions the need for the library to now have 10,000 square feet. Selectman Wilson questioned what the voters of the town will support as there are many residents already questioning the need for a new library. He further stated he isn't sure whether or not he is comfortable going to the voters with a 10,000 square foot library proposal.

**Motion by Selectman Miller to use the Request for Proposal form supplied by Lavalley Brensinger to send out requests for a construction manager applicants for the Municipal Complex construction as emended to reflect the square footage in the town administrative offices. Seconded by Selectman Wilson. Motion carries 3-0.**

## 6.2 Correspondence from Village District of Little Boar's Head Commissioners

Chair Maggiore summarized the letter dated October 18, 2013 from the Little Boar's Head commissioners regarding the consideration of a proposal of separating their planning and zoning boards from the town to eliminate the problem of what is considered concurrent jurisdiction.

Selectman Miller and Selectman Wilson discussed the confusion they had with the letter.

Town Administrator Apple recommended sending a letter to the Little Boar's Head commissioners asking for clarification, and to state what the Select Board understands their letter to mean. He also stated that the matter should be forwarded to the Planning Board to memorialize what the Select Board believe to be is the lawful way of operating.

Town Administrator Apple stated there was a late entry under New Business.

*(Secretary's Note: The tax rate calculation was received on the date of this meeting.)*

The proposed tax rate has an overlay estimate of \$202,000 which is consistent with the auditors observation that the town did not have sufficient coverage in light of the town's exposure. The unofficial tax rate reports the town portion would be set at \$5.246; county is \$1.118; local school \$7.906, and the state school would be \$2.481 for a total tax rate of \$16.752. The Little Boar's Head tax rate is an additional .133.

Town Administrator Apple asked for the Select Board's approval to proceed with the preparation of the tax warrant.

The Select Board discussed the overlay amount and the possibility of lowering it. The board agreed it was wise to keep the overlay at the amount proposed.

**Motion by Chair Maggiore to approve the tax rate of \$16.75, approve the overlay amount of \$202,000, and to not use the fund balance to buy down the tax rate. Seconded by Selectman Wilson. Motion carries 3-0.**

**Motion by Chair Maggiore to allow Town Administrator Apple to prepare a deed for the acceptance of a gift of land from Roger Hammond. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectman Wilson to ratify all actions taken after 9:00 PM because there was not a vote to suspend the rules. Seconded by Selectman Miller. Motion carries 3-0.**

**7. Closing Comments**

7.1 Closing Comments by Visitors

None

7.2 Closing Comments by Select Board Member

None

**8. Adjournment**

Chair Maggiore adjourned at 10:00 PM.

Respectfully submitted,

*Janet L. Facella*

Administrative Assistant