



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD
APPROVED MINUTES

REGULAR MEETING –MONDAY, NOVEMBER 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. Call to Order

Chair Maggiore called the meeting to order at 7:06 PM. Those in attendance were Selectman Wilson, Selectman Miller and Town Administrator Apple.

Chair Maggiore led the Pledge of Allegiance.

2. Approval of Minutes of Previous Meetings

2.1 Select Board Minutes of November 12, 2013

Motion by Selectman Wilson to approve the minutes as written. Seconded by Selectman Miller. Motion carries 3-0.

3. Consent Calendar

No items

4. Communications to the Select Board

4.1 Correspondence from Comcast

Chair Maggiore summarized the content of the letter, stating the reason for their communication was to advise the town on Municipal Emergency Reporting Procedures.

Chair Maggiore stated a letter had also been received by the Department of Revenue Administration regarding a 2011 audit of the assessing records.

5. Report of the Town Administrator

Finances	Personnel
Technology Inventory	Personnel Plan
Municipal Facilities	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 following items: overtime in police, fire and public works; a resignation in the fire department; municipal facilities; tax rate; economic development; large assembly ordinance and the proposed FY 15 operating budget.

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6. New Business

6.1 Meet with Library Trustees Regarding Fund-Raising Efforts

Kelley Parrott, Chair of the North Hampton Library Trustees reviewed the items the trustees have completed over the past six weeks. Items included:

- signing a revised contract with Lavalle Brensinger Architects,
- attendance at the Select Board public hearing on October 28, 2013,
- four library building committee meetings

Ms. Parrott stated that a new plan was drawn by Ron Lamarre in which the current Town Clerk/Tax Collector's office will no longer be attached to the new library, and will house the Recreation Director and contain meeting space. It was also decided to move the Historical Society's inventory to the Town Administration building, not keep the items in the new library as was originally planned.

Ms. Parrott stated that the Trustees have also researched the creation and procedure of forming the North Hampton Public Library Cultural Center Foundation. Also discussed were the next steps the Trustees would be completing.

Jamie Forbes, Opus Advisors reviewed the next steps that will be taken in the capital campaign from December through the end of February.

Selectman Miller asked about the possibility of the library producing an informative public service message on Channel 22.

6.2 Meet with Ron Lamarre Regarding Status of Facilities Project

Mr. Lamarre showed the refined plans for the municipal complex.

Discussion ensued with members of the Select Board.

Selectman Miller asked about the feasibility of saving several of the trees on the town property, and Mr. Lamarre stated the plan was to save all of them.

Discussion ensued regarding the storage of historical records.

Chair Maggiore stated that Mr. Goeselt had resigned from the Capital Improvements Committee, and announced that David O'Heir had agreed to fill the position.

The Select Board unanimously agreed to appoint Mr. O'Heir to the Capital Improvements Committee.

6.3 Recommend Revised FY 2015 Budget

Motion by Selectman Wilson to approve the recommended FY 2015 Operating Budget in the amount of \$6,129,130. Seconded by Chair Maggiore. Motion carries 3-0.

6.4 Adopt Schedule for Construction Manager Candidate Interviews

Chair Maggiore stated the Select Board had received six RFQ's, and is the intent of the Select Board to interview candidates on Monday, December 2, 2013.

The Select Board discussed and narrowed the candidates to two firms.

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Mr. Lamarre discussed the differences in the proposals between companies. Differences in costs, what is included and not included in the cost, and why some costs were “lumped” together and not broken out according to the town’s request were also discussed.

Mr. Lamarre discussed the importance of calling each company’s references.

Performance bonds versus letters of credit were discussed in great detail.

Selectman Wilson stated based on his review of the RPQ’s, he felt Ricci Construction and Bonnette, Page, and Stone should be interviewed.

Chair Maggiore and Selectman Miller agreed with Selectman Wilson and it was decided to interview Ricci Construction and Bonnette, Page, and Stone on Monday, December 2, 2013 at 7:00 PM in the Town Hall.

Chair Maggiore asked Town Administrator Apple to contact the two companies and to send them a copy of the Town of North Hampton’s Performance Surety Policy, and ask them to be prepared to answer questions.

6.5 Discuss Appointment of Building and Finance Advisory Committees regarding Facilities

Chair Maggiore stated the Select Board would like to put together a Finance Advisory Committee of three to work between now and the public hearing to advise the Select Board of the different types of financing options available.

Selectman Wilson stated that his sense of the role of the committee is broader than simply what the finance options are. He stated he would like the committee to scrutinize the financial analysis of the cost versus the benefit of taking on this project.

The Select Board discussed the formation of a Municipal Complex Building Committee as well as a Municipal Complex Finance Committee.

Members would be included from the Library Trustees, Budget Committee, Heritage Commission or Historical Society, Energy Committee, a representative from the Atlantic/Glendale/Alden neighborhood, and two at large members. It was further agreed upon that there should be not more than seven members on the committee.

Motion by Selectman Wilson to suspend the rules to conduct new business after 9:00 PM. Seconded by Selectman Miller. Motion carries 3-0.

6.6 Adoption of Rules for Meetings Conducted on Town Property

Chair Maggiore stated that a recent incident on town property prompted a discussion by the Select Board that resulted in creating a policy for rules for meetings conducted on town property. This policy encompasses all boards, committees, union and non union members.

Town Administrator Apple stated the rules cover the appropriate behavior that is expected while at a meeting and also noted the rules also prohibit smoking within 20 feet of town buildings

Motion by Selectman Wilson to approve the Rules for Meetings Conducted on Town Property as presented. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Chair Maggiore to revoke the October 31, 2013 ban on union meetings held on town property. Seconded by Selectman Miller. Motion carries 3-0.

6.7 Discussion of New Hampshire Municipal Association 2014 Member Dues

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Chair Maggiore stated that the NHMA has severed their ties with the Local Government Center. The NHMA act as lobbying group supporting the interests of cities and towns in New Hampshire to the legislature. He further stated the town is in receipt of an invoice with notice of their increase in dues for 2014 with an amount due of \$5,400.03.

Town Administrator Apple stated that although there is some frustration with NHMA, the town does utilize the services the NHMA offers, and it is his recommendation to pay the dues.

Selectman Wilson stated that although he disagreed with the way in which NHMA lobbies for towns and cities he did agree with the training that is provided to employees and volunteers.

Motion by Selectman Wilson to pay the invoice to the NHMA for 2014 calendar year membership dues in the amount of \$5,400.03. Seconded by Selectman Wilson. Motion carries 3-0.

6.8 Consider Donation of Land in the 12 Shares by Roger P. Hammond

Selectman Wilson stated the “12 Shares” is a fairly large mass of land located behind properties with frontage on Mill Road, on Atlantic Avenue between Mill Road and Woodland Road, and then on Woodland Road to the Hampton line. The land is also located behind the Ship Rock development and Rockrimmon development.

Selectman Wilson stated the land in “12 Shares” is an environmentally sensitive area with Nilus Brook running through the land and this donation will help protect the environment in that area. He further stated the area is also historical in nature as it dates back to the King’s Grant time period, and granted as woodlots to citizens in order for them to have firewood.

Selectman Wilson stated although there is currently no survey of the property, the town should accept the land, abate the taxes.

Motion by Selectman Wilson to authorize the Town Administrator to accept Mr. Hammond’s offer to donate certain real property in the 12 Shares so called, subject to the conservation easements and other terms in conditions set out in the draft deeds, and to finalize said paperwork as necessary to finalize the donation. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Miller to abate the taxes on Map 002, Lot 077 in the amount of \$260.77 and any such additional penalties and interest due now or may accrue between today and the date on which the donation paperwork is finalized. Seconded by Selectman Wilson. Motion carries 3-0.

Motion by Chair Maggiore to abate the taxes on Map 003, Lot 031 in the amount of \$108.40 and any such additional penalties and interest due now or may accrue between today and the date on which the donation paperwork is finalized. Seconded by Selectman Wilson. Motion carries 3-0.

Motion by Selectman Wilson to abate the taxes on Map 003, Lot 033 in the amount of \$983.00 and any such additional penalties and interest due now or may accrue between today and the date on which the donation paperwork is finalized. Seconded by Chair Maggiore. Motion carries 3-0.

Motion by Selectman Miller to abate the taxes on Map 003, Lot 036 in the amount of \$71.60 and any such additional penalties and interest due now or may accrue between today and the date on which the donation paperwork is finalized. Seconded by Selectman Wilson. Motion carries 3-0.

Motion by Chair Maggiore to abate the taxes on Map 003, Lot 037 in the amount of \$83.83 and any such additional penalties and interest due now or may accrue between today and the date on which the donation paperwork is finalized. Seconded by Selectman Miller. Motion carries 3-0.

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Motion by Selectman Wilson to abate the taxes on Map 003, Lot 040 in the amount of \$162.57 and any such additional penalties and interest due now or may accrue between today and the date on which the donation paperwork is finalized. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Miller to abate the taxes on Map 003, Lot 041 in the amount of \$234.17 and any such additional penalties and interest due now or may accrue between today and the date on which the donation paperwork is finalized. Seconded by Selectman Wilson. Motion carries 3-0.

7. Closing Comments

7.1 Closing Comments by Visitors

7.2 Closing Comments by Select Board Member

Chair Maggiore wished everyone a Happy Thanksgiving.

7. Adjournment

Chair Maggiore adjourned the meeting at 9:50 PM.

Respectfully submitted,

Janet L. Facella

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