



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD
APPROVED MINUTES

REGULAR MEETING –APRIL 28, 2014 –7PM
NORTH HAMPTON TOWN HALL
231 ATLANTIC AVENUE

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 (a) – 6:00 PM**

2. **Call to Order**

Chair Maggiore called the meeting to order at 7:00 PM. Those in attendance were Selectman Miller, Selectman Stanton and Town Administrator Apple.

Chair Maggiore led the Pledge of Allegiance.

3. **First Public Comment Session**

Public Comment is an opportunity for residents to ask questions, request information and make comments on issues facing the Town. Individuals ordinarily will be given not more than three (3) minutes to speak, and people who have already spoken will be asked to wait until everyone has had the chance to speak once. The total time devoted to this agenda item is fifteen (15) minutes. Individuals who are not able to speak will be given first opportunity to speak during the Second Public Comment Session at the end of the Meeting.

Chair Maggiore took a moment to thank Finance Director, Tom McCormick for his six years of service to the Town of North Hampton, and the Select Board presented him with an engraved clock.

Mr. McCormick thanked those he has worked with and stated it had been a privilege to work for the town.

Town Administrator Apple introduced the new Finance Director, Ryan Cornwell. Mr. Cornwell thanked the Select Board for giving him the opportunity to serve the town.

Town Administrator Apple asked Chief Page to discuss his recommendation to hire a prosecutor to the Select Board.

Chief Page explained the process that led up to his decision to request the Select Board hire a police department prosecutor.

Motion by Selectman Stanton for the Town of North Hampton employ as a consultant and a police prosecutor John Ventura with the terms of the contract to be finalized and signed by Town Administrator Apple. Seconded by Selectman Miller. Motion carries 3-0.

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Mr. Ventura stated he looked forward to serving the Town of North Hampton, and stated the professionalism that he has seen has been encouraging.

4. Consent Calendar

- 4.1 Accounts Payable Manifest for 04/17/2014
- 4.2 Payroll Manifests for 04/17/2014 and 04/24/2014
- 4.3 Appointment of Lee Brooks to Conservation Commission

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

Selectman Stanton thanked Mr. Brooks for continuing to serve on the Conservation Commission, and stated he is a very sound voice on the commission. He further stated he felt it is important to publicly recognize those that serve on boards and commissions.

5. Communications to the Select Board

- 5.1 Correspondence from Comcast
- 5.2 Correspondence from Kathleen Kilgore

Chair Maggiore read a letter from Comcast regarding programming changes with MultiLatino services starting on May 20, 2014.

Chair Maggiore read a letter received from Kathleen Kilgore encouraging the Select Board to be sure to bid out goods and services for the town.

Selectman Stanton thanked Mrs. Kilgore for her correspondence, and stated there is however something to be said for the value of service the town has received from Lamprey Energy. He further stated the North Hampton Public Library has been a beneficiary of the town's relationship with Lamprey Energy, and they receive Kerosene blend at a significant reduction in cost.

Chair Maggiore read an additional piece of correspondence received from Harold Mailhot regarding the town complex proposal.

Chair Maggiore discussed the second paragraph of Mr. Mailhot's correspondence in which he states the Homestead Property was agreed upon by the voters to use for a new library. Chair Maggiore stated that in researching the town warrant and town deliberative session minutes at the time the homestead property was purchased, there was no discussion regarding using the homestead property exclusively for a new library.

6. Report of the Town Administrator

Town Administrator Apple stated that spending for fiscal year 2014 is currently at 15% remaining. Department heads have been instructed to reduce spending to only essential items as was done in the prior fiscal year.

Town Administrator Apple stated the Governor Dale project appraisal has been approved by the reviewer, but the value of the conservation easement has come in \$20,000 less than previously thought, and as a result the Southeast Land Trust has negotiated a change in the purchase price to accommodate that. A mid May closing is now anticipated.

Town Administrator Apple stated Public Works Director Hubbard is working with the neighbors in the Glendale/Alden Avenue neighborhood to resolve a lighting issue on the newly installed lights on the town offices.

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Town Administrator Apple stated a copy of the estimate from FB Engineering to manage the Storm Water permit work required by the new permit suggests that the town should go out to bid on this service.

7. New Business

7.1 Melanson Heath & Company – Annual Financial Statements FY2013

Eric Demas from Melanson Heath & Company stated the audit went well and briefed the Select Board on the financial statements and management letter.

Mr. Demas answered questions from the Select Board regarding the town's financial statements. Questions arose regarding the underfunding of New Hampshire Retirement System, and was a topic of major discussion between the Select Board members.

Mr. Demas commended the town for doing a great job implementing many of their prior year recommendations.

7.2 E911 Update – Chief Cote

Chief Cote provided the Select Board with an update regarding the E911 renumbering project.

Chief Cote stated there has been some resistance from the business community due to the high cost of changing address numbers on letterhead, signage and advertising to name a few. Residents are also concerned with costs associated with changing their bank accounts, wills, trusts and property deeds.

Chief Cote outlined three options to handle renumbering or future numbering in North Hampton; do nothing, completely renumber the town or continue as they are now with making systematic numbering or adjustments to keep numbering consistent throughout the town moving forward.

Chief Cote stated all three mobile home parks have been renumbered and were completed in 2010.

Chief Cote also noted when the E911 project began, he was Deputy Chief and now that he is Chief he doesn't have the time necessary to put into the project.

Selectman Stanton asked the Chief questions regarding Class 6 roads and the liabilities associated with them. He further asked if there was a list of all of the town's Class 6 roads and whether they are designated as emergency access only.

Selectman Stanton suggested the Select Board add E911 renumbering to their list of goals.

7.3 Department of Labor List of Deficiencies

Chair Maggiore reviewed the New Hampshire Department of Labor's safety inspection technical support listing 82 deficiencies of which 24 were cited throughout town buildings. He further stated they have all been addressed but two.

Town Administrator Apple suggested that he speak with the library director regarding the spiral staircase at the library to see if it can be handled administratively.

7.4 CATV Letters of Interest

Chair Maggiore stated the Select Board had received eight letters of interest to serve on the Cable Committee. He further stated the Cable Operating Guidelines maintain the committee shall consist of seven committee members; five from the general public, one from the Select Board, and one from the North Hampton School Board.

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Chair Maggiore stated letters of interest have been received from: Bert Garry, Jim Better, Laurel Pohl, David Allen, Wally Kilgore, Amy Kane, John Anthony Simmons. Mr. Henry Marsh will be filling the spot of North Hampton School Board representative.

Selectman Stanton stated he felt it would be easier to operate with seven members and have two serve as alternates. He further stated that two people on the committee could talk to each other without incurring anything under RSA 91:A. He stated he did not feel it was necessary to have a Select Board member on the committee.

Amy Kane stated she felt seven members would be too many on the committee, and it would be easier to follow the guidelines that have already been adopted. If the committee feels things need to be changed they can make recommendations to the Select Board.

Wally Kilgore stated the guidelines specify that the committee is advisory only, and would like to see it remain that way. He further suggested he would like to see School Board meetings held in the Town Hall where the equipment is located. Mr. Kilgore stated he would not like the cable committee to micromanage the programming on Channel 22 and the way the station has been run is impeccable.

Amy Kane stated at the March 18, 2014 meeting the Select Board stated that she, Laurel Pohl and Wally Kilgore would be three of the members on the committee, and directed the Town Administrator to advertise for two open positions.

Motion by Chair Maggiore to nominate the following members to the Cable TV Committee, Wally Kilgore, Amy Kane, John Anthony Simmons, Laurel Pohl and David Allen as permanent members and Henry Marsh as the School Board representative and direct the nominees to decide amongst themselves as to the staggered terms. Seconded by Selectman Stanton. Motion carries 3-0.

Motion by Chair Maggiore to nominate Bert Garry and Jim Better as alternates to the Cable TV Committee with the committee to determine the staggered terms. Seconded by Selectman Stanton. Motion carries 3-0.

Motion by Selectman Stanton to nominate Chair Maggiore to serve as the Select Board representative on the Cable TV Committee. Seconded by Selectman Miller. Motion carries 3-0.

8. Any Other Item that may legally come before the Board

The Board reserves the right to take action on any item relative to the prudential administration of the Town's affairs which circumstances may require.

The Select Board set their meeting schedule for May as follows: May 12 at 7PM, May 15 at 5:30PM and May 19 at 7PM.

Selectman Stanton stated he would be holding office hours on Friday, May 2 at the North Hampton Public Library at 10:00 AM in the New Hampshire Room.

9. Second Public Comment Session

See Item 2, above.

10. Approval of Minutes of Previous Meetings

10.1 Select Board Minutes of April 14, 2014

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Motion by Selectman Stanton to approve the minutes of April 14, 2014 with corrections to lines 51 and 171. Seconded by Selectman Miller. Motion carries 3-0.

11. Adjournment

Chair Maggiore adjourned the meeting at 9:05 PM.

Respectfully submitted,

Janet L. Facella
Administrative Assistant

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