



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

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REGULAR MEETING –SEPTEMBER 22, 2014 –7PM  
NORTH HAMPTON TOWN HALL  
231 ATLANTIC AVENUE

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*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 7:00 PM. Those in attendance were Selectman Miller, Selectman Stanton and Town Administrator Apple.

Chair Maggiore led the Pledge of Allegiance.

**Motion by Selectman Stanton to come out of Non Public Session. Seconded by Selectman Miller. Roll Call vote: Maggiore, Aye; Miller, Aye; Stanton, Aye**

**Motion by Selectman Stanton to seal the minutes of the Non Public Session. Seconded by Selectman Miller. Motion carries 3-0.**

**2. 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.

Chris Muns, State Representative from Hampton and also a candidate for a State Senate seat, introduced himself to the Select Board and stated he was in attendance to listen, and if elected looked forward to working with the Select Board.

**3. Consent Calendar**

- 3.1 Payroll Manifest for 09/11/2014 in the amount of \$116,815.09
- 3.2 Payroll Manifest for 09/18/2014 in the amount of \$56,526.64
- 3.3 Accounts Payable Manifest for 09/11/2014 in the amount of \$107,513.89
- 3.4 Abatement Application for Map 013, Lot 071-39C
- 3.5 Cemetery Deeds (2) for Select Board Signature

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

**4. Communications to the Select Board**

**4.1 Correspondence from HealthTrust**

Chair Maggiore gave a brief overview of the letter received and stated if anyone had in interest in reading it, a copy would be available at the Town Offices.

Town Administrator Apple stated correspondence had been received from Comcast after the agenda had been posted. The letter received described changes in packages that would occur commencing in October.

**5. Report of the Town Administrator**

Town Administrator Apple stated an appointment to the Health Officer position was needed due to Chief Cote's retirement. He further stated he would like to have Kevin Kelley appointed as he now serves in the role of Deputy Health Officer.

**Motion by Selectman Stanton to appoint Kevin Kelley as Health Officer. Seconded by Selectman Miller. Motion carries 3-0.**

Town Administrator Apple stated renovations have begun at the Town Clerk's (stone building) building, and if someone needed handicapped access, they should call either the Town Clerk or the Town Offices and someone would be able to assist them outside of the building.

Other items discussed were:

- Proposed cell tower locations.
- Updates on lightening strike
- Updates on Route 1 land acquisitions
- Storm water permitting will not be brought into enforcement on September 1 as originally thought
- Public WiFi
- Audit completion
- LGC refunds

**6. New Business**

**6.1 Presentation to Chief Dennis Cote**

The Select Board presented Chief Cote with an engraved clock, and thanked him for his seven years of service to the Town of North Hampton.

Chief Cote thanked the Select Board for the opportunity to have served his last 7 of his 24 years of service in North Hampton.

**6.2 Appointment of Public Safety Director**

**Motion by Selectman Stanton to approve the appointment of Brian P. Page as the North Hampton Director of Public Safety. Seconded by Selectman Miller. Motion carries 3-0.**

Chief Page thanked the Select Board and stated he looked forward to the anticipated cooperation amongst management as well as labor.

Town Administrator Apple swore in Brian Page as the North Hampton Director of Public Safety.

**6.3 Consider Contract with Municipal Resources, Inc. for Interim Fire Management Services**

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Chair Maggiore stated that Robert Loomer had declined the offer of employment with the town.

6.4 Introduction of Robert Loomer, Interim Fire Chief  
*Item tabled*

6.5 Approval of Transfer from IT Capital Reserve for Computer Replacement

Town Administrator Apple explained the Town's current IT operation, and identified projects to be undertaken in FY 2015 as well as projects to be included in the Capital Improvements Plan.

The Select Board discussed the possibility of having a secure "off site" location.

**Motion by Selectman Stanton to empower the Town Administrator to move \$30,585 from the Technology Capital Reserve Fund to the town account. Seconded by Selectman Miller. Motion carries 3-0.**

6.6 Discussion of Investment Policy

Selectman Stanton stated the objective is to spread some of the money in town accounts or reserve accounts with low activity to other banks so they can use it to lend out to other towns or businesses, and therefore reduce the towns collateralization requirements at TD Bank and Citizens Bank. He further stated three banks were added to the approved list of authorized banks so that things could start moving forward.

Selectman Stanton noted the three banks added to the policy were: First Colebrook, Bank of America and Optima Bank.

**Motion by Selectman Stanton to approve the Draft Investment Policy effective September 22, 2014 with the substituted Table 1. Seconded by Selectman Miller. Motion carries 3-0.**

Chair Maggiore stated he wished to thank Mike Coutu for all of the hard work and dedication he has put into developing the Investment Policy.

6.7 Discussion of Dates for Joint Meeting with North Hampton School Board

The Select Board will be meeting with the North Hampton School Board on October 6, 2014 and some of the items to be discussed will be the School Resource Officer, Cell Tower location, Gas line and areas in which to seek cooperation with the budget.

Selectman Stanton stated he would like to ask the school to help support the town campus as the town supported the addition at the school.

6.8 Modified Town Office Hours

Town Administrator Apple stated the staff had requested a modified town office hour schedule similar to that of the summer schedule. Requests for comments from residents were solicited and one positive comment was received.

**Motion by Selectman Miller to change the Town Administration hours to 7:30 AM – 4:00 PM Monday through Thursday, and 7:30 AM – 1:30 PM on Friday effective on Monday, September 29. Seconded by Selectman Stanton. Motion carries 3-0.**

**7. 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.

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Town Administrator Apple stated the MS-1 was ready for filing electronically and needed a motion from the Select Board to do so.

Selectman Stanton stated it was worth noting that after the Town Revaluation in 2013, the total assessment of the town went down by 1.5%, and this year the assessed value was increased by 1.2% to just over one billion dollars in total assessed value.

**Motion by Selectman Stanton to approve the 2014 MS-1, and to direct the Town Administrator to submit the MS-1 electronically. Seconded by Selectman Miller. Motion carries 3-0.**

**8. Second Public Comment Session**

See Item 2, above.

Chief Page spoke to the Select Board regarding a School Resource Officer (SRO) and the way in which to fund it. He stated the police department is currently down two and a half police officers, and they are in the midst of the hiring process. He further stated the SRO could not just be “plucked out” of the current roster of police officers. Several things must take place before an officer can be assigned as a SRO, including but not limited to a personality assessment, as well as a posting of the position. The position requires the officer have a certain personality to be able to communicate effectively with students and parents.

Chief Page stated he didn’t feel the town should fund the position 100%, nor should the school fund it 100%. He further stated his proposed budget for FY 2016 is a 0.8% increase based on the fact that the Chief’s salary has been taken out as well as his benefits.

Chief Page spoke of the duties that would be performed by the School Resource Officer during the school year as well as during the summer months.

Selectman Stanton stated he felt it was important for the School Resource Officer to report to the Police Chief only.

**9. Approval of Minutes of Previous Meetings**

9.1 Minutes of Regular Meeting of September 8, 2014

**Motion by Selectman Stanton to approve the minutes of September 8, 2014 as presented. Seconded by Selectman Miller. Motion carries 3-0.**

9.2 Minutes of Workshop Meeting of September 11, 2014

**Motion by Selectman Stanton to approve the minutes of the workshop on September 11, 2014 as presented. Seconded by Selectman Miller. Motion carries 3-0.**

Meeting adjourned at 8:30 PM.

Respectfully submitted,

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