



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

SEPTEMBER 25, 2014 –12PM
TOWN OFFICES EXECUTIVE CONFERENCE ROOM
233 ATLANTIC AVENUE

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 12:00 PM. Those in attendance were Selectman Miller, Selectman Stanton, Town Administrator Apple, Police Chief/Public Safety Director Page and Administrative Assistant Facella.

Arthur Nadeau was the only member of the public in attendance.

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.

Arthur Nadeau stated he had started his “apprentice program” as keeper of the clock, and that the hands had been removed last week and new ones are currently being made.

Mr. Nadeau stated before the Town invests money in a Quint it should take one for a test drive, and try to turn it around in a 100 foot driveway, as they are approximately the same length as the current ladder truck.

Mr. Nadeau addressed the fire department budget and in his opinion, it is basically being run by the Budget Committee, not the standard in which the residents voted to maintain. He further stated the town voted many years ago to go to a three person shift and he is concerned that down the road it is going to be whittled down to a one person shift because two is too expensive.

Selectman Stanton explained the budgeting process to Mr. Nadeau, as well as how the vacation and sick time are calculated into the overtime budget, but that it is still being overspent.

Mr. Nadeau asked if the Capital Reserve Fund for the fire department could be used to put towards overtime.

Selectman Stanton stated the Capital Reserve Fund was set by town warrant for a specific use, and paying for overtime is not allowed.

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Selectman Miller spoke about mutual aid and the cost to the town for providing services to towns that do not reciprocate.

Mr. Nadeau stated the budget has to go up if the fire department is to keep the high level of standards the town has become accustomed to.

Town Administrator Apple stated there is simply not enough money to do the things that residents want to be done. He further stated the towns' people have elected a budget committee that has continuously cut town budgets, and when the budget is cut, town services are reduced. He further suggested that the town residents need to understand they are trying to "run a Cadillac with a budget for a Corolla." He suggested that Mr. Nadeau convince his neighbors to raise the budget.

Selectman Stanton stated he is hopeful that contract problems in the fire department can be resolved during negotiations.

Selectman Miller spoke about the fiduciary responsibility the Select Board has in regard to the fund balance.

The Select Board encouraged Mr. Nadeau to be an advocate for the budget, and to let his voice be heard at the budget committee.

Selectman Stanton stated it is important for the budget committee to hear the opinions from the residents.

3. New Business

3.1 Discussion of Fire Department Interim Officer in Charge (OIC)

Chair Maggiore stated at the last Select Board meeting they had a plan that did not come to fruition, so the Select Board asked the Town Administrator and the Police Chief/Public Safety Director to come up with a job description for a Deputy Fire Chief.

Town Administrator Apple discussed the job description that he and the Chief drew from several job descriptions.

Selectman Miller stated he wanted to be sure he was part of the process and wants to be sure the Select Board sees the resumes.

The Select Board agreed on a salary range for the Deputy Fire Chief of between \$58,300 to \$75,800.

The Select Board discussed posting the job description, forming an oral board committee, interviews with the Select Board and a hiring decision. In the interim, Peter Francis will become the Officer in Charge for the next 30 days. The board noted there would be no additional stipend for Mr. Francis at this point in time.

The Select Board discussed where the job postings would be published including Seacoast Newspapers and the New Hampshire Municipal website.

Motion by Selectman Stanton to accept the job description for Deputy Fire Chief as modified noting in the first line of the description that the Deputy Fire Chief reports directly to the Public Safety Director. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Stanton to appoint Peter Francis as Interim Officer in Charge commencing on September 26, 2014 at 4:01 PM for a period of not more than 30 days and reporting directly to the Public Safety Director. Seconded by Selectman Miller. Motion carries 3-0.

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

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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.

Town Administrator Apple swore in Peter Francis as Interim Officer in Charge.

Chair Maggiore stated he had made some changes to the response the Select Board was putting forward to answer questions received from Mr. Kel Dalton regarding the town campus design.

Town Administrator Apple stated he had received a request from the Heritage Commission to transfer their donations at the end of fiscal year 2014 from the general fund over to the account maintained by the Treasurer for the amount of \$838.95.

Motion by Selectman Miller to transfer \$838.95 from the general fund to the heritage commission fund #33. Seconded by Selectman Stanton. Motion carries 3-0.

Chair Maggiore stated he wanted to revisit the hours for the Town Offices.

Ms. Facella stated she felt she hadn't communicated effectively to the Town Administrator regarding office hours for Town Administration.

The Select Board stated they would agree to the change of Monday through Thursday from 7AM until 4PM and on Friday from 8AM until 12PM, provided no issues or complaints arose.

Motion by Selectman Stanton to change the Town Office Administration hours to Monday through Thursday from 7AM to 4PM and on Friday from 8AM until 12PM. Seconded by Selectman Miller. Motion carries 3-0.

Town Administrator Apple updated the Select Board with a discussion he had with Mr. and Mrs. Cotter, 168 Mill Road regarding access to the easement on their property and the location of a cell tower. The Cotter's were concerned about the safety of distance of their house from the tower and what it would look like.

A site walk with cell tower representative, Brian Orlandi is schedule for Tuesday, September 30, 2014 after which Mr. Orlandi will sit down and go over the details with the Cotter's.

5. Second Public Comment Session

See Item 2, above.

No comments or questions from the public.

Meeting adjourned at 1:40 PM

Respectfully submitted,

Janet L. Facella
Administrative Assistant

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