



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD
APPROVED MINUTES

REGULAR MEETING – DECEMBER 22, 2014-7:00PM
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. 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.

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.

Casey O’Kane, 47 Atlantic Avenue updated the board on his recent attendance at a Conservation Commission meeting whereby the Lamprey Easement was discussed.

3. Consent Calendar

- 3.1 Payroll Manifest of December 11, 2014 in the amount of \$126,820.62
- 3.2 Payroll Manifest of December 18, 2014 in the amount of \$68,811.20
- 3.3 Accounts Payable Manifest of December 4, 2014 in the amount of \$2,123,052.97
- 3.4 Accounts Payable Manifest of December 18, 2014 in the amount of \$193,956.14
- 3.5 Supplemental Tax Bill for Map 013, Lot 071-042 in the amount of \$653.00
- 3.6 Abatement Application for Map 013, Lot 071-042 in the amount of \$332.00
- 3.7 Supplemental Tax Bill for Map 013, Lot 071-040 in the amount of \$348.00
- 3.8 Abatement Application for Map 013-071-040 in the amount of \$348.23
- 3.9 Appointments of Deputy Fire Wardens

Motion by Selectman Stanton to remove items 3.7 and 3.8 and move them under new business. Seconded by Selectman Miller. Motion carries 3-0.

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Motion by Selectman Miller to approve items 3.1, 3.2, 3.3, 3.4, 3.5, 3.6 and 3.9. Seconded by Selectman Stanton. Motion carries 3-0.

Town Administrator Apple stated the board had approved, by unanimous vote, the appointments of James M. Jurta, Peter J. Francis, Angelo Puglisi, Lee William Taber and Matthew Greene as the Deputy Fire Wardens for the Town of North Hampton.

4. Communications to the Select Board

Town Administrator Apple stated he had received two pieces of communication after the meeting agenda had been posted, and summarized them for the board, both of which were letters of thanks to the fire department.

5. Report of the Town Administrator

Town Administrator Apple reported the town had expended fifty percent of the appropriated funds for operations for the current fiscal year. Overtime in both public safety budgets is troubling, but not yet critical. Shifts in both operations will continue to be “shorted” in order to keep overtime in line.

Town Administrator Apple stated he would like the board’s permission to advertise for a projected opening in the fire department in January. All board members agreed to begin advertising.

Motion by Selectman Stanton to appoint Lieutenant Peter J. Francis as Officer in Charge until January 26, 2014. Seconded by Selectman Miller. Motion carries 3-0.

Work continues on the placement of a cell tower on municipal land, with meetings between Varsity and the landowner. Much discussion ensued regarding the cell tower ordinance retainer and the use of an attorney other than the town attorney versus free legal help at New Hampshire Municipal Association.

Motion by Selectman Stanton to pay for the work that has currently been done on the Cell Tower Ordinance by Attorney Miller, but an alternative for future work be considered. Second Selectman Miller. Motion carries 3-0.

6. New Business

6.1 Discussion of Proposal to Change Polling Hours

Discussion ensued regarding changing the polling hours to 7:00 AM to 7:00 PM in order to afford residents more of an opportunity to vote. Town Administrator Apple noted Town Moderator Boesch was very much against the idea.

The board discussed the idea of having a Deputy Moderator to help out, or in case of illness of the current Moderator on the day of an election.

Motion by Selectman Stanton to set the Town of North Hampton’s polling hours to 7:00 AM to 7:00 PM for the town election of March 10, 2015. No second, motion fails.

The Select Board agreed to invite Mr. Boesch to their next meeting on January 6, to discuss appointing a Deputy Moderator as well as changing the polling hours.

6.2 Discussion of Burn Permit Fees – Police Chief/Public Safety Director Page

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Director Page stated he and Lieutenant Francis had done some research and discovered the burn permit fees charged by the fire department, and that were recommended by a past department head, are illegal. Fees can be charged for equipment and the personnel used in order to do an inspection for a burn permit. Director Page further stated the town could ask the state for reimbursement of 50 percent of those costs. He further stated a log would be kept on who issued a permit and what equipment was utilized in conjunction with that permit.

Motion by Selectman Stanton to eliminate the burn permit fee from the current fee schedule for the Town of North Hampton. Seconded by Selectman Miller. Motion carries 3-0.

6.3 First Discussion of Draft Warrant

Town Administrator Apple asked the Select Board to make policy choices regarding the capital budget, as the budget committee had expressed concern in the size of the capital budget and a lease purchase option for two police cruisers. Town Administrator Apple stated he asked the Police Chief to look into purchasing a cruiser outright from the Police Revolving Detail Fund as a way to reduce the capital budget, as well as reducing the operating budget.

The second policy choice Town Administrator Apple asked the Select Board to make was a decision of whether to hold on the purchase of a steam roller and the F-350 in the highway department.

The third policy choice asked of the Select Board was to amend the cable franchise fee capital reserve fund to direct \$15,000 of that money to the IT fund, which if approved would enable the removal of the IT article from the warrant.

The board discussed the draft warrant articles for a purchase of a police cruiser and for the lease purchase of a police cruiser. One cruiser would be purchased by withdrawing the sum of \$23,500 from the Police Revolving Detail Fund, the other cruiser would be entered into a three year lease/purchasing agreement for \$29,700 for the purpose of leasing and equipping a cruiser. The first year's payment is to be raised from taxation and the second and third year payments will be contained in the operating budget.

Motion by Selectman Stanton to recommend the warrant article to purchase a police cruiser for approximately \$45,000 and not to exceed \$47,000 from the Police Revolving Detail Fund. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Stanton to recommend the warrant article for a lease/purchase of a police cruiser and to enter into a three year lease purchase agreement not to exceed \$45,000, and to appropriate \$14,700 to be withdrawn from the Police Revolving Detail Fund for the first year's payment, and the second and third year payments will be contained in the operating budget. Seconded by Selectman Miller. Motion carries 3-0.

Chair Maggiore read the following proposed warrant article:

"To see if the Town will vote to raise and appropriate the sum of Fifty-Thousand Dollars (\$50,000) through taxation for the purchase of an F-350 Pick-Up Truck for use by the Highway Department, said purchase price to include both the cost of the vehicle and the accessories necessary for the vehicle's use in snow removal."

The board discussed whether this item is a need or a want, with Selectman Stanton stating he felt it was a need as Mr. Hubbard had come before the CIP committee with the vehicle replacement schedule. He further stated if you defer the purchase for another year you start to "get out of whack" on the replacement schedule. He further stated he recommend the board keep this article on the warrant this year as the CIP has recommended.

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Director Page asked if the highway department's current F-250 truck could replace the fire department's 1985/1986 Forestry truck that is in serious disrepair.

Motion by Selectman Stanton to recommend the purchase of a F-350 pick-up truck for the highway department, and to raise and appropriate a sum not to exceed Fifty-Thousand Dollars (\$50,000). Seconded by Selectman Miller. Motion carries 3-0.

The Select Board discussed the proposed purchase of a used steam roller for the highway department. Selectman Stanton stated this was discussed at the CIP committee with Mr. Hubbard stating the town would see a return on its investment in two years. Further discussion ensued regarding keeping this as a warrant article, or budgeting for it in the operating budget. It was the CIP's thought that it was a capital item as it was over \$10,000 so therefore should be a warrant article.

Motion by Chair Maggiore to recommend the article for the purchase of a used steam roller for the highway department as written. Seconded by Selectman Stanton. Motion carries 3-0.

Selectman Stanton discussed a proposed warrant article to change the composition of the capital improvements committee to include the addition of a Trustee of the Library or their designee as a full and participating member.

Motion by Selectman Stanton to recommend the approval of the modification of the capital improvements plan committee. Seconded by Selectman Miller. Motion carries 3-0.

Selectman Stanton discussed a proposed warrant article that would grant the Select Board the authority to transfer up to fifteen thousand dollars (\$15,000) annually into the Information Technology Fund and up to fifty percent of all revenues, excluding the Information Technology funding, into the general fund for property tax relief. He further stated his idea would be to let the funds build up in this account and let future board's decide what they want to do.

Selectman Miller stated he was reluctant to open that door, but if Select Boards' in the future want to do that, it is up to them. He stated he agreed with the transfer of the \$15,000, but not the rest of the suggested article.

Motion by Selectman Stanton to recommend the approval of the Cable Franchise Fee Capital Reserve Fund as specified in the draft warrant article that the Select Board be agents for this fund, and up to \$15,000 may be transferred into the Information Technology Fund. Seconded by Selectman Miller. Motion carries 3-0.

Chair Maggiore read the following proposed warrant article:

"To see if the Town of North Hampton will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000.00) through taxation for deposit into the Information Technology Capital Reserve Fund. The purpose of this fund is to acquire and maintain information technology hardware and software for use by all departments of the Town. The Select Board is the agent to expend from the said Fund."

Motion by Selectman Stanton to recommend the approval of the Information Technology Capital Reserve Fund in the amount of \$15,000. Seconded by Selectman Miller. Motion carries 3-0.

Chair Maggiore read the following proposed warrant article:

"To see if the Town will vote to raise and appropriate through taxation the sum of Two Hundred Thousand Dollars (\$200,000.00) to be placed in the Town Building Maintenance Capital Reserve Fund. The purpose of this fund is to perform improvement projects and regular maintenance at the various Town owned buildings."

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Town Administrator Apple stated the CIP committee conducted a study on what it would cost to do the absolute minimum in the event the municipal facility project fails, and the additional element of paying the Clerk of the Works from this fund.

Motion by Selectman Miller to approve “Article 22” as presented. Seconded by Selectman Stanton. Motion carries 3-0.

The Select Board discussed the wording of the Municipal Complex warrant article. They further discussed the importance of having enough information on the warrant article without it becoming too complex to the voter.

Town Administrator Apple suggested sending the draft article to Attorney David Barnes, Bond Counsel and ask for his opinion on whether it is appropriate to have the guaranteed maximum price included.

Motion by Selectman Stanton to recommend the Road Resurfacing article. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Miller to approve the Ballistic Shields for the Police Department article. Seconded by Selectman Stanton. Motion carries 3-0.

Motion by Selectman Stanton to recommend the purchase of ten Self Contained Breathing Apparatus Units (SCBA) for the Fire Department. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Miller to approve “Article Fourteen” to purchase portable radios as it appears on the draft warrant articles. Seconded by Selectman Stanton. Motion carries 3-0.

Chair Maggiore explained the proposed warrant article for an emergency generator in the amount of \$90,000 to power the police department and town administrative offices in the event of an unanticipated loss of electrical power. He further stated this generator could be moved to the new safety complex should the article pass.

Motion by Selectman Stanton to recommend the purchase of an emergency generator as presented. Seconded by Selectman Miller. Motion carries 3-0.

The Select Board discussed reasons behind the Mosquito Control Fund appearing as a warrant article and not in the operating budget, as this is not a capital expense. They further spoke of the goal for next year to make sure this is included in the operating budget.

Motion by Selectman Stanton to recommend the contribution of \$75,000 to the Mosquito Control Capital Reserve Fund. Seconded by Selectman Miller. Motion carries 3-0.

Chair Maggiore read the following proposed warrant article:

“To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000.00) through taxation for deposit into the Health Benefits Stabilization Control Capital Reserve Fund for the purpose of stabilizing health benefit cost increases for employees.”

Chair Maggiore stated this year is a good example of why it is important to have this fund as guaranteed maximum increases on health insurance rates has come in at 24%.

Motion by Selectman Miller to approve “Article Nineteen” for the Health Benefits Stabilization Control Capital Reserve Fund for \$30,000 as appears on the draft warrant articles. Seconded by Selectman Stanton. Motion carries 3-0.

The Select Board discussed the Earned Time Settlement Capital Reserve Fund and the current liability of \$200,000+.

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Motion by Selectman Stanton to recommend the contribution to the Earned Time Settlement Capital Reserve Fund in the amount of \$35,000.00. Seconded by Selectman Miller. Motion carries 3-0.

The Select Board discussed the proposed warrant article for a contribution of \$15,000 to the Revaluation Capital Reserve Fund.

Motion by Selectman Stanton to recommend a contribution to the Revaluation Capital Reserve Fund in the amount of \$15,000.00. Seconded by Selectman Miller. Motion carries 3-0.

6.6 Supplemental Tax Bill for Map 013, Lot 071-040 in the amount of \$348.00

6.7 Abatement Application for Map 013-071-040 in the amount of \$348.23

Motion by Selectman Stanton to table these items and send them back to MRI for further corrections as the amounts should both be the same. Seconded by Selectman Miller. 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.

8. Second Public Comment Session

See Item 2, above.

9. Approval of Minutes of Previous Meetings

9.1 Regular Minutes of December 8, 2014

Motion by Selectman Stanton to unseal the Non Public Minutes of Sessions I, II and III on December 8, 2014. Seconded by Selectman Miller. Motion carries 3-0.

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

The Select Board wished all a very Merry and safe Christmas.

Thanks were given to the North Hampton Fire Fighters and the North Hampton Post Office for the collection of toys for children in need.

Selectman Stanton noted his unmitigated support for our police officers, and the good job they do during these particularly difficult times when police officers across the nation are coming under a lot of fire both literally and figuratively.

Chair Maggiore adjourned the meeting at 10:00 PM.

Respectfully submitted,

Janet L. Facella
Administrative Assistant

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