



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
**JOINT MEETING WITH THE SELECT BOARD AND HERITAGE COMMISSION**  
**APPROVED MINUTES**

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FEBRUARY 17, 2015-2:30PM  
TOWN OFFICE EXECUTIVE CONFERENCE ROOM  
233 ATLANTIC AVENUE

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**1. Call to Order**

Chair Maggiore called the meeting to order at 2:30 PM. Those in attendance were Selectman Miller, Selectman Stanton, Town Administrator Apple, Heritage Commission members Donna Etela, Cynthia Swank, Jane Robie, Paul Cuetara, Tibby Field, alternate and Planning Board representative and alternate Nancy Monaghan.

Chair Maggiore led the Pledge of Allegiance.

Chair Maggiore explained the Select Board would be holding a joint workshop with the Heritage Commission to establish a proper process and review procedure by which the Select Board would process Discretionary Barn Easements.

**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.

Paul Cuetara asked the Select Board to consider following what the Town of Rye is doing as far as public safety and look into teaming up with other departments in the area and sharing services. He further stated he felt it would be an enhancement to the town.

**3. Consent Calendar**

- 3.1 Payroll Manifest of 02/05/2015 in the amount of \$184,500.46
- 3.2 Payroll Manifest of 02/12/2015 in the amount of \$55,297.02
- 3.3 Accounts Payable Manifest of 02/12/2015 in the amount of \$239,602.69

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

**4. Communications to the Select Board**

No Items

Town Administrator Apple stated no items had been received, but he did want to share with the board the cost estimates from winter storms as of February 12, 2015 is estimated by the Finance Department to be approximately \$42,000 with \$38,000 of which will be reported to the State of New Hampshire for possible

reimbursement under a federally declared disaster, pending approval. He further stated this estimate does not include fuel costs at this time. Shoveling costs for the roofs of town buildings is currently approaching \$10,000.

Town Administrator Apple stated several people had approached him and reported the Town Campus presentation at the Deliberative Session did not project on the screen very well and asked about providing a presentation with a voice over to be televised on Channel 22.

Selectman Stanton suggested having Town Administrator Apple read the script that was read at the Deliberative Session.

**Motion by Selectman Stanton to have Town Administrator Apple record the voice over of the script that was read at the Deliberative Session regarding the proposed Town Campus to be aired on Channel 22. Seconded by Selectman Miller. Motion carries 3-0.**

## **5. New Business**

### **5.1 Consideration of Appointment of Andrew Vorkink to Conservation Commission**

Town Administrator Apple stated Mr. Vorkink could not be present at the meeting, but that he had spoken with Conservation Commission chair Chris Ganotis, and Mr. Ganotis recommended Mr. Vorkink as an alternate to the Conservation Commission.

**Motion by Selectman Miller to appoint Andrew Vorkink as an alternate to the Conservation Commission with his term expiration date of March, 2018. Seconded by Selectman Stanton. Motion carries 3-0.**

### **5.2 Consideration of Approval of Eversource (formerly PSNH) Petition and Pole License Number 63-01593**

**Motion by Selectman Stanton to approve the petition and pole license number 63-01593 as requested by Eversource. Seconded by Selectman Miller.**

### **5.3 Discussion of Discretionary Barn Easements**

Donna Etela provided the Select Board with suggestions for a process to handle Discretionary Barn Easements. She suggested after an application had been received the Heritage Commission and the Code Enforcement Officer should be notified; the Heritage Commission will evaluate the barn for historic/public benefit and provide a written report to the Select Board on their recommendations; the Code Enforcement Officer will evaluate the structural integrity and the applicants plans to repair and maintain; and further to schedule a public hearing for 30 days after application is received, which would allow sufficient time for the Code Enforcement Officer and the Heritage Commission to accomplish their work.

Mrs. Etela stated the New Hampshire Preservation is currently awaiting the evaluation of an easement document from legal counsel. She further stated it is her understanding the document can be adapted for any town granting easements.

Mrs. Etela stated the entire packet developed by the Preservation Alliance, which includes guidelines adopted by the New Hampshire Historic Agricultural Structures Advisory Committee should be provided on the town website.

Mrs. Etela reviewed ways in which an application should be handled as well as who should be notified when the application is received. Also discussed were suggestions on a type of notification when the easement is about to expire for tax assessor purposes, property owner notification and Select Board notification.

Selectman Stanton reviewed his "Draft-3" of the proposed policy. In reviewing his draft he stated it was important to note that the onus is on the applicant to renew their easement after ten years and not on the town. He further asked if the tax assessor could speak to some of the questions that had been raised, as well as a coding that could be done to alert of barns that would be up for renewal.

Mike Pelletier, Municipal Resources Incorporated stated there is not program within the Vision Appraisal software system that will allow them to “time click” a particular property sometime in the future. He further stated the only way they could keep track of it would be to put it on a spreadsheet.

Mr. Pelletier stated the Discretionary Barn Easements have to be reported each year on the state MS-1 report, so that would be a potential way to keep track.

Selectman Miller asked Mr. Pelletier whether or not he could create some type of report that would tell how many barn easements are in the town.

Discussion ensued regarding whether or not the Code Enforcement Officer should be reviewing the easements.

Discussion ensued as to whether to put the application on the assessing page on the website site or the heritage commission page or both.

Mrs. Etela stated she would prefer to have a PDF of the application rather than a link to the New Hampshire Preservation Alliance website.

*Secretary's Note: Paul Cuetara spoke from the audience but could not be heard.*

*Secretary's Note: Cynthia Swank spoke from the audience but could not be heard.*

The Select Board and Town Administrator Apple discussed ways in which to provide Discretionary Barn Easement information on the town website.

**Motion by Selectman Stanton to accept the Discretionary Preservation Barn Easement policy presented as Draft-3 with the changes that have been made as the town policy. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectman Stanton to accept the Discretionary Barn Easement documents provided by the Heritage Commission Chair and publish it on the town website on the Heritage Commission, Agriculture and the Tax Assessor's pages. Seconded by Selectman Miller. Motion carries 3-0.**

The Select Board thanked Mike Pelletier as well as the Heritage Commission for their participation in the meeting.

**6. 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.

**7. Second Public Comment Session**

Chair Maggiore stated the Select Board meeting scheduled for February 23, 2015 had been cancelled, and the next meeting will be on March 9, 2015.

See Item 2, above.

**Chair Maggiore adjourned the public session of the meeting and made a motion to go into non-public session under RSA 91-A III (b). Seconded by Selectman Stanton. Roll call vote. Maggiore, Aye; Miller, Aye; Stanton, Aye.**

Respectfully submitted,

Janet L. Facella  
Administrative Assistant