



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

APRIL 6, 2015 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. **Non-Public Session Pursuant to RSA 91-A:3, I(a) – 6:00 PM**

2. **Call to Order**

Chair Maggiore called the meeting to order at 7:05 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 the Non Public Session. Seconded by Selectman Miller. Roll Call: Maggiore, aye; Miller, aye; Stanton, aye.

Chair Maggiore read the motion made in the Non Public Session.

Motion by Selectman Stanton that a \$36,000 retention bonus for fiscal year 2015 to be divided per the attached sheet paid on June 30, 2015 and that the Select Board will consider additional retention bonuses in fiscal year 2016 in amounts designed to bring officer's to the market rate for similar training and experience and be paid at the end of 2016. No stipends for any particular positions are in this award. Seconded by Selectman Miller. Motion carries 3-0.

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.

No comments from the Public.

4. **Consent Calendar**

4.1 Payroll Manifest of 03/26/2015: \$ 51,548.68

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| 4.2 Payroll Manifest of 04/02/2015: | \$151,769.69 |
| 4.3 Accounts Payable Manifest of March 26, 2015: | \$991,557.18 |

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

5. Communications to the Select Board

5.1 Correspondence from State of New Hampshire Department of Revenue Administration

Chair Maggiore read the letter into the record.

6. Report of the Town Administrator

Town Administrator Apple stated there was some mold in the library, but the test results showed no public health emergency, but it does need remediation.

Town Administrator Apple reported on the status of the budget at this time with a projection of approximately \$65,000 projected remaining.

7. New Business

7.1 Meet with Representatives of Melanson & Heath to discuss Financial Statements for FY 2014;

Eric Demas, Melanson and Heath gave the Select Board an overview of the results of the Fiscal Year 2014 audit as well as the financial statements. Mr. Demas stated that all of the town's records were well maintained and reconciled with all of the supporting documents. No significant or material audit adjustments were recommended. All recommendations have been implemented by the town.

Mr. Demas applauded the hard work the town has done to get to this point and in implementing the policies and procedures that were recommended.

7.2 Consider and Ratify Financial Policies, including, without limitation:

- 7.2.1 Investment Policy;
- 7.2.2 Fraud Policy;
- 7.2.3 Credit Card Policy;
- 7.2.4 Information Security Policy;
- 7.2.5 Deposit Policy;
- 7.2.6 Fund Balance Ordinance;
- 7.2.7 Employee Email, Internet and Computer Use Policy;
- 7.2.8 Internal Control Policy;
- 7.2.9 Delegation of Duties by Treasurer to Finance Department;
- 7.2.10 Regulations Governing Delegation;
- 7.2.11 Delegation of Deposit Authority by Treasurer;

Selectman Stanton stated First Colebrook Bank has changed to Granite Bank; therefore Table 1 in the Investment Policy should be updated.

Selectman Stanton stated Bank of America has not responded to the town and would suggest replacing them with the Service Credit Union.

Selectman Stanton stated on page eight of Internal Control Policy replace Appendix C with Appendix.

Motion by Selectman Stanton to accept items 7.2.1 through 7.2.8 as presented. Seconded by Selectman Miller. Motion carries 3-0.

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Town Administrator Apple stated he would make all of the changes and then leave them in the Select Board's box to be signed.

Motion by Selectman Stanton to approve the delegation of the treasurer to the finance department. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Stanton to ratify the regulations governing the delegation of authority by the treasurer to the Town of North Hampton finance department originally approved April 13, 2014. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Stanton to approve the delegation of deposit authority by the treasurer. Seconded by Selectman Miller. Motion carries 3-0.

7.3 Draw Names for the Municipal Facilities Committee;

The Select Board asked to have the committee report back to them with their findings in 30 days.

The following names were drawn out of a bucket that contained all submissions, by Casey Maggiore.

Full members: Michael Castagna, Sandy Dewing, Jenny Marshall, George Chauncey, Wally Kilgore, Kendall Chevalier and Paul Marquis. Alternate members: Vin Carbone, Angie Lombard and Kevin Frenette.

The Town Administrator will contact all of the volunteers and set up the first meeting for them.

7.4 Discussion with Representatives from NHPBA Regarding Retention Bonuses;

Chair Maggiore stated this item was taken up at the beginning of the meeting, and did not see any members of the NHPBA in attendance.

7.5 Consideration of 2015 Irrigation Contract for North Hill Common;

Chair Maggiore stated the contract is to turn on the irrigation system at the beginning of the season and then turn it off at the end of the season.

Motion by Selectman Stanton to approve the irrigation contract for the 2015 season and to empower the Town Administrator to sign the supporting documents. Seconded by Selectman Miller. Motion carries 3-0.

7.6 Review of RFP for Library Roof

Chair Maggiore stated an RFP has gone out to repair the leaking roof at the library.

The Select Board reviewed the RFP, with Selectman Stanton asking to change the schedule to have the Select Board meet maybe the second or third of May to move up the project completion to the first of August. The Select Board agreed to meet on Tuesday, May 5 during the day to accept the RFP.

The Select Board authorized the Town Administrator to proceed in sending out the Request for Proposals to repair the roof at the library.

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.

Chair Maggiore stated the Select Board had added an agenda item, which was the consideration of nominating Chris Ganotis to the Conservation Commission.

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Chair Maggiore stated he had received a letter from Chris Ganotis prior to the start of the Select Board meeting. Selectman Miller asked if the item to appoint Mr. Ganotis to the Conservation Commission was being taken “off of the table” as the Chair had put it “on the table” at the last Select Board meeting.

Chair Maggiore read a letter to the Select Board from Mr. Ganotis informing them he was withdrawing his appeal to the Zoning Board of Adjustment regarding the Code Enforcement officer’s findings related to surface water runoff from the duplex property across the street from his barn on Post Road.

Motion by Selectman Miller to appoint Chris Ganotis to a three-year term on the Conservation Commission. Seconded by Chair Maggiore for discussion.

Selectman Stanton stated that Mr. Ganotis had 45 days to appeal the decision of the Code Enforcement Officer and he did not feel it was prudent to approve a nomination during the appeal period.

Selectman Stanton also stated he had not spoken up years ago when Mr. Ganotis was reappointed to the Conservation Commission and wanted to voice his opinion regarding the Boy Scout incident that occurred several years ago and was embarrassed by the behavior of Mr. Ganotis and his treatment of the young man trying to achieve his Eagle Scout badge.

Selectman Stanton suggested it might be a good idea for Mr. Ganotis to take a break for a year and allow someone that has not served to come in with some fresh ideas. He stated Mr. Ganotis has done a great job but felt a “breather” may be in order.

Selectman Miller stated if the town had more volunteers like Chris, the town would be much better off and has been a great public servant.

Selectman Miller stated he felt Mr. Ganotis might have been coerced into writing a letter saying he was not seeking further relief from the Zoning Board of Adjustment (ZBA). He further stated he does not want any public servant or volunteer to think that they can be pressured into doing something that is not in their best interest. He stated his ability to serve on the Conservation Commission should not have anything to do with his issue with the Building Inspector. This type of example is exactly what we don’t want to happen and the town cannot operate without volunteers.

Mr. Ganotis stated one of the reasons he wrote the letter was he did not want to give any appearance whatsoever of a conflict of interest with respect to his appeal and his service to the town as chair of the Conservation Commission.

Mr. Ganotis also addressed other issues brought up and noted as much as he would like to take off a year or perhaps two, there is much work to be completed and if he did take time off it would be doing a disservice to the town.

Chris Ganotis described the many hours and many professionals that spent time reviewing the Conservation Easement on the Lamprey property and the conclusion was that a violation was not committed by moving the barn. He further stated there are many more projects including pollution and water testing in the Little River and Winnicut River.

Motion carries 2-1.

9. Second Public Comment Session

See Item 2, above.

Wally Kilgore, 220 Atlantic Avenue stated the proprieties that occurred on the Lamprey Easement and the movement of the “garage” and the fill on the easement, rings horribly with the members of the town. He further stated many in town wonder if you have the right friend on the right committee, you can fill in wetlands and you

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can move a “garage” onto an easement. He further stated he felt public employees and public officials have acted inappropriately.

Mr. Kilgore stated when “regular” residents of the town talk about the “garage” being moved the perception is if ones name is “Perkins” anything can be built, but if ones name is Kilgore or someone else, they will not be able to do the same. He further stated he felt that public employees, public committee members having acted improperly, and he is not happy.

Mr. Kilgore stated there is a perception in the town that the process of approving the building permit was “skirted.” He further stated he would like to have all parties in the room to discuss how the process went through.

Chair Maggiore suggested to Mr. Kilgore that he file a formal complaint to have the matter investigated.

Selectman Stanton stated he had met with John Hubbard on Exeter Road in response to water backing up from the Winnicut River onto a residents’ property. He stated the state needs to get involved to fix the problem. The Winnicut River is backing up because of beaver dams and improper dredging. Septic systems are being affected and remediation is needed. Public Works Director John Hubbard has ideas on how to solve it, but the state must be involved as approvals will needed to be obtained by the Department of Environmental Services.

10. Approval of Minutes of Previous Meetings

10.1 Select Board Minutes of March 19, 2015

Motion by Chair Maggiore to approve the minutes of March 19, 2015. Seconded by Selectman Miller. Motion carries 3-0.

10.2 Select Board Minutes of March 23, 2015

Motion by Chair Maggiore to approve the minutes of March 23, 2015 as emended. Seconded by Selectman Stanton. Motion carries 3-0.

Chair Maggiore adjourned the meeting at 9:10 PM.

Respectfully submitted,

Janet L. Facella
Administrative Assistant

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