



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
SELECT BOARD
APPROVED MINUTES

REGULAR MEETING – APRIL 27, 2015 –7PM
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 Town Offices Executive Conference Room

2. 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.

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.

Peter Philbrook, Walnut Avenue suggested placing information on the Little River Watershed Plan on the website as well as information regarding the MS-4. He also discussed providing handouts when residents go into the Town Clerk's office to register dogs or cars.

4. Consent Calendar

- 4.1 Payroll Manifest of 04/09/2015 in the amount of \$53,756.16
- 4.2 Payroll Manifest of 04/16/2015 in the amount of \$52,859.42
- 4.3 Payroll Manifest of 04/23/2015 in the amount of \$50,850.01
- 4.4 Accounts Payable Manifest of 04/09/2015 in the amount of \$45,958.90
- 4.5 Accounts Payable Manifest of 04/23/2015 in the amount of \$91,039.21
- 4.6 Approval of Abatement Application for Map 013, Lot 071-19C in the amount of \$63.00
- 4.7 Approval of Abatement Application for Map 013, Lot 071-177C in the amount of \$113.00
- 4.8 Approval of Abatement Application for Map 013, Lot 071-24C in the amount of \$65.00
- 4.9 Approval of Abatement Application for Map 013, Lot 071-44C in the amount of \$23.00
- 4.10 Approval of Abatement Application for Map 014, Lot 017 in the amount of \$171.00
- 4.11 Approval of Blind Exemption Application for Map 001, Lot 111

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- 4.12 Approval of Elderly Exemption Application for Map 008, Lot 133
- 4.13 Approval of Elderly Exemption Application for Map 021, Lot 001-058
- 4.14 Approval of Elderly Exemption Application for Map 021, Lot 007-049
- 4.15 Approval of Veteran Tax Credit Application for Map 007, Lot 096
- 4.16 Approval of Veteran Tax Credit Application for Map 017, Lot 071-005
- 4.17 Approval of Veteran Tax Credit Application for Map 018, Lot 038
- 4.18 Approval of Veteran Tax Credit Application for Map 022, Lot 019
- 4.19 Approval of Veteran Tax Credit Application for Map 022, Lot 022-011
- 4.20 Approval of Veteran Tax Credit Application for Map 022, Lot 022-029

Town Administrator Apple stated he had received a Pole License application from EverSource (formerly known as Public Service Company of NH) while he was away, and asked to add it to the agenda.

Selectman Stanton suggested moving it under New Business.

Motion by Selectman Stanton to approve the Consent Calendar as presented. Seconded by Selectman Miller for discussion. Selectman Miller stated the packets the Select Board received includes manifests that have not been signed.

Town Administrator Apple explained at the time the packets are put together, the Select Board may have not signed them, but come in on the weekend or perhaps Monday of the meeting to sign them.

Selectman Miller stated he wanted to clarify for those they may have seen the packet on the website and wonder why they are not signed.

Town Administrator Apple assured Selectman Miller everything had been signed and all was in order.

Motion carries 3-0.

5. Communications to the Select Board

5.1 Correspondence from Southeast Land Trust of New Hampshire, Re: Farm Labor Housing at 182 Post Road

Chair Maggiore gave an overview of correspondence received from the Southeast Land Trust regarding a request of the landowner, Henry Brant, to allow relocation of Farm Labor Housing from Barn#2 to above Garage #1 and Garage #2.

Henry Brant, owner of 182 Post Road spoke to the Select Board and explained his reason for the request was due to the undesirability of building a residential unit within Barn #2, which will house poultry and swine.

Town Administrator Apple suggested to the Select Board that if they agreed with Mr. Brant's request, and with their permission, he could compose a letter to the Southeast Land Trust indicating their approval. He stated if the board would like time to think about it, the draft could be placed on the May 11 agenda for their review.

Donna Etela, Heritage Commission Chair stated she had visited the property as part of the Discretionary Barn Easement application, and remarked the proposed plan by Mr. Brant is excellent, and will work very well.

Motion by Selectman Stanton to allow Town Administrator Apple to compose a letter for signature of the Select Board Chair expressing the consent of the Select Board to approve or have no objection to, whatever the best language is, the proposal that was made on April 17, 2015 from the Southeast Land Trust. Seconded by Selectman Miller. Selectman Miller asked to be sure the letter stated "with no objection." Chair Maggiore asked Town Administrator Apple to check with Southeast Land Trust as to the language needed. Motion carries 3-0.

5.2 Correspondence from Department of Transportation Regarding Drake Hill Monument

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Chair Maggiore stated Mary Hale, former property owner of Drake Farm, sent a letter to town administration as well as to the planning board, regarding a historic marker that is on the property of Drake Farm. Mrs. Drake's concern was the chance the new owners might disturb the marker. Chair Maggiore stated the new owners have been in touch with Mrs. Hale and the issue has been resolved.

Town Administrator Apple stated he had a Pole License application from Eversource Energy for replacement of a pole on Willow Avenue.

Motion by Selectman Stanton to approve the Pole License as requested. Seconded by Selectman Miller. Motion carries 3-0.

6. Report of the Town Administrator

Chair Maggiore stated there was not a written report as Town Administrator Apple was away last week.

Town Administrator Apple stated he wished to publically thank and acknowledge the exceptional job Lieutenant Peter Francis had done as Interim Fire Chief/Officer in Charge for the town. He further stated he and the Public Safety Director agreed, as did the Select Board that Lieutenant Francis should receive a stipend of 9% of his salary over the past six months.

Public Safety Director Page stated he was very appreciative of Lieutenant Francis stepping up and his outstanding leadership in the department was evident by the cooperation throughout the department.

Town Administrator Apple recommended the Select Board write a letter of commendation to Lieutenant Francis with a copy to be placed in his personnel file as evidence of his service to the town.

Motion by Selectman Stanton to accept Town Administrator Apple's recommendation. Seconded by Selectman Miller. Motion carries 3-0.

Lieutenant Francis thanked the Select Board and members of North Hampton Fire & Rescue for their assistance during the time of transition within the department.

Town Administrator Apple stated there are nine weeks remaining in the fiscal year, and just under 16% of the budget that has not been expended. A surplus of just under \$50,000 is anticipated. Overtime in all departments will be over expended, but are not significant to the bottom line.

Town Administrator Apple noted the anticipated surplus of \$50,000 does not take into account the retention stipends payable to the police officers.

Discussion ensued regarding the FEMA money in that if approved may or may not be included in this year's fiscal budget. It will depend upon when the funds are committed and received.

Town Administrator Apple stated he had become acquainted with a resident of North Hampton employed by Liberty Mutual. Mariann Von Jess asked for an opportunity to speak to the Select Board with a program she believes would benefit town employees.

Mrs. Von Jess introduced herself to the Select Board and gave them a summary of the services Liberty Mutual could provide to town employees.

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Selectman Stanton inquired on the status of the RFP for the library roof as well as the status of a meeting schedule to review them. The Select Board agreed to meet on May 6 at 12:00 PM.

7. New Business

7.1 Recognition of Lieutenant Peter Francis as Interim Office in Charge of Fire Department
(Secretary's Note: This item was taken up under the Report of the Town Administrator)

7.2 Discussion of Proposed Grant Application for Management of Winnicut River – Chris Ganotis

Chris Ganotis spoke to the grant application for management of Winnicut River. He stated the surface water runoff in the Little River was a combination of septic, animal waste, fertilizer and other things they are not sure of. Water sampling will continue into the future. A program under a 319 grant that will address mitigation projects done this year, with the intent to try and mitigate surface water runoff into the river.

Water quality testing will continue in both Little River and Winnicut River to gauge the quality of water over time. Winnicut River is currently in bad shape, with very poor water quality. Mr. Ganotis stated once a management plan is completed, an implementation program would start. He further spoke about outreach programs and the plan calls for nine different goals that need to be achieved. In conjunction with a Little River quality test program they are looking at an outreach program on what is required to properly maintain septic systems. A rigorous public outreach program will be implemented and is part of their plan for the year.

Mr. Ganotis stated a water quality-testing program was initiated on the Winnicut River last year with very poor results. He stated the primary cause is dissolved oxygen due to poor water flow in the river. Water flow movement needs to be repaired.

A local group the, Winnicut River Water Shed Coalition, consists of a group of people looking for at combining efforts of North Hampton, Stratham and Greenland to work together to develop a watershed management plan .

In order to initiate this committee, a pre proposal form must be completed and submitted by July that will give background info to the Department of Environmental Service for consideration to be included in the next round of full blown proposals due in September. Mr. Ganotis stated some consulting and direction support would be needed from the Department of Environmental Service, and they have offered to help. Given the condition of the river, the group may be successful in getting the grant this fall. The only money needed by the town would be 20% including kind services.

Discussion ensued regarding the flooding issues occurring on Exeter Road due to perhaps the beaver problem.

Selectman Stanton asked how to get the state to help dredge that area.

Mr. Ganotis suggested starting with the culverts at each end to help stimulate river flow. He also suggested putting this issue into their plan proposal, to see if the Department of Environmental Services will help approve it. A multi town effort would be needed to address this problem.

Discussion ensued regarding a public safety concern with unsafe water quality, and possible pollution, noting the Board of Health needs to emphasize their concern for public safety.

Motion by Selectman Stanton to support the Conservation Commission to proceed with some haste in putting the plan together. Seconded by Selectman Miller for discussion. Selectman Miller asked for a friendly amendment to the motion to include pursuing improving water quality in response to a public health concern. Selectman Stanton accepted Selectman Miller's friendly amendment, with Selectman Miller seconding. Motion carries 3-0.

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Chair Maggiore asked if the board objected to moving item 7.13 up on the agenda. All were in agreement.

Vicki Jones, 190 Atlantic Avenue stated she had lived in North Hampton for a few years and was honored to be nominated to the Heritage Commission.

Motion by Selectman Stanton to appoint Vicki Jones to the Heritage Commission. Seconded by Selectman Miller. Motion carries 3-0.

Chair Maggiore asked the board if they objected to moving item 7.12 up on the agenda. All were in agreement.

Laura Diemer, project manager for FB Environmental spoke to the Select Board regarding the proposal for 2015 water sampling of the Little River.

Ms. Diemer explained tasks involved would include Project Coordination, Watershed Monitoring and Septic System Outreach workshops.

A proposed project budget will not exceed \$9,969.

Storm water runoff was discussed with a focus on North Road, Woodland Road, Ocean Boulevard and the North Hampton School parking lot. Ms. Diemer state "hot spot" sites will continue to be sampled and monitored to see if there is a change because of the work being done under the grant.

Motion by Selectman Stanton to authorize the Town Administrator to enter into an agreement with FB Environmental for the purpose of Little River water sampling in an amount not to exceed \$9,969. Seconded by Selectman Miller. Motion carries 3-0.

7.3 Discussion of Winnicut River Water Flow – John Hubbard
(Secretary's Note: This item was taken up under agenda item 7.2)

7.4 Discussion of Select Board Goals for FY 2016

Chair Maggiore stated the Select Board and Department Heads had met and discussed goals for fiscal year 2016.

Selectman Stanton asked to add a part time facilities manager to list, with first soliciting for a volunteer.

Discussion regarding renting space on a town owned building roof for solar panels and Town Administrator Apple asked to place that under goals.

Selectman Stanton suggested having a workshop to prioritize goals that have now been identified. The board agreed to meet on May 6 and include this agenda item to mark the goals as urgent, safety and preservation.

Chair Maggiore stated the facilities have a large impact on the goals, and suggested a workshop to prioritize other things

7.5 Discussion of Vehicle Allocation among Department Heads

Selectman Stanton suggested having vehicles available for Chief Maddocks and Director Page to use in going back and forth from work to home in the course of duty.

Director Page stated he likes the logic behind Selectman Stanton's idea. When he was police chief he normally throughout the week took a vehicle home. He further stated the two vehicles that will be going out to bid would not be appropriate to use as they would require a large amount of work to be done on them in order to use them as a response vehicle. At the end of this fiscal year vehicles can be looked at to see what would be available and assess the condition of the vehicles and see what could be used

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Chief Maddocks stated the police chief is somewhat different than the fire chief as far as responding to calls and taking command "on scene." The police department runs differently in that the sergeants respond and take charge of the event and the chief is only called depending on the event, and an assessment as to whether it would be appropriate for him to respond.

Selectman Stanton expressed the ability for Chief Maddocks to feel free to take a car home each night rather than have a car sitting in the parking lot, as long as it is used for work to home only.

7.6 Consideration of Approval of Deputy Chief Tully as Forest Fire Warden

Motion by Selectman Stanton to approve Deputy Chief Tully as Forest Fire Warden. Seconded by Selectman Miller. Motion carries 3-0.

7.7 Consideration of Approval of Lieutenant Francis as Deputy Forest Fire Warden

Motion by Selectman Stanton to approve Lieutenant Francis as Deputy Forest Fire Warden. Seconded by Selectman Miller. Motion carries 3-0.

7.8 Consideration of Approval of Firefighter Morin as Deputy Forest Fire Warden

Motion by Selectman Stanton to approve Firefighter Morin as Deputy Forest Fire Warden. Seconded by Selectman Miller. Motion carries 3-0.

7.9 Consideration of Approval of Firefighter Chevalier as Deputy Forest Fire Warden

Motion by Selectman Stanton to approve Firefighter Chevalier as Deputy Forest Fire Warden. Seconded by Selectman Miller. Motion carries 3-0.

Selectman Miller noted that these appointments are not something new; the town has always had a Fire Warden and Deputy Fire Wardens.

Selectman Stanton suggested redacting the social security numbers on the appointment forms before releasing as a public document.

7.10 Approval of Appointment of Kathleen Kilgore to the Bandstand Committee

Chair Maggiore read an email received from Delores Chase that recommended appointing Kathleen Kilgore to the Bandstand Committee for their 20th season.

Motion by Selectman Miller to approve the appointment of Kathleen Kilgore to the Bandstand Committee for a term of one year. Seconded by Selectman Stanton. Motion carries 3-0.

7.11 Consideration of Approval of Proposal to Repair Damaged Condenser

Town Administrator Apple stated as a result of winter weather this year, the condenser located in the front part of the building in between the fire and police stations, was damaged. In order for the air conditioning to work, the condenser has to work. This is part of an insurance claim for damages done to the building and a paid invoice must be submitted first before payment from the insurance company will be made. A contract proposal with Lamprey Energy to repair the condenser needs authorization from the Select Board.

Director Page stated the damages have been submitted to Primex but before the work is completed, the insurance adjuster must inspect it.

Motion by Selectman Stanton to approve the proposal from Lamprey Energy to repair the parts on the damaged condenser in an amount not to exceed \$3,400. Seconded by Selectman Miller. Motion carries 3-0.

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7.12 Consideration of Approval of Proposal on Little River Water Sampling from F.B. Environmental
(Secretary's Note: This item was taken up earlier in the agenda.)

7.13 Appointment of Vicki Jones to the Heritage Commission
(Secretary's Note: This item was taken up earlier in the agenda.)

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.

The Select Board discussed items they would like on the May 11 Select Board agenda.

Selectman Stanton asked to have the appointment of a Tree Warden on the agenda and that North Hampton resident John Cafarella has volunteered and would be willing to serve. He noted that Mr. Cafarella owns a tree service company and would be well suited for the position.

He further stated he would also like the taxing of utility poles on the next agenda.

Town Administrator Apple stated he would invite the town's assessor, Scott Marsh to the meeting.

Chair Maggiore stated the Select Board had a Non-Public session earlier in the evening to discuss personnel. He further stated a motion needed to be made by the Select Board as a result of that Non-Public session.

Motion by Chair Maggiore to accept the resignation of Brendon Asquith. Seconded by Selectman Stanton. Motion carries 3-0.

Motion by Chair Maggiore to authorize the Police Chief to begin the hiring process for a new police officer. Seconded by Selectman Stanton. Motion carries 3-0.

9. Second Public Comment Session

See Item 2, above.

10. Approval of Minutes of Previous Meetings

10.1 Select Board Minutes of 04/06/2015

Motion by Selectman Stanton to accept the April 6, 2015 minutes as amended. Seconded by Selectman Miller. Motion carries 3-0.

11. Adjournment

Meeting adjourned at 9:30 PM.

Respectfully submitted,
Janet L. Facella, Administrative Assistant

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