



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

THE SELECT BOARD

APPROVED MINUTES

WORKSHOP – OCTOBER 14, 2015 –NOON
TOWN HALL
231 ATLANTIC AVENUE
NORTH HAMPTON, NEW HAMPSHIRE

These minutes were prepared as a reasonable summary of the essential content of this meeting, not as a transcription.

Purpose: The purposes of this meeting are: to review the Proposed DPW and Administration Budgets; to review the Proposed Default Budget; to discuss facilities; to discuss the meeting schedule for October; to announce the date of the Deliberative Session; and to consider the wording of a thank you letter to the Fifth Facilities Committee.

1. Call to Order:

Chair Maggiore called the meeting to order at 12:05 PM. Those in attendance were Selectman Miller, Selectman Stanton, Town Administrator Apple and Public Works Director John Hubbard.

Chair Maggiore led the Pledge of Allegiance.

Chair Maggiore stated the workshop was to review the Public Works Department's proposed budget as well as the Administration budget. He further stated there would be a review of the proposed default budget.

Selectman Miller stated he was incensed at the fact the agenda was not properly noticed or posted on the website as of Monday, October 12, 2015 and the prior agenda for the Select Board workshop was a completely different format.

Selectman Miller stated neither he or the public cannot be properly prepared for a meeting if it is not posted with an attachment of the agenda.

Selectman Miller stated he felt the agenda is being manipulated by people other than him, and he will not stand for it as he feels the other board members are railroading him, as well as the public.

Selectman Miller stated he will not attend anymore public meetings that are not televised.

Selectman Stanton stated the Select Board Chair is the one elected to set the agenda.

Much discussion ensued regarding agendas, posting and meeting schedules.

Motion by Selectman Miller to move Agenda Items 4, 5, 6, 7 and place them on the next Select Board Agenda of October 19 so that proper consideration and proper preparation can be made and the public can know to be there or watching. Seconded by Chair Maggiore for discussion. The Select Board

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discussed meeting dates for the next Select Board meeting with Selectman Miller stating there is a Select Board meeting on the town's website stating there is a meeting on October 19. Selectman Stanton read the Select Board Rules of Procedure regarding preparation of the agenda. Selectman Miller withdrew his motion, and Chair Maggiore withdrew his second.

Motion by Selectman Miller to move Agenda Items 4, 5, 6 and 7 and place them on the Select Board Agenda of October 21, 2015. Discussion by the Select Board with Selectman Stanton disagreeing to altering the agenda by adding an item Selectman Miller requested be put on the agenda. There was not a second to the motion, but Chair Maggiore thought he had done so. A vote was taken with a result of 2-1.

Motion by Selectman Stanton to send a draft memorandum of understanding and a draft warrant article to the Library Trustees. No second.

Town Administrator Apple reviewed the agenda items for the October 21, 2015 meeting.

Chair Maggiore asked Selectman Miller and Selectman Stanton if they were in agreement with the agenda items as read and they confirmed they were.

Town Administrator Apple asked the Select Board if they would agree to an email sent out to residents advising of the Select Board's schedule for October and November. All members agreed.

2. Review Proposed DPW and Administration Budgets:

Public Works Director Hubbard gave his presentation for the proposed budgets for Public Works, Recycling and Brush for FY2016/2017.

The Select Board increased the General Maintenance line item by \$5,000, due to the prior year's history of going over.

The Select Board increased the Street Sign line item to \$3,000.

Selectman Stanton suggested creating an Expendable Trust Fund for the MS4 funding. A warrant article would be on the ballot for \$20,000 to go into said fund.

The Select Board agreed an increase was needed to the sand and salt line item, and it was increased by \$7,500 which is the equivalent of approximately 150 tons.

Town Administrator Apple stated the Public Works Department budget is now \$696,075, and is 1.7% below the FY2016 budget. The default budget for Public Works is \$681,907.

Town Administrator Apple reviewed the Administration Budgets.

Town Clerk/Elections will see a proposed increase due to more elections in the upcoming year;
Finance Department will see an increase in Audit Fees;

The data processing and IT line items have been removed from the Finance Department and will be classified under their own line item;

A decrease was noted in the Assessing line item as billable hours for processing abatement cases have dropped significantly;

Selectman Miller suggested increasing the Legal line item by 10% to \$110,000 due to the number of Code Enforcement cases, and the fact the budget for the Legal line will be completely over spent in the current fiscal year.

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After some discussion, the Select Board agreed to increase the Legal line by 5% to \$105,000, with the \$5,000 towards the Town Attorney line.

Planning and Zoning will see a reduction in registry costs, special studies, training and education and postage resulting in a decrease of \$3,600.

The Select Board discussed the General Building Maintenance account and spoke about a part time facilities manager so the buildings are maintained on a regular schedule. The board agreed to put the budget back to \$20,000 for FY2016/2017.

Town Administrator Apple stated he had decreased the Water Commission line as monies have not been spent over the past several years.

Town Administrator Apple spoke about Mosquito Control and transitioning that fund over to the operating budget from a trust as painlessly as possible. He stated because of the balance of \$49,244 in the current fund he was requesting \$35,000 this year, however next year there will be a proposal of \$70,000 to \$75,000.

Town Administrator Apple stated the Health and Social Services budgets have been level funded and if a request was not made in the last fiscal year for release of funds they have been defunded.

Town Administrator Apple stated a decrease of \$4,000 was proposed for the General Assistance budget due to prudent management of this line item.

Town Administrator Apple stated the North Hampton Public Library have submitted a draft request of a 3% increase. The Trustees of the Library have not yet met to approve their budget so this amount represents a place holder.

Town Administrator Apple stated he did not receive a proposed budget from the Conservation Commission so that budget has been kept level funded.

The bottom line of the proposed FY2016/2107 budget based on adjustments made is \$6,827,231 and the default budget \$6,507,047.

3. Review Proposed Default Budget;

Town Administrator Apple stated the increase in the default budget is relatively small increase of 1.2%. He further stated the overall increase in the budget is 4.9% over last year.

4. Discuss the Order of Construction for Facilities;

Item removed from the agenda.

5. Discuss Meeting Schedule for October 2015;

Item removed from the agenda

6. Announce date of Deliberative Session; and,

Item removed from the agenda

7. Discuss wording for thank you letter to Fifth Facilities Committee.

Item removed from the agenda

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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.

Chief Maddocks announced a Domestic Violence Awareness Forum would be held on October 22, 2015 from 6:15 PM to 8:00 PM at the Lane Library in Hampton. He further stated the week of October 26, 2015 is Red Ribbon Week.

Chief Maddocks read a letter received from a 4th grade student at the North Hampton School and also displayed a poster created by the 4th Grade students at NHS in memory of Officer Peter Cormier who passed away on October 3.

Director Page stated he was working on a release regarding an upcoming Lock Down drill at the North Hampton School. The letter would be posted in the town's Friday Folders, website and through the school as well.

9. Adjournment.

Meeting adjourned at 2:46:56 PM.

Respectfully submitted,
Janet L. Facella