



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
NORTH HAMPTON SELECT BOARD

DRAFT MINUTES

WEDNESDAY, NOVEMBER 7, 2018  
NORTH HAMPTON TOWN HALL  
231 ATLANTIC AVENUE  
6:30 O'CLOCK PM

NON-PUBLIC SESSION I: 6:31 O'CLOCK P.M.  
EXECUTIVE CONFERENCE ROOM  
TOWN ADMINISTRATIVE OFFICE  
233 ATLANTIC AVENUE

NON-PUBLIC SESSION II: 6:45 O'CLOCK P.M.  
EXECUTIVE CONFERENCE ROOM  
TOWN ADMINISTRATIVE OFFICE  
233 ATLANTIC AVENUE

1. 6:30 p.m. Call to Order by the Chair
2. 6:31 p.m. Non-Public Session I Pursuant to RSA 91-A:3, II (b)
3. 6:45 p.m. Non-Public Session II Pursuant to RSA 91-A:3 II (b)
4. 6:55 p.m. Return to Regular Session and Recess to Town Hall, 231 Atlantic Avenue
5. 7:00 p.m. Reconvening of Public Session at Town Hall and Pledge of Allegiance

Chair Maggiore called the meeting to order at 7:20PM. In attendance were Selectman Miller, Selectwoman Kilgore and Town Administrator Kaenrath.

Chair Maggiore led the Pledge of Allegiance.

*Disclaimer – These minutes are prepared by the Recording Secretary within five (5) business days as required by NH RSA 91-A:2, II. They will not be finalized until approved by majority vote of the Select Board.*

*A recording of the meeting can be found at: [http://www.townhallstreams.com/towns/north\\_hampton\\_nh](http://www.townhallstreams.com/towns/north_hampton_nh), and a DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North Hampton, New Hampshire 03862.*

Chair Maggiore stated motions were made in each of Non-Public Sessions and were unanimous. The motions made were to hire a new police officer and a new firefighter/paramedic both whom will be sworn in at a later date.

**6. 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 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 during the First Public Comment Session will be given first opportunity to speak during the Second Public Comment Session at the end of the Meeting.

Cynthia Swank, Hobbs Road stated the Friends of the North Hampton Library were holding their annual membership drive and encouraged all to support the library.

Steven Bassett, former North Hampton resident asked for the Select Board's help in allowing him to continue selling his Christmas trees in town. He stated he was told by Mr. Milner that he would have to apply to the Planning Board in order to comply with the town's Zoning Ordinances.

**7. Consent Calendar**

- 7.1 Payroll Manifest of 10/25/2018 in the amount of \$70,072.23
- 7.2 Payroll Manifest of 11/01/2018 in the amount of \$67,907.26
- 7.3 Accounts Payable Manifest of 11/01/2018 in the amount of \$1,125,121.08
- 7.4 Veterans Tax Credit
- 7.5 Blind Exemption

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

Town Administrator Kaenrath asked to have agenda item 12.1 moved up before correspondence.

**8. Correspondence**

8.1 Correspondence from Department of Environmental Services in re: Hampton Rod & Gun Club  
Chair Maggiore read the letter into the record. Selectman Miller suggested having GZA Environmental review the RAP to gather the correct questions to the Department of Environmental Services.

**Motion by Chair Maggiore to direct the Town Administrator to engage with GZA to review the RAP on behalf of the Select Board, and to have the Water Commission and the Building Inspector send their questions to the Town Administrator to include with the Select Board's questions. Seconded by Selectman Miller. Motion carries 3-0.**

8.2 Aquarion Water Company's Hydrant Maintenance Report 3<sup>rd</sup> Quarter 2018

Chair Maggiore read the letter into the record. A suggestion to forward a copy of the letter to the Water Commission as well as Steve Pearce.

Selectwoman Kilgore suggested having a public meeting with Aquarion to discuss hydrants. Chair Maggiore stated he would reach out to the Water Commission to set up a meeting time.

Town Administrator Kaenrath stated an additional piece of correspondence had come in for the execution of an Emergency Management Grant.

Motion by Chair Maggiore that the Select Board in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$4,000 to update the Town's Local Emergency Operations Plan. Furthermore, the Board acknowledges that the total cost of this project will be \$8,000, in which the town will be responsible for a 50% match (\$4,000). Seconded by Selectwoman Kilgore. Motion carries 3-0.

Motion by Chair Maggiore to empower Emergency Management Director Michael Tully to sign the appropriate grant documents relative to the prior motion made. Seconded by Selectman Miller. Motion 3-0.

## **9. Committee Updates**

9.1 Economic Development Committee

9.2 Heritage Commission

9.3 Water Commission

9.4 Bandstand Committee

9.5 Budget Committee

9.6 Capital Improvements Committee

Chair Maggiore stated he had no updates to report.

Selectwoman Kilgore stated she had no updates to report.

Selectman Miller stated the town budget was presented on November 5, 2018 and it was well received by the Budget Committee.

## **10. Report of the Town Administrator**

10.1 General Report

Town Administrator Kaenrath read his report into the record.

## **11. Items Left on the Table**

No items

## **12. New Business**

12.1 Public Recognition and Presentation of the 524 Award by Chief Mone

Chief French began the presentation stating throughout his past year with the police department he has found a professional and dedicated group of individuals within the department who strive every day to maintain the safety and security of the community.

Chief French explained the 524 Award was established to honor the memory of Officer Peter Cormier. Chief introduced Pete's wife Shelby and his two children Logan and Brooklyn who helped present the award to Detective Christopher Poppalardo.

The Select Board took a brief recess.

12.2 Philbrick Pond Study of Craig Musselman

The board discussed the recommendations that were in Mr. Musselman's report. Mr. Kaenrath asked if removing the cobble weir from the Route 1A culvert would have any effect on the flooding and Mr. Musselman stated there would not be a change in the flooding and will not solve the problem. The only thing the replacement would do is help the marsh health.

Discussions regarding other recommendations included the installation of a 1,000-foot gravel road from Bradley Lane to Woodland Road that would cross four private properties at a cost of \$125,000. Easements would need to be acquired from each property owner as well and it may not be an attainable option.

Discussion with Mr. Musselman also included access through Abenaki Country Club's golf course for an emergency vehicles only. Neighborhood traffic would not be allowed to use this road.

Mr. Musselman discussed raising the road from Bradley Lane and Woodland Road and encouraged the Select Board to have discussions with the coastal division of the Department of Environmental Services about their approach to getting the project moving with the Department of Transportation. He also stated the Conservation Commission should be involved in drafting a letter to the commissioner of the Department of Transportation with a copy sent to the DOT's engineer in Durham. He encouraged the board to ask to proceed with the project, and to make sure two property owners that would be affected as they need to grant access. Discussion also included speaking with the four properties owners that would be affected by an access road as well.

**Motion by Chair Maggiore to direct the Town Administrator and any other interested parties to engage in formal discussions with the property owners as outlined in section 6.3.1 in the Philbrick Pond Drainage Evaluation Study with the possibility of access to Woodland Road to Bradley Lane. Seconded by Selectman Miller. Motion carries 3-0.**

#### 12.3 Discussion of Town Tax Rate

A discussion between Selectwoman Kilgore and Chair Maggiore regarding the Chair's involvement with asking Finance Director Cornwell to attend a "Step Up North Hampton" educational session.

Selectwoman Kilgore expressed discomfort in asking a town employee to speak as all town employees should be impartial and it is the role of the Select Board to present information regarding the tax revaluation and tax rate. She further stated it was an awkward position to put a town employee in.

Chair Maggiore stated he believed he went through the proper channels to ask the Finance Director to attend, and that the Finance Director was not going to be giving a presentation; he was asked to be in attendance in case a question arose that only he could answer.

The board discussed a date and time for the Tax Rate Setting Workshop and dates would be confirmed on the next business day.

#### 12.4 Discussion of Master Plan Review

Selectwoman Kilgore stated the Economic Development Committee is working on their mission statement and would like to know how it fits into the Master Plan. She further asked if the Master Plan is current as to businesses and commercial use.

Chair Maggiore stated the Master Plan is updated every five to ten years depending upon which section in the plan. Some sections require updates every five years, and some sections require updates every ten years. He further stated Jenn Rowden from the Rockingham Planning Commission advises the Planning Board when updates are needed.

Chair Maggiore stated he was not sure how the Economic Development Committee fits into the Master Plan and that he would check with the Planning and Zoning Department.

### 13. Minutes of Prior Meetings

13.1 Approval of October 22, 2018 Regular Meeting Minutes

13.2 Approval of October 22, 2018 Non-Public Session Minutes

13.3 Approval of September 24, 2018 Non-Public Sessions I & II Minutes

13.4 Approval of October 2, 2017 Non-Public Session Minutes

13.5 Approval of October 11, 2017 Non-Public Sessions I & II Minutes

13.6 Approval of October 17, 2017 Non-Public Session Minutes

13.7 Approval of October 23, 2017 Non-Public Sessions I, II & III Minutes

Selectwoman Kilgore stated she was unable to review the Non-Public Minutes and asked to table them until the November 26, 2018 meeting. All members were in agreement.

**Motion by Selectwoman Kilgore to accept the October 22, 2018 regular meeting minutes as presented. Seconded by Selectman Miller. Motion carries 3-0.**

**14. 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

Selectwoman Kilgore thanked Seavie Rideout, Edwin Page and Mr. and Mrs. Driscoll for their landscaping work at the "Welcome to North Hampton" sign on Route 1. A request was made to send out thank you notes to all.

**15. Second Public Comment Session**

See Item 6, above

Rick Stanton, Walnut Avenue stated "Step Up North Hampton" was not a Political Action Committee and respectfully requested to refrain from using that title. He further stated "Step Up North Hampton" was a non profit corporation and the Finance Director was not asked to present at their upcoming meeting just to attend.

Wally Kilgore, Atlantic Avenue stated if a candidate is endorsed such as "Step Up North Hampton" did, it is a Political Action Committee.

Nancy Monaghan asked for clarification on the closure at the Town Offices.

Wally Kilgore, Atlantic Avenue asked to have school board meetings added to the town website calendar as he would like to go to one page to look for all meetings in the town.

Selectman Miller stated he was asked by "Step Up North Hampton" to attend a meeting to discuss the Coakley Landfill and he did not intend to ask for anyone's permission.

**16. Adjournment**

Meeting adjourned at 9:33 PM.

Respectfully,

Janet Facella