



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

SELECT BOARD APPROVED MINUTES
NOTICE OF PUBLIC MEETING
MONDAY, AUGUST 28, 2017
6:00 PM

NON MEETING WITH COUNSEL: 5:00 O'CLOCK P.M.
EXECUTIVE CONFERENCE ROOM
TOWN ADMINISTRATIVE OFFICE
233 ATLANTIC AVENUE

NON PUBLIC SESSION I: 6:00 O'CLOCK P.M.
TOWN ADMINISTRATIVE OFFICE
233 ATLANTIC AVENUE

NON PUBLIC SESSION II: 6:30 O'CLOCK P.M.
TOWN ADMINISTRATIVE OFFICE
233 ATLANTIC AVENUE

1. 5:00 p.m. Non Meeting with Counsel Pursuant to RSA 91-A:2, I (b)
2. 6:00 p.m. Call to Order for Public Session
3. 6:01 p.m. Non Public Session I Pursuant to RSA 91-A:3 II (b) For Discussion Related To the hiring of a Public Employee
4. 6:30 p.m. Non Public Session II Pursuant to RSA 91-A:3 II (b) For Discussion Related To the hiring of a Public Employee
5. 6:55 p.m. Reconvene to Town Hall for Public Session
6. 7:00 p.m. Reconvening of Public Session at Town Hall and Pledge of Allegiance

Chair Maggiore called the meeting to order at 7:05 PM. Those in attendance were Selectman Miller, Selectwoman Kilgore and Deputy Town Administrator Tully.

Chair Maggiore led the Pledge of Allegiance.

Chair Maggiore stated he would like to move Agenda Item 14.1 up on the agenda and asked Chief Maddocks to come to the podium. Each Select Board member thanked Chief Maddocks for his dedicated service to the town for 21 years, and presented him with an engraved clock.

Chief Maddocks thanked the Select Board for the opportunity to serve the community and he further stated he was especially proud to have been the Chief during the town's 275th Anniversary.

Chair Maggiore called for a brief recess.

Chair Maggiore reconvened the meeting and stated the board had just come out of a Non Public session.

Motion by Selectwoman Kilgore to seal both sets of Non Public minutes. Seconded by Selectman Miller. Motion carries 3-0.

7. 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.

No comments.

8. Consent Calendar

- 8.1 Payroll Manifest of August 24, 2017 in the amount of \$63,313,51
- 8.2 Accounts Payable Manifest of August 24, 2017 in the amount of \$1,188,212,38
- 8.3 Approval of Abatement Recommendation
- 8.4 Approval of Timber Cut – Yield Tax
- 8.5 Approval of MS-1 Extension Request
- 8.6 Approval of Declaration of Protective Covenants at 20 Chapel Road, Map 5, Lot 32

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

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9. Correspondence

No items

10. Committee Updates

10.1 Budget Committee

Selectman Miller stated the last Budget Committee meeting was very short as the Little Boar's Head Representative was not in attendance.

10.2 Economic Development Committee

Selectwoman Kilgore stated the Economic Development Committee would be holding a work session on September 11, 2017 whereby the mission and vision will be developed over a four hour period.

10.3 Heritage Commission

Chair Maggiore stated he would report under New Business.

10.4 Conservation Commission

Nothing to report as there is no Select Board representative to the committee.

10.5 Water Commission

Chair Maggiore stated there are several ongoing legal issues in which all parties are very active.

10.6 Capital Improvement Committee

Selectwoman Kilgore stated the Capital Improvement Committee met on August 25 and reviewed items for the next FY budget and ranked them in order of priority. She further reported the next meeting would be on September 8 to work on the narratives and charts together to present to the Select Board.

10.7 Bandstand Committee

Selectwoman Kilgore stated there were two concerts left with the final concert on Labor Day.

10.8 275th Anniversary Committee

The celebration continues from October 13 through October 15. Trolley tours are free of charge and signups are at the library. A harvest dinner will be held at the Throwback Brewery. Tickets are \$50 per person and are available for purchase at the Town Clerk's office.

Chair Maggiore gave an update on the status of the Town Survey section that he is to report to the board on. Chair Maggiore stated after receiving the survey results there are several thousand narratives to be organized and then he, Dan Derby and Shep Kroner have taken

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different sections and did an executive summary. Each of those pieces were presented to the Planning Board.

Chair Maggiore stated the survey is to be used as an addendum to the Master Plan. The survey is not intended to be used by itself and it is to be used in the Master Plan. The unanimous vote by the Planning Board that if any objections to changes made subsequent to the Planning Board meeting and prior to this Select Board meeting that he could not or would not present the summary. He further stated there were a few rejections and therefore he does not have that piece of the survey.

Chair Maggiore stated the raw data is available to the public, it is just not summarized. He further stated another Planning Board meeting has been set up on September 19 to “scrub” the summaries.

11. Report of the Town Administrator

11.1 General Report

A copy of the Town Administrator’s report will be attached to these minutes.

Selectwoman Kilgore asked to move the September 11 Select Board meeting to 7:30 PM. All board members were in agreement.

Selectwoman Kilgore asked who decided on a 1.9% increase across the board for the budget.

Chair Maggiore stated it was a mutual agreement amongst the board members.

Discussion ensued regarding library repairs and whether or not the duct work repairs could be done at the same time as the other work.

Chief Tully stated Ricci Construction was supposed supply the costs by today but nothing has been received.

The Select Board agreed to proceed with the current plan.

Nancy Monaghan stated there have been no recent estimates for several years and the Capital Improvements Committee would prefer to wait until next year.

Selectwoman Kilgore stated she wanted the date of the library closure on the website banner.

12. Public Hearing

12.1 Acceptance of funds in the amount of \$123,665.00 from a grant from the Assistance to Firefighters Grant Program offered by the Department of Homeland Security

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Chief Tully stated the department had applied and received a grant for SCBA's and a gear extractor and dryer. He further stated it was a very in depth process and was very pleased to have been rewarded the funds. He further stated the grant is a 95/5% split.

Selectwoman Kilgore asked where the money that has already been set aside for these items by way of warrant article go.

Chief Tully stated that is up to the Select Board.

Selectman Miller stated it would go to the Fund Balance at the end of the fiscal year.

Chair Maggiore opened the Public Hearing at 8:05 PM.

Chair Maggiore closed the Public Hearing at 8:05 PM.

Motion by Selectwoman Kilgore to accept the grant funds of \$123,665.00 from a grant from the Assistance to Firefighters Grant Program offered by the Department of Homeland Security. Seconded by Selectman Miller. Motion carries 3-0.

Selectwoman Kilgore asked Chief Tully about the status of the filtration of washing the gear and possible contamination of ground water.

Chief Tully stated he spoke with a septic system company that suggested an environmental survey. He further stated when fire fighters are on the scene of a fire, they don't just leave with debris on their turnout gear. He further stated they take many steps while on scene to decontaminate as opposed to bringing the contamination back to the station.

Selectman Miller volunteered to do research on the chemicals stating the problem is the soap is present in the effluent, but he will research the chemicals within the detergent.

13. Items Left on the Table

- 13.1 Discussion of Economic Development Committee Charge Revisions
This item was discussed under committee updates.

14. New Business

- 14.1 Presentation to Chief Michael Maddocks
This item was taken up at the beginning of the meeting.

- 14.2 Introduction of Interim Police Administrator Michael French

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Chair Maggiore invited Mr. French to the podium where he thanked the Select Board for the opportunity to serve in North Hampton. He further stated this is his fifth interim position for police department's throughout the state.

Chair Maggiore asked to move to Agenda Item 14.5 and all board members were in agreement.

14.3 Discussion of Fire Department Hiring

Chief Tully stated he had been tasked with running a hiring process for a Firefighter/EMT-A position. The Select Board had asked him to hire a paramedic or a paramedic student.

Chief Tully stated that unfortunately he has been unable to bring forward a candidate with either qualification and asked the Select Board which directions they would like to move in.

Chair Maggiore stated the financial options have been discussed by the Select Board in Non Public and are contained within the sealed minutes.

Selectman Miller asked Chief Tully if the two candidates he has, although not qualified as paramedics would qualify to him as Firefighter/EMT-A.

Chief Tully answered Selectman Miller in the affirmative.

Selectman Miller stated he would be willing to wait another month before hiring someone.

Selectwoman Kilgore stated given the time of year the position was advertised, people are distracted and have a lot going on so she would like to wait another 30 to 60 days to see if someone comes on the horizon.

Motion by Selectwoman Kilgore to have Chief Tully return to the board 45 days from this date with a candidate(s) to hire. The date of the meeting will be October 10 as October 9 is a holiday. Seconded by Selectman Miller. Motion carries 3-0.

14.4 Discussion of Town Hall Siding and Painting

Chair Maggiore stated Agenda Items 14.4 and 14.6 would be taken up together.

Chair Maggiore stated as he had promised at the last Select Board meeting, he volunteered to do a Request for Proposals (RFP) for the east and west side of the town hall for repair of damaged boards as well as any necessary trim work and painting. Chair Maggiore sent the

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RFP's to certain companies that were listed on the New Hampshire Preservation Alliance website as having knowledge and experience with historical buildings.

Chair Maggiore stated he send out the RFP to 11 different companies with the specifications and asked them to give the town a quote of the replacement of approximately 300 linear feet of damaged clap boards on the east and west sides of the town hall, and also approximately 100 linear feet of trim work around the building and painting of the entire town hall.

Chair Maggiore stated since he had sent them out on August 11, he had not heard any back prior to the Heritage Commission so he resent the emails and received two responses; AM Graton and Historic Old Homes.

Selectman Maggiore stated he called Peter Michaud who is the National Register Preservation Tax Incentives and Easements Coordinator at the New Hampshire Division of Historical Resources and told him what the town wanted, and asked him for guidance on the limitations and guidelines. Mr. Michaud stated if the town is looking to insure the opportunity to receive federal grant money for this or any other project moving forward on the town hall, then replacement of siding must only be done selectively based on the condition of individual siding elements and any replacement of materials must match the historic in exposure and thickness.

Selectman Maggiore stated he was concerned because of the objection from a taxpayer group at the Deliberative Session to fund the Building Maintenance Capital Reserve Fund, and whereby the Warrant Article failed which resulted in no money deposited into the account. He further stated the town has "earmarked" approximately \$40,000 in the Building Maintenance Capital Reserve Fund for work that is known to happen by past boards. He further stated \$80,000 is slated in case the fire department boiler goes. Of the \$192,000 available in the Capital Reserve Fund, it is unknown of the funds needed to repair the town hall.

Chair Maggiore stated he did not feel opportunities should be eliminated for federal grant money if the town is not going to contribute future funds to the Building Maintenance Capital Reserve fund.

Jeffrey Hillier, Heritage Commission member spoke to the board noting the Heritage Commission recommends nothing less than a long term fix to compliment the high standards of the Town Hall Committee.

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Mr. Hillier stated the Heritage Commission recommends the following basic recommendations:

1. Have specifications prepared by an independent contractor with a demonstrated background in historic restorations;
2. Investigate outside funding sources such as New Hampshire Moose Grants as well as other possibilities other than federal grants;
3. Through a competitive bid process, select a contractor with proven historic restoration experience.

Mr. Hillier stated a significant factor needed to be looked at; a contingency fund to cover unexpected expenses.

Mr. Hillier stated Gray Construction's quote did not include trim work. He further noted that Chair Maggiore went to Langley Construction to get a quote for a complete "rip off" and replacement and went to Gray Construction for selective replacement.

George Chauncey stated he recommends replacing all of the clapboards and would like to bring the attention to the clock tower. He stated when Langley Construction was working on it, he came to the committee and recommended replacing all the clapboards on the clock tower. He further stated he would be a fair guess to stay those clapboards where the same age as the current age of the clapboards on the sides and most of the front of the building.

Mr. Chauncey stated that eventually there will have to be all new clapboards so why not do it all at the same time.

Selectman Miller asked how does the board know if all of the clapboards need to be replaced.

Chair Maggiore stated no one has done an assessment on what really needs to be done to the building and it is the opinion of the Heritage Commission to go out and get an assessment done.

Jane Boesch stated her house is the same vintage as the town hall and they have never had all of the siding replaced, only certain sections repaired. She further stated if you keep up with the maintenance and painting you shouldn't need to rip everything off.

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George Chauncey stated the company that painted the town hall several years ago would not guarantee the paint job because of the condition of the clapboards.

Donna Etela stated people keep talking about the National Register as if it were the plague. She stated being on the National Register is good for businesses in town as many people come town to visit and take pictures of the town's historical businesses.

Mrs. Etela stated that Langley Construction has nothing to do with the National Register. She stated that Paul Cuetara had applied for recognition from the Preservation Alliance for their work on the town hall and were given an award for the job they did. She further stated it is the wish of the Heritage Commission to get a professional expert and someone that knows and understand old buildings and preservation to look at the clapboards.

Laurel Pohl asked if someone needs to be a certified expert in restoration in order to do the job.

Chair Maggiore stated there isn't a certified status given. He further stated the companies listed on the New Hampshire Preservation Alliance website pay a fee to be listed there and are recognized for their work, however it does not mean they are the only sources you can use.

Selectman Miller stated in order to prioritize and decide how to spend the money, they need to have a knowledgeable source look at the entire building and tell the Select Board what their greatest need is now, as there is insufficient funds to do everything.

Selectwoman Kilgore stated an assessment should come from a professional not a town board. She further stated she has issues with the entire process as the purchasing policy adopted by the town is not being followed. She further stated the Town Administrator should be doing the RFP and getting sealed bids.

Motion by Selectman Miller to get a State of the State of town hall to guide the Select Board as to how much money will need to be expended as there is not enough to spend on everything. Seconded by Selectwoman Kilgore.

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Discussion: Chair Maggiore asked if the board would accept a friendly amendment to follow the purchasing policy and to direct the Town Administrator to seek companies that can do an assessment of the town hall and come back to the board with quotes. Motion carries 3-0.

Chair Maggiore asked if a company has question who does that question get directed to and who will be the point person.

A consensus of the board would be to forward the question to the Town Administrator and he will then forward to the Chair of the Heritage Commission for inclusion on their agenda.

14.5 Large Assembly Permit – 40 Ocean Boulevard

Chief Maddocks stated the permit application had been received under the 30 day timeline, therefore per the rules it must come before the Select Board.

Chief Maddocks stated parking will be at 1 Sea Road and guests will walk along Ocean Boulevard to the event at 40 Ocean Boulevard. He further stated a detail officer with a cruiser is required from 3:30 PM until 11:30 PM. The applicant asked if the police officer could leave the area during the ceremony. Chief Maddocks stated the police will move but stay in the area.

Chief Tully stated the parking area will need to be mowed the week prior to the event and a place of assembly permit is needed for the tents.

Motion by Selectman Miller to approve the Large Assembly Permit Application to include the requirements of Chief Maddocks and Chief Tully. Seconded by Selectwoman Kilgore. Motion carries 3-0.

14.6 Heritage Commission Discussion of Town Hall

15. Minutes of Prior Meetings

15.1 Approval of August 14, 2017 Meeting Minutes

Selectman Miller noted a change needed to be made at line 291. Chair Maggiore stated he would get the correction to Jan.

Motion by Selectman Miller to approve the August 14, 2017 minutes as corrected. Seconded by Selectwoman Kilgore. Motion carries 3-0.

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16. 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.

None.

17. Second Public Comment Session

See Item 8, above.

None.

18. Adjournment

Meeting adjourned at 9:18 PM.

Respectfully,

Janet L. Facella

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