



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
SELECT BOARD  
MINUTES

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SPECIAL MEETING– OCTOBER 17, 2017– 8 AM  
CONFERENCE ROOM

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The Chair opened the meeting at 8:02 am. Mr. Maggiore, Mrs. Kilgore and Mr. Miller were present. In addition to the Board, the following people attended: Rick Stanton, Nancy Monahan, Director Hubbard and Chief Tully

The Board received a budget review from Director Hubbard regarding the budget he had submitted. The Board completed a line item review of the budget. Discussions ensued regarding street lights changing to LED in the future, Solid waste disposal fees, various projects planned in Town as well as catch basin cleaning.

The group agreed to further review the budgets and consider any additions or deletions they may choose.

The board then completed a line item review of the Administrative portion of the budget.

Legal expenses were discussed in relation to the current and expected workload of the building inspector with code enforcement. Mr. Miller stated we should continue on the same path strictly enforcing codes and zoning ordinances in Town. Discussion ensued on how much additional money would be required to continue considering the multiple cases currently underway.

**MOTION. Mr. Miller moved that the legal expenses line be increased to \$166,231 with the additional funds split evenly over general, code enforcement and land use and abatements lines. The motion was seconded by Mrs. Kilgore. There was no additional discussion. 3-0**

Discussion was had on the cemeteries budget regarding the general maintenance line. Discussion ensued on whether the cemetery trustees could use perpetual fees in order to complete tombstone restoration. It was agreed that Mrs. Kilgore would contact Mr. Chevalier to have a discussion and gather information to bring back to the Board.

Discussion was had regarding the decision the Board had made earlier to fund the Community Newsletter. Discussion ensued of the cost which was determined to be \$12,000.

**MOTION. Mrs. Kilgore moved that the Community Newsletter line be increased to \$12,000. The motion was seconded by Mr. Miller. There was no additional discussion. 3-0**

Discussion was had regarding the code enforcement line and the amount remaining in the salary line.

**MOTION. Mr. Maggiore moved that the Code Enforcement Salary line be reduced by \$400, the part-time salary line reduced by \$809, the fica/medicare line by \$93 and the retirement line by \$46. The motion was seconded by Mr. Miller. There was no additional discussion. 3-0**

Discussion was had regarding health agencies and social services accounts in the budget. The Board discussed how and when this money was dispersed and asked the Finance Director to clarify which had been paid in preceding years. Discussion then ensued if these costs could be put into a warrant article, and how that would look. Ultimately the Board requested that the interim Town Administrator contact DRA for guidance on the issue.

The Board discussed requesting the Library to present their budget in a public meeting. Ultimately they requested the Interim Town Administrator make contact with Ms. Grant from the Library and request she present her budget on Monday October 23, 2017 at the regularly scheduled Select Board meeting.

The Board had a discussion on the process going forward to fill the Town Administrators position. It was determined that the Board would do a resume sort to narrow down the candidates. Mr. Maggiore suggested the first board be with department heads, Mr. Miller suggested it also include a representative from the Planning Board. Conversation ensued and it was determined the Board would be Chief Tully, Chief French, Director Hubbard, Director Cornwell and a member of the Planning Board. Further discussion ensued on the remainder of the process including whether to have a presentation part. Having a member of the public involved was also discussed. It was determined that each Board member will write down five names of neutral parties they believe would be a positive addition to the process. The names will be discussed in the next workshop on Monday October 30, 2017 when the sort of the resumes will occur.

**MOTION. Mr. Maggiore removed to adjourn. The motion was seconded by Mrs. Kilgore. There was no additional discussion. 3-0**

Respectfully submitted,

Michael J. Tully, Interim Town Administrator

Date Prepared: October 17, 2017

Date Approved: