



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

SELECT BOARD DRAFT MINUTES
DECEMBER 12, 2016

NON-PUBLIC SESSION 6:00 PM
CHEVALIER BUILDING, EXECUTIVE CONFERENCE ROOM

REGULAR MEETING 7:00PM
NORTH HAMPTON TOWN HALL
231 ATLANTIC AVENUE

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16 **1. Non Public Session Pursuant to RSA 91:-A:3, II(b), regarding the hiring of a public**
17 **employee 6PM Chevalier Building, Executive Conference Room**

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19 **2. Call To Order and Pledge of Allegiance**

20 Chair Maggiore called the meeting to order at 7PM. Those in attendance were Selectman Miller,
21 Selectman Stanton and Town Administrator Apple.

22
23 **Motion by Selectman Stanton to come out of Non Public Session. Seconded by Selectman**
24 **Miller. Roll call vote: Maggiore, aye; Miller, aye; Stanton, aye**

25
26 Chair Maggiore stated a police officer had been hired and will be introduced to the public on
27 January 9.

28
29 Chair Maggiore led the Pledge of Allegiance.

30
31 **3. First Public Comment Session**
32

33 Public Comment is an opportunity for residents to ask questions, request information and make
34 comments on issues facing the Town. Individuals ordinarily will be given not more than three (3)
35 minutes to speak, and people who have already spoken will be asked to wait until everyone has
36 had the chance to speak once. The total time devoted to this agenda item is fifteen (15) minutes.
37 Individuals who are not able to speak during the First Public Comment Session will be given first
38 opportunity to speak during the Second Public Comment Session at the end of the Meeting.
39

40 3.1 North Hampton School Pi-Heads- Bat House Discussion
41 Chair Maggiore announced the children were unable to attend the meeting due to an event at the
42 North Hampton School; however they would be back before the Select Board in January.
43

44 **4. Consent Calendar**

- 45
46 4.1 Payroll Manifest of December 1, 2016 in the amount of \$99,839.26
47 4.2 Payroll Manifest of December 8, 2016 in the amount of \$207,874.08
48 4.3 Accounts Payable Manifest of December 1, 2016 in the amount of \$2,272,952.51
49 4.4 Abatement Application
50 4.5 Veteran Tax Credit Application
51 4.6 Elderly & Disabled Deferral Application
52 4.7 Town Clerk/Tax Collector Contract for Impending Lien Notices
53

54 **Motion by Selectman Stanton to approve the Consent Calendar as presented. Seconded by**
55 **Selectman Miller. Motion carries 3-0.**
56

57 **5. Correspondence**

- 58 4.1 Correspondence from Comcast
59

60 Chair Maggiore read the letter from Comcast into the record.
61

62 Town Administrator Apple stated he had received additional correspondence relating to well
63 testing at 27 Birch Road with tests for PFC's and PFOA's coming back below the EPA water
64 guidelines.
65

66 **6. Committee Updates**

67
68 **7. Public Hearing Pursuant to RSA Chapter 31:95-b:**

- 69 7.1 To consider the acceptance of real property as a gift, located at 20 Chapel Road, Tax Map
70 005, Lot 032
71

72 Chair Maggiore opened the Public Hearing at 7:20 PM.

73 Chair Maggiore closed the Public Hearing at 7:21 PM.
74

75 **Motion by Selectman Stanton to accept the gift of real property located at 20 Chapel Road,**
76 **Tax Map 005, Lot 032 with gratitude to the donors, and subject to the attainment of a**
77 **warranty deed within the next 90 days. Seconded by Selectman Miller. Motion carries 3-0.**
78

79 **8. Report of the Town Administrator**

- 80
81 8.1 General Report

82 A copy of the report is attached to these minutes.
83

84 Discussion on whether or not to have a skating rink at Dearborn Park. Chief Tully is
85 recommending drafting water from the Winnicut River rather than using water from the hydrants
86 due to the current drought situation.

87 **Motion by Selectman Stanton that the Recreation Department be allowed to have a skating**
88 **rink this year via the drawing water from the Winnicut River by the North Hampton Fire**
89 **Department and filling the rink as needed. Seconded by Selectman Miller. Motion carries**
90 **3-0.**

91
92 Town Administrator Apple updated the Select Board on the Walnut Avenue culvert that will keep
93 Walnut Avenue closed for a significant period of time. A detour now exists via Lovering Road.

94
95 Town Administrator Apple discussed a meeting that was held with a JDL Corporation
96 representative on this date to discuss next steps. There was an indication that the price of the plan
97 that was presented can be modified on a number of different fronts. It was suggested that a
98 representative from JDL come to a workshop with the Select Board in the first week of January
99 to further discuss.

100
101 **9. New Business**

102
103 9.1 Coakley Update;

104 Town Administrator Apple stated letters to residents in the “orange lots” on the map have been
105 sent letters which included a link on how to get water tested.

106
107
108 9.2 Discussion of Proposed Operating Budget

109
110 The budget committee asked whether or not the retirement benefits needed to be included for the
111 Emergency Management Director with his salary or if he could be given a stipend instead,
112 thereby causing a reduction in the retirement line item. The Town Administrator will be
113 submitting the answers to budget committee chair Kari Schmitz.

114
115 Town Administrator Apple stated he was reminded that the 275th Anniversary committee asked to
116 be made an official committee and asked for the Select Board to take a vote.

117
118 **Motion by Selectman Stanton to constitute a 275th Anniversary committee with a list of**
119 **volunteers to be held by the Town Administrator. Seconded by Selectman Miller. Motion**
120 **carries 3-0.**

121
122 **Motion by Selectman Stanton to have the Select Board Chair sit in the dunking chair**
123 **during the event. Seconded by Selectman Miller. Motion carries 3-0.**

124
125
126 9.3 Discussion of Proposed Warrant

127 **Motion by Selectman Stanton to hold the Town Deliberative Session on February 4, 2017 at**
128 **8:30 AM with a snow date of February 11, 2017. Seconded by Selectman Miller. Motion**
129 **carries 3-0.**

130
131 The Select Board discussed holding the Deliberative Session in the Town Hall and it was decided
132 to check with Moderator Boesch to see if agreed to the location.

133
134 Selectman Stanton asked for an update on the police cruiser that was involved in accident the
135 prior week.

136

137 Town Administrator Apple stated he did not have a final report as of yet.

138

139 **Motion by Selectman Stanton to not recommend the Operating Budget for FY18. Seconded**
140 **by Selectman Miller. Motion carries 3-0.**

141

142 **Motion by Selectman Stanton to recommend the lease/purchase of two police cruisers.**
143 **Seconded by Selectman Miller. Motion carries 3-0.**

144

145 **Motion by Selectman Stanton for a warrant article to withdraw funds from the**
146 **undesignated fund balance to purchase SCBA units with language approved by the**
147 **Department of Revenue Administration in the amount of \$50,000; and to purchase SCBA**
148 **units in the amount of \$54,760 with that amount coming from taxation. Seconded by**
149 **Selectman Miller. Motion carries 3-0.**

150

151 **Motion by Selectman Stanton to recommend the Road Resurfacing warrant article.**
152 **Seconded by Selectman Miller. Motion carries 3-0.**

153

154 **Motion by Selectman Stanton to recommend either a three or five year lease/purchase**
155 **agreement in the amount of \$200,000 for the purpose of leasing and equipping a six wheel**
156 **dump truck for the Department of Public Works. Seconded by Selectman Miller. Motion**
157 **carries 3-0.**

158

159 **Motion by Selectman Stanton to recommend the resurfacing of Dearborn Park parking lot**
160 **in the amount of \$25,000. Seconded by Selectman Miller. Motion carries 3-0.**

161

162 Selectman Miller suggested changing the Repairs to the North Hampton Library warrant article
163 by eliminating the words "without limitation."

164

165 **Motion by Selectman Stanton to recommend an amount of \$75,000 for repairs to the North**
166 **Hampton Public Library with changes proposed by Selectman Miller. Motion carries 3-0.**

167

168 **Motion by Selectman Miller to recommend an amount of \$20,000 for the purpose of**
169 **commissioning a study to be performed by Municipal Resources, Inc. to help determine**
170 **adequate staffing and equipment levels in the police and fire departments. Seconded by**
171 **Selectman Stanton. Motion carries 3-0.**

172

173 **Motion by Selectman Stanton to recommend the contribution of \$30,000 to the Health**
174 **Benefits Stabilization Capital Reserve Fund. Seconded by Selectman Miller. Motion**
175 **carries 3-0.**

176

177 **Motion by Selectman Stanton to recommend the contribution of \$30,000 to the Earned**
178 **Time Settlement Capital Reserve Fund and to add a sentence with the current total**
179 **unfunded liability. Seconded by Selectman Miller. Motion carries 3-0.**

180

181 **Motion by Selectman Stanton to see if the Town of North Hampton will vote to raise by**
182 **taxation and appropriate the sum of \$140,000 to be placed in the Town Building**
183 **Maintenance Capital Reserve Fund (Capital Reserve #1). The purpose of this fund is to**
184 **perform repairs that exceed capital budget amounts, other improvement projects and**
185 **regular maintenance of the various Town owned buildings. Of this amount approximately**
186 **\$54,000 will be dedicated to making the Library compliant with the Americans with**
187 **Disability Act (ADA). Seconded by Chair Maggiore for discussion. Selectman Miller stated**

188 the future of the library building is to be determined by a plan and there currently is no
189 plan for any of the town buildings.

190
191 **Selectman Stanton withdrew his motion. Chair Maggiore withdrew his second.**

192
193 **Motion by Selectman Stanton to recommend the contribution of \$100,000 to the Town**
194 **Building Capital Reserve Fund. Seconded by Selectman Miller. Motion carries 3-0.**

195
196 **Motion by Selectman Stanton to recommend the contribution of \$25,000 to the Town**
197 **Revaluation Capital Reserve Fund. Seconded by Selectman Miller. Motion carries 3-0.**

198
199 **Motion by Selectman Stanton to recommend the creation of the Town Anniversary**
200 **Expendable Trust Fund in the amount of \$1.00. Seconded by Selectman Miller. Motion**
201 **carries 3-0.**

202
203 **Motion by Selectman Stanton to recommend the approval of the North Hampton Forever**
204 **balance sheet deficit warrant article. Seconded by Selectman Miller. Motion carries 3-0.**

205
206 Selectman Stanton spoke to four warrant articles that would be called “Amendments to
207 Authorizing Legislation” for the Town Building Capital Reserve Fund, Accrued Benefits
208 Liability Expendable Trust Fund, Road Reclamation Fund and Municipal Transportation
209 Improvements Fund.

210
211 **Motion by Selectman Stanton to approve the Amendments to Authorizing Legislation for**
212 **the Accrued Benefit Liability Expendable Trust Fund, Municipal Transportation**
213 **Improvements Fund, and the Road Reclamation Fund. Seconded by Selectman Miller.**
214 **Motion carries 3-0.**

215
216
217 9.3.1 Discussion with North Hampton Library Trustees

218
219 Susan Leonardi, North Hampton Library Trustee spoke to a proposed warrant article for a
220 contribution to the Library Capital Reserve Fund in the amount of \$150,000.

221
222 Discussion ensued and it was brought to the board’s attention that funds from the Capital
223 Reserve Fund have been withdrawn and deposited into another fund that also holds
224 contributions for a new library. Chair Maggiore stated that this needs to be looked into as
225 the funds have now been comingled.

226
227 The Select Board decided to speak with the Finance Director to see if in fact the funds can be
228 comingled and then report back at the next meeting.

229
230 The Select Board discussed adding an additional warrant article for the purpose of hiring a
231 School Resource Officer for the North Hampton Police Department which was proposed by
232 Selectman Stanton.

233
234 Discussion ensued regarding the hours in which the proposed officer would work at the
235 school during the school year, and at the beach during the summer.

236
237 Chief Maddocks spoke and stated if the department were to be down by a member, the SRO
238 would be used on patrol and not at the school.

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Motion by Selectman Miller to support Selectman Stanton’s warrant article and that ministerial changes will be allowed. Seconded by Selectman Stanton. Motion carries 3-0.

Motion by Selectman Stanton to table the Library warrant article. Seconded by Selectman Miller. Motion carries 3-0.

9.4 Consideration of the 12 Parcels of Conservation Land
Chair Maggione stated the Conservation Commission has proposed easement and deed restrictions to the Select Board, and they will be considered at this meeting.

Motion by Selectman Stanton that the properties for which there are proposed conservation deeds under the name of Verritt, Tax Map 012, Lot 029; Mace, Tax Map 003, Lot 032; Fitzgerald Tax Map 013, Lot 080 and Tax Map 009, Lot 055; Carey, Tax Map 009, Lot 004 proceed as presented with the deeds. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Stanton to change the wording in the deed for the Luck Property, Map 013, Lot 079 to allow active recreation and restricted to no hunting or trapping. Seconded by Selectman Miller. Motion carries 3-0.

Motion by Selectman Stanton to table Chen, Tax Map 014, Lot 169; Donais, Tax Map 015, Lot 010; Drop Anchor Realty, Tax Map 014, Lot 167, Tax Map 015, Lot 009, Tax Map 015, Lot 011 and Hobbs, Tax Map 015, Lot 008 to a date uncertain. Seconded by Selectman Miller. Motion carries 3-0.

10. Minutes of Prior Meetings

10.1 Minutes of November 28, 2016

Motion by Selectman Stanton to approve the November 28, 2016 minutes as presented. Seconded by Selectman Miller. Motion carries 3-0.

11. 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.

12. Second Public Comment Session

See Item 2, above.

13. Adjournment

Meeting adjourned at 9:45 PM.

Respectfully,
Janet Facella

DRAFT