



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

SELECT BOARD WORKSHOP DRAFT MINUTES

DECEMBER 19, 2018 5:30 PM

NORTH HAMPTON TOWN HALL

231 ATLANTIC AVENUE

NORTH HAMPTON, NEW HAMPSHIRE

1. Call to Order

Chair Maggiore called the meeting to order at 5:34PM. Those in attendance were Selectman Miller, Selectwoman Kilgore and Town Administrator Kaenrath.

Chair Maggiore led the Pledge of Allegiance.

Chair Maggiore stated the board was notified on this day that a tentative agreement had been reached between the NEBA Local 211 and the Town of North Hampton and that the Select Board would recess into Non-Public to discuss.

The Select Board returned to public session.

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

Motion by Selectwoman Kilgore to accept the tentative agreement between the NEBA Local 211 and the Town of North Hampton as presented in the tentative written agreement dated December 13, 2018. Seconded Selectman Miller. Motion carries 3-0.

Chair Maggiore stated the Select Board would vote on the actual warrant article at the next Select Board meeting.

Chair Maggiore asked Selectman Miller to give a presentation regarding the potential purchase of property located at 216 Atlantic Avenue.

Selectman Miller stated the town could purchase the land and building at 216 Atlantic Avenue for \$375,000 and his initial thoughts were to build a new library in that location. He further stated that since his presentation at a library meeting he has changed his mind after being told the library is not interested. Selectman Miller feels the town should still purchase the property for future use.

Selectwoman Kilgore stated she had hesitation about the purchase and asked for clarification on the wetlands, quality of soils, site line problems and further asked how close the parking lot would be to an abutter.

Selectman Miller showed the plot plan of the property and explained the setbacks, where the wetlands lie and safety concerns regarding the site line and driveway cut stating the State of NH's Department of Transportation had approved both.

Selectwoman Kilgore asked if the property was tied to the library, or could a dog park be built there.

Selectman Miller stated the library trustees are not interested anymore, but felt the purchase should go to the ballot to let the residents weigh on what they want.

Chair Maggiore suggested an amendment to the warrant article as follows:

To see if the Town will raise and appropriate the sum of Three Hundred Seventy-five Thousand Dollars (\$375,000) for the purchase of real property and building located at 216 Atlantic Avenue, North Hampton, Tax Map 7, Lot 71? Said property to be the future location of public facilities such as, but not limited to, a town meeting room, town offices, and recreation. This sum to come from unassigned fund balance. No amount to be raised from additional taxation.

Motion by Chair Maggiore to approve the warrant article as read. Seconded by Selectman Miller. Motion carries 2-1.

2. New Business

2.1 Discussion of 2018 Town Report Dedication

2.2 Discussion and Approval of Town Warrant Articles

The following Warrant Articles were discussed and voted upon:

FY 2020 Operating Budget

Motion be Selectman Miller Shall the Town raise and appropriate through taxation as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, Seven Million One Hundred Sixty-one Thousand Three Hundred Seventy Dollars (\$7,161,370)? Should this article be defeated, the default budget shall be Seven Million One Hundred Thirty-nine Thousand Five Hundred Ten Dollars (\$7,139,510)? Which is the same as last year with certain adjustments required by previous action of the Town or by law, or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Seconded by Selectwoman Kilgore. Motion carries 3-0.

The board noted the increase in the budget from last year was .514%.

Finance Director Cornwell noted during the budget process revisions had been made to the default budget.

Town Offices/Police Building Weatherization

Motion by Selectman Miller to see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000) for the purpose of replacing badly damaged siding on the Town Offices/Police Building with the sum to be withdrawn from the Town Building Maintenance Capital Reserve Fund? This item has been identified in the approved Capital Improvements Plan. Approval of this article will have no effect on the tax rate. Seconded by Selectwoman Kilgore. Motion carries 3-0.

96
97 **Upgrade Police Video Surveillance System**

98 **Motion by Selectwoman Kilgore to see if the Town will vote to raise and appropriate the sum of**
99 **Thirty-two Thousand One Hundred Fifty Dollars (\$32,150) for a new surveillance system inside**
100 **and outside the Police Building with the sum to be withdrawn from the Town Building**
101 **Maintenance Capital Reserve Fund? This item has been identified in the approved Capital**
102 **Improvements Plan. Approval of this article will have no effect on the tax rate. Seconded by**
103 **Selectman Miller. Motion carries 3-0.**
104

105 **Paving Town Complex**

106 **Motion by Selectwoman Kilgore to see if the Town will vote to raise and appropriate through**
107 **taxation the sum of Ninety Thousand Dollars (\$90,000) for the purpose of reconstructing and**
108 **paving areas of the Town Complex? Deterioration is such that this project has become a safety**
109 **issue. This item has been identified in the approved Capital Improvements Plan. Seconded by**
110 **Selectman Miller. Motion carries 3-0.**
111

112 **Road Resurfacing**

113 **Motion by Selectman Miller to see if the Town will vote to raise and appropriate the sum of**
114 **Two Hundred Fifty Thousand Dollars (\$250,000) for the purpose of resurfacing and**
115 **reconstructing approximately 3 miles of road, by withdrawing Thirty Thousand Dollars**
116 **(\$30,000) from the previously established Municipal Transportation Improvement Capital**
117 **Reserve Fund created for this purpose, and raising through taxation Two Hundred Twenty**
118 **Thousand Dollars (\$220,000)? This item has been identified in the approved Capital**
119 **Improvements Plan. Seconded by Selectwoman Kilgore. Motion carries 3-0.**
120

121 Finance Director Cornwell asked to clarify a prior warrant article for the Police Video Surveillance
122 and stated the Capital Improvements Committee had recommended the item be taken out of the
123 Building Maintenance fund and not the Police Revolving Detail fund.
124

125 Selectwoman Kilgore asked Director Cornwell if he knew the total of projects to come from the
126 Building Maintenance fund. Director Cornwell stated he did not know the number but that typically
127 \$100,000 was spent from that fund per year.
128

129 **Motion by Chair Maggiore to reconsider the upgrade to the Police Video Surveillance System.**
130 **Seconded by Selectwoman Kilgore. Motion carries 3-0.**
131

132 **Motion by Selectman Miller to pay for the upgrade to the Police Video Surveillance System**
133 **from the Building Maintenance Fund instead of the Police Detail Revolving Fund. Seconded by**
134 **Selectwoman Kilgore. Motion carries 3-0.**
135

136 Chair Maggiore read a suggested warrant article regarding Solar Exemptions that came to him from
137 the tax assessor Michael Pelletier.
138

139 Selectwoman Kilgore stated she would like to meet with the assessor to discuss the article and
140 suggested tabling this item now and review earlier in the budget process next year.
141

142 The Select Board agreed to table the item by consensus and no action will be taken.
143

144 **Contribution to the Earned Time Settlement Capital Reserve Fund**

145 **Motion by Selectman Miller to see if the Town will vote to raise and appropriate through**
146 **taxation the sum of Fifty Thousand Dollars (\$50,000) for deposit into the Earned Time**

147 Settlement Capital Reserve Fund? The purpose of this fund is to buy out employees earned
148 time during anytime of the life of their career and limit the Town's unfunded accrued leave
149 liability. The total estimated liability for unfunded accrued leave is \$209,365 of which \$90.576
150 is anticipated to be payable prior to July 1, 2021. The balance in the Fund, as of December
151 2018, is \$90,121. The Select Board is the agent to expend from the said Fund. Seconded by
152 Selectwoman Kilgore. Motion carries 3-0.

153
154 **Contribution to the Town Revaluation Capital Reserve Fund**

155 Motion by Selectwoman Kilgore to see if the Town will vote to raise and appropriate through
156 taxation the sum of Thirty Thousand Dollars (\$30,000) for deposit into the Town Revaluation
157 Capital Reserve Fund? The purpose of this fund is to allow for funding to comply with the
158 State of New Hampshire's requirement to perform a property revaluation every five years. The
159 balance in the Fund as of December 2018, is \$20,056. The Select Board is the agent to expend
160 from the said Fund. Seconded by Selectman Miller. Motion carries 3-0.

161
162 **Contribution to the Coakley Landfill Capital Reserve Fund**

163 Motion by Selectwoman Kilgore to see if the Town will vote to raise and appropriate through
164 taxation the sum of Fifty Thousand Dollars (\$50,000) for deposit into the Coakley Landfill
165 Capital Reserve Fund? The purpose of this fund is to account for any expenses incurred by the
166 Town under the Superfund Cleanup Program. The balance in the Fund, as of December 2018,
167 is \$108,549. The Select Board is the agent to expend from the said Fund. Seconded by
168 Selectman Miller. Motion carries 3-0.

169
170 Town Administrator Kaenrath stated costs are expected to increase over the next few years as lots of
171 additional water quality testing will be done.

172
173 Selectman Miller urged to the board to put a higher amount into the fund.

174
175 Finance Director Cornwell stated debt service on Coakley will be expiring within the next several
176 months.

177
178 Selectwoman Kilgore stated she would like to stay with the amount of \$50,000.

179
180 **Close the Road Reclamation Capital Reserve Fund**

181 Motion by Selectman Miller to see if the Town will vote to discontinue the Road Reclamation
182 Capital Reserve Fund created in 1997 for the purpose of road reclamation? The Town
183 currently raises and appropriates funds for the road resurfacing and reconstruction annually
184 by means of a warrant article identified in the approved Capital Improvements Plan. Said
185 funds with accumulated interest to date of withdrawal, are to be transferred to the Town's
186 general fund. Approval of this article will have no effect on the tax rate. Seconded by
187 Selectwoman Kilgore. Motion carries 3-0.

188
189 It was noted that the current balance in the fund is \$1.04.

190
191 **Contribution to the Library Capital Reserve Fund**

192 Finance Director Cornwell stated he wasn't sure if it necessary to contribute to this fund as current
193 activity indicates there is not a need this year, and there is enough money currently in the fund.

194
195 Selectwoman Kilgore asked if the town will still be helping with 50% of the contribution and further
196 stated once there is a known plan they can know the exact funding amount. She further stated she
197 supports funding to continue.

198
199 Selectman Miller stated he would like to the town to continue to add to the fund this year.
200

201 Selectwoman Kilgore stated this fund was skipped last year so essentially it would be catching up
202 with the contribution of \$100,000.
203

204 **Motion by Selectman Miller to see if the Town will vote to raise and appropriate through**
205 **taxation the sum of One Hundred Thousand Dollars (\$100,000) for deposit into the Library**
206 **Capital Reserve Fund? The purpose of this fund is for the planning and construction of a**
207 **library addition or new building. The balance in the Fund as of December 2018 is \$327,177.**
208 **The Board of Library Trustees are the agents to expend from the said Fund. Seconded by**
209 **Selectwoman Kilgore. Motion carries 2-1.**
210

211 **Modify the Purpose of the Cable Access Television Revolving Fund**

212 **Motion by Selectwoman Kilgore to see if the Town will modify the purpose of the Cable Access**
213 **Television Revolving Fund to allow funding of information and internet technology equipment**
214 **and program costs from not more than twenty-five percent (25%) of annual available revenues**
215 **from the receipt of Comcast Cable Franchise fees only after the community television, cable**
216 **access and the public information channel operations are fully funded? This revolving fund**
217 **was established in 2009 to fund community television, cable access and the public information**
218 **channel. Modified in 2016 to fund information and internet technology equipment and**
219 **program costs. The proposed change would insure that adequate funding is available for**
220 **Channel 22 operations, which was the original intended use of these fees. Approval of this**
221 **article will have no effect on the tax rate. Seconded by Selectman Miller.**
222

223 Selectwoman Kilgore then read the next warrant article pertaining to the Cable Access Television
224 Revolving Fund. After reading, Selectman Miller suggest taking out the "Town Treasurer" and
225 change to "Select Board."
226

227 **Motion by Selectwoman Kilgore to see if the Town will vote to establish a revolving fund to**
228 **deposit up to 25% of all annual revenues received from receipt of Comcast Cable Franchise fees**
229 **for the purpose of funding information and internet technology equipment and program costs,**
230 **and further to name the Select Board as agents to expend from said fund? Up to 25% of all**
231 **revenues received for Comcast Cable Franchise fees will be deposited in the fund, and the**
232 **money in the fund shall be allowed to accumulate from year to year, and shall not be considered**
233 **part of the Town's general fund balance. Such funds may be expended only for the purposes**
234 **listed above. Approval of this article will have no effect on the tax rate. Seconded by Selectman**
235 **Miller. Motion carries on both Comcast Cable Franchise Fee warrant articles.**
236

237 **Adopt Official Town Flag**

238 **Motion by Selectwoman Kilgore to see if the Town will adopt the newly designed flag as**
239 **proposed by Mr. Maxwell Reich as the official flag of the Town of North Hampton with the**
240 **color scheme and design as noted: the background of blue symbolizes all the bodies of water in**
241 **our town; the yellow/tan color symbolizes the beach and the land; the white stripes in between**
242 **the blue and yellow/tan are representative of purity and peace; the center of the flag is our**
243 **Town Seal adopted in 1981 which will remain the same design; the thirteen white stars circling**
244 **the Town Seal highlights New Hampshire's inclusion as one of the 13 original colonies?**
245 **Seconded by Selectman Miller. Motion carries 3-0.**
246

247 The Select Board discussed comments received regarding Keno in North Hampton and stated they
248 had received two letters not in favor and they stated they had not heard from anyone in the business
249 community. Board members agreed to take no action on this item.

250
251 Chair Maggiore recessed the board into Non-Public at 9:47 PM.

252
253 Chair Maggiore re opened the public meeting at 10:05 PM.

254
255 **Motion by Selectwoman Kilgore to seal the minutes of the Non-Public session. Seconded by**
256 **Selectman Miller. Motion carries 3-0.**

257
258 Chair Maggiore stated a vote was taken in the Non-Public Session and action will be taken on the
259 motion.

260
261 3. Any other business to come before the board

262
263 4. Adjournment of Public Meeting

264
265 Meeting adjourned at 10:06 PM.

266
267 Respectfully submitted,

268
269 Janet Facella
270
271
272