



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
NORTH HAMPTON SELECT BOARD

NOTICE OF PUBLIC MEETING

MONDAY, AUGUST 27, 2018

NORTH HAMPTON TOWN HALL
231 ATLANTIC AVENUE
5:30 O'CLOCK PM

NON-PUBLIC SESSION I: 5:31 O'CLOCK P.M.
EXECUTIVE CONFERENCE ROOM
TOWN ADMINISTRATIVE OFFICE
233 ATLANTIC AVE

NON-PUBLIC SESSION II: 6:30 O'CLOCK P.M.
EXECUTIVE CONFERENCE ROOM
TOWN ADMINISTRATIVE OFFICE
233 ATLANTIC AVE

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

1. **Call To Order by the Chair and Pledge of Allegiance**

2. **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.

3. **Consent Calendar**

3.1 Payroll Manifest of 08/16/2018 in the amount of \$66,551.87

3.2 Payroll Manifest of 08/23/2018 in the amount of \$66,534.10

3.3 Accounts Payable Manifest of 08/23/2018 in the amount of \$1,192,424.26

4. Correspondence

- 4.1 Aquarion Water Company
- 4.2 Rye Zoning Board of Adjustment

5. Committee Updates

- 5.1 Economic Development Committee
- 5.2 Heritage Commission
- 5.3 Water Commission
- 5.4 Bandstand Committee
- 5.5 Budget Committee
- 5.6 Capital Improvements Committee

6. Report of the Town Administrator

- 6.1 General Report

7. Items Left on the Table

- Cable Equipment-North Hampton School

8. New Business

- 8.1 Public Oath of Office and Badge Pinning for Officer Tim Scott
- 8.2 Discussion of Philbrick Pond Marsh Study Recommendations
- 8.3 Discussion of Town Hall RFP Process
- 8.4 Document Management RFP Process
- 8.5 Recreation Van Quotes and Selection
- 8.6 Town Office Weatherization Proposals
- 8.7 NHMA Legislative Policy Conference Floor Proposals Consideration
- 8.8 Advertising of Part-Time Minutes Clerk Position
- 8.9 FB Environmental Water Testing Authorization

9. Minutes of Prior Meetings

- 9.1 Approval of August 13, 2018 Regular Meeting Minutes
- 9.2 Approval of August 13, 2018 Non-Public Meeting Minutes

10. 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

11. Second Public Comment Session

See Item 2, above

12. Adjournment

TOWN ADMINISTRATOR
BRYAN KAENRATH



MUNICIPAL OFFICES
233 ATLANTIC AVENUE
NORTH HAMPTON, NH 03862

TEL: (603) 964-8087
FAX: (603) 964-1514

BKAENRATH@NORTHHAMPTON-NH.GOV

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
OFFICE *of the* TOWN ADMINISTRATOR

C O N S E N T C A L E N D A R

TO: SELECT BOARD
FROM: BRYAN KAENRATH, TOWN ADMINISTRATOR
SUBJECT: CONSENT CALENDAR FOR SELECT BOARD MEETING 08/27/2018
DATE: 08/24/2018



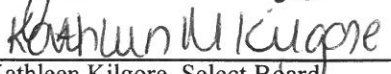
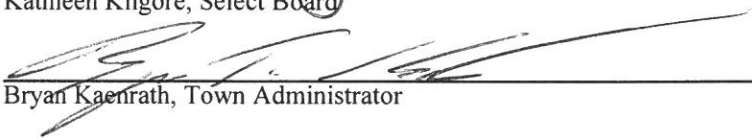
The following actions are for the approval of the Select Board:

Payroll Manifest of 08/16/2018 in the amount of \$
Payroll Manifest of 08/23/2018 in the amount of \$
Accounts Payable Manifest of 08/23/2018 in the amount of \$

TOWN OF NORTH HAMPTON PAYROLL MANIFEST

Report # 36987

Include Authorization Codes: Yes
Batch: 19648
Check Dates: (Earliest) - (Latest)
Cash Account Number:
Minimum Check Amount: \$0.00
Sorted By: Check Number

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
<div style="text-align: center;">  _____ Larry Miller, Select Board </div>									
<div style="text-align: center;">  _____ Jim Maggiore, Select Board </div>									
<div style="text-align: center;">  _____ Kathleen Kilgore, Select Board </div>									
<div style="text-align: center;">  _____ Bryan Kaenrath, Town Administrator </div>									
	08/16/2018	EFTPS	FEDERAL TAX PAYMENTS		9,220.27	9,220.27	0.00	0.00	
222972	08/16/2018	9753	TRAVIS A. MURRAY	1	451.00	416.50	0.00	416.50	
222973	08/16/2018	9528	BRIAN CHEVALIER	1	420.00	349.67	0.00	349.67	
222974	08/16/2018	9530	EDWARD DAVIS	1	1,088.00	908.18	0.00	908.18	
222975	08/16/2018	9640	ARTHUR A. NADEAU	1	328.00	302.90	0.00	302.90	
222976	08/16/2018	2008	PETER FRANCIS	1	1,470.03	946.22	308.37	637.85	
222977	08/16/2018	9752	LISA J. NOONIS	1	540.00	498.69	0.00	498.69	
222978	08/16/2018	9662	EMILY M. WALZAK	1	620.00	572.57	0.00	572.57	
222979	08/16/2018	9722	FRANCIS P. CULLEN	1	151.44	139.80	0.00	139.80	
222980	08/16/2018	9488	RICHARD C. JANVRIN	1	134.16	123.89	0.00	123.89	
222981	08/16/2018	9742	LINDSEY J. ROSS	1	183.36	166.09	0.00	166.09	
222982	08/16/2018	9743	JEFFREY B. LOUGHMAN	1	112.00	63.44	63.44	0.00	
222983	08/16/2018	9691	GLEN S. BOSWORTH	1	1,170.32	891.68	891.68	0.00	
222984	08/16/2018	9655	COLIN J. CHEVALIER	1	2,386.22	1,794.72	1,794.72	0.00	
222985	08/16/2018	9409	STEPHEN S. HENRY	1	1,297.45	953.81	953.81	0.00	
222986	08/16/2018	5855	JAMES M. JURTA	1	1,750.18	1,347.91	1,347.91	0.00	
222987	08/16/2018	2019	JASON M. LAJOIE	1	1,666.60	1,257.26	1,257.26	0.00	
222988	08/16/2018	9481	JEREMY J. PARENT	1	1,110.41	688.46	688.46	0.00	
222989	08/16/2018	9738	THOMAS A. PIDGEON	1	1,959.04	1,415.76	1,415.76	0.00	
222990	08/16/2018	9621	ANGELO C. PUGLISI	1	2,431.76	1,625.43	1,625.43	0.00	
222991	08/16/2018	9557	LEE WILLIAM TABER	1	1,211.31	739.47	739.47	0.00	
222992	08/16/2018	9754	BRENDAN M. TANGNEY	1	787.50	588.76	588.76	0.00	
222993	08/16/2018	9422	MARTIN B. TAVITIAN	1	1,988.34	1,299.01	1,299.01	0.00	
222994	08/16/2018	9745	DAVID L. TRAINOR	1	787.50	547.14	547.14	0.00	
222995	08/16/2018	9083	MICHAEL J. TULLY	1	2,280.96	1,365.11	1,365.11	0.00	
222996	08/16/2018	9737	TROY C. WISE	1	1,555.53	1,064.03	1,064.03	0.00	
222997	08/16/2018	9687	RYAN A. CORNWELL	1	1,656.26	1,165.69	1,165.69	0.00	
222998	08/16/2018	9702	ANNE M. KENNY	1	510.37	450.49	450.49	0.00	
222999	08/16/2018	9283	JEFFREY P. BARNES	1	1,058.82	756.50	756.50	0.00	
223000	08/16/2018	9649	SCOTT BUCHANAN	1	773.99	545.18	545.18	0.00	
223001	08/16/2018	9401	JON E. HOXIE	1	918.63	652.80	652.80	0.00	
223002	08/16/2018	9554	JOHN HUBBARD	1	1,698.38	1,257.18	1,257.18	0.00	
223003	08/16/2018	9634	ASA D. JOHNSON	1	1,907.26	1,351.36	1,351.36	0.00	
223004	08/16/2018	9746	KYLE R. MANLOW	1	1,337.19	997.02	997.02	0.00	
223005	08/16/2018	9699	JAMES D. MASCIOLI	1	1,652.76	1,214.72	1,214.72	0.00	
223006	08/16/2018	9314	JESSICA L. MIEHLE	1	1,024.50	749.17	749.17	0.00	

TOWN OF NORTH HAMPTON PAYROLL MANIFEST

Report # 36987


Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
223007	08/16/2018	9727	CHRISTOPHER R. POPPALARD	1	1,509.16	1,106.91	1,106.91	0.00	
223008	08/16/2018	9332	JAMES M. RUSSELL	1	2,044.34	1,342.77	1,342.77	0.00	
223009	08/16/2018	9264	JOSHUA E. STOKEL	1	1,786.77	1,406.56	1,406.56	0.00	
223010	08/16/2018	9748	TODD E. WHITCOMB	1	913.47	696.97	696.97	0.00	
223011	08/16/2018	9710	PAUL J. YANAKOPULOS	1	1,177.63	858.69	858.69	0.00	
223012	08/16/2018	9712	JOEL F. HURVITZ	1	600.00	494.30	494.30	0.00	
223013	08/16/2018	9747	JOSEPH A. MANZI	1	1,135.03	939.35	939.35	0.00	
223014	08/16/2018	9751	BRETT M. MARELLI	1	290.00	267.81	267.81	0.00	
223015	08/16/2018	9230	STEVEN BUCHANAN	1	419.25	349.07	349.07	0.00	
223016	08/16/2018	9728	PATRICIA M. BOOKER	1	164.18	151.62	151.62	0.00	
223017	08/16/2018	9129	SUSAN M. BUCHANAN	1	1,143.70	821.55	821.55	0.00	
223018	08/16/2018	9480	PATRICIA LEE	1	300.05	277.10	277.10	0.00	
223019	08/16/2018	9004	JANET L. FACELLA	1	1,201.99	864.16	864.16	0.00	
223020	08/16/2018	9749	BRYAN T. KAENRATH	1	1,873.71	1,319.49	1,319.49	0.00	
223021	08/16/2018	9719	RICHARD M. MILNER	1	1,070.93	828.50	828.50	0.00	
223022	08/16/2018	HEALTHTRS	HEALTHTRUST		28.86	28.86	0.00	28.86	
223023	08/16/2018	457B	MID ATLANTIC CAPITAL CORP		1,253.26	1,253.26	0.00	1,253.26	
					66,551.87	51,433.85	36,815.32	5,398.26	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	10	4,116.14
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	40	36,506.95
	ACH Employee Credits	41	36,815.32
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	2	1,282.12
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	1	9,220.27

TOWN OF NORTH HAMPTON PAYROLL MANIFEST

Report # 37036

Include Authorization Codes: Yes
Batch: 19679
Check Dates: (Earliest) - (Latest)
Cash Account Number:
Minimum Check Amount: \$0.00
Sorted By: Check Number

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
<hr/> Larry Miller, Select Board									
<hr/> Jim Maggiore, Select Board									
<hr/> Kathleen Kilgore, Select Board									
									
<hr/> Bryan Kaenrath, Town Administrator									
	08/23/2018	EFTPS	FEDERAL TAX PAYMENTS		9,243.93	9,243.93	0.00	0.00	
223024	08/23/2018	9753	TRAVIS A. MURRAY	1	473.00	436.81	0.00	436.81	
223025	08/23/2018	2008	PETER FRANCIS	1	3,194.17	2,057.48	308.37	1,749.11	
223026	08/23/2018	9752	LISA J. NOONIS	1	540.00	498.69	0.00	498.69	
223027	08/23/2018	9662	EMILY M. WALZAK	1	565.75	522.47	0.00	522.47	
223028	08/23/2018	9722	FRANCIS P. CULLEN	1	189.30	170.99	0.00	170.99	
223029	08/23/2018	9488	RICHARD C. JANVRIN	1	134.16	123.89	0.00	123.89	
223030	08/23/2018	9742	LINDSEY J. ROSS	1	61.12	56.44	0.00	56.44	
223031	08/23/2018	9743	JEFFREY B. LOUGHMAN	1	112.00	63.44	63.44	0.00	
223032	08/23/2018	9691	GLEN S. BOSWORTH	1	1,170.32	891.68	891.68	0.00	
223033	08/23/2018	9655	COLIN J. CHEVALIER	1	2,298.02	1,773.49	1,773.49	0.00	
223034	08/23/2018	9409	STEPHEN S. HENRY	1	2,067.37	1,540.23	1,540.23	0.00	
223035	08/23/2018	5855	JAMES M. JURTA	1	1,750.18	1,347.91	1,347.91	0.00	
223036	08/23/2018	2019	JASON M. LAJOIE	1	1,666.60	1,257.26	1,257.26	0.00	
223037	08/23/2018	9481	JEREMY J. PARENT	1	1,110.41	688.46	688.46	0.00	
223038	08/23/2018	9738	THOMAS A. PIDGEON	1	1,593.96	1,169.90	1,169.90	0.00	
223039	08/23/2018	9621	ANGELO C. PUGLISI	1	1,247.86	662.67	662.67	0.00	
223040	08/23/2018	9557	LEE WILLIAM TABER	1	1,274.98	782.36	782.36	0.00	
223041	08/23/2018	9754	BRENDAN M. TANGNEY	1	787.50	588.76	588.76	0.00	
223042	08/23/2018	9422	MARTIN B. TAVITIAN	1	1,247.86	800.17	800.17	0.00	
223043	08/23/2018	9745	DAVID L. TRAINOR	1	787.50	547.14	547.14	0.00	
223044	08/23/2018	9083	MICHAEL J. TULLY	1	2,280.96	1,365.11	1,365.11	0.00	
223045	08/23/2018	9737	TROY C. WISE	1	1,036.72	719.54	719.54	0.00	
223046	08/23/2018	9687	RYAN A. CORNWELL	1	1,656.26	1,165.69	1,165.69	0.00	
223047	08/23/2018	9702	ANNE M. KENNY	1	288.47	266.40	266.40	0.00	
223048	08/23/2018	9283	JEFFREY P. BARNES	1	1,058.82	756.50	756.50	0.00	
223049	08/23/2018	9649	SCOTT BUCHANAN	1	773.99	545.18	545.18	0.00	
223050	08/23/2018	9401	JON E. HOXIE	1	1,026.30	732.68	732.68	0.00	
223051	08/23/2018	9554	JOHN HUBBARD	1	1,698.38	1,257.18	1,257.18	0.00	
223052	08/23/2018	9634	ASA D. JOHNSON	1	1,576.14	1,127.87	1,127.87	0.00	
223053	08/23/2018	9746	KYLE R. MANLOW	1	1,310.99	995.19	995.19	0.00	
223054	08/23/2018	9699	JAMES D. MASCIOLI	1	2,367.95	1,725.51	1,725.51	0.00	
223055	08/23/2018	9314	JESSICA L. MIEHLE	1	1,024.50	749.17	749.17	0.00	
223056	08/23/2018	9727	CHRISTOPHER R. POPPALARD	1	1,923.63	1,439.88	1,439.88	0.00	
223057	08/23/2018	9332	JAMES M. RUSSELL	1	1,949.27	1,278.56	1,278.56	0.00	
223058	08/23/2018	9264	JOSHUA E. STOKEL	1	1,786.77	1,406.56	1,406.56	0.00	

TOWN OF NORTH HAMPTON PAYROLL MANIFEST

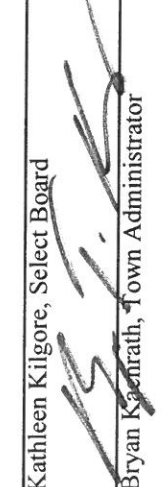
Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
223059	08/23/2018	9748	TODD E. WHITCOMB	1	913.47	696.97	696.97	0.00	
223060	08/23/2018	9710	PAUL J. YANAKOPULOS	1	1,679.34	1,197.56	1,197.56	0.00	
223061	08/23/2018	9712	JOEL F. HURVITZ	1	600.00	494.30	494.30	0.00	
223062	08/23/2018	9747	JOSEPH A. MANZI	1	1,135.03	939.35	939.35	0.00	
223063	08/23/2018	9751	BRETT M. MARELLI	1	257.38	237.69	237.69	0.00	
223064	08/23/2018	9230	STEVEN BUCHANAN	1	461.18	382.76	382.76	0.00	
223065	08/23/2018	9728	PATRICIA M. BOOKER	1	220.89	203.99	203.99	0.00	
223066	08/23/2018	9129	SUSAN M. BUCHANAN	1	1,143.70	821.55	821.55	0.00	
223067	08/23/2018	9480	PATRICIA LEE	1	308.88	285.25	285.25	0.00	
223068	08/23/2018	9004	JANET L. FACELLA	1	2,083.30	1,432.80	1,432.80	0.00	
223069	08/23/2018	9749	BRYAN T. KAENRATH	1	1,873.71	1,319.49	1,319.49	0.00	
223070	08/23/2018	9719	RICHARD M. MILNER	1	1,070.93	828.50	828.50	0.00	
223071	08/23/2018	HEALTHTRS	HEALTHTRUST		28.86	28.86	0.00	28.86	
223072	08/23/2018	457B	MID ATLANTIC CAPITAL CORP		1,482.29	1,482.29	0.00	1,482.29	
					66,534.10	51,106.55	36,793.07	5,069.55	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	7	3,558.40
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	40	36,484.70
	ACH Employee Credits	41	36,793.07
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	2	1,511.15
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	1	9,243.93

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Report # 37054

Check Batch: 19690
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
19690	34552	08/23/2018	4521	Larry Miller, Select Board	0.00	100.17
	34553	08/23/2018	2579	Jim Maggione, Select Board	0.00	609.00
	34554	08/23/2018	55	Kathleen Kilgore, Select Board	0.00	1,214.80
	34555	08/23/2018	4719	 Bryan Kaminrath, Town Administrator	0.00	3,600.00
	34556	08/23/2018	2561		0.00	1,972.20
	34557	08/23/2018	3968		0.00	105.00
	34558	08/23/2018	49		0.00	263.00
	34559	08/23/2018	1033		0.00	178.36
	34560	08/23/2018	4538		0.00	35.00
	34561	08/23/2018	126		0.00	214.33
	34562	08/23/2018	71		0.00	242.94

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	34563	08/23/2018	3995	CIT FINANCING SERVICE, INC.	0.00	198.12
	34564	08/23/2018	4701	COLLINS SPORTS CENTER	0.00	48.00
	34565	08/23/2018	1209	COMCAST	0.00	496.75
	34566	08/23/2018	47	COMSTAR INC	0.00	825.51
	34567	08/23/2018	2751	DODGE'S FARM AND GARDEN, INC.	0.00	154.10
	34568	08/23/2018	1991	DRAGON MOSQUITO CONTROL INC	0.00	11,000.00
	34569	08/23/2018	4430	DRUMMONDWOODSUM	0.00	132.93
	34570	08/23/2018	2952	E&J AUTO PARTS	0.00	19.98
	34571	08/23/2018	4285	EBERT, RACHEL	0.00	300.00
	34572	08/23/2018	2014	EHRlich CO., INC.	0.00	86.00
	34573	08/23/2018	33	EVERSOURCE	0.00	3,202.53
	34574	08/23/2018	2929	FIRST LIGHT	0.00	944.88
	34575	08/23/2018	970	FIRST STUDENT, INC.	0.00	276.25
	34576	08/23/2018	102	HAMPTON FORD-HYUNDAI	0.00	42.49
	34577	08/23/2018	4721	HERGET, MAKENA	0.00	491.80
	34578	08/23/2018	1931	HOME DEPOT CREDIT SERVICES	0.00	65.81
	34579	08/23/2018	3065	INDUSTRIAL PROTECTION SERVICES, LLC	0.00	190.00
	34580	08/23/2018	4720	JOHNSON CONTROLS FIRE PROTECTION LP	0.00	926.74
	34581	08/23/2018	4152	JOHNSON, ASA	0.00	67.50
	34582	08/23/2018	4722	KRONER, DEBORAH	0.00	160.00
	34583	08/23/2018	2847	LAFRENIERE, NORM	0.00	100.00
	34584	08/23/2018	4618	LEBLANC, KEN	0.00	200.00
	34585	08/23/2018	4617	MAC TOOLS	0.00	182.99
	34586	08/23/2018	4628	MASCIOLI, JAMES	0.00	17.99
	34587	08/23/2018	4340	MONARCH ELECTRICAL SERVICES	0.00	823.88
	34588	08/23/2018	2264	MOULTON, MARK	0.00	6,368.00
	34589	08/23/2018	1230	MUNICIPAL RESOURCES INC	0.00	4,780.86
	34590	08/23/2018	59	NEPTUNE, INC.	0.00	28.00
	34591	08/23/2018	12	NORTH HAMPTON PUBLIC LIBRARY	0.00	32,905.79
	34592	08/23/2018	14	NORTH HAMPTON SCHOOL DISTRICT	0.00	741,047.25
	34593	08/23/2018	364	OVERHEAD DOOR COMPANY	0.00	31.50
	34594	08/23/2018	347	PRIMEX	0.00	76,702.00
	34595	08/23/2018	120	ROCKINGHAM PLANNING COMMISSION	0.00	9,894.00
	34596	08/23/2018	1428	ROUTE 1 SELF STORAGE	0.00	210.00
	34597	08/23/2018	45	SEACOAST MEDIA GROUP	0.00	126.76
	34598	08/23/2018	442	SEACOAST MENTAL HEALTH CENTER	0.00	3,500.00
	34599	08/23/2018	166	SOUTHWORTH-MILTON, INC.	0.00	493.30

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Report # 37054

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	34600	08/23/2018	2867	SUNBELT RENTALS	0.00	528.84
	34601	08/23/2018	4271	TOSHIBA FINANCIAL SERVICES	0.00	403.93
	34602	08/23/2018	4344	TOWN OF HAMPTON	0.00	74.00
	34603	08/23/2018	3118	TRANSPORTATION SAFETY APPAREL	0.00	481.15
	34604	08/23/2018	56	TREASURER STATE OF NH	0.00	680.09
	34605	08/23/2018	2330	UPTON & HATFIELD LLP	0.00	646.00
	34606	08/23/2018	4276	VENTURA, JOHN	0.00	3,333.33
	34607	08/23/2018	4026	VERIZON WIRELESS	0.00	370.67
	34608	08/23/2018	1306	W.B. MASON	0.00	519.21
	34609	08/23/2018	589	W.D. PERKINS	0.00	1,783.00
	34610	08/23/2018	91	WASTE MANAGEMENT	0.00	2,804.54
	34611	08/23/2018	93	WINNACUNNET COOP SCHOOL DISTRICT	0.00	275,000.00
	34612	08/23/2018	4640	WORKOUT ANYTIME, NORTH HAMPTON	0.00	210.00
	34613	08/23/2018	4612	Yanakopoulos, Paul	0.00	12.99
Totals:					0.00	\$1,192,424.26

62 Checks Listed.



AQUARION
Water Company

Aquarion Water Company of New Hampshire
7 Scott Road
Hampton, NH 03842
603-926-3319 phone
www.aquarionwater.com

Stewards of the Environment®

August 22, 2018

North Hampton Select Board
235 Atlantic Avenue
North Hampton, NH 03862

RE: Public Fire Protection Charges / Steve Pearce letter

The following clarifications are offered in response to Mr. Pearce's letter as presented by the Select Board on August 13, 2018.

Hydrant reliability. The Company conducts a robust and thorough maintenance program to fully meet expectations and requirements for public fire protection service. This program delivers a high level of hydrant reliability as well as for the water mains and storage tanks that support high flow rates to the hydrants. All hydrants in North Hampton are capable of delivering thousands of gallons per minute, whenever the Fire Department needs it. This public fire protection service provides much value to the Town through lower fire protection insurance rates, and most importantly, for the protection of life and property.

Hydrant maintenance. All public hydrants are inspected and tested several times every year. An average of 424 maintenance tasks are performed every year on the 149 public hydrants in North Hampton. This is a very effective maintenance program, as only about 1% of these tasks are to perform repairs (which are often due to being struck by a vehicle).

The Company maintains detailed internal hydrant maintenance records, and regularly issues summary reports. Annual hydrant maintenance reports (E-17s) are submitted to the New Hampshire Public Utilities Commission (NHPUC). Other annual summary reports have been provided to Henry Fuller and the North Hampton Water Commission since 2014. Starting in 2018, detailed quarterly reports are being provided to Henry Fuller, the Water Commission and the Select Board. Aquarion also meets quarterly with the Select Board to review these hydrant reports and other matters related to hydrants, along with aspects of the operating and maintaining the water system.

Public Fire Protection Charges. The charge to the Town for public fire protection service is set by the tariff approved by NHPUC. The tariff is the result of the last general water rate case (2013), in which the Town of North Hampton participated in negotiating public fire protection charges and the other water rates specified in the current tariff.

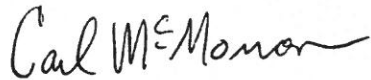
The public fire protection charge is intended to cover the actual costs of installation, operation and maintenance for the parts of the water system that enable and deliver public fire protection service; that is, the higher water flows (thousands of gallons per minute) needed to fight fires. The actual cost to maintain fire hydrants is only a small fraction of these costs; most of it are for the larger pipes and storage tanks and hydrants needed to deliver higher flow rates. Absent fire protection needs, tanks and pipes would be smaller, and there would be fewer or, perhaps, no hydrants, and therefore lower cost. Since public fire protection service benefits the Town as a

whole, the Town pays for this service.

Providing fire protection service is a critical part of the Company's mission, alongside of the delivery of safe, reliable drinking water, and one that the Company commits significant effort into meeting. The Company appreciates the public's interest in the matter, and encourages anyone with questions to contact us directly.

Sincerely,

AQUARION WATER COMPANY OF NEW HAMPSHIRE

A handwritten signature in black ink that reads "Carl McMorran". The signature is written in a cursive style with a prominent "C" and "M".

Carl McMorran
Operations Manager

**RYE ZONING BOARD OF ADJUSTMENT
NOTICE OF JOINT PUBLIC HEARING WITH PLANNING BOARD
VERIZON TOWER APPLICATIONS**

On Tuesday, September 4, 2018 at 7:00 p.m. at the Rye Town Hall the Rye Zoning Board of Adjustment (ZBA) will hold a public hearing on the applications of Cellco Partnership d/b/a Verizon Wireless for variances and a special exception to install a wireless telecommunications facility in the form of a 125 ft. monopine at 120 Brackett Road, (Tax Map 22, Lot 95A), owned by Dolores F. Lintz, and located in the Single Residence (SR) District. The following variance requests will be heard: (1) from Rye Zoning Ordinance (RZO) § 305, § 505.3 and § 203.1 to permit a wireless telecommunications facility at a location within the SR District that is not within the Wireless Telecommunications Facilities Overlay District; (2) from RZO § 505.6, A.3 to permit a wireless telecommunications tower to be located less than 120% of tower height from a residential building; (3) from RZO § 505.6, A.4 to permit a wireless telecommunications tower to be located less than 100 feet from wetland soils and marshes; (4) from RZO § 301.8, B.1 and § 301.8, B.7 to permit a wireless telecommunications facility to be located within the 100 ft. wetlands buffer; and (5) from RZO § 301.8, B. 2 to permit cutting of live trees greater than 4 ½” in diameter within the wetlands buffer. The ZBA will also hear a request for a Special Exception pursuant to RZO § 301.8, B.6 and § 301.8, B. 7 to permit a driveway within the wetlands buffer.

The variance and special exception applications and information submitted with the applications are available for review at the Rye Town Hall.

Burt Dibble, Clerk
Rye Zoning Board of Adjustment
August 24, 2018

Bryan Kaenrath

From: Jim Maggiore <mjmaggiore@comcast.net>
Sent: Thursday, August 23, 2018 7:13 AM
To: Bryan Kaenrath; Janet Facella
Subject: Committee updates
Attachments: 20180822 Cover Letter with Withdrawal.pdf

Good morning Bryan and Jan.

Here are my committee updates for the August 27 regular SB meeting.

Heritage Commission: The Heritage Commission ("HC") met August 16th in the TX/TC building. I gave the HC updates on the Town Hall restoration/repair RFP as well as an update on the contract to paint the TX/TC building. The HC discussed the potential fiscal benefits of creating a Certified Local Government ("CLG") in North Hampton. The Commission agreed that the benefits are such to make CLG a long-term goal. Any proposal from the HC for a CLG will require 9-12 months of research and analysis.

Water Commission: The Water Commission met on August 20 in "non-meeting" with Attorney Stephen Bennett to discuss moving forward with its appeal of the DES decision to grant the Wiggin's Way emergency water connection, cooperating with Hampton on the appeal, and represent itself at the Water Council proceedings. Attached is the letter from Mr. Bennett confirming his withdrawal as counsel. The WC believes the merits of the case are strong enough to proceed with the appeal.

Thanks.

Jim Maggiore

Bandstand Committee

The Summer is coming to a close, we have (2) concerts remaining in our series

Wednesday, August 29, 2018 - Mainequeeze - New Time: 5:30 - 7:30 pm

A band playing a mix of rhythm & roots. Texas-swing, folk, country and more with 3-part harmonies, hot guitar and pedal steel.

Labor Day, Monday, September 3, 2018 - Blue Note Big Band Playing at: 2:00 - 4:00 pm

Performs authentic re-creations of Swing era classics and contemporary jazz arrangements

Food By: American Legion Post 35

Brick Project - We have roughly 15 available bricks to purchase - if anyone missed purchasing one, this is your last chance. The final brick order will be placed the 1st week of September and the bricks will be installed by mid-October

CIP - Capital Improvements Committee

Meet on August 17, 2018 to review the beginning narrative for the CIP report which is due to the Select Board by the end of September

John Hubbard was in to discuss further the Winnicut River flooding issues and possible solutions and costs.

Economic Development Committee

Full committee has not met since our last meeting

Sub-Committee for the Town North Hampton & UNH Business Engagement & Retention Program met for kick-off, organization meeting on August 16, 2018

* Purpose of this committee, program is to establish a relationship with businesses in our community. To better understand the business needs as it relates to location and our community.

* Joseph Bernardo, chosen as chair

* Participants pared off in teams of (2)

* Participants pared off in teams of (2)

* Teams will go out into our business community over the course of the next 4 - 8 weeks interviewing the business community, gathering data from via questions and conversations, this information will be collected, analyzed and reported back by the UNH Cooperative Extension team.

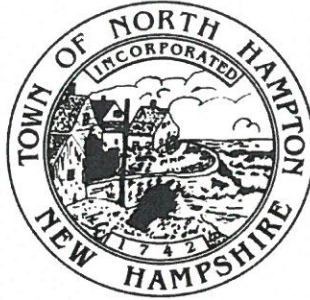
Coming up

* On 9-05-2018, the regular monthly meeting of the committee

* Currently working with Julie LaBranch of Rockingham Planning Commission to moderate a (4) work session to develop a Vision Statement for Economic Development in the town of North Hampton to be presented to the Select Board for approval. Targeting some time in September for this work session.

Bryan T. Kaenrath
Town Administrator

Municipal Offices
233 Atlantic Avenue
North Hampton, NH 03862
bkaenrath@northhampton-nh.gov
Tel: (603) 964-8087
Fax: (603) 964-1514



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
OFFICE of the TOWN ADMINISTRATOR

TOWN ADMINISTRATOR'S REPORT
AUGUST 27, 2018 SELECT BOARD MEETING

REPORTING PERIOD

The reporting period is from August 13, 2018 through August 24, 2018

FINANCE

The latest expenditure report of the fiscal year can be found here: <https://www.northhampton-nh.gov/sites/northhamptonnh/files/uploads/expense08212018.pdf> . Also, our audit process is now underway with a target completion date of 11/30.

Personnel

The Police Department. Officer Whitcomb has completed the Academy and will now begin field training. The hiring process for one additional patrol officer position is ongoing and a conditional offer will be made to a selected candidate. The Department is currently conducting a traffic study on Alden Ave following numerous citizen complaints of speeding and pass through traffic. We should have more details at our next Board meeting along with some potential corrective measures.

The Fire Department. Work has begun to reconfigure the front entry and will be ongoing.

Facilities

Town Hall. Agenda Item.

The Library. Nothing new to report.

Stone Building. Exterior painting will begin in September and could take up to 10 days to complete depending on weather conditions. They will be able to provide a more specific start date as we get closer on their schedule.

Town Office/Chevalier Building. I am in the process of gathering more quotes to follow up on our energy audit and recommendations from Yankee Thermal Imaging and have obtained one additional quote we will discuss this evening. Window washing will be happening in early September. Carpet shampooing should also be happening later in September.

Projects

Town Sign. Our new town sign for Route 1 at the Hampton town line has been ordered and should be completed very soon.

Telephone System/Communications. Nothing new to report

Cell Tower. Still working on it!

Regionalization. Nothing new to report.

Perambulation. Nothing new to report.

Coakley Landfill Group. I attended the CLG meeting on 8/21 where we were provided some forecasting on future assessments to the Town. We should see some modest increases for the next several years followed by a significant reduction. The next meeting is scheduled for 9/20 at 10AM at Portsmouth City Hall.

Cemeteries. Nothing new to report.

Finance Policies: Agenda item.

Elections. Our September 11th primary has been set to be held at North Hampton Town Hall.

Junkyard Closures and/or New Problems: Nothing new to report.

Trolley Bridge/Philbrick Pond Grant. Agenda Item.

Storm-Water Regulations. Nothing new to report.

Recreation Activities. Our summer camp has concluded and most of the feedback has been very good. Old Home Day has been postponed by Director Manzi, potentially to next summer due to scheduling. We will discuss the ordering of our new rec van this evening.

Economic Development. Committee report.

Document Management System. Agenda Item.

IT Issues. PCG has been completing our update to Office 365 over the past couple weeks. There have been a few technical issues but most have been resolved at this point. We are continuing to work with PCG to correct any remaining issues.

Rails to Trails. There was a meeting with Scott Bogle from Rockingham County Planning for an update on the project on August 14th. The next meeting will be held in October with the location TBD.

Public Works. Paving projects are ongoing. We are also working on getting design work done in preparation for our Town Hall septic project.

Community Outreach. As I have done in my previous positions, I would like to begin having TA “open office hours” for the community to come and ask questions, offer their thoughts and voice their concerns. I have always viewed public engagement as a critical part of this position and it also helps me stay in tune with resident sentiments. I have found this to be important in public access and transparency and is usually appreciated by residents. The first session will be scheduled for late September, date to TBD.

Meeting Schedule: Our next regularly scheduled meeting is September 10, 2018.



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

To **Tim Scott** of _____ in the County of _____
City/Town & State County

WHEREAS, there is a vacancy in the office of Police Officer , in said North Hampton Police Department and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said **Tim Scott** as a Police Officer of the North Hampton Police Department; and upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such office, until another person shall be chosen and qualified in your stead.

Given under our hands this 27 day of August 2018

James Maggiore

Kathleen Kilgore

Larry Miller

OATH OF OFFICE

I, **Tim Scott** do solemnly swear, that I will bear faith and true allegiance to the United States of America and the State of New Hampshire, and will support the Constitution thereof, so help me God.

I, **Tim Scott** do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent on me as a Police Sergeant according to the best of my abilities, agreeably to the rules and regulations of this Constitution and laws of the State of New Hampshire, So help me God.

STATE OF NEW HAMPSHIRE

Rockingham ss. On the _____ day of _____ 20 .

Personally, appeared the above named, **Tim Scott**, who took and subscribed the foregoing oath. Before me,

Date
Received and recorded.

Town Clerk



Request for Proposal

Document Management System

Town of North Hampton, New Hampshire

Background

The Town of North Hampton is a community of approximately 4,500 residents on the New Hampshire Seacoast and employs nearly 50 full and part-time employees. These employees provide a wide array of services to residents and we strive to make their jobs as efficient as possible to best serve the public. Additional information about North Hampton can be found on our website at: www.northhampton-nh.gov

Project Goals

The Town of North Hampton has several goals with the implementation of a Document Management system.

1. Reducing the Town's dependence on paper files and the associated storage space necessary to house these records.
2. Develop electronic document workflows to create more efficiencies which will also reduce our use of paper.
3. Following retention schedules for various kinds of documents and purge documents once they have reached necessary retention dates.
4. Our goal is to initially work forward with Town documents and have the incorporation of older or existing documents occur at a later date.

Proposal Review and Selection Process

Based on an initial proposal submission and review, the Town will ask a short list of vendors to give a demonstration of their system's features to the Board of Selectmen and key Town staff members. We would anticipate making a selection following these demonstrations. The Town is seeking the best overall fit for our needs and reserves the right to not accept any bids based solely on cost.

Bidder Submissions

Proposals should include:

1. The name, address, phone number and email address for the vendor.
2. An outline of the features and functionality of the proposed system.
3. Costs of the system, both initial implementation/start up and any ongoing fees.
4. Costs for staff training.
5. A detailed timeline for completion of the project.
6. References including name, mailing address, phone number and email for which the company has provided similar services would be helpful and preferred.

Response Deadline

All proposals will be due by the close of business October XX 2018 and should be mailed to the Town of North Hampton Administrative Offices, 233 Atlantic Ave. North Hampton, NH 03862. Proposal envelopes should be marked "Document Management System." Any questions can be directed to Bryan Kaenrath, Town Administrator, at bkaenrath@northhampton-nh.gov or 603-964-8087.

The Town of North Hampton appreciates your interests and looks forward to discussing your proposal.



INVOICE

59 Bisson Ave
Laconia NH 03246
603-581-2945 FAX: 603-528-2485
steve.pouliot@irwinzone.com

QUOTE #001
DATE: 07/17/18

TO
TOWN OF NORTH HAMPTON

**FOR : 2019 FORD TRANSIT VAN, HIGH ROOF,
EX LENGTH, DRW**

Description	Amount
3.7L V6 / 6-SPEED AUTO TRANS	
43B BACK UP ALARM	
53R REVERSE PARK AIDE	
584 SYNC 3 WITH NAV	
60C CRUISE CONTROL	
68L POWER RUNNING BOARDS	
XL TRIM	
10360 GVWR	
4.10 REG AXLE	
WHITE EXTERIOR	
VINYL INTERIOR	
MSRP \$48445.00	
SUBTOTAL	37868.00
FEES	0.00
REBATES	0.00
TOTAL	37868.00

Quote good for 30 days

THANK YOU FOR YOUR BUSINESS!

Joe Manzi

From: Steve Pouliot <steve.pouliot@irwinzone.com>
Sent: Tuesday, July 17, 2018 1:30 PM
To: Joe Manzi
Subject: exeter transit van
Attachments: no hampton TRANSIT.docx

Joe:

Thanks for your patience. The quote for a van like the Exeter one is attached.

Steve Pouliot

Fleet/Commercial Sales Manager
Irwin Automotive Group
(D) 603 581 2945
59 Bisson Ave | Laconia NH 03246
www.irwinzone.com

Earn \$100 for every new customer you refer to us. [Click Here](#) to sign up!



151 Portsmouth Avenue Exeter, NH 03833
(603) 772-5953 or toll free (888) 337-0507

June 4th, 2018

To whom it may concern:

Re: Proposal for 2018 Transit Passenger Van, 350 DRW (see attached specification)

Price for 2018 Ford Transit Van : \$42200.00

Trade in Value for 2008 Express Cargo Van VIN 1GAHG39K581229597, \$9800.00

Total Due : \$32400 with trade

Order time approx. 8-12 weeks

Any questions, please do not hesitate to contact me at 603-658-9015.

Regards,
Eric Cummings
Fleet Manager



McFarland Ford Sales, Inc.
 151 Portsmouth Ave. Exeter, New Hampshire, 038332186
 Office: 603-772-6953

2018 Transit-350, High Roof HD Ext. Passenger Wagon
 High Roof HD Ext. Passenger Wagon 147.6" WB DRW XL(U4X)
 Price Level: 835

Major Equipment

- (Based on selected options, shown at right)
- 3.7L V-6 DOHC w/SMP1 275hp
 - 6 speed automatic w/OD
 - * 4-wheel ABS
 - * Traction control
 - * Battery with run down protection
 - * Air conditioning
 - * AM/FM stereo with seek-scan, single in-dash CD player, MP3 decoder, external memory control
 - * Dual power remote heated mirrors
 - * 16 x 7 steel wheels
 - * Driver and front passenger seat mounted side airbags
 - * Rear window defroster
 - * Message Center
 - * Reclining front bucket seats
 - * Bench
 - * Audio control on steering wheel
 - * Rear axle capacity: 7275 lbs.
 - * Rear spring rating: 6720 lbs.

- Exterior: Shadow Black
- Interior: Pewter
- * Brake assistance
- * LT 195/75R16 C BSW AS S-rated tires
- * Advance Trac w/Roll Stability Control
- * Tinted glass
- * Bluetooth streaming audio
- * Variable intermittent wipers
- * Dual front airbags
- * Airbag occupancy sensor
- * Tachometer
- * Underseat ducts
- * 2nd row bench
- * Running boards
- * Front axle capacity: 4130 lbs.
- * Front spring rating: 4130 lbs.

Fuel Economy

City
N/A



Hwy
N/A

Selected Options

STANDARD VEHICLE PRICE	MSRP
Order Code 301A	N/C
Engine: 3.7L Ti-VCT V6	Included
Transmission: 6-Speed Automatic w/OD & SelectShift	Included
4.10 Axle Ratio	Included
GWWR: 10,360 lbs	Included
Tires: 195/75R16C AS BSW	Included
Wheels: 16" Silver Steel w/Exposed Lug Nuts	Included
Monotone Paint Application	STD
148" Wheelbase	STD
Driver & Passenger Side Thorax Airbags	Included
Safety Canopy Side-Curtain Airbags	Included
Cloth Front Bucket Seats	N/C
Front License Plate Bracket	N/C
Extended Length Running Boards	\$655.00
Short-Arm Htd Power-Folding Mirrors w/Turn Signals	\$225.00
Fixed Windows-All-Around	\$450.00
Privacy Glass	\$675.00
Rear-Window Defroster/Defogger	Included
Vinyl Sun Visors	\$75.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Joe manzi, north hampton rec
 By: Eric Cummings Date: 06/04/2018



McFarland Ford Sales, Inc.
151 Portsmouth Ave, Exeter, New Hampshire, 038332186
Office: 603-772-5953

2018 Transit-350, High Roof HD Ext. Passenger Wagon
High Roof HD Ext. Passenger Wagon 147.6" WB DRW XL(U4X)
Price Level: 835

2 Additional Keys (4 Total)	\$75.00
Cruise Control w/Message Center	\$325.00
Radio: AM/FM Stereo w/Single CD/SYNC	\$665.00
SYNC Communications & Entertainment System	Included
Leather-Wrapped Steering Wheel	Included
Remote Keyless-Entry Keypad	\$95.00
Back Up Alarm	\$125.00
Full-Length Carpet Floor Covering	\$125.00
Reverse Sensing System	\$295.00
Shadow Black	N/C
Pewter	N/C
Pewter Cloth Dual Bucket Seats	\$200.00
<hr/>	
SUBTOTAL	\$46,935.00
Destination Charge	\$1,395.00
TOTAL	\$48,330.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.
Prepared for: **joe manzi, north hampton rec**
By: **Eric Cummings** Date: **06/04/2018**

AGREEMENT

Customer: Town Of North Hampton NH - Att: Brian Kaenrath



233 Atlantic Ave

Address:

City/State/Zip: NORTH HAMPTON, NH 03862

HM Phone: 603-964-8087

WK Phone:

Cell Phone:

bkaenrath@northhampton-nh.gov

I/We the undersigned owners of the property described above, authorize DR. ENERGY SAVER SEACOAST to furnish and install all materials and labor as defined below according to the following specifications and subject to the conditions of the premises.

Reduce ice dams and heat loss to roof

S2-6 DP - Interior - Upgrade drywall ceilings in storage, office areas with dense-packed TruSoft cellulose by drilling drywall ceilings in 2 or more spots per cavity and then patching holes with tape and one coat of plaster. This may produce some dust inside the building; all surfaces will be covered and protected to keep work area as clean as possible. Work space will be swept clean at end of job Cleaning and painting is not included. TrueSoft cellulose is a fire rated material.

(1300) Dense Pack Cellulose Interior

S3-6 Interior - Remove ceiling tiles in the rest of the office space and install Rock wool fire-rated insulation batts between existing roof / fiberglass insulation and suspended ceiling to reduce heat loss and ice dams in winter. This will also make the office space easier to cool in summer. This may produce some dust inside the building, all surfaces will be covered and protected to keep work area as clean as possible. Work space will be swept clean at end of job Cleaning and painting is not included.

(2862) Rock wool fire rated batts

Total for Reduce ice dams and heat loss to roof: \$16,279

Proposal Authorization: Contractor proposes to supply the products and services for the amount listed and to furnish the labor and materials needed to complete the work ("Work").	\$16,279
--	----------

The Work described above and the Terms and Conditions printed on the back side of this page are understood and accepted by you, the Buyer, and are made part of this Agreement. You agree to purchase the work and provide full payment upon completion. YOU, THE BUYER, MAY CANCEL THIS TRANSACTION ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE NOTICE OF CANCELLATION THAT IS ATTACHED TO THIS AGREEMENT FOR AN EXPLANATION OF THIS RIGHT.

Customer Initials _____

DR. ENERGY SAVER SEACOAST, BY D.F. RICHARD ENERGY

Buyer's Signature: _____

Contractors Signature: _____

Greg Hede

Buyer's Signature: _____

Date of Transaction:

Date:

Start Date: _____ Completion Date: _____ Notice of Cancellation Date: _____

(Three business days after date of transaction)

TERMS AND CONDITIONS

D.F. Richard Energy makes no other express or implied guarantees/warranties except those contained herein. All guarantees and warranties are conditioned upon the owner properly managing and operating the system(s) in accordance with manufacturer instructions.

Any alteration or deviation with materials or work to be performed must be a separately signed agreement (change order) by both parties prior to providing the material or performing the work. The alterations or deviations (change orders) will result in additional charges over and above the initial contracted price and will be so specified.

If the owner fails to comply with the payment provisions of this agreement, owner will be liable to pay interest at a rate of one and one-half percent (1 1/2%) per month on the principle amount due. An annual percentage rate of eighteen percent (18%) will apply. If D. F. Richard Energy refers the uncollected balance to a third party for collection, the owner will be liable for all costs incurred by both parties for collection purposes; attorney fees of one half (1/2) of the principle, as well as accumulated interest. Owner shall be responsible for all other reasonable costs of collection allowed by law.

Under this agreement D. F. Richard Energy may accept partial payments, either late or marked "paid in full" or may delay in enforcing these rights without forfeiture. The agreement represents the entire agreement between the parties and any prior agreements whether written and initialed or oral are deemed to be merged herein.

NOTICE OF CANCELLATION

You may cancel this transaction, without any penalty or obligation, within three business days from the above date. If you cancel, any payments made by you will be returned within ten business days following receipt of this Cancellation Notice.

To cancel this transaction, mail, email or FAX a signed and dated copy of this Cancellation Notice to:

D. F. Richard Energy
PO Box 669
Dover, NH 03821
FAX 603.749.1644

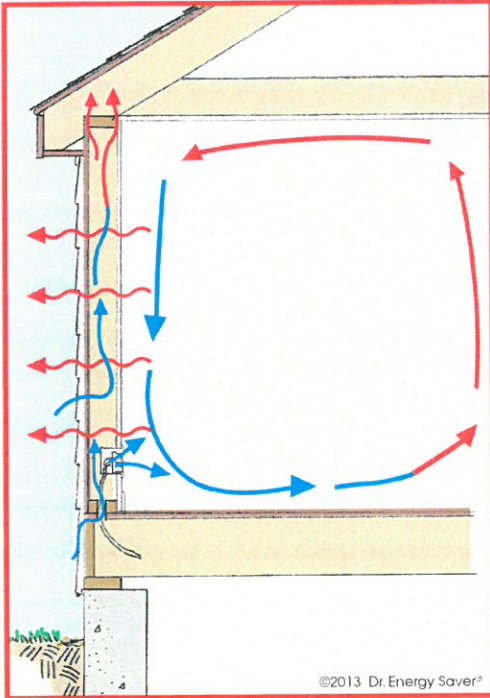
I hereby cancel this transaction:

Signature: _____ Date: _____

Customer Initials _____

Uninsulated Exterior Walls

THE PROBLEM



Many older homes have no insulation in the exterior walls. The problems this causes are obvious. Heat flows from more (inside) to less (outside in winter) right through the walls, and the opposite in summer. Nearly all walls leak air, insulated or not, causing drafts. The cold wall surface cools interior air which then sinks and travels across the floor and up the warmer interior wall, and across the ceiling back to the exterior wall. This is called a “convective loop” and makes rooms feel even draftier.

Result - cold, drafty rooms, uncomfortable home, heating and cooling systems run much more and need more service, difficult to keep house at comfortable temperature, higher fuel and electric bills, dry home in winter, more dust/pollen, more humidity in the house in summer when air conditioned.

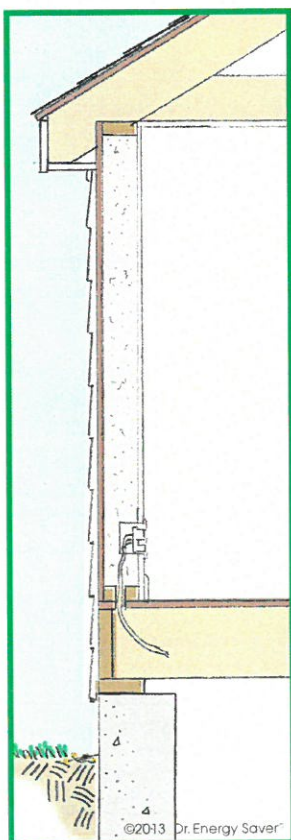
DR. ENERGY SAVER® SOLUTION

Dense pack walls with TruSoft™ Cellulose

Siding is removed temporarily as necessary and 2⁹/₁₆” holes are drilled through the wall sheathing. A fill tube is inserted up (and down) into wall cavities to not only fill, but dense pack the wall cavities. Dense packing is a technique that packs the insulation in very tightly - so tightly that all irregular shaped cavities and crevices in the wall cavities are filled, and air will not penetrate the dense packed cellulose. It’s remarkable, and something that can’t be achieved with fiberglass - not even close! Dense packed cellulose stops air flow through the wall and insulates. TruSoft™ Cellulose is treated to be highly fire, mold and pest resistant. Holes are plugged and siding is put back. With wood siding, old nail holes and new nails may be noticeable on close inspection. Very small new nail heads will be visible on aluminum siding. (If specified, siding will not be removed but drilled and plugged instead).

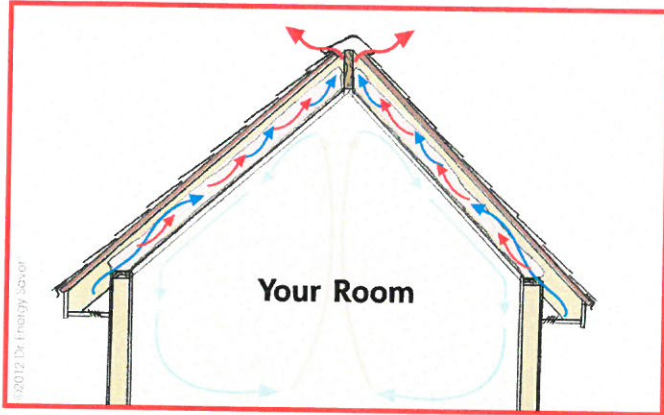
Result - A less drafty, warmer, quieter, more comfortable house, less dust/pollen, house not so dry in winter, lower fuel/electric bills, heating system runs less - less maintenance.

*Unit of Measure - Sq. ft., 1st, 2nd or 3rd floor, and siding type.
(Don’t subtract for windows and doors.)*



Cathedral Ceilings Drywall

THE PROBLEM



In most areas of the United States, homes need R60 insulation in their attics - the equivalent of a 20" deep fiberglass batt. But cathedral ceilings only have the depth of the rafters (6"-11")

for insulation. Two factors relating to the optional vented roof design make the situation much worse. First, some of the rafter space is used for airflow (cold in winter) - which means even less space for insulation. Second, this air flow "wind washes" open faced fiberglass batts, reducing the R-value of batts that were designed and rated to be used in closed cavities with

no airflow whatsoever. Ceilings with wood boards can leak lots of air you paid to heat.

Result - your cathedral ceiling is dramatically under insulated. Air in your home that you paid to heat, hits the cold ceiling and descends, creating a "convective" loop making your room feel cold and drafty. In the summer, the roofing heats up to 160° and the roof heat radiates through the ceiling and heats up the room.

DR. ENERGY SAVER® SOLUTION

Dense Packed ceiling with **TruSoft™** Cellulose Insulation from roof ridge



The soffit vent is blocked with a continuous board which may need painting by the homeowner. The ridge vent is removed along with two courses of roof shingles and the roof sheathing (usually ply-



wood) is cut back approximately 4". A long fill tube is inserted to reach the bottom of the ceiling plane and TruSoft™ cellulose insulation is "dense packed" into each rafter bay. Dense packing fills all air spaces, compresses existing fiberglass batts, and stops air leakage. The

plywood and roof shingles are re-installed. Ridge caps are installed to match the color of the roof as close as possible, but most often will not match exactly. Some ridge vents have ridge caps nailed on them. If this is the case at your home, the same ridge caps can be used which would match exactly. Some touch-up (patching and painting) of the ceiling may be required by the homeowner if nails pop, which doesn't always happen, but can happen if the drywall is not secured well.

Result - Room is warmer in winter, cooler in summer, less drafty, more comfortable, lower heating and cooling bills, easier to heat and cool.

ENERGY AUDIT/ESTIMATE



June 4, 2018

Town of North Hampton
233 Atlantic Avenue
North Hampton, NH 03862

Auditor: Brian Demers, ES, BAP, estimator



Energy Audit/Estimate

TOWN OF NORTH HAMPTON
233 ATLANTIC AVENUE
NORTH HAMPTON, NH 03862

OVERVIEW

On May 23, 2018 an energy audit was performed at the Municipal building of the Town of North Hampton, NH. Initially it was pointed out that some areas have experienced water damage and ice damming had occurred through the winter months. A search for potential weak zones of the thermal envelope was under taken. It was found the above the office, storage and mechanical areas the insulation rating was approximately R19 +/- which is quite below acceptable building It is also found that a large amount of air infiltration is occurring at the eve line of the prescribed areas for potential upgrade.

Improvements

Though on-site evaluation it is believed that improvements should be made to the Buildings second floor area office, storage, and mechanical spaces thermal envelope.

Attics (3)

Main, Storage, Mechanical ceilings

- Air-seal soffit eve of described areas cutting access if necessary through sheet rock and adding additional air chutes to provide venting above new prescribed depth of Loose blown cellulose
- Add an additional 24 +/- in of loose blown cellulose to increase the measured depth and R value, R50+/-
- Add Typar material to rafter surface to isolate living space from attic area in office area with suspended ceiling.
- Gable end venting shall be Added.
- Build a damn of insul-web fabric to hold back loose blow cellulose over attic slope
- Insul web damming shall also be added throughout, cut access were necessary.

Energy conservation is broader than energy efficiency in including active efforts to decrease energy consumption

Photographs

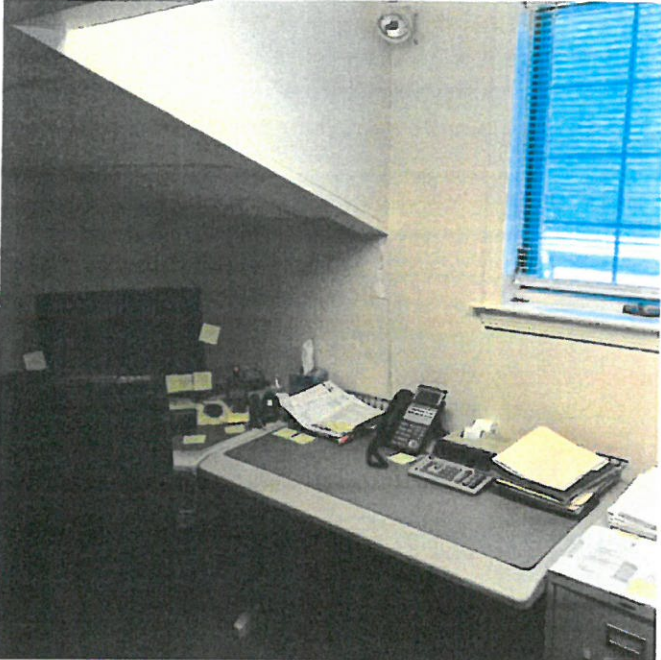


Figure 1 Water damming shown in valley areas denoting condensation problems and air leakage.



Figure 2 wall insulation shows to be uncompromised. Air sealing and sealed air chutes to be added in eve areas throughout.



Estimate Prepared for:

**Town of North Hampton
233 Atlantic Avenue
North Hampton, NH 03862
Att: Bryan Kaenrath
603-964-8087**

Prepared by:

**Brian Demers
Yankee Thermal Imaging
75 Allen Street
Rochester, NH 03867
603-330-3377**

June 4, 2018



Summary of Work Proposed

Your Energy Summary report addresses the recommendations for improving the comfort, safety and energy efficiency of your home or business. Use this report as a guide for deciding which recommended measures you want to have performed.

Yankee Thermal Imaging is ready to implement these recommendations promptly and shall guarantee materials and workmanship for two years from the date of installation.

Proposed Improvement	Total Cost	Customer Accepts
Attic Insulation	\$ 33,346.40	
Air Sealing	\$ 1,584.00	

TOTALS:	\$34,930.40	
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*Minimum project requirement of \$2500 to contract work

1. CUSTOMER'S RESPONSIBILITY TO REMOVE OBJECTS

The customer will prepare his/her home for the work by removing any objects that could be in the contractor's way. If the contractor arrives and proper site preparation has not taken place, then please note that this could cause a delay in work. The Contractor also reserves the right to charge for any additional labor required for site preparation that was not specified in the scope of work.

2. CUSTOMER'S RESPONSIBILITY TO ARRANGE INSTALLATION

The customer agrees to cooperate with contractor in arranging a mutually convenient installation schedule. The customer further agrees to obtain any required permission from their association for any work being done in shared ownership property developments.

3. CUSTOMER'S RESPONSIBILITY TO ALLOW INSPECTIONS

The customer agrees to allow the auditor to return to the job site to verify installation or to conduct one or more post-installation inspections of the work listed in this contract. Customer must allow a post inspection to be completed within 30 days of installation, otherwise your contractor reserves the right to forgo the post installation inspection.

4. CUSTOMER'S PAYMENT

The customer agrees to pay the contractor a deposit of 50% of the estimated total project cost at the time the customer signs this agreement. In addition, the remaining balance is due upon completion of contractor's post installation inspection when all work listed on this contract is complete. Notwithstanding the foregoing, if the customer signing this agreement is a non-occupant owner, the customer must pay the entire Customer Cost Share prior to any work commences.

5. CHANGE ORDERS

If customer requests additional work outside the details of this contract, then your contractor will issue a change order with the additional cost to complete the work. In addition, if the contractor discovers any unforeseen cost during installation that is outside the scope of this workscope, the customer will be notified of such said circumstances. The contractor reserves the right to issue a change order for customer approval if unforeseen circumstances require additional work/costs.

6. DEFECTS IN WORK

Customer should notify the contractor as soon as possible if there are any problems with the quality of the work or materials used The contractor agrees to cure any defects in labor or materials within one year from the original installation date, at no additional cost to the customer.

7. DISCLAIMER OF WARRANTIES/LIMITATION OF LIABILITY

The Contractor offers no warranties other than those written in this contract. Contract disclaims any and all implied warranties to the full extent permitted by law. Contractor excludes any warranty of merchant ability and also excludes any implied warranty of fitness except to the extent of its own negligence. Contractor is not responsible for any damages or losses, or any incidental, special, or consequential damage.

8. EFFECTIVE DATE

This contract is effective after the customer has signed below and dated below. Customer acknowledges that they have read the and understand the contract and any addition information attached.

If customer is in agreement with the terms and conditions of this contract and would like to move forward with the work, then please sign and date below.

Town of North Hampton

Yankee Thermal Imaging

Customer Name

Contract Coordinator Name

**[233 Atlantic Avenue
North Hampton, NH 03862**

75 Allen St. Rochester, NH 03867

Address Where Work Will Be Performed

Contract Coordinator Address

Att: Bryan Kaenrath

603-330-3377

Customer Phone Number

Contract Coordinator Phone

603-964-8087

Customer/Building Owner Signature & Date

Contract Coordinator Signature & Date



Preparing for implementation:

Now that we will be scheduling the implementation of work, please review the following pointers to help get your home prepared for work. **In order to effectively implement the proposed improvements suggested by your auditor, we ask that you carefully read these instructions on how to fully plan for the energy project in your home.** Please note that the proposed measures may involve some removal and disposal of existing insulation, spray foam, cellulose, etc. and our crews will do their best to minimize any mess or disturbances in your home. Please call the office at 603-330-3377 or your auditor with any questions prior to the start of your project.

- ✓ Insulation installation is a messy job. Our crews will clean any areas where there is an excessive mess, but there may be remaining dust particles or a coating of dust on areas the implementation is completed.
- ✓ **Wall work:** due to the construction of many homes, insulating exterior walls can bring about unforeseen issues such as: walls being blown out from the studs due to poor installation of drywall, or insulation entering into unsealed ducts. YTI is not responsible for these occurrences and will let you know if the issue arises while on site.
- ✓ Please remove all personal items out of the attic, basement, and other areas in your home that our crews will be working in. This will allow the crews to successfully and efficiently complete the job. Contact your auditor with any questions regarding the areas that will need to be cleared. If the items cannot be removed, Yankee Thermal Imaging is not responsible for the possibility of these items being damaged. Our crews will not be responsible to remove these items. If they have to in order to successfully complete the job, you will be charged an hourly rate.
- ✓ Please make your home and family aware that the spray foam work needs to be completed within 7 days of the completed weatherization work.
- ✓ **Basement:** If the scope of work pertains to the basement rim joist or walls, we ask that the items be consolidated and moved back 3-4 feet to allow the crews easy access to these areas. If spray foam is being applied, please cover your personal items to protect them from possible over spray.
- ✓ **Finish work:** areas that may involve cutting access into will not be “ready for paint” once completed. We do a rough coat of mud and sanding to the area, but it will require further finish work.
- ✓ Insulation and air sealing is the best-known practice used to help reduce the likelihood of ice dams occurring. We are not guaranteeing to eliminate, fix, or stop your ice dams from occurring.
- ✓ **Close out inspections involve your auditor visiting your home to inspect the work done by our crews, and make sure that the work was done up to our standards. During this close out inspection, please feel free to ask the auditor any questions you may have.**
- ✓ **Winter time:** The New England weather can sometimes cause delays and cancellations of the scheduled jobs. In order to minimize any inconvenience, and increase the safety of our crews, we ask that your driveway be properly cleaned in order to allow our trucks to reach your home. If you think your driveway may pose an issue during the scheduled implementation, please give us a call to discuss.

We look forward to working with you, please do not hesitate to call or email me with any questions.

Please sign below indicating that you have read, understand and will comply with the items listed above:

Customer Signature

Date



Payment Terms

To initiate the implementation process for your energy efficient upgrades we require that the following terms of payment be met.

- We ask that a deposit of 50% of the customer's obligation be paid to Yankee Thermal Imaging prior to scheduling the work.
- The customer may pay with cash, check, or credit/debit card. The customer understands that if using a credit or debit card to make payment over the phone, there will be a 3.5% credit card processing fee.
- Payments by mail can be sent to: Yankee Thermal Imaging
75 Allen Street
Rochester, NH 03867

Job Total: \$34,930.40

Deposit Due (50%) \$17,465.20 Date Paid: _____

Remaining Balance: _____ Date Paid: _____

The Remaining Balance is due upon completion of installation.

Please contact Yankee Thermal Imaging or your auditor with any questions. By signing below you agree to the above listed items.

Customer Signature

Date



TO: Key Officials

FROM: Judy A. Silva, Executive Director
Cordell A. Johnston, Government Affairs Counsel

DATE: August 13, 2018

RE: 2019-2020 Legislative Policy Conference ~ Friday, September 14, 2018

Floor Policy Proposals

Enclosed please find copies of the floor policy proposals that have been submitted for discussion and vote at the NHMA Legislative Policy Conference. These supplement the policy recommendations prepared by the three legislative policy committees, which were mailed to each municipality on June 20, 2018. Delegates at the conference will vote on the policy recommendations and the floor policy proposals, along with NHMA's Legislative Principles. If you need copies of any of these documents, you can find them on the NHMA website, www.nhmunicipal.org. (Near the top of the home page, click on the "Advocacy" tab, then use the menu on the left to find "Legislative Principles," "2019-2020 Legislative Policy Recommendations," and "2019-2020 Floor Policy Proposals.")

Voting Delegate

Each member municipality has one vote at the policy conference. Each governing body is asked to appoint a voting delegate to cast the municipality's vote on the policy proposals presented. **We are sending a voting delegate card to the chief administrative officer in each municipality (or the governing body chair if no administrative staff) to return to us indicating the governing body's appointment for voting delegate.** Please mail this card back to us no later than Friday, September 7. See the Legislative Policy Process Questions & Answers document, also sent with the June 20 mailing and available on the NHMA website, for a description of who will have voting privileges for a municipality in the absence of any formal designation.

Policy Conference

The Legislative Policy Conference is scheduled for **Friday, September 14, 2018, at 9:00 a.m.** at NHMA's offices at **25 Triangle Park Drive** in Concord.

We urge the governing body of each municipality to discuss the full slate of policy recommendations, along with these floor proposals, and take a position on each proposal to give guidance to your voting delegate. ***Do not send your positions on the policy recommendations to NHMA; they are only for the guidance of your voting delegate, and each municipality can register its positions only by voting at the conference.*** At the conference, delegates may vote to approve, reject, amend, or table a policy proposal. They may also vote to change the order of priority of the various policies.

This is an important opportunity for each member municipality to participate in determining NHMA legislative policy for the 2019-2020 biennium—we count on your input! As always, please do not hesitate to call or e-mail (governmentaffairs@nhmunicipal.org) the Government Affairs Staff with any questions, comments, or concerns. We look forward to seeing you on September 14!

1

New Hampshire Municipal Association
2019 - 2020 Legislative Policy Process

RECEIVED
JUL 16 2018
NHMA

Floor Policy Proposal

Submitted by (name): Hudson Board of Selectmen

Date: July 10, 2018

City or Town: Hudson

Title of Person Submitting Policy:

Selectmen

Floor Policy Proposal approved by vote of the governing body on *July 10, 2018*

To see if NHMA will SUPPORT/OPPOSE:

To see if NHMA will support legislation to lower the abatement interest rate that municipalities pay from 6% to 4% (RSA 76:17-a) to better align it with the interest rate on delinquent taxes that were recently lowered by the NH Legislature.

Municipal Interest to be accomplished by proposal:

To align abatement interest paid by a municipality with the recent lowering of interest rates on delinquent property taxes.

Explanation:

Currently, after the timely payment deadline has passed on payment of property taxes, usually 30 days or more of grace time, 12% interest is charged, for a period of six (6) months, and then 18% interest is charged after those six (6) months. The NH Legislature and the Governor have passed into law, a significant decrease in the interest rate that is charged on late property tax bills. As of January 1, 2019, after the timely payment deadline has passed on payment on property taxes, 8% interest is charged, for a period of six (6) months and then 14% interest is charged. This proposal seeks to lower the interest rate on abatements paid by a municipality from 6% to 4% to better align with delinquent property tax interest rates.



2

New Hampshire Municipal Association
2019-2020 Legislative Policy Process

RECEIVED

JUL 24 2018

NHMA

Floor Policy Proposal

Submitted by (name) Jill White Date: July 23, 2018

City or Town Holderness Title of Person Submitting Policy Chair, Select Board

Floor Policy Proposal approved by vote of the governing body on (date) July 23, 2018

Submitted by (name) Brent T. Lemire Date: July 24, 2018

City or Town Litchfield Title of Person Submitting Policy Chair, Select Board

Floor Policy Proposal approved by vote of the governing body on (date) July 23, 2018

Submitted by (name) Rick Hiland Date: July 25, 2018

City or Town Albany Title of Person Submitting Policy Select Board - Chairman

Floor Policy Proposal approved by vote of the governing body on (date) July 25, 2018

Submitted by (name) David W. Swenson Date: July 31, 2018

City or Town New Durham Title of Person Submitting Policy Chair, Select Board

Floor Policy Proposal approved by vote of the governing body on (date) July 31, 2018

To see if NHMA will SUPPORT legislation clarifying that the Town Moderator has authority to postpone the official ballot voting session of town meeting in the event of severe weather or other emergency and establishing clear rules for addressing any practical issues involved in postponing the voting session.

Municipal interest to be accomplished by proposal: Preserve local control over elections and enable local officials to take necessary steps to protect public safety.



3

New Hampshire Municipal Association
2019-2020 Legislative Policy Process

RECEIVED

JUL 26 2018

NHMA

Floor Policy Proposal

Submitted by (name) Bedford Town Council Date July 18, 2018 City or Town
Town of Bedford Title of Person Submitting Policy Rick Sawyer, Town Manager

Floor Policy Proposal approved by vote of the governing body on (date) July 18, 2018

To see if NHMA will SUPPORT/OPPOSE: legislation that would allow municipalities to be able to regulate the use of outdoor watering on all properties.

Municipal interest to be accomplished by proposal:

The proposal would allow municipalities to place outdoor watering restrictions on all properties during drought conditions not just residential properties as currently permitted under RSA 41:11-d.

Explanation: During two of the last three years the State of NH has faced drought conditions and the State Department of Environmental Services has recommended that municipalities ban or limit the outside watering of lawns, car washing, etc. Currently RSA 41:11-d limits the ability to place such a restriction to only residential land. It is very challenging to enforce such a restriction on our residents when the commercial properties they drive by are watering their grass and it significantly reduces the potential replenishment of the aquifer that the restriction could bring. During the last legislative session HB173 came close to providing for this change with the House approving it 249-100, but it ultimately failed in the Senate.

A sheet like this should accompany each proposed floor policy and should record the date of the governing body vote approving the proposal. It should include a brief (one or two sentence) policy statement, a statement about the municipal interest served by the proposal, and an explanation which describes the nature of the problem or concern from a municipal perspective and discusses the proposed action which is being advocated to address the problem. Mail to 25 Triangle Park Drive, Concord, NH 03301; or email to governmentaffairs@nhmunicipal.org. Must be received by August 10, 2018.



4

RECEIVED
AUG 9 2018
NHMA

New Hampshire Municipal Association 2019-2020 Legislative Policy Process

Floor Policy Proposal

Submitted by (name) Robert Thibault Date August 9, 2018

City or Town Easton Title of Person Submitting Policy Selectman

Floor Policy Proposal approved by vote of the governing body on (date) July 30, 2018

Submitted by (name) Eric Meth Date August 9, 2018

City or Town Franconia Title of Person Submitting Policy Selectman

Floor Policy Proposal approved by vote of the governing body on (date) July 30, 2018

Submitted by (name) Margaret J. Connors Date August 9, 2018

City or Town Sugar Hill Title of Person Submitting Policy Select Board Member

Floor Policy Proposal approved by vote of the governing body on (date) 7/30/2018

To see if NHMA will SUPPORT/OPPOSE:

Support a bill that would clarify that the Site Evaluation Committee does not have jurisdiction over use of municipal roads by merchant utility projects.

Municipal interest to be accomplished by proposal: Maintain local control over municipal roads.

Explanation:

On Page 282 of the Site Evaluation Committee's March 30, 2018 written decision denying Northern Pass a certificate of site and facility the SEC explains why it believes it have the authority to supersede existing state law that gives the authority over control of use of municipal roads by utilities to the governing body of the municipality. Either the SEC has the authority to supersede municipal control over municipal roads or it doesn't. This needs to be made clear for all municipalities and for all future potential applicants to the SEC. While it is clearly stated in RSA 162:H (the authorizing statute for the SEC) that its authority supersedes local land use regulation, there is no reference at all to control over municipal roads. Municipalities are vulnerable to losing control over their own roads if this legal confusion is not cleared up.



LITTLE RIVER | WQ MONITORING



TO: Bryan Kaenrath, Town of North Hampton
FROM: Laura Diemer, FB Environmental Associates
SUBJECT: 2018 Little River Water Quality Monitoring
DATE: April 11, 2018
CC: Forrest Bell, FB Environmental Associates

To build on the groundwater investigation efforts in 2017, FB Environmental Associates (FBE) proposes that shallow groundwater along the Little River marsh fringes continue to be sampled for indicators of fecal contamination. These low-lying marsh areas are most susceptible to contamination from adjacent homes along Ocean Boulevard and residential streets. Any human fecal contamination sources in these areas would have a greater potential impact to public health at the nearby downstream Little River outlet and North Hampton State Beach. Fecal contamination is an ongoing problem that cannot be addressed through a single water quality project. Continuous effort is required as new sources of fecal contamination arise from aging infrastructure and increasing population. The following proposed work is important to the successful continuation of a water quality assessment and fecal source tracking study in the Little River watershed.

Groundwater Investigation May-October 2018

FBE will sample up to 40 surface and/or groundwater sites along the Little River marsh fringe during up to two wet weather events, targeting residential areas along Appledore Avenue (particularly around the possible hotspot site identified in 2017), Boulter's Cove Road, Viano Island Road, and Ocean Boulevard (refer to map on next page). Sampling will be conducted during low tide to provide easier access to sites. Samples will be analyzed for Enterococci at Nelson Analytical Laboratory; nitrate and phosphate at the UNH Water Quality Analysis Laboratory; ammonia using HACH test strips; optical brighteners using an AquaFluor handheld fluorometer; and conductivity, salinity, and temperature using a YSI field meter¹. Results will be submitted to the Town of North Hampton in a final report at the end of the sampling season.

Estimated Project Costs

Budget Item	Staff Hours/ Mileage	Hourly Rate	Cost
Forrest Bell, Principal	2	\$118	\$236
Laura Diemer, Project Manager	36	\$84	\$3,024
FBE Project Scientist	48	\$71	\$3,408
Deb Mayo, Accounts Manager	2	\$51	\$102
Mileage	200 miles	\$0.55	\$110
Lab Fee – Nelson & UNH			\$1,480
Equipment Rental/Supplies			\$1,600
		TOTAL	\$9,960

¹ While fecal indicator bacteria should remain the primary testing parameter for fecal source tracking, it can be a difficult parameter to measure and interpret when determining human-derived sources. Several other parameters have been successfully used as "co-indicators" to fecal indicator bacteria; the combination of these parameters can help determine whether the contamination source is greywater or sewage discharge from humans.

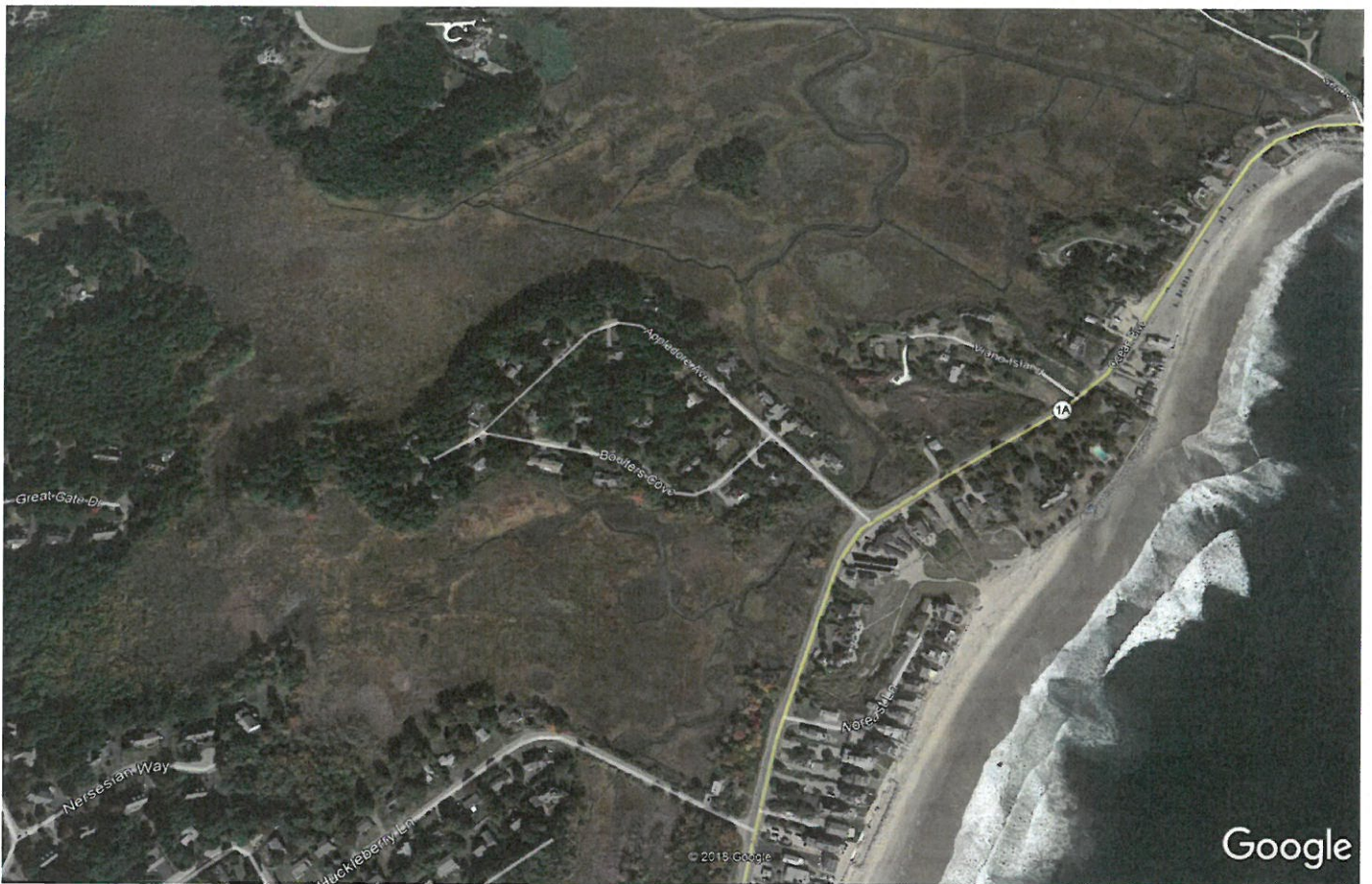
ACCEPTANCE OF CONSULTING SERVICES

By signing below, FB Environmental Associates and the Town of North Hampton accept the terms and conditions stated within this scope of work. This project will be billed monthly and due within 30 days.

Forrest Bell

Forrest Bell - FB Environmental Associates

Bryan Kaenrath - Town of North Hampton, NH



Map of target area.

METHODOLOGY

A subset of surface and groundwater (9) sites in North Hampton along Appledore Avenue were sampled during dry weather conditions (0 inches of precipitation within 96 hours) on 7/18/2017. Samples were collected for Enterococci, sucralose, ammonia, potassium, and optical brighteners.

Twenty-three (23) surface and groundwater sites in Hampton and North Hampton along Huckleberry Lane and Appledore Avenue were sampled during wet weather conditions (2.12 inches of precipitation within 24 hours; 3.27 inches of precipitation within 96 hours) on 9/7/2017. The 9 sites sampled on 7/18/2017 were sampled again on 9/7/2017. Samples were collected for Enterococci, sucralose, ammonia, potassium, nitrate, phosphate, and optical brighteners.

On both sampling days, a YSI 30 handheld meter was used to measure temperature, specific conductivity, and salinity in the field. All samples were collected in clean HDPE bottles and stored on ice before being delivered to the lab or office. Groundwater samples were collected 1-2 feet below the marsh surface using a 36-inch MHE PushPoint ¼" diameter field investigation sampler, equipped with syringe assembly. The syringe and sampler were each rinsed three times with distilled water after each site.

- Enterococci samples were analyzed at Nelson Analytical Laboratory in Kennebunk, ME.
- Sucralose¹ samples were analyzed by SGS AXYS Analytical in British Columbia, Canada. Sample interference caused no data reporting for 7/18/2017 samples; all samples were found to be below detection limit for 9/7/2017 samples.
- Ammonia was determined using HACH ammonia test strips.
- Potassium samples were analyzed by Alpha Analytical in Westborough, MA for 7/18/2017 samples and by the UNH Water Quality Analysis Laboratory in Durham, NH for 9/7/2017 samples.
- Nitrate and phosphate samples were analyzed by the UNH Water Quality Analysis Laboratory in Durham, NH for 9/7/2017 samples only.
- Optical brighteners were measured using a handheld Aquaflor fluorometer, based on methods described in SOP 3.4.1.4



Example of a pulled groundwater sample from the marsh on 9/7/2017. Photo credit: FBE.



NH-GW-05 collected on 9/7/2017 was highly-colored from organic matter. Photo credit: FBE.

¹ Sucralose is a parameter successfully used by the Maine DEP to detect failing septic systems in Bass Harbor, Maine (pers. comm. Richard Behr, Maine DEP). Sucralose is a non-nutritive sweetener that acts conservatively in the environment (i.e., does not easily degrade) and thus avoids some of the troubling false positives of elevated fecal indicator bacteria (that can proliferate on various substrates and complicate interpretations).



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
NORTH HAMPTON SELECT BOARD

DRAFT MINUTES

MONDAY, AUGUST 13, 2018

NORTH HAMPTON TOWN HALL
231 ATLANTIC AVENUE
5:45 O'CLOCK PM

NON-PUBLIC SESSION I: 5:46 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. 5:45 p.m. Call To Order by the Chair
2. 5:46 p.m. Non-Public Session I Pursuant to RSA 91-A:3, II (d)
- 29 3. 6:45 p.m. Non-Public Session II Pursuant to RSA 91-A:3, II (a,b)
- 30 4. 6:55 p.m. Return to Regular Session and Recess to Town Hall, 231 Atlantic Avenue
- 31 5. 7:00 p.m. Reconvening of Public Session at Town Hall and Pledge of Allegiance

Chair Maggiore called the meeting to order at 7:10PM. 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, and a DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North Hampton, New Hampshire 03862.

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Chair Maggiore stated he would like to move items 13.1 and 13.2 up on the agenda.
Chair Maggiore stated a motion was made in none public session, the vote was unanimous and the Select Board directed the Town Administrator to move forward on that item.

Motion by Selectman Miller to seal the minutes of nonpublic sessions I and II. Seconded by Selectwoman Kilgore. Motion carries 3-0.

Town Administrator Kaenrath swore in Sergeant Asa Johnson and Firefighter Brendan Tangney.

Chair Maggiore recessed the meeting for five minutes.

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.

Rick Stanton, Walnut Avenue stated he prepared a letter that has been proposed through the Economic Development Committee as a result of its briefing to the Select Board at the last meeting. Mr. Stanton gave copies to the Town Administrator to distribute to the board.

Mr. Stanton asked permission from the board to have the letter placed on town letterhead and mailed.

Motion by Selectman Miller to approve the letter and authorize to place it on town letterhead. Seconded by Chair Maggiore. Motion carries 3-0.

7. Consent Calendar

- 7.1 Payroll Manifest of 07/26/2018 in the amount of \$66,949.47
- 7.2 Payroll Manifest of 08/02/2018 in the amount of \$73,077.43
- 7.3 Payroll Manifest of 08/09/2018 in the amount of \$189,235.11
- 7.4 Accounts Payable Manifest of 07/26/2018 in the amount of \$1,250,917.66
- 7.5 Accounts Payable Manifest of 08/09/2018 in the amount of \$162,118.75
- 7.6 Approval of Timber Cut – Yield Tax
- 7.7 Approval of Fire Permits for January 1, 2018 – June 30, 2018

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

Chair Maggiore noted payments in the July 26, 2018 manifest include those to HealthTrust, Aquarion Water, North Hampton and Winnicunnet High School and the North Hampton Public Library.

Selectwoman Kilgore stated the board still has not sat down with the Water Commissioners to review the hydrant reports.

Selectman Miller suggested placing this discussion under new business.

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8. Correspondence

8.1 Communication from Steve Pearce, 73 South Road

Chair Maggiore stated an additional piece of communication had come in from American Legion Post #35 inviting the Select Board and Town Administrator to the rededication of the Global War on Terrorism monument on September 11, 2018.

Chair Maggiore summarized Mr. Pearce’s letter. (A complete copy will be attached to the finalized minutes.)

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
- 9.7 Channel 22

Selectman Miller stated the next Budget Committee meeting will be held on August 20, 2018.

Selectwoman Kilgore asked if the joint meeting with the Budget Committee has been scheduled. Selectman Miller stated it has not, but he has encouraged the chair to do so.

Selectwoman Kilgore stated her updates did not make it into the packet. She further stated she has them handwritten and would like them included in the minutes.

10. Public Hearing

To consider the acceptance of real property as a gift, located off Boutillier Lane, Tax Map 012, Lot 081

Lisa Wilson, Conservation Commission Chair, respectfully requested the Select Board consider a donation of 5.8 acres of land known as “Rocky Ledge.” She stated the management and control of this parcel shall vest with the North Hampton Conservation Commission.

Mrs. Wilson went on to describe the parcel of land that is land locked and explained the owners would like to donate this land to the town in memorial to their parents who once owned it.

Chair Maggiore opened the Public Hearing at 7:40PM.

Chair Maggiore closed the Public Hearing at 7:41PM.

Selectwoman Kilgore asked if the land was primarily wetlands, and Mrs. Wilson responded it is primarily uplands, and went on to show a picture to Selectwoman Kilgore.

Selectwoman Kilgore asked if the land is buildable. Mrs. Wilson stated it might be possible however it is land locked but could possibly be buildable in the future if other lots were acquired off North Road or from Woodland Road.

Selectwoman Kilgore asked if anyone has walked the land to make sure there are no contaminants on it. Mrs. Wilson stated a member of the Conservation Commission has walked the land and taken many pictures.

Selectwoman Kilgore asked if this parcel is in the Little River Watershed or just adjacent to it.

Mrs. Wilson stated North Brook and Little River are very close to it.

142 Selectwoman Kilgore asked if the land was in current use. Mrs. Wilson stated it is not because in order for
143 land to be in current use you must have ten acres or more to be eligible for current use.

144
145 Chair Maggiore stated there is no money involved in this transaction because it is a gift of property.

146
147 **Motion by Selectman Miller that the Select Board approve the donation of tax map 012, lot 081 of 5.8**
148 **acres of land as a gift to be known as the Solari donation. Seconded by Chair Maggiore. Motion**
149 **carries 3-0.**

150
151 Selectman Miller suggested the Select Board write a thank you letter to the donors for such a generous gift
152 to the town.

153
154 **11. Report of the Town Administrator**
155 11.1 General Report

156
157 Selectman Miller asked the status on the library audit. Town Administrator Kaenrath stated he would contact
158 the Trustees.

159
160 Selectwoman Kilgore inquired whether the state could be contacted to fix the bridge sidewalk when they are
161 paving Atlantic Avenue.

162
163
164 **12. Items Left on the Table**

165 No items

166
167 **13. New Business**

168 13.1 Public Oath of Office and Badge Pinning for Sergeant Asa Johnson
169 (This item was taken up earlier in the agenda.)

170
171 13.2 Public Oath of Office for Firefighter Brendan Tangney
172 (This item was taken up earlier in the agenda.)

173
174 13.3 Financial Policies Review

175 Selectwoman Kilgore asked if the Information Security Policy had been read by Melanson and Heath, the
176 town's auditors, as well as Portsmouth Computer Group. She further asked if Melanson and Heath sits with
177 employees regarding the Fraud Policy during their annual audit.

178
179 The board agreed to have the Information Security Policy and the Fraud Policy reviewed by the
180 aforementioned vendors, except Portsmouth Computer Group in regard to the Fraud Policy.

181
182 **Motion by Selectwoman Kilgore to accept the Delegation Deposit Authority as presented in the Select**
183 **Board packet. Seconded by Selectman Miller. Motion carries 3-0.**

184
185 13.4 Discussion of North Hampton School Cable Equipment

186 Chair Maggiore read correspondence received from School Board Chair James Sununu.

187
188 Selectman Miller and Selectwoman Kilgore stated it wasn't just a matter of purchasing the equipment, but
189 also who would be running it.

190
191 Selectman Miller stated he didn't believe the opportunity revolved around buying equipment. He further
192 stated it involves whether Channel 22 is charged to broadcast from the school. He further stated they have
193 their own equipment that they purchased themselves and they had an individual responsible for it, however
194 he has since retired.

195

196 Selectman Miller stated the issue is whether the Select Board want to have Channel 22 broadcast from the
197 school; how many things will be broadcast from the school and how many are we not going to; are the Select
198 Board willing to pay the expense for town employees to do that.
199

200 Selectwoman Kilgore stated the school needs to be as transparent as the town in regards to their meetings
201 and stuff. She further asked if the town would be sending programmers over there as she believed it is a bit
202 of a challenge right now. Selectwoman Kilgore stated there are a lot of moving parts to be discussed. She
203 stated the equipment is going to be funded by people who carry cable and not by the town's people, however
204 it will benefit the whole town. She further stated she was shocked by the letter when she saw it because she
205 thought they had originally agreed to buy the equipment.
206

207 Chair Maggiore reviewed the differences between an EGG and a PEG channels and stated that Channel 22
208 is an EGG. He further stated he felt regardless of whether the town purchases the equipment or not, the school
209 should be running the equipment.
210

211 John Savastano, Channel 22 Director stated it is the function of the school and the SAU to run their programs.
212 Mr. Savastano stated it is a very large production to move his equipment up the street to the school, set up
213 the meeting, take it down, and spend an entire day to process and stream it in three different locations.
214

215 Mr. Savastano stated it has never been nor will it ever be his responsibility to be part of the interscholastic
216 events that are part of their curriculum. He stated it is his responsibility to run the station and to get all of
217 the meetings on Channel 22 and Town Hall Streams. He further stated it was the SAU that purchased the
218 original equipment for the school, not the town.
219

220 Selectman Miller suggested there was a miscommunication in that it wasn't the towns intention to expand
221 our services. A suggestion was merely made if they wished to get their services back up to speed, here is a
222 list of equipment you will need, and further the town wasn't suggesting that we would run their curriculum.
223

224 Chair Maggiore stated he could not move on anything until he knows what the school is prepared to do for
225 their team. He further stated what is the plan in place to use it.
226

227 Selectwoman Kilgore suggested a joint meeting with the school board to discuss this issue.
228

229 Chair Maggiore asked Mr. Savastano to put together questions to ask the school board as he doesn't know
230 what the "whoeydoeywutzer" does.
231

232 Selectman Miller stated he agreed with having a joint meeting with the school board to discuss who is doing
233 what.
234

235 Selectwoman Kilgore stated they would come to a quicker resolution if they met with the school board, and
236 they would also be accomplishing one of the Select Board goals for the fiscal year to have a joint meeting
237 with the school.
238

239 Mr. Savastano presented his Channel 22 update to the board and explained the purpose of the website he is
240 designing to hold all public meetings, school events, town events in one spot instead of having to look for
241 Town Hall Streams or on the YouTube channel. He further stated this website will be linked to the town's
242 website. The total cost for this website is \$360.
243

244 13.5 Discussion of Glendale/Alden/Kimberly Road Traffic Complaints – Jeff Hillier

245

246 Jeff Hillier, 3 Glendale Road the situation with thru traffic on Alden and Kimberly are far worse than they
247 were five years ago. Mr. Hillier estimates over 200 cars "cut through" the neighborhood daily. He further
248 stated he asked the neighbors if they would be opposed to speed bumps and no one objected to the idea.
249

250 Chair Maggiore asked about asking the legislative body to close off Alden Avenue.
251

252 Rena Correia, 7 Alden Avenue stated if a gate were put up, all residents could possibly have a key card, like
253 a neighborhood in Newington she is familiar with. She further stated she has had vehicles not able to make
254 the sharp curve where her house is located and have landed on her lawn; especially in the winter.
255

256 Selectwoman Kilgore stated the issue she is hearing is speeding. She stated she has heard from residents on
257 Pine Road, South Road, Ocean Boulevard, and now Alden Road and the complaint seems to be about
258 speeding. She further stated it may be a good idea to have a community meeting to talk about speeding, and
259 work through some ideas. Selectwoman Kilgore stated people are “blowing through” the speed signs because
260 they know the information is not collected from the radar unit and doesn’t go anywhere.
261

262 Derek Drolet, 8 Glendale Avenue suggested lowering the speed limit. He also suggested having enforcement
263 as he never sees any being done.
264

265 Frank Ferraro, Post Road stated a temporary fix would be synthetic speed bumps that could be put out until
266 snow falls.
267

268 Harold Mailhot, 10 Glendale Road stated the only way to solve the problem is installing a speed bump.
269

270 Ken Cormier, 2 Glendale Road stated he would be in favor of stop signs because it gives some definition to
271 the issue.
272

273 Chair Maggiore asked the Town Administrator to meet with the Police Chief and Director of Public Works
274 to talk about the suggestions presented, and report back at the next Select Board meeting.
275

276 **14. Minutes of Prior Meetings**

277 14.1 Approval of July 23, 2018 Regular Meeting Minutes

278 **Motion by Selectwoman Kilgore to approve and accept the minutes as recorded in the Select Board**
279 **packet for July 23, 2018. Seconded by Selectman Miller. Motion carries 3-0.**
280

281 14.2 Approval of July 23, 2018 Non-Public Meeting Minutes

282 **Motion by Selectwoman Kilgore to accept the minutes as recorded for the nonpublic meeting on July**
283 **23, 2018. Seconded by Selectman Miller. Motion carries 3-0.**
284

285 **Motion by Selectwoman Kilgore to unseal the nonpublic meeting minutes just approved for July 23.**
286 **Seconded by Selectman Miller. Motion carries 3-0.**
287

288 14.3 Approval of July 30, 2018 Non-Public Meeting Minutes

289 **Motion by Selectwoman Kilgore to approve the nonpublic minutes of July 30. Seconded by Selectman**
290 **Miller. Motion carries 3-0.**
291

292 14.4 Approval of August 6, 2018 Non-Public Meeting Minutes

293 **Motion by Selectwoman Kilgore to approve Session I of the nonpublic meeting minutes of August 6,**
294 **2018. Seconded by Selectman Miller. Motion carries 3-0.**
295

296 **Motion by Selectwoman Kilgore to approve Session II of the nonpublic meeting minutes of August 6,**
297 **2018. Seconded by Selectman Miller. Motion carries 3-0.**
298

299 Selectwoman Kilgore asked to have older nonpublic minutes added back to the agenda for approval.
300

301 **15. Any Other Item that may legally come before the Board**

302 The Board reserves the right to take action on any item relative to the prudential administration of the Town’s
303 affairs, which circumstances may require
304

305 **16. Second Public Comment Session**

306 See Item 6, above
307

308 Rick Stanton, Walnut Avenue expressed his disappointment as there was not anything in the letter from the
309 Chair of the School Board asking about who was going to do what with the equipment they needed to
310 purchase; the letter was simply asking the town to purchase the equipment. He further stated the equipment
311 falls within the PEG agreement per the warrant article.

312
313 Mr. Stanton stated a town employee telling the School Board that they should be in the town hall is out of
314 order.

315
316 Selectwoman Kilgore stated the board did not say no to purchasing the equipment, they felt it would be a
317 benefit to have both boards have a discussion and then move forward.

318
319 Selectman Miller stated he agreed with meeting with the school board to make sure everyone is on the
320 same page and agrees what both the town and the school will be doing.

321
322 Frank Ferraro stated it only makes fiscal sense to have meetings televised in the town hall. He further
323 stated fiscally it is not prudent to drag equipment back and forth when everything is set up in the town hall.

324
325 Mr. Ferraro stated if it comes down to the school needing equipment, it is pretty obvious that the money to
326 pay for it should come out of the cable fund.

327
328 Mr. Ferraro stated RSA 659:58 says that a candidate on the ballot that is a Select Board member can be
329 within the voting area but cannot be there for the counting. He further stated the RSA states the moderator
330 shall appoint someone to be there for the counting.

331
332 Chair Maggiore stated he would not be within the voting area at any time throughout the day.

333
334 Mr. Ferraro expressed his concern that the RFP for the Town Hall were only sent to those listed on the
335 DHR list, when several months ago he provided the name of a contractor who has worked on historic
336 buildings and is in the seacoast area.

337
338 Town Administrator Kaenrath stated he was following the directive of the Select Board to send to those
339 contractors listed on the DHR.

340
341 Mr. Ferraro suggested broadening the outreach because limiting it means it is going to be more expensive
342 because those contractors are on that list because they know they can charge more. He further stated if a
343 contractor can show they have done projects such as the town hall before, it shouldn't matter if they are on
344 some list or not.

345
346 Selectwoman Kilgore stated she doesn't recall giving instructions to only send RFP's to contractors on the
347 DHR list and will go back to check the meeting where that was discussed.

348
349
350 **17. Adjournment**

351 Meeting adjourned at 9:30PM

352 Respectfully submitted,

353 Janet L. Facella

354
355

DRAFT