

REQUEST FOR APPOINTMENT WITH SELECTMEN

Please Print

Date Submitted: 4/16/18 Monday Meeting Requested: 4/23/18

Requestor Name: MIKE FRENCH

Address: NORTH HAMPTON POLICE

Phone: _____ Cell: _____ Email: _____

Agenda Item: NEW BUSINESS - donation to Police Department

Brief Summary of Agenda Item: CRIME LINE FOR THE HAMPTONS, INC.,

to present check in the amount of \$1800.00 to
FUND POLICE DEPARTMENT TRADING CARD PROGRAM.

PLEASE MOVE TO FRONT OF AGENDA.

What action is requested by the Board of Selectmen on this item? Motion And Vote

TO ACCEPT AND EXPEND DONATED AMOUNT FOR IDENTIFIED PURPOSE

Who will be speaking on the item? MIKE FRENCH & KIKI EVANS

Speaker's contact information (if different from requestor): _____

KIKI EVANS REPRESENTS CRIME LINE

How much time will be needed to present? 5 MINUTES TOTAL

Have additional documents been submitted for this item? Yes No

If yes, what has been submitted? _____

Staff: If this is a non-public session, then please indicate category:

- Non-Public Session: RSA 91-A:3 II
 - (a) personnel (compensation, discipline);
 - (b) hiring;
 - (c) adversely effect reputation of someone other than a board member;
 - (d) land & real estate;
 - (e) legal claims pending;
 - (i) thwart deliberate acts intended to result in widespread or severe damage to property, injury or loss of life

The deadline for agenda requests is noon on Thursday prior to the Board of Selectmen Meeting. If you have additional background information, please attach to this form. Do not submit this request until all background information is attached.

To be Completed by Administration

You are scheduled for _____ Selectmen Meeting from _____ to _____ p.m.

REQUEST FOR APPOINTMENT WITH SELECTMEN

Please Print

Date Submitted: 4/17/18 Monday Meeting Requested: 4/23/18

Requestor Name: John Hubbard

Address: _____

Phone: _____ Cell: _____ Email: _____

Agenda Item: Street Light Conversion to LED

Brief Summary of Agenda Item: LED Conversion of Street Lights

What action is requested by the Board of Selectmen on this item? _____

Who will be speaking on the item? John Hubbard

Speaker's contact information (if different from requestor): _____

How much time will be needed to present? 10 minutes

Have additional documents been submitted for this item? Yes No

If yes, what has been submitted? _____

Staff: If this is a non-public session, then please indicate category:

- Non-Public Session: RSA 91-A:3 II
 - (a) personnel (compensation, discipline);
 - (b) hiring;
 - (c) adversely effect reputation of someone other than a board member;
 - (d) land & real estate;
 - (e) legal claims pending;
 - (i) thwart deliberate acts intended to result in widespread or severe damage to property, injury or loss of life

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To be Completed by Administration

You are scheduled for 4/23/18 Selectmen Meeting at 7pm to _____ p.m.



February 15th 2018

Dear Friends at the Town of North Hampton, New Hampshire:

We are honored to submit this proposal for the Town of North Hampton, New Hampshire's "LED Streetlight Conversion" Request for Proposal.

We, Affinity LED Light LLC (Affinity LED) are a local company founded in 2012 in Portsmouth, New Hampshire and currently headquartered in the Washington Street Mills in downtown Dover, NH.

Our view of doing business is to support our clients to reduce operational spending through energy and lighting maintenance cost reductions, while providing improved quality of light and lowering greenhouse gas emissions to improve air quality and public health in our local communities. We founded our company on this belief... that *Doing Well and Doing Good* are not mutually exclusive ideas.

Our business model is unique, in that we take ownership of the entire customer value chain... from product development and manufacturing, to engaging regional utility partners, to end-to-end turnkey "boots on the ground" project management. Doing business with Affinity LED assures you one responsible point of contact before, during and after the Town's lighting efficiency measures have been installed. Our local "hands-on" relationship is one that sets us apart and is vital to your long-term satisfaction over the lifetime of the equipment.

We also come highly recommended by your fellow New Hampshire Municipal colleagues, where we have been engaged for LED street lighting and/or other municipal lighting conversions, including Antrim, Bedford, Bethlehem, Claremont, Concord*, Conway, Dover, Epping, Farmington, Franconia, Gorham, Greenland, Hampstead, Keene, Lisbon, Manchester*, Milford, Merrimack, Newfields, Newington, Newmarket, Pittsfield, Portsmouth, Rochester, Somersworth and Whitefield. We are also currently engaged with several other municipal partners in New Hampshire including Berlin, Harrisville, Kingston, Newcastle, Hampton and Plaistow. (**note** * indicates municipal lighting projects in Manchester and Concord have been metered projects, but does not include their street lighting)

Our S800 Series of Cobrahead street lights provide leading edge LED technology, with rated lifetimes exceeding 120,000 hours of operation. Assembled at our UL approved manufacturing facility in Dover, with a workforce of U.S. Veterans, we are fortunate to be producing "best-in-class" products while providing employment opportunities to those who have served and protected our nation. Further, all products in this proposal to the Town of North Hampton come with a 10-year warranty. Our Warranty Statement is attached. All product details and price terms will be honored through March 1st 2018.

To better understand your specific projects, we have performed an initial ledger review and consulted with your Eversource Account Executive Paul Hausmann for the purpose of presenting a more accurate proposal. Attached is our submitted Project Proposal along with our energy model detailing the Town's estimates of savings and payback for converting your Eversource EOL Ledger street lighting to EOL LED.

HERE ARE THE HIGHLIGHTS:

Annual Cost Savings: \$9,022

-44.8% of current EOL Tariff Cost of \$20,122

Lifetime Cumulative Savings (20 Years): \$180,446

Total Project Cost: \$33,055

To be confirmed by Greg Rahe, Eversource

Estimated Incentive: (\$13,700)

Net Cost after Incentive: \$19,355

Net \$19,355 / Annual Savings \$9,022 = 2.15 yrs

Simple Payback: 2.15 years

Annual Energy Savings: 29,698 KWH

-57.4 % of current 51,727 KWH consumed

Annual CO² Abatement: 24.4 tons

Upon being successfully selected for this LED conversion, we will work with the Town of North Hampton to conduct a comprehensive field audit, complete with GIS-based collection tools to fully confirm the actual streetlight assets and reconcile any ledger discrepancies with Eversource prior to installation start. Once installation begins, we will use our real-time GIS-based tracking tools to update your ledger and ensure billing is converted from current EOL to EOL LED rates.

As demonstrated in our proposal, we understand the complexities of street lighting conversions and specifically, your project. To ensure we meet or exceed your expectations, we have assembled a team of experts to fulfill our end-to-end turnkey commitment as outlined in this proposal.

Installation - Our highly capable crews are experienced large-scale turnkey electrical contractors having all requisite training, certifications, equipment and insurance to safely perform the required installations. This installation service is included in our proposal at no additional cost to the Town.

Recycling and Disposal – We provide safe, secure, certified disposal and recycling of waste materials. This service is included in our proposal at no additional cost to the Town.

GIS Audit and Retrofit Tracking – Our end-to-end GIS-based Asset Inventory and Project Tracking Systems utilize proven methodology for field-collecting and building a comprehensive database to verify the current street lighting assets, mapping a plan, tracking the conversion progress in real-time, and facilitating the Town's EOL tariff conversion to EOL LED. This service is included in our proposal at no additional cost to the Town.

Supply Chain – Our focus and expertise gives us ultimate control of our products and we make no compromises. To ensure consistent performance over their expected lifetime, we are carefully choosing the best combination of industry leading branded components and materials, and locally assembling our Cobrahead street lights here in Dover, NH. The result is a both a quality and price/value proposition that is difficult for others to match.

Our S800 Cobrahead Series Components:

- CREE XP-G3 LED modules, with lifetimes exceeding 120,000 hours
- Meanwell Drivers, the global leader in LED power supply systems
- WAGO wire connectors
- UL compliance for traceable components



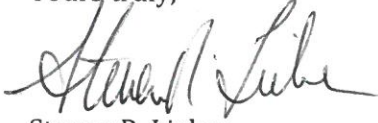
Our S800 Cobrahead Series Materials & Construction:

- Using all-metal molded A360 Die-Cast Aluminum Housing *and* Housing Door components, 16mm Stainless Steel hinge bolts and a tool-less entry mechanically secured door latch, we've ensured a safe and secure door when the fixture is open, and a fitted closure when latched. That is very important for a fixture designed to last 20+ years here in the Northeast.
- All Stainless Steel screws and fittings are marine grade corrosion resistant.
- By mounting the Driver onto the Housing Door, we've ensured cooler operation and longer life for both the driver and LED module.

Given the scope of this project, production and post-production testing will take no more than one week, and installation is expected to be completed in 2-3 days. The actual dates of project execution are highly dependent on the timing of our mutually executed contract.

We are aligned and ready to add the most important partner to our Team... the Town of North Hampton. We look forward to engaging with you on this important project.

Yours truly,



Steven R. Lieber
President, Affinity LED Light LLC

Mailing:

Affinity LED Light LLC
133 Islington Street
Portsmouth, NH 03801
Fax: 603-590-8897

Office & Warehouse & Assembly:

Affinity LED Lighting
1 Washington Street, Unit # 525
Dover, NH 03820
Phone: 978-378-LED8

Your Key Contacts Directory:

Steve Lieber –
Principal Contact
cell: 603-828-8919
steve@affinityledlight.com

John Branagan –
Lead Project Manager
cell: 603-475-1564
jb@affinityledlight.com





Town of North Hampton LED Street Lighting Conversion Proposal

Updated: July 7, 2017

Leader District Town Leader #
North Hampton, NH 63 19 8001073-01 N HAMPTON (TOWN OF)-EOL

MUNICIPAL STREET LIGHTING SUMMARY

Current Lighting Description	Rated Watts	Size Code	Rate Class	Fixture Qty
50HPS COBRA	65	047	82	95
70HPS COBRA	90	048	82	3
100HPS COBRA	130	151	82	33
100HPS COBRA	130	051	82	3
150HPS COBRA	190	188	82	1
250HPS COBRA	295	153	82	2

137

CURRENT LIGHTING (annual)

Existing Rated Watts	Annual Cost Per Fixture	Total Annual Cost*	Total kWh Consumed
65	\$125.02	\$12,287	26,830
90	\$142.48	\$427	1,173
130	\$164.67	\$6,094	16,840
130	\$164.67	\$654	1,695
190	\$226.47	\$226	826
295	\$281.25	\$583	2,594

\$20,122 51,727

*excludes current maintenance costs

SMART READY LED (annual)

LED Rated Watts	Models	Annual Cost Per Fixture	Total Annual Cost*	Total kWh Consumed
25	Affinity S800-25W-30K-TX-10-GR-M	\$87.93	\$6,453	10,319
25	Affinity S800-25W-30K-TX-10-GR-M	\$87.93	\$204	328
65	Affinity S800-65W-30K-TX-10-GR-M	\$111.53	\$3,060	6,320
65	Affinity S800-65W-30K-TX-10-GR-M	\$111.53	\$335	847
80	Affinity S801-80W-30K-TX-10-GR-M	\$127.88	\$128	348
100	Affinity S801-100W-30K-TX-10-GR-M	\$149.88	\$299	669

\$11,099 22,029

Annual Savings (\$6,022) (29,698)

-44.8%

Annual CO₂ Abatement (tons) (24.4)

UPGRADE PROJECT COSTS

Purchase Cost per Fixture	TOTAL COST	Installation Cost per Fixture	Total Purchase & Installed Cost
\$137.00	\$13,016.00	\$90.66	\$21,627.95
\$137.00	\$411.00	\$90.66	\$622.99
\$163.00	\$6,039.00	\$90.66	\$9,039.67
\$163.00	\$549.00	\$90.66	\$820.99
\$198.00	\$198.00	\$90.66	\$288.66
\$211.00	\$422.00	\$90.66	\$603.33

avg \$12,421 avg \$33,055

avg \$90.66 Incentive Cap (\$13,700)

Net \$19,355

Simple Payback 2.15 years

MATERIAL COST FOR EVERSOURCE (GARY)

LED Rated Watts	Annual Cost Per Fixture	Total Annual Cost*	Total kWh Consumed
25	\$137.00	\$13,016.00	10,319
25	\$137.00	\$411.00	328
65	\$163.00	\$6,039.00	6,320
65	\$163.00	\$549.00	847
80	\$198.00	\$198.00	348
100	\$211.00	\$422.00	669

\$150,81

*excludes current maintenance costs

SIMPLE PAYBACK

Net Investment \$19,355
Annual Savings (\$6,022)
Monthly Savings (\$762)
Payback 2.15 years
25.7 months

SAVINGS, RETURN ON INVESTMENT and 10yr CAPEX IMPACT*

Year	Cumulative Savings	Cumulative ROI	CAPEX Profit/Loss
1	\$6,022	-53%	(\$1,959)
2	\$12,045	-7%	(\$3,871)
3	\$18,067	40%	\$2,200
4	\$24,090	86%	\$7,742
5	\$30,113	133%	\$9,977
10	\$60,223	306%	\$19,355
15	\$90,334	689%	\$115,979
20	\$120,445	822%	\$191,091

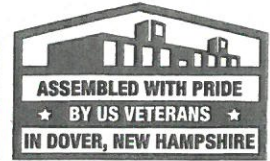
*excludes current and future maintenance costs

Cumulative Operating Hours

Year	Cumulative CO ₂ Abatement (tons)
1	(24.4)
2	(48.7)
3	(73.1)
4	(97.4)
5	(121.8)
10	(243.5)
15	(365.3)
20	(487.0)

Cumulative CO₂ Abatement (tons)

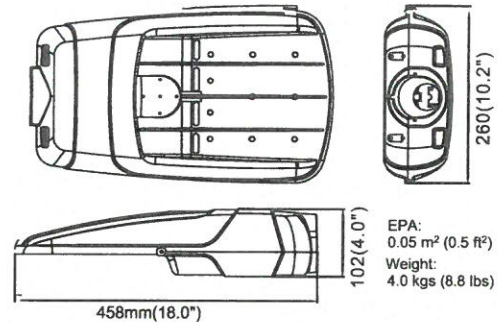
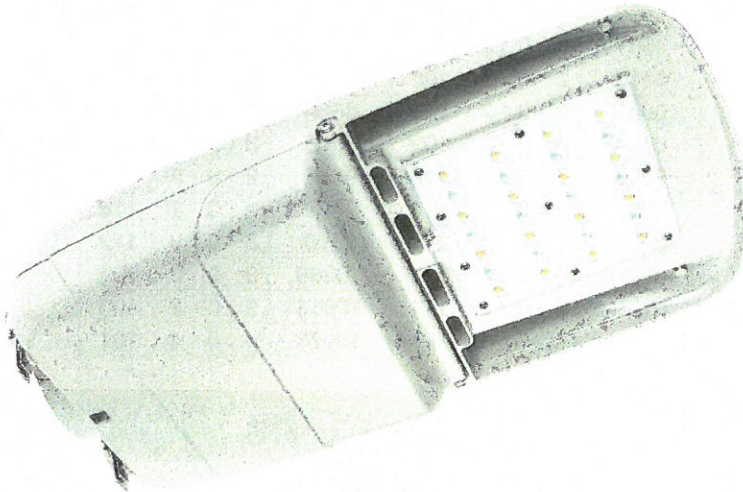
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10	(243.5)
15	(365.3)
20	(487.0)



S800 Series Roadway Luminaire

LED Street & Area Lighting

The S800 Series distills the benefits of combining industry-leading components and LED technology with pragmatic design and American-Built reliability. The outstanding photometric performance results in sites with excellent uniformity, allowing greater pole spacing and lower power density. The S800 Series is the best alternative available for traditional street and area lighting with quick payback and improved performance.



Standard Features

- ★ Night Sky Friendly (zero uplight) with integrated backlight-shield
- ★ Reduced-glare optical lenses standard in Type II, Type III and Type V photometric distributions
- ★ Available in 3000K, 4000K and 5000K Correlated Color Temperatures
- ★ Tool-Less Entry with Connect-Safe™ for Lineman Friendly installation
- ★ Die-Cast Aluminum Housing and Housing Door with Ultra-durable powder-coat finish that resists corrosion, abrasion and UV-degradation
- ★ Integrated Tilt Adjustment $\pm 5^\circ$
- ★ Built-in Bird-Guard
- ★ Input Voltage: 120-277V or 347-480V, 50/60Hz
- ★ Ambient Operating Temperatures -40°C to $+50^\circ\text{C}$
- ★ Smart Ready with 7-pin Photocontrol Receptacle (per ANSI C136.41) and 0-10V Dimming Capability
- ★ LED Lifetime Rating $>120,000$ hours L70 @ 55°C (per IESNA TM-21-11)
- ★ 10-Year Limited Warranty

Product Specifications

EXAMPLE: S80X-XXW-XXK-TX-10-XX-M \Rightarrow S800-65W-40K-T2-10-GR-M						
MODEL	POWER	COLOR	DISTRIBUTION	CONTROL OPTION	FINISH	DRIVER
S800	25W	30K: 3000K	T2: Type II T3: Type III T5: Type V	10: 0-10V Dimming	BR: Bronze BL: Black GR: Gray WH: White	M: Meanwell
	40W	40K: 4000K				
	65W	50K: 5000K				
S801	80W	57K: 5700K				
	100W					

S800 Series Performance Data

Lumen Output

Lumen values are from photometric tests performed in accordance with IESNA LM-79-08. Data is considered to be representative of the configurations shown, within the tolerances allowed by Lighting Facts. Actual performance may differ as a result of end user environment and application. Actual wattage may differ by +/- 10% when operating between 120-277V +/- 10%. Contact us directly for performance data on any configurations not shown here.

MODEL	LEDS	LED CURRENT	SYSTEM WATTS	DIST TYPE	3000K					4000K				
					LUMENS	B	U	G	LPW	LUMENS	B	U	G	LPW
S800	10	0.7A	25W	T2	2919	1	0	1	116	2825	1	0	1	113
				T3	2938	1	0	1	116	2866	1	0	1	115
				T5	2783	2	0	2	111	2824	2	0	2	113
	16	0.75A	40W	T2	4941	2	0	2	121	4852	1	0	1	121
				T3	4899	1	0	1	119	4706	1	0	1	118
				T5	4697	3	0	2	115	4744	3	0	3	119
		1.15A	65W	T2	6760	2	0	2	108	6714	2	0	2	103
				T3	6831	2	0	2	109	6889	2	0	2	106
				T5	6404	3	0	3	102	6683	3	0	3	103
S801	28	0.7A	80W	T2	9316	3	0	3	116	9274	2	0	2	116
				T3	9357	2	0	2	116	9407	2	0	2	118
				T5	8903	3	0	3	110	8950	3	0	3	112
	1.0A	100W	T2	10461	3	0	3	111	10886	3	0	3	109	
			T3	10427	2	0	2	111	10813	2	0	2	108	
			T5	10041	4	0	3	107	10075	4	0	4	101	

Certifications and Qualifications

- ★ DesignLights Consortium® Qualified Products Listed (DLC QPL)
- ★ UL® Certified Manufacturing Site in Dover, NH
- ★ Certified Electrical & Photometric Measurements (per IESNA LM-79-08)
- ★ Certified to ANSI C136.31-2001 3G Bridge & Overpassn Vibration standards
- ★ 10Kv Surge Suppression Protection tested in accordance with IEEE/ANSI C62.41.2
- ★ Luminaire & finish endurance tested to ASTM B1117-11 Salty Fog test standards
- ★ Additional Powder-Coating Strength & Adhesion testing (meets ASTM D454/D522 standards)
- ★ Suitable for Wet Location, meets IP66 (per IEC 60529-2013 standards)
- ★ Meets FCC Part15, Subpart B, Class B per ANSI C63.4-2014
- ★ Meets International Dark Sky Association requirements for reduced glare, light trespass & light pollution
- ★ RoHS Compliant
- ★ American Built by U.S. Veterans



AFFINITY LED LIGHT LLC
 1 Washington Street #525, Dover, NH 03820
 ph +1-978-378-LED8 (5338)
 fax +1-603-590-8897
www.affinityledlight.com



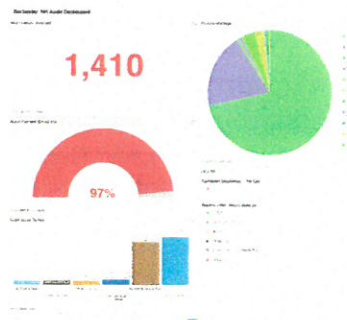
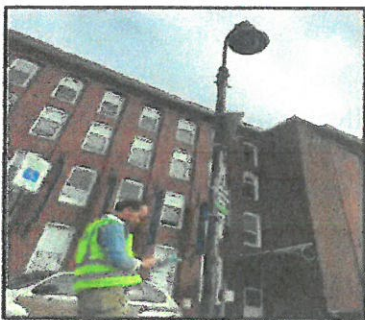
Affinity LED Lighting's Project Team ("Project Team") will make extensive use of GIS-based technology to support the entire program lifecycle. This task will include confirming the Town-wide street light inventory via field collection audit using GIS-based mobile technologies, developing a comprehensive GIS database, and implementing web-based dashboard technologies that will track the project from inventory to installation to finalization. **Key tasks will include:**

Geodatabase Design and Mobile Application Configuration

The Project Team will develop a street light Esri Geodatabase design and mobile data collection framework based on Esri's ArcGIS Online technology. Through this process a standardized database will be configured and implemented, data collection and condition assessment standards will be established, and a cloud-based, mobile data collection application (which runs on iOS and Android devices using ArcGIS Online technology) will be configured and implemented.

Field Data Collection and Street Light Audit

The Project Team will confirm the Town of North Hampton, New Hampshire's 137 streetlights and gather additional attributes to aid in the conversion using the mobile data collection technologies and GIS database developed as part of the previous task. To complete this effort, we will make use of iPad mobile data collection devices running a custom-configured version of ArcGIS Online's "Collector" technology. As the field crew completes an audit, they will save the data, in real-time, to our cloud-based databases. A web-based dashboard application will be implemented to allow the project team to track progress (in real time), notify the project team of problems, and to support the installation process. In addition, field crews will be able to see other crew's information as they collect it, which will greatly enhance data collection logistics.

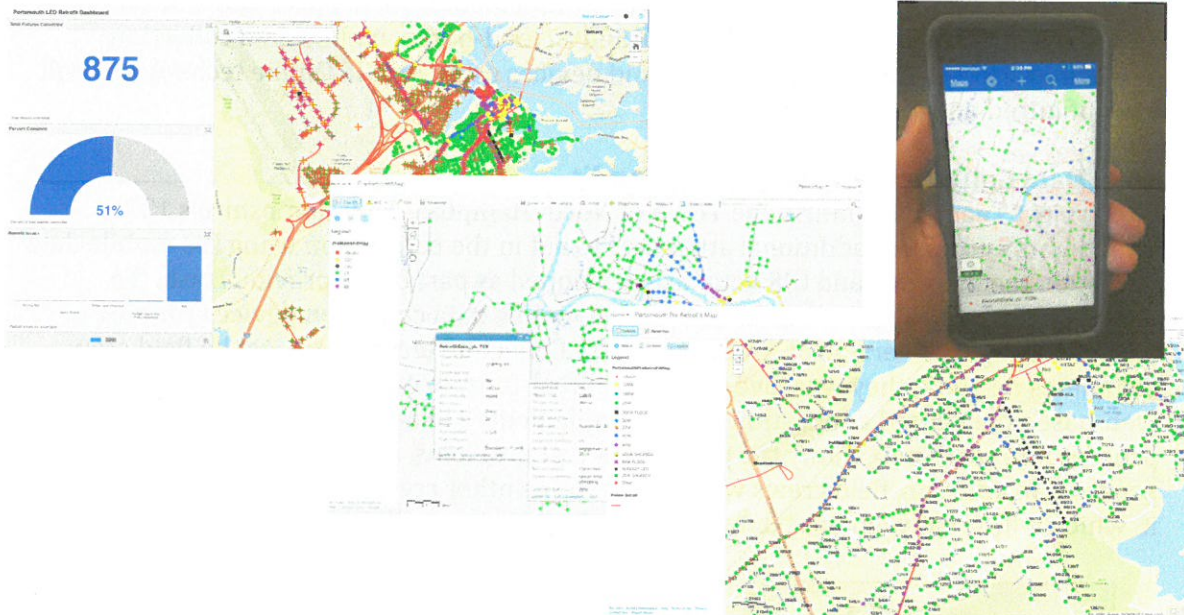


Ledger Reconciliation and Data Review

Upon completion of the inventory/audit process, the Project Team will conduct a quality review of the field audit data and complete a ledger reconciliation. During the reconciliation process, we expect to reconfirm the Town's current ledger, but may find a small percentage of street lights that either a) should be on the ledger but are not, or b) are on the ledger but should not be. The Affinity Team will work with the Town of North Hampton, New Hampshire and Eversource to reconcile as many anomalies as possible and will provide an "exceptions" list that can be used by the Town to further refine the ledger. Once complete, the GIS database will be finalized and prepared to support the street light conversion process.

Retrofit Project Tracking System

The Project Team will implement technologies that will support the conversion process. This will include supplying installation teams with the mobile data collection devices used to support the inventory process and development of a project tracking dashboard. As a conversion is completed, install crews will update the GIS database in real-time. A "Project Tracking Dashboard" will be implemented to allow all project stakeholders to track the process in real-time. This will allow the project team to track progress, generate reports, and provide information to the public. The dashboard will be based on Esri's ArcGIS Online technology and will be compatible with the Town's GIS environment.



Final GIS Deliverable

The Affinity LED Team will finalize the GIS database and deliver it to the Town of North Hampton as a seamless, Town-wide Esri File Geodatabase. This geodatabase will conform to the Town's GIS standards and will easily integrate into their enterprise geodatabase.

The result of this task will be a Town-wide, street light Esri geodatabase and a web-based project tracking system that will allow the project team, the Town of North Hampton, Eversource, and the public (as an option) to view project status in real-time. This allows our Project Team to effectively communicate with all Town stakeholders, track progress, and notify the Town and Eversource of potential problem areas.

REQUEST FOR APPOINTMENT WITH SELECTMEN

Please Print

Date Submitted: 4/17/18 Monday Meeting Requested: 4/23/18

Requestor Name: John Hubbard

Address: _____

Phone: _____ Cell: _____ Email: _____

Agenda Item: Possible Safety Improvement on Mill Road

Brief Summary of Agenda Item: Safety improvements on Mill Road "curve"

What action is requested by the Board of Selectmen on this item? _____

Who will be speaking on the item? Dan Derby

Speaker's contact information (if different from requestor): _____

How much time will be needed to present? 15 minutes

Have additional documents been submitted for this item? Yes No

If yes, what has been submitted? _____

Staff: If this is a non-public session, then please indicate category:

- Non-Public Session: RSA 91-A:3 II
 - (a) personnel (compensation, discipline);
 - (b) hiring;
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To be Completed by Administration

You are scheduled for 4/23/18 Selectmen Meeting from at 7pm to _____ p.m.

Janet Facella

From: John Hubbard
Sent: Wednesday, April 18, 2018 1:08 PM
To: Janet Facella
Subject: FW: Mill Road Incident Area
Attachments: MILL ROAD ACCIDENTS - SELECT BOARD PRESENTATION_02.18UPDATE.pdf; email.vcf

Dan Derby presentation back up Meeting on 4/23

-----Original Message-----

From: Dan Derby <email@danderby.com>
Sent: Wednesday, April 18, 2018 1:02 PM
To: John Hubbard <jhubbard@northhampton-nh.gov>
Subject: Re: Mill Road Incident Area

I up dated the document (attached) I did before, adding a simple set of recommendations at the end.

Will drop it off to Jan in AM. Does she need printed copies or just a .pdf?

Dan

On 4/18/2018 9:59 AM, John Hubbard wrote:

> Hi Dan,
>
> We're scheduled for Monday. If you have anything you want the
> Selectboard to review prior to the meeting, give it to Jan at the town
> office by tomorrow 4PM She'll put it in their folders. I'll give her
> the description and cost of the radar sign to add to it
>
> See you Monday
>
> John
>

> -----Original Message-----

> From: Dan Derby <email@danderby.com>
> Sent: Wednesday, April 18, 2018 9:15 AM
> To: John Hubbard <jhubbard@northhampton-nh.gov>
> Subject: Re: Mill Road Incident Area
>

> John
>
> We still a go for Apr 23 Select Board?
>
> I'm going to make a slide(s). Anything you need me to create?
>
> Dan
>

> On 4/6/2018 12:51 PM, John Hubbard wrote:

>> Dan,
>> We talked about the limit yesterday
>> Deputy Chief Stokel recommends we keep the limit at 30 MPH John
>>

>> Sent from my iPhone
>>
>> On Apr 6, 2018, at 9:00 AM, Dan Derby <email@danderby.com<<mailto:email@danderby.com>>>
wrote:
>>
>> John
>>
>> Great, thanks. I'll put it on my calendar.
>> Sgt. Stokel, are you planning to recommend a speed limit change?
>>
>> Dan
>>
>> On Apr 6, 2018, at 8:15 AM, John Hubbard <jhubbard@northhampton-nh.gov<<mailto:jhubbard@northhampton-nh.gov>>> wrote:
>>
>> Hi Dan,
>>
>> We will be on the schedule to present to the select board at the 4/23
>> meeting. I will forward the info on the proposed radar speed limit sign along with cost
>> I'm trying to see if they sell a combination hard wire/solar powered unit.
>> Lets meet prior to the meeting to discuss any issues.
>>
>> John Hubbard
>> North Hampton DPW
>>
>> From: Dan Derby <email@danderby.com<<mailto:email@danderby.com>>>
>> Sent: Saturday, March 24, 2018 2:43 PM
>> To: John Hubbard
>> <jhubbard@northhampton-nh.gov<<mailto:jhubbard@northhampton-nh.gov>>>
>> Subject: Re: Mill Road Incident Area
>>
>> OK, great. Will you schedule and let me know?
>> Thanks, Dan
>>
>> From: John Hubbard
>> Sent: Saturday, March 24, 10:41 AM
>> Subject: Re: Mill Road Incident Area
>> To: Dan Derby
>>
>> Sounds good. I would suggest the second meeting in April that way we could avoid any
possible late winter weather John Hubbard North Hampton DPW Sent from my iPhone > On Mar 23,
2018, at 2:40 PM, Dan Derby wrote: > > John & Josh > > Any reason we can't schedule a chat
with the Select Board now? Seems like we agree on the remedies we'd recommend. > > I'd be
happy to be the presenter if you two would be there as expert witnesses...8) > > Dan The Town
of North Hampton's employees strive to respond to email in a timely manner. The Town has
also invested in significant spam filters to prevent internet fraud. If you have no response
to an email you sent to one of our employees within two days, please make sure to call (603-
964-8087). Your message may have been caught inadvertently in a spam filter. Emails to and
from town employees may be subject to disclosure to third parties under New Hampshire's
Right-to-Know law.
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>>

>>

>>

>>

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>>

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>> third parties under New Hampshire's Right-to-Know law

09/21/2017

Updated 04/18/2018

From: Dan Derby - 129 Mill Road

To: North Hampton Select Board - Maggiore, Kilgore, Miller

Cc: John Hubbard, Sgt. Joshua Stokel

Subject: 13.6 Highway Projects in re: SB38 - Update and Recommendations

Dear Select Board;

This is a recommendation in support of investing a portion of the "unanticipated revenue in the amount of \$87,772.48 awarded to the town pursuant to SB38" that the town has accepted. This proposal's purpose is to prevent continued accidents along Mill road in the vicinity of the old Mill site at Little River.

It proposes that the town invest in several specific "traffic calming" and barrier enhancements.

Specifically, the location is the curve going over the Little River culvert next to the original Mill Road mill and site of the remaining Mill Pond dam.

Background: What follows are descriptions of each the six accidents occurring in front of my house since I moved in in 2012. Three happened in an eleven (11) day period this past summer. More have happened in years previous, including one at the Perrault home, next to mine.

Many of these accidents were life threatening yet were preventable. If untreated, there will be a fatality at my doorstep. You and I should be unwilling to let that happen. Therefore, I am asking the Select Board on behalf of the town to consider action as soon as possible.

A summary of recommendations is now located at the end of this document.

Thank you,

Dan Derby

129 Mill Road, North Hampton, NH

603 379-2712

LOCATION

Red dots are accident locations as described below. *Updated map.*

Mill Road - Accident Cluster



View South - notice that the ancient guardrail over Little River does not encourage an out of control vehicle back onto the road but 'falls away' from the road track.

INCIDENTS HISTORY

2012 - (07/11/2012) Case 12-18-48-AC.

Young man on motorcycle came off road onto wall headed north on Mill crossing Little River. Permanent & major head/eye injuries. I spent long minutes holding his grievously injured head off pavement waiting for EMTs. He was taken to Exeter hospital then life-flighted to Boston. He survived but according to acquaintances, has never completely recovered. We're still finding motorcycle parts in our lawn.



View South - Please notice that the ancient guardrail over Little River does not encourage an out of control vehicle back onto the road but 'falls away' from the road track. It also does not prevent a car from going to the poles' left into Little River if it's traveling south and loses control. That scenario almost happened 2015 (see arrow). Red line is motorcycle accident track. Pole added after accident.

2014 (01/19/2014) Case number unknown.

Head on - pickup and sedan. Condition of involved unknown. South bound. racks of car obscured by falling snow. Appears to have lost control at start of turn. Unknown if car was moved from original location.



2015 (exact date unknown) No case number (accident not reported, no photo available)

Woman headed South (with infant) drove off Mill onto edge of river, ended up with car overhanging the river. She was on her cell phone when I arrived at the car (an infant was in the backseat). Another driver & I dragged car back from edge. Can not find the photo I took as I ran to her car. Accident not reported. She drove off still on cell phone.

2016 (11/11/2016) Case number 16-125-AC

Man headed North came off road headed north on Mill crossing Little River culvert. Injuries unknown, ambulance took him. Totaled car. Totaled stone wall and one specimen tree. Car totaled, stone wall damages ~\$5,000. Drivers (no insurance), owner of car (driver's mother) reported it stolen to avoid paying deductible.



Please note the track he took. Appears that if the guard rail been extended and shaped different, he might not have have hit stone wall.

2017 (8/8/2017) Case no. 17-72-AC

Man headed North came off road headed north on Mill crossing Little River culvert. Injuries unknown. When we got him out of car, he was incoherent and bleeding. Car was totaled, stone wall in front of house was totaled (\$17K to \$19K+ damages).



Please note the tire track he took. It is identical to the tracks of previous accidents. Also notice that guard rail had no contact with car.

OBSERVATIONS

- Mill Road, between Atlantic and South Road has a 30 MPH speed limit - universally ignored.
- Mill a popular bicycle route (recreational and events). It is listed on the state's "recommended bicycle paths". There are no bike lanes on this portion of Mill.
- Mill Road is a popular walking path - daily.
- Car traffic growing on Mill as an alternative to US1 (i.e. to avoid the traffic lights)
- There is growth of walking & biking traffic.
- There are caution signs north & south bound lanes in the vicinity of Little River.
- Of the accidents described above:
 - Two DWI charges - additional one was a probable DWI.
 - Four, all northbound, were at night & were the worst crashes
 - Roughly half were non-residents
 - Five were life threatening crashes, four drivers were hospitalized.
- It appears that any form of distraction (cell phone, alcohol, first date, etc.) combined with higher than posted speed (30 mph but 45+ is more common) are the key ingredients.

UPDATE

1) Police put their portable speed sign on Mill (south of Fields' property) the night of Derby presentation to the Select Board. Operated there for several weeks*.

- *Watching its effect on cars at the curve: Cars slow before sign then speed up after passing it (it's down hill there). Location should be at apex of curve to maximize effect.*

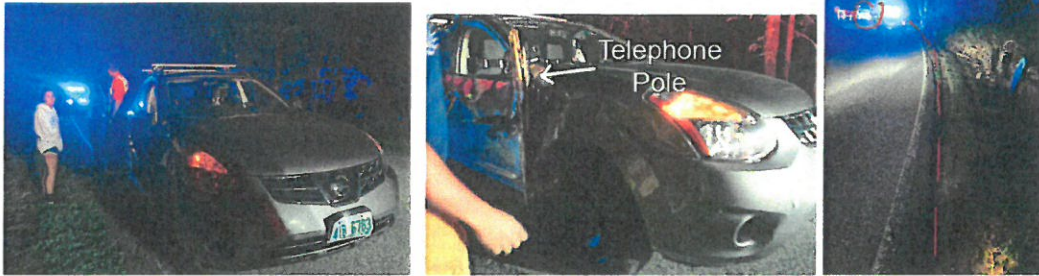
2) Hubbard and Derby walked the site shortly afterwards and agreed on the list of possible solutions.

3) Hubbard also called several vendors to get prices and begun to implement several solutions..

4) Walked site with Hubbard, Sgt. Stokel. Discussed the type/location of a speed sign & other options.

2017 (8/11/2017) Case no. 17-75-AC

Young man came off road headed north crossing Little River culvert. He slid the entire length of property and hit the power pole at the far end, eventually stopping two houses further on. Injuries unknown but passenger was bleeding from her head when she got out. Both were sixteen.



Please note the track. Like the other accidents, driver started going off the road at the Little River culvert. Any further to the right, he would have hit the pole head-on and this could have ended in a tragedy.

2017 (8/19/2017) Case number not known

Eight days after the above accident...a hit and run destroyed the new (7 day old) mailbox. The tire track is identical to the previous accidents.



Other: Additional accident in the Perraults yard was not included in the original map.

RECOMMENDATIONS (Hubbard, Derby & Stokel)

- | | |
|---|-----------------|
| ● Reconfiguration of the guard rail on the east side of Mill at Little River. | Underway |
| ● Radar speed sign on power pole just past Little River going North. | Proposed |
| ● Additional steel posts & reflectors to “accident track” northbound. | Underway |
| ● Cut back 129 Mill shrubs, increase visibility of existing power pole | Done |

NOT RECOMMENDED

- | | |
|--|-------------|
| ● Add speed bumps / rumble strips at the entrance of curve area. | Dangerous |
| ● Widen street at end of “sliding zone” on east side. | Impractical |
| ● Increase the “banking” of Mill Road at apex of the Little River curve. | Impractical |
| ● Reduce speed limit (currently 30mph) in curve | Ineffective |

OTHER

- | | |
|--|-----|
| ● Move existing power pole back from street to reduce direct hits. | TBD |
|--|-----|



REQUEST FOR APPOINTMENT WITH SELECTMEN

Please Print

Date Submitted: March 7, 2018 Monday Meeting Requested: April 23, 2018

Requestor Name: Carl McMorran, Operations Manager, Aquarion Water Company

Address: 7 Scott Road, Hampton, NH 03842

Phone: 603-926-3319 Cell: 603-818-2493 Email: cmcmorran@aquarionwater.com

Agenda Item: Water Company Update

Brief Summary of Agenda Item: To provide an update on major capital projects and water system operating matters

What action is requested by the Board of Selectmen on this item? None, information only

Who will be speaking on the item? Carl McMorran, John Herlihy and Dan Lawrence

Speaker's contact information (if different from requestor): _____

How much time will be needed to present? 20 minutes

Have additional documents been submitted for this item? Yes No

If yes, what has been submitted? _____

- Staff: If this is a non-public session, then please indicate category:
- Non-Public Session: RSA 91-A:3 II
 - (a) personnel (compensation, discipline);
 - (b) hiring;
 - (c) adversely effect reputation of someone other than a board member;
 - (d) land & real estate;
 - (e) legal claims pending;
 - (i) thwart deliberate acts intended to result in widespread or severe damage to property, injury or loss of life

The deadline for agenda requests is noon on Thursday prior to the Board of Selectmen Meeting. If you have additional background information, please attach to this form. Do not submit this request until all background information is attached.

To be Completed by Administration

You are scheduled for _____ Selectmen Meeting from _____ to _____ p.m.

**North Hampton Select Board Meeting
April 23, 2018**



AQUARION
Water Company

John Walsh, Vice-President, Operations

**John Herlihy, Vice-President, Water Quality & Environmental
Management**

Dan Lawrence, Director Engineering & Planning

Carl McMorran, Operations Manager

Agenda

- Eversource Settlement
- PFAS
 - Monitoring
 - Operations
 - Treatment
- Well 22
- Mill Road WTP
- Mill Road Main Replacement



Eversource Settlement

- PFAS
- Exeter Road Water Storage Tank
- Well 22
- Hydrants
- Regular Meetings
- Inclining Block Rates

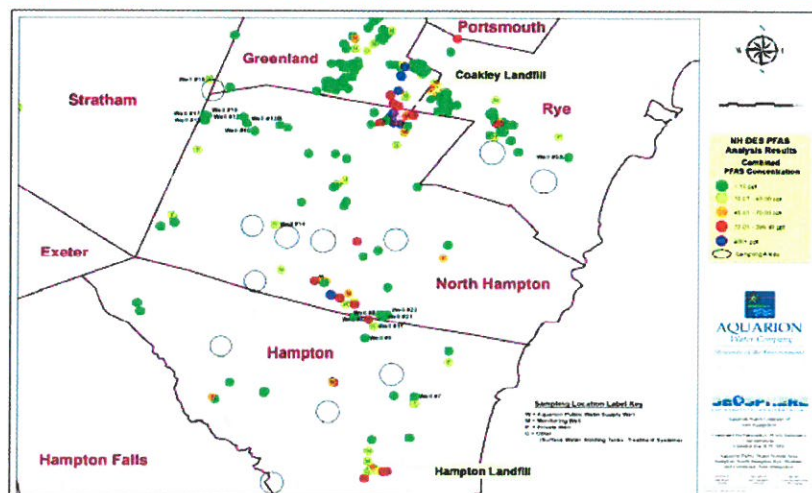


Per- and Poly-Fluoro-Alkyl Substances (PFAS)

- Extensive monitoring since August 2016
- Partnered with DES to collect data from private wells
- To date, no data supports that Coakley Landfill is a PFAS source to our wells, but other potential sources have been identified
- Well 6
 - Trace PFAS levels observed in most wells, and in tap water, which cannot be removed
 - Well 6 will likely be needed to meet summer demand
 - Tap water levels will be minimized through source selection and blending
- Evaluation of Treatment Options
 - Bench scale test report expected in June
 - Regulatory uncertainty, but standards being proposed are higher than the PFAS levels observed in wells



Per- and Poly-fluoroalkyl Substances (PFAS)



Green dots show that many wells have little or no PFAS, including some between Aquarion wells and Coakley. There are other wells with higher PFAS near Rt 1 corridor and other local landfill.



Mill Road Water Treatment Plant

- A centralized facility for
 - Improved chemical storage and control
 - Improved operational efficiency
 - Reduction in maintenance requirements (consolidating 5 treatment systems into 1)
 - Blending of six wells
- Construction of pipelines in progress
 - Well 6 to plant location; combined flows with Wells 8A, 20 & 21
 - Pipe connecting Wells 9 and 11 to Well 6
 - 900-feet of new distribution main on Mill Road
- Building on hold pending resolution of zoning board appeal (June 7)



Mill Road Water Treatment Plant

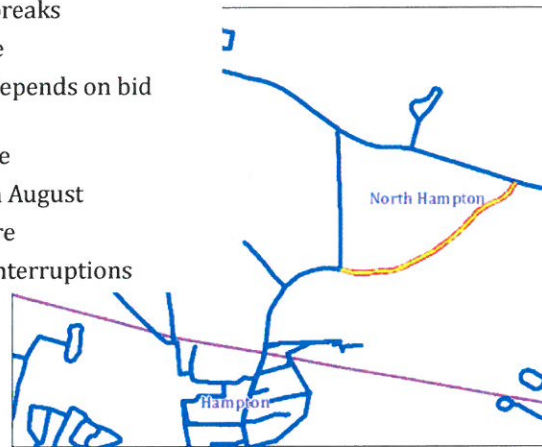


All Mill Road Wells are being piped together for centralized treatment and a single point of entry to the distribution system



Mill Road Main Replacement

- Replacement of up to 4,000 feet from Pine Road to Atlantic Avenue
 - History of main breaks
 - Old cast iron pipe
 - Actual distance depends on bid prices v. budget
- Construction schedule
 - Mid-May through August
 - Single lane closure
 - No long service interruptions



Well 22

- Pumping Test
 - 2 week test between May 8 and 22
 - Approximately 30 private wells to be monitored; both water levels and water quality
 - DES approved revised pumping test plan that incorporated public comments
 - Water will be treated and pumped into the distribution system
 - Round-the-clock monitoring to ensure that there are no adverse impacts
- Large Groundwater Withdrawal Permit
 - Final application by late summer
 - Final permit by year end





TIMBERLINE SIGNS

www.timberlinesigns.com

PO Box 92, Rye, NH 03870 / 139 Lafayette Road
PH.603.964.1575 - FX.603.964.1576

Estimate

Date	Estimate #
3/20/2018	7265

North Hampton Business Association PO Box 63 North Hampton NH 03862

Project
North Hampton Sign - 2018

Customer Contact	Customer Phone	Customer E-mail	P.O. No.
	978-375-4586	jimbetter@aol.com	

Description	Qty	Cost	Total
FREE STANDING SIGN Routed 1" PVC - Size: 48" x 96" - Double Sided - Raised 3/8" Painted Acrylic Letters - Raised Banner - Dimensional Top Cap Copy: "NORTH HAMPTON - Incorporated 1742" "NEW HAMPSHIRE"		3,255.00	3,255.00
Granite Posts - 7" x 7" x 12' @ 2 Includes Delivery of posts to site		1,575.00	1,575.00
Custom hardware for sign system		265.00	265.00
Installation: Freestanding Sign - Includes Excavation/ Setting Granite Posts		885.00	885.00

A 50% Deposit is Required to Begin This Order.

Electrical Services are the responsibility of the Customer.

Sign Permit procurement is the responsibility of the Customer.

Total	\$5,980.00
--------------	-------------------

Thank you for the opportunity to quote. Price is valid for 30 days.
--

Signature _____



NORTH HAMPTON

INCORPORATED
1742



NEW HAMPSHIRE



NORTH HAMPTON
NEW HAMPSHIRE

INCORPORATED 1742

1844 Town Hall
North Hampton, NH



Town Hall, containing Paul Revere Bell, and the Store / Warehouse
of S. A. Dow & Son, Atlantic Ave., North Hampton, N.H. 49121

Estimated Budget for Restoration

April 2018

Prepared by

Schnitzler Historic Building Analysis

Introduction

The Estimated Budget for Labor and Materials in the North Hampton Town Hall exterior restoration project submitted in these pages is based on an average Seacoast contractor labor rate of \$45 per hour. (Some contractors charge more; some less.)

Accordingly, the estimated hours could also change depending on the contractor hired and unforeseen discoveries (contingency plan).

My formula for this estimation was made through prior experience and counting hours per scope of work to be performed. Every mention of a repair needed in the Assessment Report was counted in estimating materials and labor.

As for cost of materials in the estimations, I priced using high grade, quality materials appropriate to the historic period of the building.

Material Choice List

For water table and woodwork I recommend Spanish Cedar and/or Heartwood White Pine. For clapboarding, I would use the use Red Cedar and/or Heartwood White Pine. For sills and returns, I'd use dimensional Spanish Cedar or Mahogany. On the ell soffit frieze boards, I would use P5 weather protected Pine (a special, treated wood). For fasteners on the claps I recommend Tremont 6D galvanized Box Nails. For dimensional wood, I'd use Tremont galvanized Common Nails. For special woodwork applications, I would use stainless steel screws. For flashing, I would use lead flashing. For paints use oil-based products. For epoxy products use a liquid and a paste (the two-part system variety). Glass glazing preference is Sarcan Linseed Oil Putty. I'd use in-kind galvanized, heavy-duty hardwares with steel screws on basement doors, unless you prefer a more historic, period hardware products.

Recommendations/Things to Consider

* PRIORITY LIST/ORDER IN WHICH TO UNDERTAKE RESTORATION PROJECT –

1. EAST FAÇADE WOODWORK & CLAPBOARDS
2. NORTH ELL ROOF LINE AND GUTTER
3. STEEPLE TIN/STEEL ROOF REPAIR
4. WEST FAÇADE
5. NORTH GABLE
6. SOUTH FAÇADE
7. ATTIC WALKWAY

* POSSIBLE USE OF PUBLIC WORKS DEPT FOR SHRUB REMOVAL ON WEST & SOUTH FACADES

* TOWN FIRE DEPT LIFT TRUCK TO ACCESS STEEPLE CLOCK DIAL

* CONTINGENCY PLANS FOR UNEXPECTED DISCOVERIES – EAST SILL AREA AND DAMAGE TO BUILDING FABRIC BEYOND WHAT IS FORESEEN MUST BE KEPT IN MIND AND MAY AFFECT BUDGET TOTALS

* THERE IS NO ESTIMATE FOR STEEPLE/BELL STEEL ROOF, YOU NEED A SPECIALIST TO ESTIMATE THIS REPAIR

* USE RESTORATION PRACTICES AS STATED BY THE SECRETARY OF THE INTERIOR STANDARDS FOR HISTORIC PRESERVATION

SOUTH FAÇADE

ESTIMATED LABOR/HOURS

96 hours

x \$45/average rate per hour

TOTAL: \$4320

MATERIALS

\$ 560.00

GRAND TOTAL: \$4,880

EAST FAÇADE

ESTIMATED LABOR/HOURS

304 hours

x \$45 average rate per hour

TOTAL: \$13,680.00

MATERIALS

\$2,445

GRAND TOTAL: \$16,125

WEST FAÇADE

ESTIMATED LABOR/HOURS

280 hours

x \$45 rate

TOTAL:

\$12,600

MATERIALS

\$1,181

GRAND TOTAL:

\$13,781

NORTH GABLE

ESTIMATED LABOR/HOURS

104 hours

\$45 rate

TOTAL:

\$4680

MATERIALS

\$393

GRAND TOTAL:

\$5,073

ELL

<i>ESTIMATED LABOR/HOURS</i>	72 hours
	\$45 rate
<i>TOTAL:</i>	\$3,240
<i>MATERIALS</i>	\$406
<i>GRAND TOTAL:</i>	\$3,646

ATTIC

<i>ESTIMATED LABOR/HOURS</i>	32 hours
	\$45 rate
<i>TOTAL:</i>	\$1,440

<i>MATERIALS</i>	\$352
<i>GRAND TOTAL:</i>	\$1,792

STEEPLE CLOCK DIALS

<i>ESTIMATED LABOR/HOURS</i>	40 hours
	\$45 rate
<i>TOTAL:</i>	\$1,800

<i>MATERIALS</i>	\$145.00
<i>GRAND TOTAL:</i>	\$1,945

FINAL GRAND TOTAL: \$47,242

Contractors Invoice

WORK PERFORMED BY

TO: Town of North Hampton NH
c/o Bryan Kaenrath

John Schnitzler
144 Depot Rd
Eliot, ME 03903

DATE 4/16/2018

YOUR WORK ORDER NO.

OUR BID NO.

DESCRIPTION OF WORK PERFORMED

Labour:

Estimate/Budget for Town Hall Project	3 hrs
	\$40 rate
	<u>\$120.</u>

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of \$120.00 Dollars (\$ _____).

This is a Partial Full invoice due and payable by: _____
in accordance with our Agreement Proposal No. _____ Dated _____



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

SELECT BOARD DRAFT MINUTES
MONDAY APRIL 9, 2018
NOTICE OF PUBLIC MEETING
NORTH HAMPTON TOWN HALL
231 ATLANTIC AVENUE
6:00 O'CLOCK PM

NON PUBLIC SESSION I: 6:01 O'CLOCK P.M.
EXECUTIVE CONFERENCE ROOM
TOWN ADMINISTRATIVE OFFICE
233 ATLANTIC AVENUE

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

These minutes were prepared as a reasonable summary of the essential content of this meeting, not as a transcription

1. 6:00 p.m. Call To Order by the Chair
2. 6:01 p.m. Non-Public Session I Pursuant to RSA 91-A:3, II (a,c)
3. 6:30 p.m. Non-Public Session II Pursuant to RSA 91-A:3, II (c)
4. 6:55 p.m. Return to Regular Session and Recess to Town Hall, 231 Atlantic Avenue
5. 7:00 p.m. Reconvening of Public Session at Town Hall and 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.

35 Chair Maggiore called the Public Session to order at 7:05PM. Those in attendance were Selectman Miller,
36 Selectwoman Kilgore and Town Administrator Kaenrath.
37 Chair Maggiore led the Pledge of Allegiance.

38
39 Chair Maggiore stated the board had just recessed from two Non Public Sessions. In the first, a unanimous
40 vote was taken and the board has asked the Town Administrator to act on that motion.
41

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

44
45 Chair Maggiore stated an emergency Non Public Session was held under RSA 91-A:3 II (e) and the
46 scheduled Non Public Session under RSA 91-A:3 II (c) will take place after the conclusion of the public
47 meeting.
48

49 **Motion by Selectman Miller to seal the minutes of the Emergency Non Public Session under RSA 91-**
50 **A:3 II (e). Seconded by Selectwoman Kilgore. Motion carries 3-0.**
51

52 **6. First Public Comment Session**

53 Public Comment is an opportunity for residents to ask questions, request information and make comments
54 on issues facing the Town. Individuals will be given not more than three (3) minutes to speak, and people
55 who have already spoken will be asked to wait until everyone has had the chance to speak once. The total
56 time devoted to this agenda item is fifteen (15) minutes. Individuals who are not able to speak during the
57 First Public Comment Session will be given first opportunity to speak during the Second Public Comment
58 Session at the end of the Meeting.
59

60 Cynthia Swank, Hobbs Road asked what the definition of recording of meetings and definition on
61 recording of minutes. She stated her concern regarding records retention, and asked if the Records
62 Retention policy she and her husband had written, which is based on state RSA's, had been taken into
63 consideration.
64

65 **Motion by Selectwoman Kilgore to move item 7.13, Approval of Policies and Procedures for Posting**
66 **Meetings, Recording of Public Meetings and Recording of Minutes under New Business. Seconded**
67 **by Selectman Miller. Motion carries 3-0.**
68

69 George Chauncey gave the Select Board an update on van donations received to date. Mr. Chauncey stated
70 he currently has \$6,100 in donations. He further stated the goal is to raise \$10,000.
71

72 **7. Consent Calendar**

- 73 7.1 Payroll Manifest of 03/29/2018 in the amount of \$62,338.30
- 74 7.2 Payroll Manifest of 04/05/2018 in the amount of \$209,460.57
- 75 7.3 Accounts Payable Manifest of 04/05/2018 in the amount of \$310,082.49
- 76 7.4 Approval of Veteran's Tax Credit Application
- 77 7.5 Approval of Veteran's Tax Credit Application
- 78 7.6 Approval of Veteran's Tax Credit Application
- 79 7.7 Approval of Veteran's Tax Credit Application
- 80 7.8 Approval of Veteran's Tax Credit Application
- 81 7.9 Approval of Veteran's Tax Credit Application
- 82 7.10 Approval of Veteran's Tax Credit Application
- 83 7.11 Approval of Veteran's Tax Credit Application
- 84 7.12 Discussion of Property Settlement Involving 205 Lafayette Road

85 7.13 Approval of Policies and Procedures for Posting Meetings, Recording of Public Meetings and
86 Recording of Minutes
87

88 **Motion by Selectman Miller to approve the Consent Calendar as proposed, minus item 7.13.**
89 **Seconded by Selectwoman Kilgore. Motion carries 3-0.**
90

91 Chair Maggiore stated the payroll manifest of April 5, 2018 includes a payment of \$53,000 to HealthTrust;
92 \$84,000 to New Hampshire Retirement System; and federal tax payments of \$9,500. He further stated the
93 accounts payable manifest includes a payment of \$310,000 which includes five transfers to Trust Funds.
94
95

96 **8. Correspondence**

97 8.1 Correspondence from Susan Buchanan, Town Clerk/Tax Collector

98 8.2 Correspondence from Xfinity, Jay Somers, Sr. Manager, Government Affairs
99

100 Chair Maggiore read both items into the record. Copies are available through the town offices during
101 regular business hours.
102

103 **9. Committee Updates**

104 9.1 Economic Development Committee
105

106 Selectwoman Kilgore stated the Economic Development Committee had met on April 4 for a
107 "housekeeping meeting." The Preamble to the Code of Ethics was read and the committee welcomed new
108 member Glenn Martin, who will serve the remainder of Robert Schoenberger's term.
109

110 Selectwoman Kilgore stated a report was received from UNH Survey Center and there have been 300
111 responses so far, with 22 from the business community. It was noted some residents did not receive a
112 survey in the mail and copies are available at the town offices. She further stated an EDC member could
113 also be contacted. The deadline for the return of the survey is April 25, 2018.
114

115 Selectwoman Kilgore stated at the last EDC meeting, a presentation was given by UNH regarding a
116 program that is collaboration between the government and businesses to influence economic development.
117 She further stated she believed the only other town that is working with them is Milton. They are offering
118 to waive the \$2,500 fee in order to have the town participate. Selectwoman Kilgore stated it would involve
119 a survey with the business community to get more data, and the economic development committee is
120 considering working with them.
121

122 9.2 Heritage Commission

123 Chair Maggiore stated he had nothing new to report.
124

125 9.3 Water Commission

126 Chair Maggiore stated he had nothing new to report.
127

128 9.4 Bandstand Committee

129 Selectwoman Kilgore stated the bricks for the bandstand are due for delivery, and will be stored at the
130 Recycling Center. She further stated new orders have closed.
131

132 **10. Report of the Town Administrator**

133 10.1 General Report

134 A copy of the Town Administrator's report is available at the Town Offices during normal business hours.
135

136 Town Administrator Kaenrath stated Chief Tully has looked into using Trustee Inmates from the
137 Rockingham County Jail to perform labor in various projects amongst the town campus. Chief Tully stated
138 he would like them to paint the ceiling and walls inside of the bay, noting they have not been done for 25-

139 30 years. Chief Tully stated the only cost is supplies and purchasing lunch for the trustees. It was also
140 noted a guard from the jail supervises them at all times.

141
142 Selectwoman Kilgore asked what type of people would be working.

143
144 Chief Tully stated the inmates at the Rockingham County Jail are serving time for minor infractions.

145
146 Chief Tully stated he would like to start at Dearborn Park with the spreading of woodchips, raking, painting
147 and clean up at Dearborn Park and then move on to the Fire Station.

148
149 The Select Board agreed by consensus to start with Dearborn Park and depending upon how that project
150 goes, move on to the next project.

151
152 Selectwoman Kilgore stated she would like the town informed when that work is taking place.

153
154 Town Administrator Kaenrath stated he and Chief Tully met with FEMA at the North Hampton State
155 Beach and felt the numbers sent will be accepted by them for state assistance.

156
157 Selectwoman Kilgore asked to have Chief Tully explain what costs went into the numbers sent to FEMA.

158
159 Chief Tully stated the cost of repairs to the parking lot and walkways upon the shale pile and labor and
160 equipment costs during the storm were also figured in.

161
162 Selectwoman Kilgore asked for the status on the placement of the town banners.

163
164 Town Administrator Kaenrath indicated this item would be discussed at the next staff meeting with
165 Director Hubbard, and he would report back to the Select Board at their next scheduled meeting.

166
167 **11. Items Left on the Table**

168 11.1 Discussion of Document Management System
169 This item will be left on the table.

170
171 11.2 Discussion of Draft Select Board Rules and Procedures

172 **Chair Maggiore moved to place this item under New Business item 12.11. Seconded by Selectwoman**
173 **Kilgore. Motion carries 3-0.**

174
175 **12. New Business**

176 12.1 Request for Fee Waiver on Town Hall Rental
177

178 Scott Baker, Squier Drive stated the unofficial reason for his visit to the Select Board was to explain his not
179 for profit organization "603 and Me." Mr. Baker described it as an advocacy group for the State of New
180 Hampshire and a cross between a Chamber of Commerce and a Welcome Wagon.

181
182 Mr. Baker stated the goals and the missions of the committee will be to act as an advocacy group for the
183 State of New Hampshire to try and get businesses and families to consider moving to New Hampshire to
184 pick up the economy. He further stated he will also work to make New Hampshire as well thought of
185 nationally so as to attract national firms to consider New Hampshire a place to do business in.

186
187 Mr. Baker stated a meeting will be held on April 12, 2018 from 6:30PM to 8:00PM in the Town Hall and
188 invited anyone interested to attend. He stated he has had over 170 people volunteer thus far.

189
190 Mr. Baker stated it is not an official 501c3, so it is not an official nonprofit organization, and will be run to
191 break even. He stated the official headquarters for "603 and Me" will be located at the train depot across
192 the street.

193 Chair Maggiore noted the town has regulations regarding facilities use.
194

195 **Motion by Selectwoman Kilgore to approve Scott Baker's request, as the head of 603 and Me, to use**
196 **the Town Hall on Thursday, April 12 from 6:30 to 8PM. Seconded by Selectman Miller. Motion**
197 **carries 3-0.**
198

199 **Motion by Selectman Miller to waive the fee for using the Town Hall. Seconded by Selectwoman**
200 **Kilgore for discussion. Discussion. Selectwoman Kilgore asked if this has ever been allowed in the**
201 **past with Selectman Miller acknowledging that they have. Selectman Kilgore stated the board did**
202 **not wave the fee for the Winnacunnet Warriors and asked what the parameters are for waiving fees.**
203 **Chair Maggiore stated the board could elect to waive the fees and not the security deposit of \$100.**
204 **Selectwoman Kilgore stated she wanted to be fair and equitable to all. The board agreed to ask for**
205 **the security deposit of \$100 and waive the facility use fee of \$75.00. Motion carries 3-0.**
206

207 12.2 Recognition of North Hampton Fire Fighters by Spaulding Hospital 208

209 Sean Kakoskis, Director of Ambulance Services, and Maureen Banks, President and COO of Spaulding
210 Hospital spoke about a terminal patient at the hospital that had a wish to visit the North Hampton Beach,
211 and how he contact Deputy Jason Lajoie to help him put together a plan to make that visit happen.
212

213 Mr. Kakoskis stated the patient described the visit to the beach as the best day of her life. He further stated
214 it is not often they are able to "participate in something as awesome as this."
215

216 A commemorative plaque was presented to North Hampton Deputy Chief Lajoie, Fire Lieutenant Henry,
217 and Firefighter Wise. A framed picture was also presented to Melissa Lajoie who had made a quilt for the
218 patient to keep her warm while at the beach.
219

220 Deputy Lajoie thanked Lieutenant Henry, Firefighter Wise and Firefighter Will Taber who was also present
221 that day. He described the experience as incredible and an honor.
222

223 12.3 Approval of Planning Board Representatives to Economic Development Committee 224

225 **Motion by Selectman Miller to nominate Dan Derby to serve as an Economic Development**
226 **Committee member alternate from the Planning Board with a term to expire in March, 2019.**
227 **Seconded by Selectwoman Kilgore. Selectwoman Kilgore noted that Dan Derby is currently serving**
228 **as Planning Board alternate representative on the EDC. Motion carries 3-0.**
229

230 **Motion by Selectwoman Kilgore to accept the nomination of Phil Wilson to serve on the EDC as a**
231 **Planning Board representative to the EDC for a term that expires on March of 2019. Seconded by**
232 **Selectman Miller. Motion carries 3-0.**
233

234 12.4 Discussion of Election Day Voter Turnout 235

236 Chair Maggiore stated the board had received voter turnout information from Town Clerk Susan Buchanan
237 for the years 2013-2018 and noted the uptick in absentee ballots over the past two years. He stated there
238 were 241 absentee ballots cast this year compared to 178 last year. Of note were the number of voters in
239 2017 and 2018 which came in at 728 and 783 respectfully. The amount of voters over the past two years
240 were significantly lower than the previous four years.
241

242 Selectwoman Kilgore stated the information needed to be completed for the years 2011 and 2012, and
243 asked that the Town Clerk post on her page on the website.
244

245 12.5 Discussion of Process for the Police Chief Position 246 247

248 Chair Maggiore stated it was time to start the hiring process to hire a full time Police Chief. He stated there
249 were two options; an internal search or a consulting firm can be hired to present the board with candidates.

250
251 Selectwoman Kilgore asked what the status was with combining or sharing a Police Chief with the Town of
252 Hampton.

253
254 Chief Tully stated it was made clear back in September by the Town of Hampton that they would be
255 interested in being a good neighbor and helping short term, but had no interest in sharing the Police
256 Chief's position.

257
258 Selectwoman Kilgore stated she "doesn't believe that is totally sound at this point."

259
260 Chair Maggiore discussed a procedure in which a committee could be appointed made up of Police Chiefs
261 and other qualified individuals to do a "sort and stack" of the resumes received and hold oral board
262 interviews to then present potential candidates to the Select Board for interviews.

263
264 Selectwoman Kilgore stated she would like to "state for the record that she is not really comfortable with
265 MRI."

266
267 Selectman Miller stated he was fine with either way, and didn't see anything wrong with MRI. He further
268 stated he hoped Chief French would be heavily involved and didn't think the Select Board should have
269 anything to do with who is to be on the Oral Boards.

270
271 Selectwoman Kilgore agreed the board shouldn't pick who would be on the Oral Board, but hoped a few
272 Chiefs from the seacoast community will be.

273
274 Chief Tully cautioned the board by stating Chief French is an employee for MRI, and if the board choses
275 not to go with an MRI service and then ask the Police Chief to do something it may put him in an awkward
276 position in the situation.

277
278 Town Administrator Kaenrath stated he fully intended to get some local people to serve on the board.

279
280 Chair Maggiore and Selectman Miller stated they did not want to know or be involved with who is or is not
281 on the board.

282
283 **Motion by Selectwoman Kilgore to use an internal process for hiring for the vacant police chief's**
284 **position. Seconded by Selectman Miller. Motion carries 3-0.**

285
286 The Select Board agreed by consensus to start the process as soon as possible.

287
288 12.6 Ratify Financial Policies

289 Chair Maggiore stated there were several different financial policies to help guide the Select Board. He
290 stated the policies are typically ratified each year after the election by the Select Board.

291
292 Chair Maggiore stated last year two changes to the Investment Policy were suggested and he understood
293 they were not updated last year, but were updated prior to the printing for the meeting.

294
295 Selectwoman Kilgore stated she had several concerns regarding the policies. She stated the copies before
296 her were not signed by the Select Board last year; the Treasurer has not delegated her duties this year; and
297 stated last year one of the Select Board's goals was to review and update the policies over the course of last
298 year and inquired several times but it was not done stating she was told by the former Town Administrator
299 "they were not a priority."

300
301 Selectman Miller stated he would like the documents to have page numbers added.

302

303 Chair Maggiore stated he would like to see consistency with formatting as far as having the town seal and
304 page numbering on each document.

305
306 The board agreed by consensus to come in to the office to sign the documents once they are cleaned up
307 with the formatting changes suggested.

308
309 **Motion by Selectman Miller to approve the policies pending standardization, clean up, page**
310 **numbers, revision date and signature page. Seconded by Selectwoman Kilgore. Motion carries 3-0.**

- 311
312
313 12.6.1 Purchasing Policy;
314 12.6.2 Investment Policy;
315 12.6.3 Fraud Policy;
316 12.6.4 Credit Card Policy;
317 12.6.5 Information Security Policy;
318 12.6.6 Deposit Policy;
319 12.6.7 Fund Balance Ordinance;
320 12.6.8 Employee Email, Internet and Computer Use Policy;
321 12.6.9 Internal Control Policy;
322 12.6.10 Delegation of Duties of Treasurer to Finance Department;
323 12.6.11 Regulations Governing Delegation
324 12.6.12 Delegation of Deposit Authority by Treasurer;

325
326 12.7 Discussion of Boundary Line of Library Expansion
327 Chair Maggiore stated this item was cancelled by Judy Day.

328
329 12.8 Discussion of Tennis Court Resurfacing

330 Town Administrator Kaenrath stated two quotes had been received for repairs to the cracks on the tennis
331 courts at Dearborn Park. He stated there is 690 feet of cracks to repair and a quote from Vermont Tennis
332 was received for \$20,889 which has a two year warranty and a quote from Advantage Tennis for \$20,540
333 with a three year warranty and the repainting and reinstalling of the practice board.

334 Recreation Director Manzi is recommending going with Advantage Tennis and is eager to move this
335 project forward before the end of June.

336 Town Administrator Kaenrath stated while there is \$30,000 in the Tennis Court Capital Reserve Fund, the
337 Select Board was not named as agents to expend from the fund and therefore would need to go before the
338 legislative body at town meeting.

339 The board discussed their concern regarding the town's liability should someone become injured.

340 **Motion by Selectman Miller to accept the bid from Advantage Tennis in an amount not to exceed**
341 **\$20,540. Seconded by Chair Maggiore. Motion carries 3-0.**

342 12.9 Recreation Van Update

343
344 Chair Maggiore stated he asked to have this on the agenda because an email was received from a resident
345 regarding the solicitation of funds for the recreation van, and within the email it was stated a logo would be
346 attached to the van for their donation. He further stated the email came into Ryan Cornwell and was then
347 referred to the Town Administration.

348
349 Chair Maggiore asked if the letter had been sent to businesses with the promise of a logo on the van.

350
351 Selectwoman Kilgore stated George Chauncey had spoken with Chair Maggiore about plaques inside of the
352 van and was told "it was fine with him." She further stated she was concerned that one board member was
353 giving an approval of something that needs to go before the entire board.

354 Selectwoman Kilgore reiterated numerous times that no letters were ever sent out and no promises of a
355 plaque were ever given to those businesses that donated so far.

356
357 Chair Maggiore stated George Chauncey had asked him about soliciting businesses for donations and has
358 no recollection of any mention of commemorative plaques.

359
360 The board discussed how/when to proceed with the purchase of the van, and whether or not funds from the
361 undesignated fund balance could come from the current fiscal budget or from the next.

362 Selectwoman Kilgore stated the questions should go to the Department of Revenue Administration on how
363 to execute the purchase.

364
365 Town Administrator Kaenrath stated he would contact the DRA and speak with Finance Director Cornwell
366 and update the board the following day.

367
368 12.10 Approval of Policies and Procedures for Posting Meetings, Recording of Public Meetings and
369 Recording of Minutes

370
371 Chair Maggiore stated Chief Tully and Laurel Pohl had taken on the project to aid in guiding and
372 alleviating confusion amongst boards and committees.

373
374 Selectwoman Kilgore asked if private counsel had reviewed the policies.

375
376 Chief Tully stated the New Hampshire Municipal Association had reviewed and always recommend review
377 by town counsel.

378
379 Selectman Miller stated he is o.k. with the policies but would like the pages to be numbered.

380
381 **Motion by Selectman Miller to approve the Policy for Posting of Meetings with the addition of page**
382 **numbers. Seconded by Selectwoman Kilgore. Motion carries 3-0.**

383
384 **Motion by Selectwoman Kilgore to approve the Recording of Public Meetings policy as drafted with**
385 **the addition of page numbers. Seconded by Selectman Miller. Motion carries 3-0.**

386
387 **Motion by Selectwoman Kilgore to approve the Recording of Minutes policy as drafted with the**
388 **addition of page numbers. Seconded by Selectman Miller. Motion carries 3-0.**

389
390 Selectwoman Kilgore asked what the procedure would be for getting the policies to boards and
391 committees.

392
393 Town Administrator Kaenrath stated he would email the policies to all board and committee chairs as he
394 did the preamble to the code of ethics. This practice shall be completed each year after the election of new
395 officers.

396
397 12.11 Draft Select Board Rules and Procedures

398
399 Chair Maggiore stated his amendments to the rules and procedures reflect the way the current agenda is
400 done and how the meetings are held. He further stated he added in after Non Public Sessions and before
401 the Period of Public Comment, Swearing in of Town Employees.

402
403 Chair Maggiore stated he would like this added to the Select Board Goals this year.

404
405 Selectwoman Kilgore asked Chair Maggiore to make the changes and bring back both a clear copy, and the
406 edited copy to the next Select Board meeting.

407
408 **13. Minutes of Prior Meetings**

409 13.1 Approval of March 28, 2018 Meeting Minutes

410 **Motion by Selectwoman Kilgore to accept the minutes of March 28, 2018 as presented in the Select**
411 **Board packet. Seconded by Selectman Miller. Motion carries 3-0.**

412
413 13.2 Approval of Non Public Minutes of March 12, 2018

414 **Motion by Selectman Miller to accept the non public minutes of March 12, 2018. Seconded by**
415 **Selectwoman Kilgore. Motion carries 3-0.**

416
417 13.3 Approval of Non Public Minutes of February 13, 2018

418 **Motion by Selectman Miller to accept the non public minutes of February 13, 2018. Seconded by**
419 **Selectwoman Kilgore. Motion carries 3-0.**

420
421 13.4 Approval of Non Public Minutes of February 26, 2018

422 **Motion by Selectwoman Kilgore to accept the non public minutes of February 26, 2018. Seconded by**
423 **Selectman Miller. Motion carries 3-0.**

424
425 **14. Any Other Item that may legally come before the Board**

426 The Board reserves the right to take action on any item relative to the prudential administration of the
427 Town's affairs, which circumstances may require.

428
429 **15. Second Public Comment Session**

430 See Item 6, above.

431 Nancy Monaghan stated she wanted to be sure the Select Board understood the Planning Board nominated
432 one person to the EDC, not two.

433
434 Rick Stanton asked if a definitive answer would be given regarding advertising on the outside of the van.
435 He stated the board talked about the inside of the van but not the outside.

436
437 Selectwoman Kilgore stated she would like add this as an agenda item at the next Select Board meeting.

438 **16. Adjournment**

439 The Select Board recessed the meeting at 9:30 PM.
440

441