



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

**SELECT BOARD AGENDA
PUBLIC MEETING
MAY 8, 2017: 7:00 O'CLOCK P.M.
NORTH HAMPTON TOWN HALL
231 ATLANTIC AVENUE**

1. Call To Order for the Public Session

2. Pledge of Allegiance

3. 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.

4. Consent Calendar

- 4.1 Payroll Manifest of April 27, 2017 in the amount of \$63,814.61
- 4.2 Payroll Manifest of May 4, 2017 in the amount of \$66,549.49
- 4.3 Accounts Payable Manifest of May 4, 2017 in the amount of \$113,607.03
- 4.4 Abatement Recommendation
- 4.5 Timber Cut – Yield Tax Warrant

5. Correspondence

- 5.1 Correspondence from American Legion Hamptons Post 35
- 5.2 Correspondence from Department of Revenue Administration
- 5.3 Correspondence relative to the DES approval of Aquarion's New Well #22

6. Committee Updates

7. Report of the Town Administrator

7.1 General Report

7.2 Facilities: Committee of the Whole

7.2.1 Discussion of Town Hall Painting;

7.2.2 Discussion of Fire Department Furnace in relation to School Natural Gas Project

8. Old Business

8.1 Discussion of March 20, 2017 Meeting Minutes;

8.2 Discussion of Financial Policies;

8.3 Update on Fire Department Hiring.

9. New Business

9.1 Meet with Representative Henry Marsh regarding State Budget and Legislative Update;

9.2 Discussion and Approval of Cash Transfers.

10. Minutes of Prior Meetings

10.1 Approval of April 10, 2017 Meeting Minutes

10.2 Approval of April 24, 2017 Meeting Minutes

11. Any Other Item that may legally come before the Board

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

12. Second Public Comment Session

See Item 3, above.

13. Adjournment

TOWN ADMINISTRATOR
PAUL APPLE

PAPPLE@NORTHHAMPTON-NH.GOV



MUNICIPAL OFFICES
233 ATLANTIC AVENUE
NORTH HAMPTON, NH 03862

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

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: PAUL APPLE, TOWN ADMINISTRATOR
SUBJECT: CONSENT CALENDAR FOR SELECT BOARD MEETING 05/08/2017
DATE: 05/05/2017

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

Consent Calendar


- 4.1 Payroll Manifest of April 27, 2017 in the amount of \$63,814.61
- 4.2 Payroll Manifest of May 4, 2017 in the amount of \$66,549.49
- 4.3 Accounts Payable Manifest of May 4, 2017 in the amount of \$113,607.03
- 4.4 Abatement Recommendation
- 4.5 Timber Cut – Yield Tax Warrant

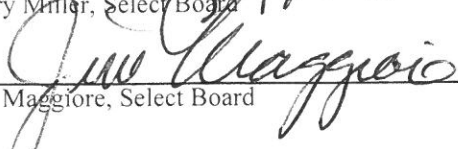
TOWN OF NORTH HAMPTON PAYROLL MANIFEST

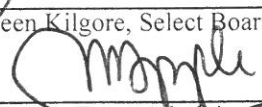
Report # 33675

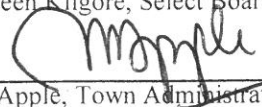
Include Authorization Codes: Yes
Batch: 17532
Check Dates: (Earliest) - (Latest)
Cash Account Number:
Minimum Check Amount: \$0.00
Sorted By: Check Number

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
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Larry Miller, Select Board


Jim Maggiore, Select Board


Kathleen Kilgore, Select Board


Paul Apple, Town Administrator

	04/27/2017	EFTPS	FEDERAL TAX PAYMENTS		9,890.75	9,890.75	0.00	0.00
219573	04/27/2017	2008	PETER FRANCIS	1	1,304.07	823.73	308.37	515.36
219574	04/27/2017	9711	EMILY R. STOCKBRIDGE	1	202.50	178.96	0.00	178.96
219575	04/27/2017	9722	FRANCIS P. CULLEN	1	133.76	123.53	0.00	123.53
219576	04/27/2017	9703	ANTHONY J. JANVRIN	1	134.42	115.12	0.00	115.12
219577	04/27/2017	9724	NICHOLAS E. JANVRIN	1	97.76	90.28	0.00	90.28
219578	04/27/2017	9488	RICHARD C. JANVRIN	1	250.33	222.78	0.00	222.78
219579	04/27/2017	9691	GLEN S. BOSWORTH	1	519.12	440.50	440.50	0.00
219580	04/27/2017	9663	KEVIN C. KELLEY	1	1,221.16	819.32	819.32	0.00
219581	04/27/2017	9715	COREY A. GREANEY	1	3,411.94	2,331.12	2,331.12	0.00
219582	04/27/2017	9409	STEPHEN S. HENRY	1	1,210.88	884.43	884.43	0.00
219583	04/27/2017	5855	JAMES M. JURTA	1	1,022.14	775.28	775.28	0.00
219584	04/27/2017	2019	JASON M. LAJOIE	1	1,534.62	1,140.17	1,140.17	0.00
219585	04/27/2017	9701	MICHAEL W. MORIN	1	1,574.00	1,141.13	1,141.13	0.00
219586	04/27/2017	9481	JEREMY J. PARENT	1	1,052.80	665.85	665.85	0.00
219587	04/27/2017	9621	ANGELO C. PUGLISI	1	1,163.86	634.08	634.08	0.00
219588	04/27/2017	9557	LEE WILLIAM TABER	1	2,869.66	1,714.57	1,714.57	0.00
219589	04/27/2017	9422	MARTIN B. TAVITIAN	1	1,163.86	665.57	665.57	0.00
219590	04/27/2017	9083	MICHAEL J. TULLY	1	2,128.18	1,224.75	1,224.75	0.00
219591	04/27/2017	9687	RYAN A. CORNWELL	1	1,430.31	984.66	984.66	0.00
219592	04/27/2017	9702	ANNE M. KENNY	1	455.24	399.32	399.32	0.00
219593	04/27/2017	9283	JEFFREY P. BARNES	1	1,020.00	718.41	718.41	0.00
219594	04/27/2017	9649	SCOTT BUCHANAN	1	760.00	545.77	545.77	0.00
219595	04/27/2017	9401	JON E. HOXIE	1	884.95	610.03	610.03	0.00
219596	04/27/2017	9554	JOHN HUBBARD	1	1,573.85	1,057.81	1,057.81	0.00
219597	04/27/2017	9259	WILLIAM L. ADAMS III	1	1,410.12	934.69	934.69	0.00
219598	04/27/2017	9718	TIMON A. AIKAWA	1	1,323.16	932.37	932.37	0.00
219599	04/27/2017	9479	STEVEN J. JANVRIN	1	1,534.50	1,166.52	1,166.52	0.00
219600	04/27/2017	9634	ASA D. JOHNSON	1	1,199.18	844.32	844.32	0.00
219601	04/27/2017	9263	MICHAEL E. MADDOCKS	1	1,715.27	1,116.22	1,116.22	0.00
219602	04/27/2017	9699	JAMES D. MASCIOLI	1	1,565.62	1,165.83	1,165.83	0.00
219603	04/27/2017	9314	JESSICA L. MIEHLE	1	904.81	644.78	644.78	0.00
219604	04/27/2017	9727	CHRISTOPHER R. POPPALARD	1	1,861.16	1,309.85	1,309.85	0.00
219605	04/27/2017	9725	JOSHUA N. PRECOURT	1	837.12	610.02	610.02	0.00
219606	04/27/2017	9332	JAMES M. RUSSELL	1	2,159.25	1,367.04	1,367.04	0.00
219607	04/27/2017	9264	JOSHUA E. STOKEL	1	1,787.42	1,304.85	1,304.85	0.00

TOWN OF NORTH HAMPTON

PAYROLL MANIFEST

Report # 33675

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
219608	04/27/2017	9710	PAUL J. YANAKOPOLOS	1	1,341.34	982.43	982.43	0.00	
219609	04/27/2017	9730	CHRISTOPHER M. ZELINSKI	1	838.83	595.26	595.26	0.00	
219610	04/27/2017	9656	JAMES M. O'HARA	1	887.35	627.43	627.43	0.00	
219611	04/27/2017	9230	STEVEN BUCHANAN	1	395.68	321.66	321.66	0.00	
219612	04/27/2017	9728	PATRICIA M. BOOKER	1	163.88	151.34	151.34	0.00	
219613	04/27/2017	9129	SUSAN M. BUCHANAN	1	1,090.90	770.99	770.99	0.00	
219614	04/27/2017	9482	GEORGIA A. DOUGHERTY	1	279.18	242.11	242.11	0.00	
219615	04/27/2017	9668	PAUL L. APPLE	1	1,905.48	1,388.13	1,388.13	0.00	
219616	04/27/2017	9004	JANET L. FACELLA	1	1,141.22	798.66	798.66	0.00	
219617	04/27/2017	9719	RICHARD M. MILNER	1	1,028.85	777.48	777.48	0.00	
219618	04/27/2017	LGC	Healthtrust		221.14	221.14	0.00	221.14	
219619	04/27/2017	457B	MID ATLANTIC CAPITAL CORP		1,212.99	1,212.99	0.00	1,212.99	
					63,814.61	47,684.03	35,113.12	2,680.16	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	6	1,246.03
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	39	34,804.75
	ACH Employee Credits	40	35,113.12
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	2	1,434.13
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	1	9,890.75

TOWN OF NORTH HAMPTON PAYROLL MANIFEST

Report # 33691

Include Authorization Codes: Yes
Batch: 17541
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
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Larry Miller, Select Board

Jim Maggiore, Select Board

Kathleen Kilgore, Select Board

Paul Apple, Town Administrator

	05/04/2017	EFTPS	FEDERAL TAX PAYMENTS		10,335.95	10,335.95	0.00	0.00	
219620	05/04/2017	9528	BRIAN CHEVALIER	1	780.00	618.33	0.00	618.33	
219621	05/04/2017	9527	KENDALL CHEVALIER	1	496.00	425.09	0.00	425.09	
219622	05/04/2017	2008	PETER FRANCIS	1	1,647.72	1,053.02	308.37	744.65	
219623	05/04/2017	2008	PETER FRANCIS	2	536.00	457.48	0.00	457.48	
219624	05/04/2017	9722	FRANCIS P. CULLEN	1	133.76	123.53	0.00	123.53	
219625	05/04/2017	9724	NICHOLAS E. JANVRIN	1	85.54	79.00	0.00	79.00	
219626	05/04/2017	9488	RICHARD C. JANVRIN	1	258.40	229.42	0.00	229.42	
219627	05/04/2017	9647	JOHN SAVASTANO	1	3,195.84	2,590.21	0.00	2,590.21	
219628	05/04/2017	9691	GLEN S. BOSWORTH	1	508.31	432.14	432.14	0.00	
219629	05/04/2017	9663	KEVIN C. KELLEY	1	1,221.16	819.32	819.32	0.00	
219630	05/04/2017	9409	STEPHEN S. HENRY	1	1,480.34	1,082.53	1,082.53	0.00	
219631	05/04/2017	5855	JAMES M. JURTA	1	1,518.22	1,139.99	1,139.99	0.00	
219632	05/04/2017	2019	JASON M. LAJOIE	1	1,534.62	1,140.17	1,140.17	0.00	
219633	05/04/2017	9701	MICHAEL W. MORIN	1	2,474.24	1,729.11	1,729.11	0.00	
219634	05/04/2017	9481	JEREMY J. PARENT	1	1,111.38	702.43	702.43	0.00	
219635	05/04/2017	9621	ANGELO C. PUGLISI	1	1,293.37	703.30	703.30	0.00	
219636	05/04/2017	9557	LEE WILLIAM TABER	1	1,518.58	905.47	905.47	0.00	
219637	05/04/2017	9422	MARTIN B. TAVITIAN	1	1,746.66	1,044.51	1,044.51	0.00	
219638	05/04/2017	9083	MICHAEL J. TULLY	1	2,128.18	1,224.75	1,224.75	0.00	
219639	05/04/2017	9687	RYAN A. CORNWELL	1	1,430.31	984.66	984.66	0.00	
219640	05/04/2017	9515	BARBARA J. DEWING	1	549.25	507.24	507.24	0.00	
219641	05/04/2017	9702	ANNE M. KENNY	1	419.43	369.83	369.83	0.00	
219642	05/04/2017	9283	JEFFREY P. BARNES	1	1,020.00	718.41	718.41	0.00	
219643	05/04/2017	9649	SCOTT BUCHANAN	1	788.50	566.11	566.11	0.00	
219644	05/04/2017	9401	JON E. HOXIE	1	884.95	610.03	610.03	0.00	
219645	05/04/2017	9554	JOHN HUBBARD	1	1,573.85	1,057.81	1,057.81	0.00	
219646	05/04/2017	9259	WILLIAM L. ADAMS III	1	1,577.00	1,042.98	1,042.98	0.00	
219647	05/04/2017	9718	TIMON A. AIKAWA	1	1,559.72	1,080.15	1,080.15	0.00	
219648	05/04/2017	9479	STEVEN J. JANVRIN	1	1,534.50	1,166.52	1,166.52	0.00	
219649	05/04/2017	9634	ASA D. JOHNSON	1	1,749.94	1,201.71	1,201.71	0.00	
219650	05/04/2017	9263	MICHAEL E. MADDOCKS	1	1,715.27	1,116.22	1,116.22	0.00	
219651	05/04/2017	9699	JAMES D. MASCIOLI	1	1,006.07	752.10	752.10	0.00	
219652	05/04/2017	9314	JESSICA L. MIEHLE	1	904.81	644.78	644.78	0.00	
219653	05/04/2017	9727	CHRISTOPHER R. POPPALARD	1	134.62	120.66	120.66	0.00	
219654	05/04/2017	9725	JOSHUA N. PRECOURT	1	845.11	615.90	615.90	0.00	

TOWN OF NORTH HAMPTON

PAYROLL MANIFEST

Report # 33691

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
219655	05/04/2017	9332	JAMES M. RUSSELL	1	2,128.63	1,347.17	1,347.17	0.00	
219656	05/04/2017	9264	JOSHUA E. STOKEL	1	1,850.23	1,351.17	1,351.17	0.00	
219657	05/04/2017	9710	PAUL J. YANAKOPOLOS	1	1,601.29	1,122.52	1,122.52	0.00	
219658	05/04/2017	9730	CHRISTOPHER M. ZELINSKI	1	838.83	595.26	595.26	0.00	
219659	05/04/2017	9656	JAMES M. O'HARA	1	887.35	627.43	627.43	0.00	
219660	05/04/2017	9230	STEVEN BUCHANAN	1	460.28	371.63	371.63	0.00	
219661	05/04/2017	9728	PATRICIA M. BOOKER	1	161.00	148.69	148.69	0.00	
219662	05/04/2017	9129	SUSAN M. BUCHANAN	1	1,090.90	770.99	770.99	0.00	
219663	05/04/2017	9482	GEORGIA A. DOUGHERTY	1	266.29	231.50	231.50	0.00	
219664	05/04/2017	9668	PAUL L. APPLE	1	1,905.48	1,388.13	1,388.13	0.00	
219665	05/04/2017	9004	JANET L. FACELLA	1	1,141.22	798.66	798.66	0.00	
219666	05/04/2017	9719	RICHARD M. MILNER	1	1,028.85	777.48	777.48	0.00	
219667	05/04/2017	LGC	Healthtrust		221.14	221.14	0.00	221.14	
219668	05/04/2017	457B	MID ATLANTIC CAPITAL CORP		1,270.40	1,270.40	0.00	1,270.40	
					66,549.49	50,413.03	33,317.83	6,759.25	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	8	5,267.71
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	39	33,009.46
	ACH Employee Credits	40	33,317.83
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	2	1,491.54
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	1	10,335.95

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Report # 33703

Check Batch: 17551
 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
17551	32440	05/04/2017	128	Larry Miller, Select Board	0.00	413.00
	32441	05/04/2017	2579		0.00	103.95
	32442	05/04/2017	4158	Jim Maggione, Select Board	0.00	75.00
	32443	05/04/2017	4512		0.00	427.16
	32444	05/04/2017	89	Kathleen Kilgore, Select Board	0.00	375.24
	32445	05/04/2017	43		0.00	410.22
	32446	05/04/2017	4052	Paul Apple, Town Administrator	0.00	136.37
	32447	05/04/2017	126		0.00	59.58
	32448	05/04/2017	196		0.00	340.75
	32449	05/04/2017	2910		0.00	53.00
	32450	05/04/2017	1209		0.00	253.45

TOWN OF NORTH HAMPTON

ACCOUNTS PAYABLE MANIFEST

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	32451	05/04/2017	4280	CORNWELL, RYAN	0.00	75.00
	32452	05/04/2017	4430	DRUMMONDWOODSUM	0.00	21,469.02
	32453	05/04/2017	2952	E&J AUTO PARTS	0.00	144.88
	32454	05/04/2017	33	EVERSOURCE	0.00	144.11
	32455	05/04/2017	746	FACELLA, JANET	0.00	50.00
	32456	05/04/2017	2269	FAIRPOINT COMMUNICATIONS, INC.	0.00	164.84
	32457	05/04/2017	102	HAMPTON FORD-HYUNDAI	0.00	534.77
	32458	05/04/2017	29	Health Trust	0.00	7,832.67
	32459	05/04/2017	4004	HRC TOTAL SOLUTIONS	0.00	380.85
	32460	05/04/2017	2864	HUBBARD, JOHN	0.00	75.00
	32461	05/04/2017	4293	IRWIN AUTOMOTIVE GROUP	0.00	29,380.00
	32462	05/04/2017	4113	KELLEY, KEVIN C.	0.00	155.95
	32463	05/04/2017	530	LAMPREY ENERGY, INC.	0.00	810.10
	32464	05/04/2017	2980	MOORE, BEVERLY	0.00	165.00
	32465	05/04/2017	407	NORTH HAMPTON SCHOOL DISTRICT	0.00	1,890.00
	32466	05/04/2017	4091	O'HARA, JAMES	0.00	50.00
	32467	05/04/2017	777	OMNI SERVICES, INC	0.00	87.90
	32468	05/04/2017	364	OVERHEAD DOOR COMPANY	0.00	31.50
	32469	05/04/2017	2669	PEOPLE'S UNITED BANK	0.00	40,490.63
	32470	05/04/2017	130	PURCHASE POWER	0.00	1,020.99
	32471	05/04/2017	4416	RAINSCAPE LAWN SPRINKLER SYSTEMS	0.00	100.00
	32472	05/04/2017	2638	ROCCO, JEANIE	0.00	600.00
	32473	05/04/2017	3302	ROCHFORD, DALE	0.00	82.41
	32474	05/04/2017	119	ROCKINGHAM COUNTY	0.00	17.49
	32475	05/04/2017	573	SANEL AUTO PARTS CO	0.00	43.34
	32476	05/04/2017	9	SEACOAST POWER EQUIPMENT	0.00	34.59
	32477	05/04/2017	4589	SMITH, ANDREA	0.00	100.00
	32478	05/04/2017	1452	STANLEY ELEVATOR COMPANY INC	0.00	323.47
	32479	05/04/2017	335	SULLIVAN TIRE INC	0.00	53.05
	32480	05/04/2017	4009	SWANK, CYNTHIA	0.00	79.20
	32481	05/04/2017	4588	THE HUNDRED CLUB OF NH, INC.	0.00	25.00
	32482	05/04/2017	1364	TMDE CALIBRATION LAB INC	0.00	240.00
	32483	05/04/2017	4271	TOSHIBA FINANCIAL SERVICES	0.00	490.22
	32484	05/04/2017	3962	TOWN HALL STREAMS	0.00	250.00
	32485	05/04/2017	2141	TULLY, MICHAEL	0.00	75.00
	32486	05/04/2017	1306	W.B. MASON	0.00	130.92
	32487	05/04/2017	91	WASTE MANAGEMENT	0.00	3,321.12

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Report # 33703

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	32488	05/04/2017	4590	ZELINSKI, CHRISTOPHER	0.00	40.29
Totals:					0.00	\$113,607.03

49 Checks Listed.



Hamptons Post 35

G. Berkley Bennett, Jr, Commander

RECEIVED

MAY 01 2017

Select Board and Town Administrator
Town of North Hampton
233 Atlantic Avenue
North Hampton, NH 03862

April 28, 2017

Dear Select Board and Town Administrator,

The Hamptons American Legion Post 35 invites your group to participate in the Memorial Day Parade and exercises, Monday, May 29, 2017.

The day's events will start with a parade at 10:00 am. The parade will start from the Citizen's Bank building on Lafayette Road and proceed north on Lafayette, then east on Atlantic Avenue ending at the Town Offices. A memorial service will take place in front of the Town Office immediately following the parade.

This year's parade and ceremony will coincide with North Hampton's 275th Anniversary celebration.

Seacoast services and parades are scheduled as follows:

- 8:00 am Hampton Beach War Memorial-Lady by the Sea
- 9:00 am Hampton Falls – Weare Common
- **10:00 am North Hampton Parade**
- 11:30 am Hampton Parade

Sincerely,

Berk Bennett
Commander
American Legion Post 35
berk.bennett@gmail.com



State of New Hampshire Department of Revenue Administration

109 Pleasant Street
PO Box 487, Concord, NH 03302-0487
Telephone (603) 230-5000
www.revenue.nh.gov



John T. Beardmore
Commissioner

Lindsey M. Stepp
Assistant Commissioner

MUNICIPAL AND PROPERTY
DIVISION
Stephan W. Hamilton
Director

TOWN OF NORTH HAMPTON
OFFICE OF SELECTMEN
233 ATLANTIC AVE
NORTH HAMPTON NH 03862

April 26, 2017

RECEIVED

APR 28 2017

Josephine Belville
Assistant Director

Dear Assessing Officials:

Earlier in 2017, you were notified of your town's 2016 sales-assessment weighted mean ratio. Since that time, the Department of Revenue Administration has completed the process of calculating the total equalized values for each municipality and unincorporated places throughout the state pursuant to RSA 21-J:3 XIII.

Two total equalized figures were calculated for each municipality: The "Total Equalized Valuation **Including** Utility Valuation and Railroad Monies Reimbursement" will be used to calculate your municipality's portion of the county tax and cooperative school district taxes, if applicable. The "Total Equalized Value **Not Including** Utility Valuation and Railroad Monies used to calculate each municipality's portion of the state education property tax.

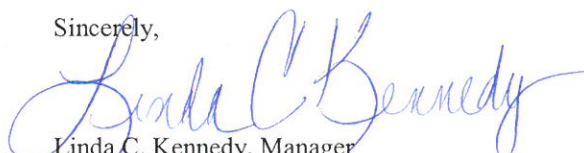
In order to fulfill the requirements of RSA 21-J:3 XIII, adjustments have been made to the modified assessed valuation to bring such valuation to true and market value. Enclosed with this letter are informational sheets that summarize how each of the following figures was calculated.

Town Name: NORTH HAMPTON	Including Utility Valuation and Railroad Monies Reimbursement	Not Including Utility Valuation and Railroad Monies Reimbursement
2016 Modified Local Assessed Valuation	1,030,306,750	1,016,391,050
+ D.R.A. Inventory Adjustment	174,941,253	173,745,059
= 2016 Equalized Assessed Valuation	1,205,248,003	1,190,136,109
+ Equalized Payment in Lieu of Taxes	0	0
+ Equalized Railroad Tax	66,707	0
= 2016 Total Equalized Valuation	1,205,314,710	1,190,136,109
2016 Equalized Assessed Valuation	1,205,248,003	
+ Adjustment RSA 31-A (Shared Revenues)	0	
= Base Valuation for Debt Limits	1,205,248,003	

This letter is official notification of your 2016 Total Equalized Valuation(s). You have the right to appeal these valuations to the N.H. Board of Tax and Land Appeals pursuant to RSA 71-B:5 II. The appeal period is not extended due to any communication, either verbal or written, between the D.R.A. and a municipality regarding the total equalized valuations.

If you have any questions regarding the computation of your total equalized assessed valuation(s), please contact this office at 230-5950.

Sincerely,


Linda C. Kennedy, Manager
Equalization Bureau

TDD Access: Relay NH 1-800-735-2964

Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.

**NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
2016 EQUALIZATION INFORMATION SHEET**

This informational sheet has been provided to explain and summarize the information contained in each municipality's notification of "Total Equalized Valuations," the appeal process, Assessing Standards Board, etc.

The following is a brief explanation of how each municipality's "Total Equalized Valuations" were calculated:

MODIFIED ASSESSED VALUATION: It may be helpful to refer to page 2 of the MS-1 report provided by your municipality to the Department of Revenue Administration in the fall of 2016.

"GROSS LOCAL ASSESSED VALUATION" - Sum of all assessed values in the municipality

- Certain Disabled Veteran's: RSA 72:36-a
- Improvements to Assist Persons who are Deaf: RSA 72:38-b V
- Improvements to Assist Persons with Disabilities Exemption: RSA 72:37-a
- School Dining/Dormitory/Kitchen Exemption: RSA 72:23 IV (\$150,000 max per exemption)
- Water & Air Pollution Control Exemption: RSA 72:12-a

= **"MODIFIED ASSESSED VALUATION"**

- Blind Exemption: RSA 72:37
- Elderly Exemption: RSA 72:39-a & b
- Deaf Exemption: RSA 72:38-b
- Disabled Exemption: RSA 72:37-b
- Wood-Heating Energy System Exemption: RSA 72:70
- Solar Energy System Exemption: RSA 72:62
- Wind Powered Energy System Exemption: RSA 72:66
- Additional School Dining/Dormitory/Kitchen Exemption: RSA 72:23 IV (exemption amount > \$150,000).

= **"NET LOCAL ASSESSED VALUATION"** - The municipal, county, and local school tax rates are computed using the net local assessed valuation.

TAX INCREMENT FINANCE DISTRICTS (TIFS): RSA 162-K:10 III - The retained captured assessed value is added to the modified assessed value and will be equalized for all TIF districts created after 4/29/99. The original assessed value is used to set a municipality's tax rates.

DRA INVENTORY ADJUSTMENT: The sum of the adjustments of the modified local assessed valuation is divided into three categories.

- Category 1: The total modified local assessed value of land (excluding land in current use, conservation restriction assessment, discretionary easements, and utilities), buildings and manufactured housing is equalized by the 2016 equalization ratio. This category includes discretionary preservation easements, taxation of farm structures and land under farm structures. The difference between the modified local assessed valuation of land, buildings and manufactured housing and the equalized value equals the DRA adjustment for land, buildings, and manufactured housing.
- Category 2: An adjustment for land assessed at current use, conservation restriction assessment, discretionary easements values is made. This adjustment is calculated by dividing the total net local assessed valuation for land in these two categories by the 2015 equalization ratio to obtain the equalized value of current use, conservation restriction assessments and discretionary easements. If a municipality has had a full revaluation or cyclical revaluation as defined by Rev 601.16 and 601.24, a ratio of 100.0 is used.

The difference between the local assessed value of the land and the equalized value equals the DRA adjustment for current use, conservation restriction assessments and discretionary

easements.

Category 3: A DRA adjustment for public utilities, as defined by RSA 83-F is made by comparing the market value of the utility as determined by the DRA to the net local assessed value of the utility. The difference between the assessed value and the market value equals the adjustment. The value of public utilities is not added into the "Total Equalized Value Not Including Utility Value or Equalized Railroad Taxes."

EQUALIZED ASSESSED VALUATION: The sum of the "modified local assessed valuation" plus the inventory adjustment. The equalized assessed valuation represents the equalized value of all "taxable" properties in a municipality.

PAYMENT IN LIEU OF TAXES: The equalized value for payments received in lieu of taxes includes State & Federal Forest Land Reimbursements, Recreation Land Reimbursements, Flood Land Reimbursements, and others.

RAILROAD TAX: The equalized value for monies received from the railroad tax. This figure is not included in the "Total Equalized Valuation Not Including Utility Values and Equalized Railroad Taxes."

TOTAL EQUALIZED VALUATIONS INCLUDING UTILITY VALUE AND EQUALIZED RAILROAD TAXES: The sum of the equalized assessed valuation, the equalized value of payments in lieu of taxes and the equalized value of the railroad tax monies.

The Total Equalized Valuation including the value of utilities and equalized value of railroad monies reimbursed to municipalities represents the equalized value of all property in a municipality including utilities and will be used to:

- Apportion county taxes for the 2017 tax year;
- Calculate state reimbursements, and;
- Apportion cooperative school taxes for the 2017 tax year;
- Calculate the state education tax for the 2018 tax year.

TOTAL EQUALIZED VALUATIONS NOT INCLUDING UTILITY VALUE AND EQUALIZED RAILROAD TAXES: The sum of the equalized assessed valuation and the equalized value of payments in lieu of taxes.

The **2016** "total equalized valuation not including utility and equalized value of railroad monies reimbursed to municipalities" will be used to apportion the state education property tax for the tax year 2018. The **2015** total equalized valuation not including utilities and the value of railroad monies reimbursed to municipalities will be used to apportion the state education property tax for the tax year 2017.

ADJUSTMENT RSA 31-A SHARED REVENUES: The equalized value of monies received from the shared revenues distributed pursuant to RSA 31-A. These values are **NOT** part of the "Total Equalized Valuation" of a municipality (*RSA 21-J:3 XIII change eff. 2002*). Meals and Rooms Tax revenues distributed to municipalities pursuant to RSA 78-A:26 are not equalized and, therefore, are not included in this amount. ***RSA 31-A has been suspended for the biennium ending 6/30/2015 as provided by HB 2, 2013, 144:2) Therefore, no monies were equalized.***

BASE VALUATION FOR DEBT LIMITS - RSA 33:4-b: The sum of the equalized assessed valuation plus the equalized valuation of the shared revenues. The base valuation for debt limits is used to determine a municipality's, school district, or village district's bonding capacity. This figure is provided to municipalities, banks, bonding companies, and other interested parties who request a "Base Valuation for Debt Limit Certificate."

TOTAL EQUALIZED VALUATION: The total equalized valuation for each municipality does not include the equalized value of monies received from shared revenues. The base valuation for debt limit, however, does include the equalized value of monies received from shared revenues.

% PROPORTION TO COUNTY TAX: The percentage of proportion to \$1,000 of tax that is to be allocated to each town within the county comparing each municipality's total equalized value to the total equalized value of the county.

% PROPORTION TO STATE TAX: The percentage of proportion to \$1,000 of tax that is to be allocated to each town within the state by comparing the town's total equalized value to the total equalized value of the state.

LOCAL TAX RATE: The actual tax rate as calculated by the Department of Revenue Administration, Municipal and Property Division. The tax rate includes the municipal, county, local school and state education property tax rates.

EQUALIZATION RATIO: The 2016 equalization ratio as determined by a ratio study conducted by the Department of Revenue Administration's equalization staff. As a rule, the municipality's weighted mean ratio point estimate calculated to a tenth of 1% will be used to adjust the municipality's modified local assessed valuation.

If there were insufficient sales and/or it is determined that the weighted mean does not accurately reflect the level of assessment in a municipality, another ratio may be used.

FULL VALUE TAX RATE: The 2016 gross local property taxes to be raised as reported by the Department of Revenue Administration, Municipal & Property Division, divided by the total equalized valuation including utility values and equalized railroad taxes. This figure represents the estimated tax rate for a municipality if all the taxable property was assessed at 100% and includes the equalized value of properties for which a payment in lieu of property taxes is made.

APPEAL OF TOTAL EQUALIZED VALUATION

Municipalities were sent their 2016 Notification of Total Equalized Valuations on April 26, 2017.

Per RSA 71-B:5, II, any municipality aggrieved by the total equalized valuation as determined by the DRA must appeal to the Board of Tax and Land Appeals in writing **within 30 days of the town's notification** of the municipality's total equalized valuation.

The appeal period is not extended due to any communication, either verbal or written, between the DRA and a municipality regarding the total equalized valuation.

ASSESSING STANDARDS BOARD – RSA 21-J:14-a

The duties of the Assessing Standards Board (ASB) included:

- Review the procedures of the prior year's ratio studies conducted by the Department of Revenue Administration;
- Establish procedures for improving the ratio studies for the forthcoming property tax year;
- Develop standards for equalization; and
- Review, revise and approve the equalization manual published by the Department of Revenue Administration.

MUNICIPAL & PROPERTY DIVISION MONITORING STAFF

The Municipal & Property Division staff plays an active role working with towns on their ratio studies. Some of the services they provide include:

- Training municipal officials to data enter the assessment information electronically
- Reviewing the sales information with municipalities prior to the ratio setting process
- Explaining the meaning and significance of the statistics resulting from the ratio study process

“STATEWIDE EDUCATION PROPERTY TAX” WARRANT - RSA 76:8

Each municipality was sent a “statewide enhanced education tax” warrant for the tax year 2017 before December 15, 2016. The new 2016 total equalized valuation figures do not affect the warrant amounts because they were calculated using the 2015 total equalized values without utilities.

DRA WEBSITE - <http://www.nh.gov/revenue> Subcategories: NH Icon, Municipal & Property Division, Equalization, and choose Tax Year

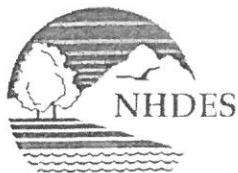
The following items are available on the DRA website:

- Assessment Report - exemptions & tax credits for each municipality
- Blind Exemption Report
- Coefficient of Dispersion (COD) List
- Comparison of Full Value Tax Rates
- Current Use Report
- Debt Limit
- Elderly Exemption Report – Taxes Lost
- Equalization Survey including Utilities
- Equalization Survey not including Utilities
- Equalization Manual
- Median Ratio List
- Price Related Differential (PRD) List
- Property and Exclusion Codes
- Equalization Ratio List (Weighted Mean)
- Tables by County
- Veteran's Tax Credit Report

The 2016 Equalization Survey and associated reports should be completed and placed on the web by June 15, 2017. We invite you to take the opportunity to browse the website. Please let us know if you have any suggestions for documents you would like put on the website.

THANK YOU

I would like to take this opportunity to thank you for your cooperation with this year's equalization study and to invite you to make suggestions or express concerns regarding the equalization process. Questions regarding the equalization process in general or how specific numbers were calculated; please feel free to contact this office at 230-5950.



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES

Clark B. Freise, Assistant Commissioner



April 28, 2017

David Niemeyer
Geosphere Environmental Management, Inc.
51 Portsmouth Avenue
Exeter, NH 03833

transmitted via email to DNiemeyer@geospherenh.com

**RE: Review for Administrative Completeness
Preliminary Large Well Siting/Large Groundwater Withdrawal Permit Application
Aquarion Water/NH, PWS ID 1051010
Well 22
Hampton, New Hampshire**

Dear Mr. Niemeyer:

The New Hampshire Department of Environmental Services (DES) has reviewed the preliminary community well siting and large groundwater withdrawal permit application (Preliminary Application) titled "Preliminary Report and Large Groundwater Withdrawal Permit Application, Aquarion Water Company of New Hampshire, Well 22, Little River Road, Hampton, NH prepared by Geosphere Environmental Management, Inc. (Geosphere) on behalf of Aquarion Water Company of New Hampshire (Aquarion), dated March 25, 2017 (received April 27, 2017) for Administrative Completeness, in accordance with Env-Wq 403.12(a). A Preliminary Application is considered Administratively Complete when all of the materials required by Env-Wq 403.05 have been submitted to DES.

The purpose of this letter is to notify Geosphere that DES finds that the above-referenced Preliminary Application submitted is Administratively Complete. Note that per Env-Wq 403.12(d), DES' determination that the Preliminary Application is Administratively Complete is not a determination that the Preliminary Application is approvable as submitted.

At this time, per RSA 485-C:21, II, please send a complete copy of the Preliminary Application with a copy of the "Large Groundwater Withdrawal Permit Application Notification Form" via certified mail to the governing body of each municipality and public water supplier in the potential impact area of the proposed withdrawal. **Copies are to be sent to the Town of Hampton (Board of Selectmen) and Town of North Hampton (Select Board); no community public water systems other than Aquarion are located within the potential impact area.** Please provide copies of the return mail receipts to DES as soon as they are available.

Per RSA 485-C:21, III, the deadline for a municipality or public water supplier to request a public hearing for this project is **fifteen (15) days from the date they receive their copy of the Preliminary Application**. If a public hearing is requested, DES will inform Geosphere and Aquarion and coordinate with the entity that requested the hearing to arrange the date, time, and location of the hearing to be held within 30 days after the request. Following the hearing, there will be a 45-day period during which written comments on the Preliminary Application may be submitted to DES. If a public hearing is not requested, the 45-day written comment period will commence on the date of receipt of the application.

If you have any questions about this letter or any other groundwater permitting issues, please contact me at (603) 271-8866 or christine.bowman@des.nh.gov.

Sincerely,

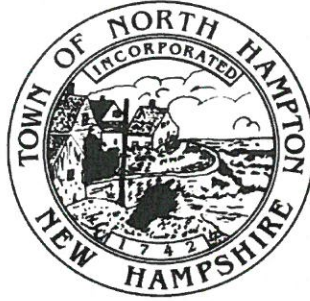
Christine Bowman, P.G.
Drinking Water and Groundwater Bureau

cc: Carl McMorran, Aquarion Water Company of New Hampshire (email)
Board of Selectmen, Town of Hampton
Select Board, Town of North Hampton

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22\correspondence\1051010_Hampton_Aquarion_Well22_PrelimAppAdminCompleteLetter.doc

Paul L. Apple
Town Administrator

Municipal Offices
233 Atlantic Avenue
North Hampton, NH 03862
papple@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
MAY 8, 2017 SELECT BOARD MEETING**

REPORTING PERIOD

The reporting period is from April 24, 2017 through May 8, 2017.

FINANCE

The expenditure report is posted on the website. See: http://www.northhampton-nh.gov/Public_Documents/NorthHamptonNH_FinDept/expense2016sept.pdf.

The Burn Rate Summary is attached. The "cushion" reported is 6.38% but that does not account for some expenditures. The actual "cushion" remains just under 6%.

PRIORITIES

Scheduling

Personnel

The Police Department. Nothing new to report.

The Fire Department. The Department conducted oral review boards with candidates to replace Firefighters Greaney and Mills. The Chief also conducted interviews. The Chief will provide an update as part of the agenda this evening.

Facilities

Mr. Cuetera has spoken with a DOI approved contractor and we have scheduled a meeting this week (May 8-12) to review the Town Hall siding on the east and west sides of the building.

Campus. The septic system for the Chevalier Building will be evaluated next week when work begins on the Library/Stone Building Septic System.

The plan still calls for a chambered system, and a small, raised bed along the fence line. The raised bed will not interfere with drainage for the Library or snow removal and storage.

Projects

2nd Annual Touch-a-Truck. This opportunity for residents to interact with public safety employees is scheduled for Saturday, May 6. Although rain is forecast, we are hoping for a good turn-out. I will have an additional report at the meeting.

Telephone System/Communications. The Town Campus has experienced interruptions in telephone service over the last 2 weeks that are consistent with an on-going problem with service we've had for at least the last 5 years. There is a significant buzzing on the lines, especially during rainy weather. We suspect that the wires coming to the pole are not properly grounded, but we have been unable to get an adequate response from Fairpoint on this problem. Brian Page, while he was here, went so far as to complain to the PUC; but, there has been no resolution to the problem because what we need is a new copper wire strung from the hub on Route 1 to our facility and Fairpoint won't invest the capital to do that.

Rather than continue fighting with Fairpoint, we are consulting with First Light (formerly Bayring), our provider of wiring from the pole to the jack. They are building a fiber network in southeastern NH and we are a candidate to move our service onto that network. This should make transmission quality better with terms of service as reliable as the copper lines on which we rely now.

A First Light representative will be present at Staff meeting on May 16 to discuss this further.

The second component of the telephone issues is the advanced age of the actual hardware. At this point, it is at least 15 years old, having been installed while Mike Pardue was Town Administrator. The system has also been constructed piecemeal, meaning that there are a number of lines for which we are charged that are not being used.

The two components of the issue can be resolved at the same time, along with the consolidation of the total number of lines, as part of the process we have undertaken. The first priority is to improve reliability and transmission quality. The second priority is to consolidate the lines to ensure we are not paying for service we do not use (and to consolidate the number of providers involved in the process (currently 4). The third priority is installation of modern hardware that will serve the town for a reasonable period going forward.

In the immediate term, we are attempting to resolve an issue with one of the lines that permits conferencing at the Town Hall. That line is currently inactive (although no one from the Town ever gave instructions to that effect). We must activate it to provide for conferencing that will benefit the Conservation Commission.

Cell Tower. Nothing new to report.

Regionalization. Work continues on the operational implications of a joint ladder truck. A meeting of the whole committee will be rescheduled when that work is complete.

Coakley Landfill Group. I attended the meeting of the Group on May 4, 2017 with Mr. Miller. The Group has agreed to the wisdom of conducting a public meeting of the Group in either June or July here in North Hampton.

Meeting Schedule. The next regular meeting for the Select Board in May 30, 2017 at 7:00 p.m. The Budget Committee will meet for its organizational meeting on May 15, 2017 at 6:30 p.m.

Website Update. Nothing new to report.

Finance Policies: Our review of policies is on-going.

FY 2019 Budget Preparation. There is a proposed schedule that should be finalized on May 15, 2017.

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

Trolley Bridge/Philbrick Pond Grant. Craig Musselman, a Rye Selectman and a principal at CMA Engineers, and I spent the afternoon on Friday going door to door to obtain permission from property owners to work in the marsh. We had good success, obtaining permission from 3 property owners and tentative agreement from one more. The next phase will be letters to all property owners to advise of the schedule for later this summer. Tidal flow devices will be installed to measure the amount of water that goes in and out of the marsh. Surveyors will also measure the extent of the marsh and locate property boundaries.

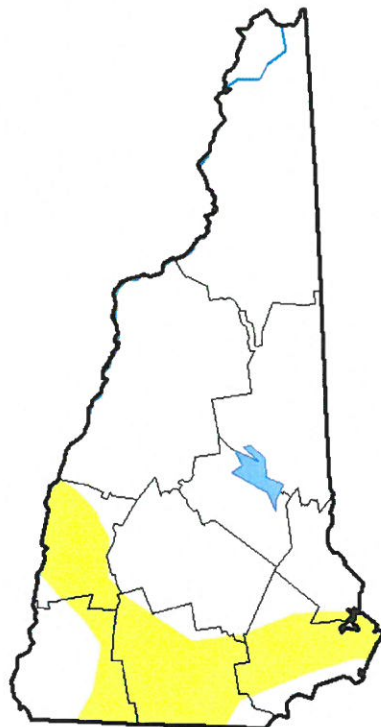
Hampton Rod and Gun Club: The Gun Club's expert filed has been submitted to GZA for review. As soon as I have a report back, I'll circulate it.

Storm-Water Regulations. Work is ongoing between RPC and the working group. The Planning Board is considering a series of regulations that will bring the Town into compliance regarding run-off aspects of the permit. Once these regulations have been enacted (probably in the next month), the group will meet again to begin an implementation schedule this summer and next spring so that we are in compliance with the new permit before it comes into effect in April 2018.

Hazard Mitigation Plan. A draft recommendation will be ready for your review at the end of the process, and final implementation is scheduled for August 2017.

Water Conservation Regulations. Notice of the regulations has been posted, physically and on-line, sent out on an email blast and included in Friday Folders. The current evaluation is “abnormally dry.” For this reason, I do not believe we should alter the voluntary regulations enacted in April. However, if precipitation continues above normal, we may find that drought conditions have abated in the near-term and restrictions can be eliminated.

U.S. Drought Monitor New Hampshire



May 2, 2017
(Released Thursday, May. 4, 2017)
Valid 8 a.m. EDT

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	79.67	20.33	0.00	0.00	0.00	0.00
Last Week 04-25-2017	44.54	55.46	3.52	0.00	0.00	0.00
3 Months Ago 01-31-2017	8.41	91.59	75.35	44.60	0.00	0.00
Start of Calendar Year 01-03-2017	8.41	91.59	75.35	44.93	0.00	0.00
Start of Water Year 09-27-2016	15.33	84.67	62.44	40.49	19.27	0.00
One Year Ago 05-03-2016	86.55	13.45	0.00	0.00	0.00	0.00

Intensity:

D0 Abnormally Dry	D3 Extreme Drought
D1 Moderate Drought	D4 Exceptional Drought
D2 Severe Drought	

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. See accompanying text summary for forecast statements.

Author:

Brian Fuchs
National Drought Mitigation Center



<http://droughtmonitor.unl.edu/>

Recreation Activities. Nothing new to report.

Conservation Easement Deeds. I have not heard from the Commissioners.

Mutual Aid. I have nothing new to report.

Economic Development. Nothing new to report.

Facilities. See, above.

Document Management System. I have nothing new to report.

IT Issues. The items in the last report are underway (BDR, Windows 10, Fire Chief's computer).

Deed Waiver/Modular Home Tax Abatement Policy.

I proposed a taxpayer agreement to the owners of 12 Sandpiper Path. I have not had a response yet. The parks in town are under new ownership and new rules come into effect on June 1. These rules will require owners to be current on taxes, regardless of any agreement they may reach with the Town. If these rules are enforced, the number of delinquent tax payers in the parks should decline dramatically in the next year.

You waived deeding on all the properties except the first and the last on the list. The owners of the last property paid, as is their custom. The Tax Deed for the first is in the box for signature.

There are a number of manufactured and modular homes that are in arrears. Tax deeding manufactured housing creates significant risks. First, the Town becomes the delinquent owner's landlord and will be required to expend resources to evict the owner once the tax deed has been recorded. This process, in addition to being expensive, also presents public perception issues. The forced removal of anyone from their home is not a matter to be undertaken in all but the most severe cases.

Additional risks presented in this category include liability for park rent and other charges associated with the location of the unit. The park owners have agreed to waive park rent for properties taken pursuant to Tax Deed. The cost of disposal is also a potential liability for homes that are in poor condition or have no value. Manufactured housing does not hold value in the same way as traditional, stick-built housing.

Rails to Trails. Nothing new to report.

FY2017 Budget Analysis - Burn Rate

As of 05/02/17

Analysis of % Remaining

Weeks Remaining	Total Weeks		
8.8571	52		
	17.03%	Estimated % Remaining by Weeks	
	19.97%	Actual % Remaining	
	2.94%	Variance	
	23.42%	Weighted % Remaining *	
	6.38%	Variance	
	* -	Weighted % remaining accounts for timing of non-recurring costs/library.	

Analysis of Weekly Burn Rate

Budget	Total Weeks		
\$ 6,668,166.00	52		
	\$ 128,233.96	Estimated Weekly Burn Rate	
	\$ 123,691.31	Actual Weekly Burn Rate	
	\$ 4,542.65	Variance	
	\$ 102,074.51	Weighted Weekly Burn Rate *	
	\$ 26,159.45	Variance	
	* -	Weighted Burn Rate accounts for timing of non-recurring costs/library.	

Breakdown of Recurring/Non-Recurring

Recurring Costs - Budget	\$ 5,514,717.00
Recurring Costs - Expenditures	\$ 4,223,389.60
Recurring Costs - Budget Remaining	\$ 1,291,327.40
Non-Recurring Costs/Library - Budget	\$ 1,153,449.00
Non-Recurring Costs/Library - Expenditures	\$ 1,113,006.95
Non-Recurring Costs/Library - Budget Remaining	\$ 40,442.05
Total Budget	\$ 6,668,166.00
Total Expenditures	\$ 5,336,396.55
Budget Remaining	\$ 1,331,769.45



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

Date: April 20, 2017
To: Paul Apple, Town Administrator
Cc: Barbara Dewing, Treasurer
Trustees of the Trust Funds
From: Ryan Cornwell, Finance Director
Subject: Cash Transfers

Although self-balancing funds are maintained within the general ledger accounting system, predominantly all purchases and deposits are processed through the Town General Fund operating account. In order to obtain accountability for each fund, due to/ due from accounts must be utilized that represent interfund receivables and payables.

The following describes the circumstances under which funds are to be transferred between the Town General Fund operating account, other accounts maintained by the Treasurer, and accounts maintained by the Trustees of the Trust Funds:

Ambulance Fee Revolving - Ambulance billing receipts are deposited into the Town General Fund operating account when received and 15% of all receipts are to be transferred into this account. A total of \$35,440.77 in ambulance billing receipts are due to the Ambulance Fee Revolving Fund less \$18,139.93 in ambulance maintenance, billing and collection expenditures paid from the Town General Fund operating account.

Fire Equipment & Apparatus - Ambulance billing receipts are deposited into the Town General Fund operating account when received and 85% of all receipts are to be transferred into this account. A total of \$200,830.91 in ambulance billing receipts are due to the Fire Equipment & Apparatus Fund less \$469.07 in equipment and apparatus expenditures paid from the Town General Fund operating account.

Conservation Commission - Land use change tax receipts are deposited in the Town General Fund operating account when land previously in current use, which has been changed to a use which does not qualify for current use assessment, is subject to a land use change tax at the time

of the change. 100% of land use change tax receipts are to be transferred into this account. A total of \$127,750.00 in land use change tax receipts are due to the Conservation Commission Fund less \$6,789.00 in water quality sampling and monitoring expenditures paid from the Town General Fund operating account.

PEG Cable TV - Cable franchise fees are deposited into the Town General Fund operating account on a quarterly basis and are to be transferred into this account. A total of \$124,313.59 in cable franchise fees are due to the PEG Cable TV Fund less \$64,398.72 in salaries, contract services, equipment, and supplies expenditures paid from the Town General Fund operating account.

Police Detail - Receipts for providing public safety services by means of private details are deposited into the Town General Fund operating account when received and are to be transferred into this account. A total of \$64,726.75 in police detail receipts are due to the Police Detail Fund less \$55,386.40 in salaries, benefits, gasoline and vehicle repair expenditures paid from the Town General Fund operating account.

Heritage Commission - A total of \$343.34 is due to the Town General Fund operating account for historical document preservation expenditures paid from the Town General Fund operating account.

Recreation Revolving - Recreation program fees are deposited into the Town General Fund operating account when received and are to be transferred into this account. A total of \$105,117.89 in recreation program fees are due to the Recreation Revolving Fund less \$111,051.75 in part-time salaries, contract services, storage fees, supplies, and maintenance expenditures paid from the Town General Fund operating account.

PB Applicant Engineering Fees - A total of \$6,732.82 is due to the Town General Fund operating account for contract services and Planning Board meeting review expenditures paid from the Town General Fund operating account.

Building Maintenance - Warrant article appropriations for building maintenance raised through taxation or unassigned fund balance are held on deposit in the Town General Fund operating account and are to be transferred into this account. A total of \$75,000.00 in warrant article appropriations are due to the Building Maintenance Fund less \$31,147.08 in maintenance and repairs expenditures to Town owned buildings paid from the Town General Fund operating account.

Health Stabilization - Warrant article appropriations for health stabilization raised through taxation or unassigned fund balance are held on deposit in the Town General Fund operating account and are to be transferred into this account. A total of \$30,000.00 in warrant article appropriations are due to the Health Stabilization Fund.

Earned Time Settlement - Warrant article appropriations for earned time settlement raised through taxation or unassigned fund balance are held on deposit in the Town General Fund operating account and are to be transferred into this account. A total of \$30,000.00 in warrant article appropriations are due to the Earned Time Settlement Fund less \$12,599.12 in vacation and earned time buyout expenditures paid from the Town General Fund operating account.

Municipal Transportation - An additional fee of \$5.00 is collected on all motor vehicle registrations and deposited into the Town General Fund operating account when received. The accumulation of the fees is to be transferred into this account. A total of \$35,515.00 in municipal transportation fees are due to the Municipal Transportation Fund.

Revaluation - Warrant article appropriations for revaluation raised through taxation or unassigned fund balance are held on deposit in the Town General Fund operating account and are to be transferred into this account. A total of \$15,000.00 in warrant article appropriations are due to the Revaluation Fund.

EPA Stormwater - Warrant article appropriations for EPA Stormwater raised through taxation or unassigned fund balance are held on deposit in the Town General Fund operating account and are to be transferred into this account. A total of \$60,000.00 in warrant article appropriations are due to the EPA Stormwater Fund.

Hobbs Fund - Distributions from the New Hampshire Charitable Foundation are deposited into the Town General Fund operating account when received and are to be transferred into this account. A total of \$1,791.15 in distributions from the New Hampshire Charitable Foundation are due to the Hobbs Fund.

Mosquito Control - A total of \$42,000.00 is due to the Town General Fund operating account for contract services for spraying and testing expenditures paid from the Town General Fund operating account.

Document Management - A total of \$1,961.99 is due to the Town General Fund operating account for part-time salaries expenditures paid from the Town General Fund operating account.

Information Technology - A total of \$7,802.21 is due to the Town General Fund operating account for information technology hardware and software acquisition and maintenance expenditures paid from the Town General Fund operating account.

Tennis - A total of \$2,472.00 is due to the Town General Fund operating account for contract services for crack repairs and touch up to the tennis court, and fence repair expenditures paid from the Town General Fund operating account.

Coakley - A total of \$32,093.40 is due to the Town General Fund operating account for principal and interest debt service on New Hampshire Department of Environmental Services Clean Water Loans and Coakley Landfill Superfund Trust assessment expenditures paid from the Town General Fund operating account.



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

Date: April 20, 2017
To: Barbara Dewing, Treasurer
Cc: Paul Apple, Town Administrator
From: Ryan Cornwell, Finance Director
Subject: Cash Transfers

Please move the following amounts from the Town General Fund operating account to accounts maintained by the Treasurer for revenues and expenditures incurred during the months of April 2016 - March 2017.

Ambulance Fee Revolving	\$ 17,300.84 ✓
Fire Equipment & Apparatus	\$200,361.84 ✓
Conservation Commission	\$120,961.00 ✓
PEG Cable TV	\$ 59,914.87 ✓
Police Detail	\$ 9,340.35 ✓
Total	\$407,878.90

Select Board, Jim Maggiore

Select Board, Larry Miller

Select Board, Kathleen Kilgore



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Heritage Commission	\$ 343.34 ✓
Recreation Revolving	\$ 5,933.86 ✓
PB Applicant Engineering Fees	\$ 6,732.82 ✓
Total	\$13,010.02

Select Board, Jim Maggiore

Select Board, Larry Miller

Select Board, Kathleen Kilgore



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OFFICE of the TOWN ADMINISTRATOR

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From: Ryan Cornwell, Finance Director
Subject: Cash Transfers

Please reimburse the Capital Reserve and other accounts maintained by the Trustees of the Trust Funds for the following amounts from the Town General Fund operating account for revenues and expenditures incurred during the months of April 2016 – March 2017.

Building Maintenance	\$ 43,852.92 ✓
Health Stabilization	\$ 30,000.00 ✓
Earned Time Settlement	\$ 17,400.88 ✓
Municipal Transportation	\$ 35,515.00 ✓
Revaluation	\$ 15,000.00 ✓
EPA Stormwater	\$ 60,000.00 ✓
Hobbs Fund	\$ 1,791.15 ✓

Total	\$203,559.95
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Document Management	\$ 1,961.99 ✓
Information Technology	\$ 7,802.21 ✓
Tennis	\$ 2,472.00 ✓
Coakley	\$32,093.40 ✓
Total	\$86,329.60

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TOWN OF NORTH HAMPTON

Trial Balance

Report # 33579

- WARRANT ARTICLE APPROVED TO
TRANSFER FUNDS FROM GF FUND
BALANCE IN FY18.

Account Groups: (First) - (Last)
Accounts: (First) - (Last)
Dates: 04/01/2016 - 03/31/2017
Book Type: Actual
Sort By: Account Number
Detail Option: No Detail
Include Zero Activity Accounts: No
Subtotal First Account Segment: No
Select Accounts Utility: Yes

Account Number	Description	Class	Beginning Balance	Total Debits	Total Credits	Net Change	Ending Balance
01-1310-00-000	Due from Other Funds	Asset	16,113.48	126,736.13	140,424.09	(13,687.96)	2,425.52
01-2001-00-000	Due To Other Funds	Liability	(118,554.16)	132,889.38	504,538.61	(371,649.23)	(490,203.39)
01-2006-00-000	Due To Detail Revolving Fund	Liability	(6,427.10)	61,986.24	64,899.49	(2,913.25)	(9,340.35)
01-2011-00-000	Due To Recreation Revolving Fund	Liability	10,315.47	112,952.01	117,333.62	(4,381.61)	5,933.86
01-2014-00-000	Due To Mosquito Control	Liability	0.00	42,000.00	0.00	42,000.00	42,000.00
01-2040-00-000	Due To North Hampton Forever Fund	Liability	31,702.95	0.00	0.00	0.00	31,702.95
01-2051-00-000	Due To PRG Television Fund	Liability	(30,626.41)	94,752.40	127,040.86	(32,288.46)	(62,914.87)
06-2001-00-000	Due To (From) General Fund	Liability	6,427.10	64,899.49	61,986.24	2,913.25	9,340.35
11-2001-00-000	Due To (From) General Fund	Liability	(10,315.47)	117,333.62	112,952.01	4,381.61	(5,933.86)
14-2001-00-000	Due To (From) General Fund	Liability	0.00	0.00	42,000.00	(42,000.00)	(42,000.00)
21-2001-00-000	Due to General Fund	Liability	1,770.61	1,791.15	1,770.61	20.54	1,791.15
33-2001-00-000	Due to Other Funds	Liability	(156.66)	3,891.66	4,078.34	(186.68)	(343.34)
35-2001-00-000	Due to Other Funds	Liability	(858.30)	128,608.30	6,789.00	121,819.30	120,961.00
40-2001-00-000	Due To (From) General Fund	Liability	(31,702.95)	0.00	0.00	0.00	(31,702.95)
51-2001-00-000	DTF "To and From"	Asset	30,626.41	127,040.86	97,752.40	29,288.46	59,914.87
60-2001-00-000	Due to General Fund	Liability	6,140.59	35,829.82	24,669.57	11,160.25	17,300.84
61-2001-00-000	Due to General Fund	Liability	71,525.40	200,830.91	71,994.47	128,836.44	200,361.84
70-1310-10-000	Due From General Fund	Asset	17,281.00	0.00	17,281.00	(17,281.00)	0.00
70-2001-00-000	Due To General Fund	Liability	6,738.04	277,009.52	126,308.36	150,701.16	157,439.20
75-2001-00-000	Due to General Fund	Liability	0.00	1.34	6,734.16	(6,732.82)	(6,732.82)

Report Totals:

\$0.00

\$1,528,552.83

\$1,528,552.83

\$0.00

\$0.00

20 Accounts Listed.

GENERAL FUND \$(480,396.28)
REMOVE: NHF (FY18) (31,702.95)
SUBTOTAL \$(512,099.23)

TRANS OUT - TREAS \$ 407,878.90
" - TRUST 203,559.95
TRANS IN - TREAS (13,010.02)
" - TRUST (86,329.60)
SUBTOTAL \$ 512,099.23



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

SELECT BOARD DRAFT MINUTES

APRIL 24, 2017

REGULAR MEETING 7:00PM

NORTH HAMPTON TOWN HALL

231 ATLANTIC AVENUE

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

1. Call To Order for the Public Session

Chair Maggiore called the meeting to order at 7:05 PM. Those in attendance were Selectman Miller, Selectwoman Kilgore and Town Administrator Apple.

2. Pledge of Allegiance

Chair Maggiore led the Pledge of Allegiance.

3. 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.

Chair Maggiore stated that Mr. Savastano will be using a voice recognition program this evening that might help with the minutes, so he asked that people state their name clearly and where they are from.

Nancy Monaghan, Mill Road stated she had read an article in the newspaper about the two firefighter/paramedics leaving North Hampton due to the political climate and she was very

38 disturbed by it. She wrote the following letter to Firefighters/Paramedics Corey Greaney and
39 Adam Mills.

40 "As a citizen of North Hampton, I am disappointed that the political pushing and pulling by one
41 small group of citizens in this town has caused you enough distress that you find you must leave
42 your job for fear of losing your job.
43

44 It is especially disheartening since this political group has little understanding of the staffing in
45 the North Hampton Fire & Rescue Department and very little knowledge of the extent of life-
46 saving services your paramedics give every North Hampton citizen.
47

48 It's also disheartening because this political group is unaware that with your departure, we will be
49 without 24-hour paramedic coverage in town, and it will be some time before that coverage
50 resumes given the time it takes to hire and train paramedics to replace you. Thirty years ago,
51 North Hampton citizens approved a warrant article on staffing at NH Fire & Rescue, requiring
52 three on every shift, 24 hours a day. Some of those who believe it's fiscally prudent to reduce
53 manpower in the department don't know the town tried that once, about 20 years ago, to save
54 money. Citizens demanded the staffing be restored because service declined and calls were going
55 up with the aging of our population. And it was the town's citizens who voted to approve the
56 2015 contract with Fire & Rescue workers increasing the pay scale so the town could hire
57 paramedics.
58

59 Most of all, it is disheartening that the political wishes of a few have affected the real lives and
60 livelihoods of hardworking employees of our town. I wish we could change your minds with
61 assurances that the majority of North Hampton residents want, need and honor the work you do
62 and won't allow a small group to dismantle the fire and rescue service residents want.
63

64 I believe I speak for many when I say we hope you will return to North Hampton when the
65 naysayers learn their hostility about Fire & Rescue staffing is falling on deaf ears. Every citizen
66 reading this morning's paper about your situation should be ashamed that you have been driven
67 out of town."
68

69 Frank Ferraro, 55 Post Road stated when he received an email with the April 10, 2017 agenda, he
70 was surprised to see a notice for a Non Public meeting separate from and before the Public
71 Meeting since the law is clear that a Non Public meeting must be called from within a Public
72 Meeting. He further stated even if the Select Board had tried to remedy this error and entered
73 into a Public Meeting at 5:30PM prior to going into the Non Public meeting, that Public Meeting
74 would not have met the public notice requirements of 91:A which requires a public posting at
75 least 24 hours prior to the meeting. Posting the Non Public session did not qualify as posting the
76 public session.
77

78 Mr. Ferraro stated the right of citizens to know what their government is doing is explicitly
79 written in the New Hampshire Constitution. He further stated that any business or votes that took
80 place in the public session is not valid; likewise any votes to seal minutes are also invalid.
81

82 Mr. Ferraro stated this may have been an oversight and hoped the Select Board would be more
83 diligent in the future.

84 Town Administrator Apple offered to seek a legal opinion from Town Counsel as to whether the
85 process is correct.

86
87 John Bottomley, 4 Cotton Farm Lane read the following:

88 "I would like to read a statement as an individual citizen and long time resident of North
89 Hampton. I am not here making a statement representing any group that I might agree or
90 disagree with.

91 It would appear that on your Agenda tonight you will be accepting the resignations of two
92 firefighters who at some point, before Town Elections, made the decision to move on to new
93 positions to better their careers. I thank them for their service to our community and wish them
94 well. Also as part of your Agenda you may vote to authorize, advertise and possibly hire for
95 those now vacant positions. According to the Fire Department web site as of yearend 2016. We
96 had 14 full time firefighters and 2 more "On Call" for a total of 16 fire personnel. Included in this
97 number are a Chief and a Deputy Chief.

98 At the 2017 Deliberative Session and the Town Elections citizens came to the polls and said very
99 clearly through their votes that they were concerned about the Operating Budget of the Town and
100 they were concerned about Capital Expenditures. By their vote they said, I believe, to elected
101 officials, we expect you to take a look at the overall Town Budget and all Departments and
102 consider changes that will help, at a minimum, to stabilize the Town Budget and most
103 importantly, their Real Estate Tax bills.

104 The prior Board had presented to the citizens an overall Budget and Warrant articles with
105 increases totaling between 5-8%. This when in 2016 the published Cost of Living percentage was
106 under 1%. For the 4th year in a row the citizens said NO to a new Safety Complex, again saying
107 to elected officials, you need to find new and innovative ways of controlling overall capital and
108 operating expenses.

109 In view of the clear message that the voting electorate has sent you I would respectfully ask you
110 to put on hold any authorization to advertise and to hire for new personnel at the Fire Department
111 and direct the Chief to review his coverage and shifts and to maintain adequate coverage for the
112 Town. I say this as one who admires the job the Fire Department and the Police Department do,
113 as one who appreciates the training they have and as one who has ridden in the back of an
114 ambulance to Exeter Hospital and was well cared for.

115 There are Towns that have a different model that allows them to apparently save significant
116 monies. Some of these Towns have larger populations and considerably more geographical area.
117 We at least, independently, ought to study whether we can do the same. This is not about one
118 Department, or about individuals in those Departments, but it is about expenses that voters feel
119 are out of control.

I would suggest that the Select Board, together with representatives of the Budget Committee form a Study Committee, meet and work together to look for ways we can run this Town more efficiently and more cost effectively.

All Budget line items and all Capital Expenditures should be on the table. School representatives on the Budget Committee have to be part of the process and therefore the School Budget should be on the table. I would further suggest that the Board agree to study this problem over the next 6 months and issue a public report of its findings to the citizens by year end. I suggest this knowing full well that this is not an easy task, that it will require significant man hours and that the State of

New Hampshire has turned back to the Town financial responsibilities that they once made contributions to. None the less we are at a point in time when our Town population is decreasing, when our School population is decreasing, citizens who grew up here east and west of Route 1 cannot afford to retire here, young families, some of whom grew up here, cannot afford to live here, and the decreasing school population indicates the Town is not attracting new families. Over the last decade our Town budget reportedly has grown by double digits. I believe for North Hampton, to grow and to prosper we have got to get a hold of ourselves and reduce overall spending.

The political footballs that have been thrown in the air have promoted and allowed for an increasing set of fiery, emotional remarks and our area media has supplied inflammatory headlines. Some, as seemingly always happens, whenever different opinions play out in the press, have been misquoted. There have been false accusations insinuated in the middle of police investigations, there has been possible defaming rhetoric, there has been questionable ethics.....things are spinning out of control and to quote one of your own, we are an unhappy Town.

In our Democratic process people can disagree and argue back and forth and that is why we have elections. Elections have consequences. It's time to put agendas aside. Some wise man said: The business of democracy and its politics is all about compromise. That certainly has been lost at the national level in Washington where partisanship on both sides of the aisle rule the roost. Lets not let it happen in North Hampton. Perhaps the study committee can find some pathways to reach the goals the citizens want. You folks ran for public office, we've had an election. I feel the citizens sent you a clear message. Please listen to the results of the election, all parties need to open their minds and accept compromise. Please get about the business of governing responsibly.

Thank You for your Consideration."

Margaret Clifford, Rockrimmon Road stated she was sad to have the two firefighters leave and would like to have a fire department and paramedics that will keep her family safe. She further stated what she has experienced in the town is that the firefighters do care and respect the community members, but that the police department does not. She further stated there are individuals in "that department" that are abusive, have harassed her family, terrorized her children, and her children are afraid of the police after the behavior she has experienced.

Ms. Clifford stated that when she first moved to town she voted yes for a new safety complex, but she would not now as the police department has changed her vote. She would however support just a fire station.

Selectman Miller asked Ms. Clifford if she had told anyone on the Select Board of her problems with the police.

Ms. Clifford stated she had planned to write a letter to make sure “these instances” are documented, but one of them was so humiliating that she hasn’t been able to do it yet.

Selectman Miller stated there is nothing the Select Board can do until and unless her complaint is written.

Laurel Pohl stated she would like to thank Ms. Clifford for her comments and the “courage to speak about this.” She further stated, “a similar situation happened with me with the fire department about five years ago. The Select Board was told. Nothing was done.”

Chair Maggiore noted there may have been something discussed in Non Public and the minutes have been sealed.

Selectman Miller asked Ms. Pohl how she brought this issue up to the Select Board five years ago, and Ms. Pohl stated, “I called one of them on the phone and told them what happened. Multiple times.”

4. Consent Calendar

4.1 Payroll Manifest of April 13, 2017 in the amount of \$64,120.55

4.2 Payroll Manifest of April 20, 2017 in the amount of \$67,291.52

4.3 Accounts Payable Manifest of April 20, 2017 in the amount of \$1,083,191.95

4.4 Abatement Recommendation

4.5 Disabled Tax Credit Recommendation

4.6 Land Use Change Tax

4.7 Veteran Tax Credit Application

4.8 Veteran Tax Credit Application

4.9 Charitable Exemption Application

4.10 Elderly Tax Exemption Application

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

5. Correspondence

No Items

Selectman Miller asked whether the letter received from the Conservation Commission today would be read into the record or part of the Town Administrator’s report.

Town Administrator will take up under his report.

6. Committee Updates

Chair Maggiore stated the Budget Committee would be meeting on May 15. He further stated the state budget did not pass in the house, and it was now on to the senate.

7. Report of the Town Administrator

7.1 General Report – (Attached to these minutes)

Selectman Miller stated he wouldn't be able to attend the May 22 Select Board meeting. After discussion, the Select Board agreed to change the May 22 meeting date to May 30.

Town Administrator Apple stated the Chair on the Sub Committee for Conservation Easements received complaints that were filed electronically with regard to the Lamprey Conservation Easement from Mr. Gosselin and Mr. O'Kane. An investigation and a site inspection took place. Town Administrator Apple stated he received a report from Mr. Vorkink and was circulated to the complainants. He stated the complaint from Mr. Gosselin indicating the septic system is in violation of the conservation easement; the second complaint from Mr. O'Kane states it is unclear what the septic system is approved for whether animal waste or only human waste and that it might involve a kitchen and living quarters.

Town Administrator Apple, Kevin Kelley and Mr. Vorkink met with the supervisor at the property and the owner of the Lamprey Farm to review the installation of the septic system and the plans. At the time a letter was received from a firm of engineers as well as the Department of Environmental Services and the letter states that connecting a toilet and a wash sink for agricultural workers on the property and waste from floor drains in the animal stalls in the barn which are under construction are consistent with the plans granted by the NH Department of Environmental Services has been confirmed by them and no further action from the DES is required to connect the animal floor drains for animal waste.

(Secretary's Note: A full copy of Mr. Vorkink's letter is attached to these minutes.)

Town Administrator Apple stated the Conservation Commission will discuss Mr. Vorkink's letter at their next meeting and either approve or ask for additional information.

Chair Maggiore stated Paul Cuetara suggested he walk around the Town Hall building and do an inspection with someone from the Preservation Alliance or someone who is registered from the Preservation Alliance to make recommendations that would allow the building to be renovated on the outside and comport with the statute.

7.2 Committee of the Whole: Facilities

Town Administrator Apple reviewed the results of the goal setting session stating the Select Board has prioritized the historic buildings as things that are to be worked on first in terms of facilities.

Chair Maggiore stated he had promised he would bring up the subject of a recommendation by Mr. Gosselin regarding Kathy Kilgore serving as a Select Board representative to the Conservation Commission.

Selectman Miller stated there is no provision to appoint a Select Board member to the Conservation Commission.
Selectwoman Kilgore stated she would like to “get clear” on the RSA and take up at another meeting.

8. New Business

8.1 Consideration of Wiggins Way Intervenor Status Recommendation;

Chair Maggiore stated the Water Commission voted in the affirmative to request intervenor status for temporary or emergency hook up of water into Wiggins Way from North Hampton.

Intervenor status would allow North Hampton to be a party of interest at an administrative proceeding. They would be able to file papers and attempt to influence the outcome of the administrative proceeding.

Town Administrator Apple stated intervenor status paperwork has been drafted and circulated and that he needed the Select Board’s permission.

Town Administrator Apple stated without intervenor status, we have no say in the hearing.

Motion by Selectman Miller to authorize the petition to file for intervenor status regarding Wiggins Way in that the Select Board approves a temporary water hookup not a permanent hook up. Seconded by Chair Maggiore. Motion carries 2-1. (Maggiore and Miller in favor, Kilgore opposed.)

Tim Harned, Water Commission stated the Water Commission also spoke to the right for an appeal of the DES order to the New Hampshire Water Council. He further stated it was his understanding they had asked the Select Board to approve both. Mr. Harned stated the deadline to appeal to the New Hampshire Water Council is Friday, April 28.

Motion by Selectman Miller to approve the appeal of the DES Emergency Order to the New Hampshire Water Council. Seconded by Chair Maggiore. Motion carries 3-0.

8.2 Consideration of Updates to Policies;

Town Administrator Apple stated he is withdrawing item 8.2 as untimely, and it will be on the next agenda for the board’s consideration.

8.3 Fire Department

8.3.1 Acceptance of Resignation of Corey Greaney;

8.3.2 Acceptance of Resignation of Adam Mills;

Deputy Lajoie announced the resignation of paramedics Greaney and Mills who have accepted positions in other communities. He further stated they were the towns most experienced paramedics and their loss is devastating not only to the department but the town.

Deputy Lajoie stated their departure means the town can no longer offer 24/7 paramedic coverage and now must rely on paramedic intercept service from Exeter

289 Hospital, where paramedics are 10 to 15 minutes away. He further stated during a
290 recent call without paramedic coverage they responded to a critically sick patient
291 within two minutes however they had to wait 10 minutes for paramedics from the
292 hospital to arrive. He stated how frustrating it is to see someone suffering who is
293 minutes away from dying and only being able to administer a minimum level of care.
294

295 Deputy Lajoie asked the Select Board for approval to hire for these two vacancies so
296 they can continue to offer the best services possible to the community.
297

298 Selectman Miller stated to Deputy Lajoie that he should not be too surprised if he is
299 unable to find candidates due to the current division in town.
300

301 Chair Maggiore asked Deputy Lajoie to explain the process involved in becoming a
302 paramedic.
303

304 Deputy Lajoie stated it costs \$10,000 for the 16 month program that equals
305 approximately 2,000 hours of class and clinical time.
306

307 Deputy Lajoie stated it is the hope to find candidates that are already paramedic
308 certified or if not certified currently enrolled in a paramedic program.
309

310 Laurel Pohl, 100 North Road asked which shift is not going to have the paramedic
311 coverage.
312

313 Deputy Lajoie stated there are four shifts in total and there are currently two shifts
314 without paramedics. He further stated the shifts are constantly rotating so it isn't that
315 those particular shifts are designated to a specific period of time.
316

317 Selectman Miller asked how those shifts are currently being covered and Deputy
318 Lajoie stated they are currently being left vacant during the day and covering them at
319 night and relying on paramedic intercept service.
320

321 **Motion by Selectwoman Kilgore to accept the resignations of Corey Greaney**
322 **and Adam Mills. Seconded by Selectman Miller. Motion carries 3-0.**
323

324 8.3.3 Consideration of Hiring Process

325 Chair Maggiore stated there would be several options to consider; posting a vacancy
326 for firefighters, firefighter/paramedics or leave the positions open. He further stated
327 the paramedic positions have been budgeted for the remaining fiscal year as well as
328 the next.
329

330 Selectwoman Kilgore asked if there were three positions open as she saw there was
331 already a posting to fill a vacancy posted on the Fire Department website.
332

Deputy Lajoie stated the position was posted in an effort to try and attract applicants because of the current state wide competitiveness for firefighter/paramedics.

Selectman Miller stated he recommends hiring as soon as possible or fill the shifts the best that can be done.

Chair Maggiore stated the questions before the board are whether or not to post the position and what does the board want to post for-firefighter/AEMT or for firefighter/paramedic.

Selectwoman Kilgore asked "about splitting it."

Chair Maggiore asked for clarification and Selectwoman Kilgore suggested hiring one instead of two.

Discussion ensued regarding the cost of overtime versus hiring two employees with Selectman Miller stating he would rather fill two positions and spend the money on straight time.

Chair Maggiore agreed with Selectman Miller and that he would like to post for two paramedics. He further went on to suggest having a discussion about staffing levels even though the town vote against a study.

Rick Stanton 108 Walnut Avenue reminded the Select Board at the May 2011 town meeting there was a warrant article where the voters were asked to create a paramedic training capital reserve fund and to raise and appropriate \$24,000 for the fund which is governed by the Select Board. He further stated the voters approved the article by a vote of 492-231. Mr. Stanton stated the voters clearly stated to have paramedics.

Lisa Wilson 9 Runnymede Drive stated that unfortunately her husband has been the victim of needing paramedic services and that saving his life has been a matter of seconds, and if it weren't for the fast response rate of the professional paramedics team her husband would not be here today.

Mrs. Wilson stated she appreciated what the "03862 strong group" is doing wanting to save the town money in taxes but did not feel saving the money in paramedic services is the place to start. She further stated she cannot support spending money fixing up the town hall over saving human lives. Mrs. Wilson supports hiring two full time paramedics.

Motion by Selectman Miller to fill the two vacancies in the paramedic program. If paramedics cannot be found to fill the two vacancies, then the vacancies

376 **should be filled with AEMT's that are in a paramedic program. Seconded by**
377 **Chair Maggiore. Motion carries 3-0.**
378
379

380 8.4 Ratification of Goal Setting Session Decisions

381 Town Administrator Apple stated the Goal Setting Session was a starting point for the
382 beginning of the year and that at the end of the year things could look very different with
383 things being added and things being taken away.
384

385 Town Administrator Apple reviewed what took place at the goal setting session, specifically

- 386 • Revising all of the policies;
- 387 • RFP to have the Personnel Policies Redone;
- 388 • Organizational charts;
- 389 • Add AED devices in all of the police vehicles and at the Town Hall, Town Clerk and
390 Recycling Center;
- 391 • Wait for fire department furnace to fail;
- 392 • A commitment to get a gear extractor;
- 393 • 24/7 Paramedic coverage;
- 394 • Development of training programs;
- 395 • Negotiations;
- 396 • Add visual level indicators for emergency management to see a flashing light if the
397 fuel is low on the generators;
- 398 • Increase presence of police in the school in the form of DARE and reading
399 programs;
- 400 • Consideration of a part time Administrative Assistant in the Police Department;
- 401 • Refitting existing vehicles as command vehicles;
- 402 • Consideration of the efficiency which would involve the rebidding of a contract for
403 the phone system;
- 404 • Minutes Clerk to provide more advanced minutes;
- 405 • Part time receptionist;
- 406 • Quarterly meetings for Board of Health to include water quality, Coakley, Hampton
407 Rod and Gun Club, Aquarion, hydrants and rate cases;
- 408 • Document management system;
- 409 • Revised road maintenance program;
- 410 • Working group establish for Recreation Department to increase programs,
411 participation increase and self funding of the department;

412 Rick Stanton stated in January the Select Board had stated they were going to act on the
413 legislation regarding Veteran's Credits which would be to change the amounts or the criteria. Mr.
414 Stanton stated currently Veteran Credits are only given to those who served during combat, and
415 the new legislature would give to all that served.

416 Selectwoman Kilgore asked how the new recreation committee was being handled as she is
417 concerned that it isn't open to everyone as Chair Maggiore stated he already had a sitting committee.

Chair Maggiore stated it will be open to everyone, but he would like to meet with the Recreation Director and tell him of his idea and sit down with him, the Interim Principal and a member of the Recreation Commission to discuss the idea the Select Board has considered before a committee is seated.

Chair Maggiore stated his vision is to include toddlers to Senior Citizens and considers it to be not only recreation but enrichment.

Motion by Selectman Miller to empower Chair Maggiore to preliminary interviews before coming back to the Select Board with a recommendation for a committee of no more than seven be posted for vacancies. Seconded by Selectwoman Kilgore. Motion carries 3-0.

Motion by Selectwoman Kilgore to ratify the goal setting session as noted on the white board. Seconded by Selectman Miller. Motion carries 3-0.

8.5 Acceptance of Resignation of Chris Ganotis

Chair Maggiore read Mr. Ganotis' letter of resignation into the record.
Selectman Miller thanked Mr. Ganotis for his 17 years of service and stated without volunteers like Mr. Ganotis the town couldn't run.

Motion by Chair Maggiore to accept the resignation of Mr. Ganotis from the Conservation Commission. Seconded by Selectwoman Kilgore. Motion carries 3-0.

8.6 Approval of Reappointment of Lisa J. Wilson to Conservation Commission

Chair Maggiore read a letter submitted by Lisa J. Wilson to reappoint her to the Conservation Commission.

Motion by Selectman Miller recommended reappointing Mrs. Wilson for a three year term as recommended by the Conservation Commission and noted she had been serving since 2005. Seconded by Selectwoman Kilgore. Motion carries 3-0.

Chair Maggiore stated when there is a vacancy on a board or committee, Mr. Apple will post that vacancy in the Friday Folders, and email will be sent out, a posting on Channel 22. Anyone that is interested will send a letter to Mr. Apple so that everything goes to one place and everything is "tightened up."

Mrs. Wilson asked if the Community Newsletter could be posted in the Friday Folders.

8.7 Deed Waivers

Motion by Chair Maggiore to accept all of the Deed Waivers on Deed Notice List except for Map 017, Lot 100, and Map 007, Lot 112. Seconded by Selectwoman Kilgore. Motion carries 3-0.

459
460 **9. Minutes of Prior Meetings**

461 9.1 Approval of April 10, 2017 Meeting Minutes

462
463 *(Tabled until May 8, 2017 due to incomplete amendments to minutes)*
464

465 **10. Any Other Item that may legally come before the Board**

466 The Board reserves the right to take action on any item relative to the prudential administration of
467 the Town's affairs, which circumstances may require.
468

469 Selectman Miller stated he has been given permission to go to the Coakley Group Meeting on
470 Thursday, May 4, 2017 and he would like to have Town Administrator ask the question when the
471 two Consent Decrees came down, the monies raised by the towns were raised by taxation and has
472 been funding the town's portion of the Coakley expenses for over 20 year. He further stated he
473 would like them to give a "burn rate" as to when the town might need to raise more funds.
474

475 **11. Second Public Comment Session**

476 See Item 2, above.

477 Nancy Monahan, Mill Road thanked the Select Board for continuing the firefighter/paramedic
478 program. She further stated she would like to clarify a few terms that have been talked about.

479 Ms. Monahan noted there is no separate firefighter staff nor is there a separate paramedic staff.
480 All of the firefighters are either AEMT's or paramedics.
481

482 Town Administrator stated the Fire Chief asked to clarify the question by Selectwoman Kilgore
483 regarding the three year agreement can only be imposed if the town pays for the program.
484

485 Laurel Pohl asked if the town pays an individual going to paramedic school while they attend
486 school.
487

488 Town Administrator Apple stated that would only happen if their shift falls on a day when they
489 are in school, which does not normally happen.
490

491 Margaret Clifford stated she was opposed to a police presence in the school, even if they were all
492 her "best friend," unless they are responding to an active situation.
493

494 Mrs. Clifford submitted an article to the Select Board regarding the dangers of police presence in
495 schools. She further stated "the police officers need to prove themselves to the town that they
496 know how to conduct themselves" before any programs are added at the school. She further
497 stated that "Steve Janvrin arrested a parent at the school in front of all the students."
498

499 Selectwoman Kilgore stated she understood Mrs. Clifford's concerns and actually has some of the
500 same concerns. She further stated she had children at the North Hampton School and had a
501 positive experience with the "policemen" at the school not in their official uniform. She further
502 stated she felt the DARE program is very important.
503

504 Selectwoman Kilgore suggested perhaps sitting down and having coffee and a conversation
505 without being accusatory.

506
507 Mrs. Clifford stated national statics show that the DARE program in school is a failure.

508
509 Selectman Miller stated if the North Hampton School Board does not want to have a DARE
510 program at the school then it won't happen. He further stated the police department under their
511 own governing RSA, are not to be restricted in enforcing the law wherever that may be.
512

513 **12. Adjournment**

514 Meeting adjourned at 9:36 PM.

515
516 Respectfully,
517 Janet L. Facella
518

519