



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
NORTH HAMPTON SELECT BOARD

NOTICE OF PUBLIC MEETING

MONDAY, AUGUST 13, 2018

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

NON-PUBLIC SESSION I: 5:46 O'CLOCK P.M.
EXECUTIVE CONFERENCE ROOM
TOWN ADMINISTRATIVE OFFICE
233 ATLANTIC AVENUE

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

-
1. 5:45 p.m. Call To Order by the Chair
 2. 5:46 p.m. Non-Public Session I Pursuant to RSA 91-A:3, II (d)
 3. 6:45 p.m. Non-Public Session II Pursuant to RSA 91-A:3, II (a,b)
 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

6. First Public Comment Session

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

7. Consent Calendar

7.1 Payroll Manifest of 07/26/2018 in the amount of \$66,949.47

7.2 Payroll Manifest of 08/02/2018 in the amount of \$73,077.43

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

8. Correspondence

- 8.1 Communication from Steve Pearce, 73 South Road

9. Committee Updates

- 9.1 Economic Development Committee
- 9.2 Heritage Commission
- 9.3 Water Commission
- 9.4 Bandstand Committee
- 9.5 Budget Committee
- 9.6 Capital Improvements Committee
- 9.7 Channel 22

10. Public Hearing

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

11. Report of the Town Administrator

- 11.1 General Report

12. Items Left on the Table

- No items

13. New Business

- 13.1 Public Oath of Office and Badge Pinning for Sergeant Asa Johnson
- 13.2 Public Oath of Office for Firefighter Brendan Tangney
- 13.3 Financial Policies Review
- 13.4 Discussion of North Hampton School Cable Equipment
- 13.5 Discussion of Glendale/Alden/Kimberly Road Traffic Complaints – Jeff Hillier

14. Minutes of Prior Meetings

- 14.1 Approval of July 23, 2018 Regular Meeting Minutes
- 14.2 Approval of July 23, 2018 Non-Public Meeting Minutes
- 14.3 Approval of July 30, 2018 Non-Public Meeting Minutes
- 14.4 Approval of August 6, 2018 Non-Public Meeting Minutes

15. 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

16. Second Public Comment Session

- See Item 6, above

17. Adjournment

REQUEST FOR APPOINTMENT WITH SELECTMEN
Please Print

Date Submitted: 08/01/2018 Monday Meeting Requested: 08/13/2018

Requestor Name: Mike French, Interim Police Administrator

Address: _____

Phone: _____ Cell: _____ Email: _____

Agenda Item: Public Oath of Office and Badge Pinning - new Sergeant

Brief Summary of Agenda Item: _____

Public Oath of Office and Badge pinning ceremony in front of the Board, family, and friends for newly appointed Sergeant Asa Johnson.

What action is requested by the Board of Selectmen on this item? Public ceremony at meeting

Who will be speaking on the item? Deputy Chief Joshua Stokel

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

How much time will be needed to present? Less than ten 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.

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

To **Asa Johnson** of Greenland, New Hampshire in the County of Rockingham

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

Given under our hands this 13 day of August, 2018

James Maggiore

Kathleen Kilgore

Larry Miller

OATH OF OFFICE

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

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

STATE OF NEW HAMPSHIRE

Rockingham ss. On the _____ day of _____ 20 .

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

Date
Received and recorded.

Town Clerk

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

To **Brendan Tangney** of Fremont, New Hampshire WHEREAS, there is a vacancy in the office of Firefighter, in North Hampton and whereas we, the subscribers, have confidence in your ability and integrity to manage the operational functions of the department of said office, we do hereby appoint you the said **Brendan Tangney** as a Firefighter and having this appointment and the certificate of said oath of office recorded by the Town Administrator, you shall have the powers, perform the duties, and be subject to the liabilities of such Office, until another person shall be chosen and qualified in your stead.

Given under our hands this _____ day of _____, 2018

James Maggiore, Chair

Kathleen Kilgore, Vice Chair

Larry Miller

OATH OF OFFICE

I, **Brendan Tangney** of North Hampton, New Hampshire do solemnly swear, that I will bear faith and true allegiance to the United States of America and the State of New Hampshire, and will support the Constitution thereof, So help me God.

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

STATE OF NEW HAMPSHIRE

Rockingham ss. On the _____ day of _____ 20 .

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

Date

TOWN ADMINISTRATOR
BRYAN KAENRATH

BKAENRATH@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: BRYAN KAENRATH, TOWN ADMINISTRATOR
SUBJECT: CONSENT CALENDAR FOR SELECT BOARD MEETING 08/13/2018
DATE: 08/10/2018

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


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

TOWN OF NORTH HAMPTON PAYROLL MANIFEST

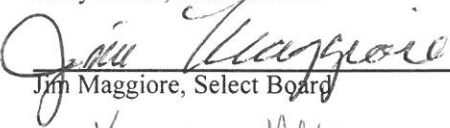
Report # 36826

Include Authorization Codes: Yes
Batch: 19563
Check Dates: (Earliest) - (Latest)
Cash Account Number:
Minimum Check Amount: \$0.00
Sorted By: Check Number

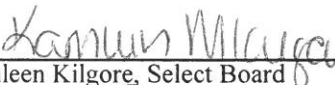
Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
---------	------------	------	------	---------	-----------	---------	----------------	-----------	------



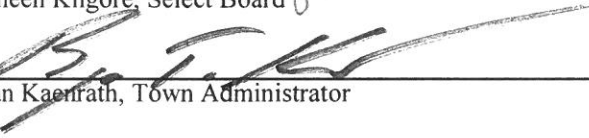
Larry Miller, Select Board



Jim Maggiore, Select Board



Kathleen Kilgore, Select Board



Bryan Kaenrath, Town Administrator

	07/26/2018	EFTPS	FEDERAL TAX PAYMENTS		9,309.39	9,309.39	0.00	0.00	
222815	07/26/2018	9753	TRAVIS A. MURRAY	1	440.00	406.34	0.00	406.34	
222816	07/26/2018	2008	PETER FRANCIS	1	2,820.28	1,829.01	308.37	1,520.64	
222817	07/26/2018	9754	BRENDAN M. TANGNEY	1	787.50	643.36	0.00	643.36	
222818	07/26/2018	9752	LISA J. NOONIS	1	540.00	498.69	0.00	498.69	
222819	07/26/2018	9662	EMILY M. WALZAK	1	620.00	572.57	0.00	572.57	
222820	07/26/2018	9722	FRANCIS P. CULLEN	1	201.92	181.37	0.00	181.37	
222821	07/26/2018	9488	RICHARD C. JANVRIN	1	553.41	477.95	0.00	477.95	
222822	07/26/2018	9742	LINDSEY J. ROSS	1	221.56	197.55	0.00	197.55	
222823	07/26/2018	9743	JEFFREY B. LOUGHMAN	1	112.00	63.44	63.44	0.00	
222824	07/26/2018	9691	GLEN S. BOSWORTH	1	1,170.32	891.68	891.68	0.00	
222825	07/26/2018	9655	COLIN J. CHEVALIER	1	1,924.22	1,427.57	1,427.57	0.00	
222826	07/26/2018	9409	STEPHEN S. HENRY	1	1,297.45	953.81	953.81	0.00	
222827	07/26/2018	5855	JAMES M. JURTA	1	1,750.18	1,347.91	1,347.91	0.00	
222828	07/26/2018	2019	JASON M. LAJOIE	1	1,666.60	1,257.26	1,257.26	0.00	
222829	07/26/2018	9481	JEREMY J. PARENT	1	1,666.34	1,036.83	1,036.83	0.00	
222830	07/26/2018	9738	THOMAS A. PIDGEON	1	1,036.72	786.29	786.29	0.00	
222831	07/26/2018	9621	ANGELO C. PUGLISI	1	2,057.76	1,380.16	1,380.16	0.00	
222832	07/26/2018	9557	LEE WILLIAM TABER	1	1,450.98	919.20	919.20	0.00	
222833	07/26/2018	9422	MARTIN B. TAVITIAN	1	1,259.20	808.98	808.98	0.00	
222834	07/26/2018	9745	DAVID L. TRAINOR	1	831.32	579.31	579.31	0.00	
222835	07/26/2018	9083	MICHAEL J. TULLY	1	2,280.96	1,365.11	1,365.11	0.00	
222836	07/26/2018	9737	TROY C. WISE	1	2,074.33	1,403.30	1,403.30	0.00	
222837	07/26/2018	9687	RYAN A. CORNWELL	1	1,656.26	1,165.69	1,165.69	0.00	
222838	07/26/2018	9702	ANNE M. KENNY	1	499.28	441.34	441.34	0.00	
222839	07/26/2018	9283	JEFFREY P. BARNES	1	1,202.85	863.35	863.35	0.00	
222840	07/26/2018	9649	SCOTT BUCHANAN	1	895.87	635.61	635.61	0.00	
222841	07/26/2018	9401	JON E. HOXIE	1	1,062.19	759.30	759.30	0.00	
222842	07/26/2018	9554	JOHN HUBBARD	1	1,698.38	1,257.18	1,257.18	0.00	
222843	07/26/2018	9634	ASA D. JOHNSON	1	1,433.31	1,031.39	1,031.39	0.00	
222844	07/26/2018	9746	KYLE R. MANLOW	1	1,067.59	814.93	814.93	0.00	
222845	07/26/2018	9699	JAMES D. MASCIOLI	1	1,717.99	1,284.55	1,284.55	0.00	
222846	07/26/2018	9314	JESSICA L. MIEHLE	1	1,024.50	749.17	749.17	0.00	
222847	07/26/2018	9727	CHRISTOPHER R. POPPALARD	1	1,423.87	1,049.30	1,049.30	0.00	
222848	07/26/2018	9332	JAMES M. RUSSELL	1	2,583.07	1,697.14	1,697.14	0.00	
222849	07/26/2018	9264	JOSHUA E. STOKEL	1	1,786.77	1,406.56	1,406.56	0.00	

TOWN OF NORTH HAMPTON PAYROLL MANIFEST

Report # 36826

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
222850	07/26/2018	9748	TODD E. WHITCOMB	1	913.47	696.97	696.97	0.00	
222851	07/26/2018	9710	PAUL J. YANAKOPULOS	1	2,165.58	1,549.27	1,549.27	0.00	
222852	07/26/2018	9712	JOEL F. HURVITZ	1	573.75	473.21	473.21	0.00	
222853	07/26/2018	9747	JOSEPH A. MANZI	1	1,135.03	939.35	939.35	0.00	
222854	07/26/2018	9751	BRETT M. MARELLI	1	228.38	210.91	210.91	0.00	
222855	07/26/2018	9230	STEVEN BUCHANAN	1	637.26	524.24	524.24	0.00	
222856	07/26/2018	9728	PATRICIA M. BOOKER	1	167.16	154.38	154.38	0.00	
222857	07/26/2018	9129	SUSAN M. BUCHANAN	1	1,155.04	830.66	830.66	0.00	
222858	07/26/2018	9480	PATRICIA LEE	1	313.29	289.33	289.33	0.00	
222859	07/26/2018	9004	JANET L. FACELLA	1	1,213.33	872.13	872.13	0.00	
222860	07/26/2018	9749	BRYAN T. KAENRATH	1	1,873.71	1,319.49	1,319.49	0.00	
222861	07/26/2018	9719	RICHARD M. MILNER	1	1,070.93	828.50	828.50	0.00	
222862	07/26/2018	HEALTHTRS	HEALTHTRUST		28.86	28.86	0.00	28.86	
222863	07/26/2018	457B	MID ATLANTIC CAPITAL CORP		1,349.31	1,349.31	0.00	1,349.31	
					66,949.47	51,559.20	36,373.17	5,876.64	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	8	4,498.47
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	39	36,064.80
	ACH Employee Credits	40	36,373.17
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	2	1,378.17
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	1	9,309.39

TOWN OF NORTH HAMPTON PAYROLL MANIFEST

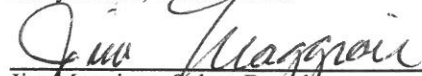
Report # 36861

Include Authorization Codes: Yes
Batch: 19585
Check Dates: (Earliest) - (Latest)
Cash Account Number:
Minimum Check Amount: \$0.00
Sorted By: Check Number

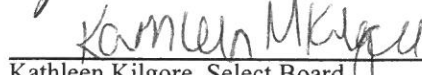
Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
---------	------------	------	------	---------	-----------	---------	----------------	-----------	------



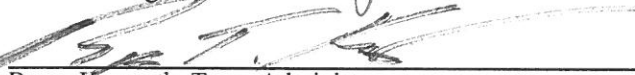
Larry Miller, Select Board



Jim Maggiore, Select Board



Kathleen Kilgore, Select Board



Bryan Kaenrath, Town Administrator

	08/02/2018	EFTPS	FEDERAL TAX PAYMENTS		10,526.14	10,526.14	0.00	0.00	
222864	08/02/2018	9753	TRAVIS A. MURRAY	1	368.50	340.31	0.00	340.31	
222865	08/02/2018	2008	PETER FRANCIS	1	2,293.16	1,506.91	308.37	1,198.54	
222866	08/02/2018	9752	LISA J. NOONIS	1	540.00	498.69	0.00	498.69	
222867	08/02/2018	9662	EMILY M. WALZAK	1	620.00	572.57	0.00	572.57	
222868	08/02/2018	9722	FRANCIS P. CULLEN	1	182.99	165.79	0.00	165.79	
222869	08/02/2018	9488	RICHARD C. JANVRIN	1	134.16	123.89	0.00	123.89	
222870	08/02/2018	9742	LINDSEY J. ROSS	1	206.28	184.97	0.00	184.97	
222871	08/02/2018	9743	JEFFREY B. LOUGHMAN	1	112.00	63.44	63.44	0.00	
222872	08/02/2018	9691	GLEN S. BOSWORTH	1	1,170.32	891.68	891.68	0.00	
222873	08/02/2018	9655	COLIN J. CHEVALIER	1	1,938.72	1,481.70	1,481.70	0.00	
222874	08/02/2018	9409	STEPHEN S. HENRY	1	2,356.09	1,737.59	1,737.59	0.00	
222875	08/02/2018	5855	JAMES M. JURTA	1	1,212.70	938.55	938.55	0.00	
222876	08/02/2018	2019	JASON M. LAJOIE	1	1,666.60	1,257.26	1,257.26	0.00	
222877	08/02/2018	9481	JEREMY J. PARENT	1	1,110.41	688.46	688.46	0.00	
222878	08/02/2018	9738	THOMAS A. PIDGEON	1	1,959.04	1,415.76	1,415.76	0.00	
222879	08/02/2018	9621	ANGELO C. PUGLISI	1	2,502.32	1,671.71	1,671.71	0.00	
222880	08/02/2018	9557	LEE WILLIAM TABER	1	1,609.63	1,055.78	1,055.78	0.00	
222881	08/02/2018	9754	BRENDAN M. TANGNEY	1	787.50	643.36	643.36	0.00	
222882	08/02/2018	9422	MARTIN B. TAVITIAN	1	1,247.86	800.17	800.17	0.00	
222883	08/02/2018	9745	DAVID L. TRAINOR	1	963.50	694.49	694.49	0.00	
222884	08/02/2018	9083	MICHAEL J. TULLY	1	2,280.96	1,365.11	1,365.11	0.00	
222885	08/02/2018	9737	TROY C. WISE	1	1,581.01	1,120.17	1,120.17	0.00	
222886	08/02/2018	9687	RYAN A. CORNWELL	1	1,656.26	1,165.69	1,165.69	0.00	
222887	08/02/2018	9515	BARBARA J. DEWING	1	598.45	552.67	552.67	0.00	
222888	08/02/2018	9702	ANNE M. KENNY	1	382.78	345.41	345.41	0.00	
222889	08/02/2018	9283	JEFFREY P. BARNES	1	1,058.82	756.50	756.50	0.00	
222890	08/02/2018	9649	SCOTT BUCHANAN	1	804.46	567.79	567.79	0.00	
222891	08/02/2018	9401	JON E. HOXIE	1	918.63	652.80	652.80	0.00	
222892	08/02/2018	9554	JOHN HUBBARD	1	1,698.38	1,257.18	1,257.18	0.00	
222893	08/02/2018	9259	WILLIAM L. ADAMS III	1	264.00	206.32	206.32	0.00	
222894	08/02/2018	9634	ASA D. JOHNSON	1	1,550.74	1,110.70	1,110.70	0.00	
222895	08/02/2018	9746	KYLE R. MANLOW	1	2,131.04	1,569.33	1,569.33	0.00	
222896	08/02/2018	9699	JAMES D. MASCIOLI	1	1,387.22	1,051.23	1,051.23	0.00	
222897	08/02/2018	9314	JESSICA L. MIEHLE	1	1,024.50	749.17	749.17	0.00	
222898	08/02/2018	9727	CHRISTOPHER R. POPPALARD	1	1,556.82	1,139.11	1,139.11	0.00	

TOWN OF NORTH HAMPTON PAYROLL MANIFEST

Report # 36861

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
222899	08/02/2018	9332	JAMES M. RUSSELL	1	2,454.87	1,612.82	1,612.82	0.00	
222900	08/02/2018	9264	JOSHUA E. STOKEL	1	1,786.77	1,406.56	1,406.56	0.00	
222901	08/02/2018	9748	TODD E. WHITCOMB	1	913.47	696.97	696.97	0.00	
222902	08/02/2018	9710	PAUL J. YANAKOPOLOS	1	1,738.37	1,237.43	1,237.43	0.00	
222903	08/02/2018	9712	JOEL F. HURVITZ	1	600.00	494.30	494.30	0.00	
222904	08/02/2018	9747	JOSEPH A. MANZI	1	1,135.03	939.35	939.35	0.00	
222905	08/02/2018	9751	BRETT M. MARELLI	1	213.88	197.52	197.52	0.00	
222906	08/02/2018	9230	STEVEN BUCHANAN	1	377.33	315.39	315.39	0.00	
222907	08/02/2018	9728	PATRICIA M. BOOKER	1	143.28	132.32	132.32	0.00	
222908	08/02/2018	9129	SUSAN M. BUCHANAN	1	1,143.70	821.55	821.55	0.00	
222909	08/02/2018	9480	PATRICIA LEE	1	317.70	293.39	293.39	0.00	
222910	08/02/2018	9004	JANET L. FACELLA	1	1,257.30	900.05	900.05	0.00	
222911	08/02/2018	9749	BRYAN T. KAENRATH	1	1,873.71	1,319.49	1,319.49	0.00	
222912	08/02/2018	9719	RICHARD M. MILNER	1	1,070.93	828.50	828.50	0.00	
222913	08/02/2018	9647	JOHN SAVASTANO	1	4,337.09	3,533.43	3,533.43	0.00	
222914	08/02/2018	HEALTHTRS	HEALTHTRUST		28.86	28.86	0.00	28.86	
222915	08/02/2018	457B	MID ATLANTIC CAPITAL CORP		1,283.15	1,283.15	0.00	1,283.15	
					73,077.43	56,909.48	41,986.57	4,396.77	

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	7	3,084.76
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	43	41,678.20
	ACH Employee Credits	44	41,986.57
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	2	1,312.01
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	1	10,526.14

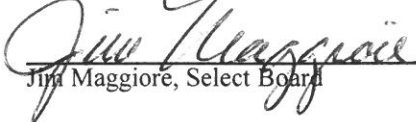
TOWN OF NORTH HAMPTON PAYROLL MANIFEST

Report # 36893

Include Authorization Codes: Yes
Batch: 19602
Check Dates: (Earliest) - (Latest)
Cash Account Number:
Minimum Check Amount: \$0.00
Sorted By: Check Number

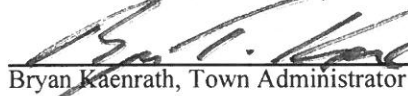
Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
---------	------------	------	------	---------	-----------	---------	----------------	-----------	------

Larry Miller, Select Board



Jim Maggiore, Select Board

Kathleen Kilgore, Select Board



Bryan Kaenrath, Town Administrator

	08/09/2018	EFTPS	FEDERAL TAX PAYMENTS		9,455.23	9,455.23	0.00	0.00	
222916	08/09/2018	9753	TRAVIS A. MURRAY	1	418.00	386.02	0.00	386.02	
222917	08/09/2018	9527	KENDALL CHEVALIER	1	712.00	606.08	0.00	606.08	
222918	08/09/2018	2008	PETER FRANCIS	1	4,077.25	2,597.09	308.37	2,288.72	
222919	08/09/2018	2008	PETER FRANCIS	2	480.00	417.49	0.00	417.49	
222920	08/09/2018	9752	LISA J. NOONIS	1	432.00	398.96	0.00	398.96	
222921	08/09/2018	9662	EMILY M. WALZAK	1	620.00	572.57	0.00	572.57	
222922	08/09/2018	9722	FRANCIS P. CULLEN	1	100.96	93.24	0.00	93.24	
222923	08/09/2018	9488	RICHARD C. JANVRIN	1	134.16	123.89	0.00	123.89	
222924	08/09/2018	9742	LINDSEY J. ROSS	1	244.48	216.42	0.00	216.42	
222925	08/09/2018	9743	JEFFREY B. LOUGHMAN	1	112.00	63.44	63.44	0.00	
222926	08/09/2018	9691	GLEN S. BOSWORTH	1	1,170.32	891.68	891.68	0.00	
222927	08/09/2018	9655	COLIN J. CHEVALIER	1	1,462.02	1,087.98	1,087.98	0.00	
222928	08/09/2018	9409	STEPHEN S. HENRY	1	1,668.25	1,236.23	1,236.23	0.00	
222929	08/09/2018	5855	JAMES M. JURTA	1	1,212.70	938.55	938.55	0.00	
222930	08/09/2018	2019	JASON M. LAJOIE	1	1,666.60	1,257.26	1,257.26	0.00	
222931	08/09/2018	9481	JEREMY J. PARENT	1	1,110.41	688.46	688.46	0.00	
222932	08/09/2018	9738	THOMAS A. PIDGEON	1	1,786.11	1,299.31	1,299.31	0.00	
222933	08/09/2018	9621	ANGELO C. PUGLISI	1	2,586.90	1,727.18	1,727.18	0.00	
222934	08/09/2018	9557	LEE WILLIAM TABER	1	2,609.53	1,704.02	1,704.02	0.00	
222935	08/09/2018	9754	BRENDAN M. TANGNEY	1	787.50	588.76	588.76	0.00	
222936	08/09/2018	9422	MARTIN B. TAVITIAN	1	1,247.86	800.17	800.17	0.00	
222937	08/09/2018	9745	DAVID L. TRAINOR	1	787.50	547.14	547.14	0.00	
222938	08/09/2018	9083	MICHAEL J. TULLY	1	2,280.96	1,365.11	1,365.11	0.00	
222939	08/09/2018	9737	TROY C. WISE	1	1,209.66	837.85	837.85	0.00	
222940	08/09/2018	9687	RYAN A. CORNWELL	1	1,656.26	1,165.69	1,165.69	0.00	
222941	08/09/2018	9702	ANNE M. KENNY	1	454.90	404.80	404.80	0.00	
222942	08/09/2018	9283	JEFFREY P. BARNES	1	1,058.82	756.50	756.50	0.00	
222943	08/09/2018	9649	SCOTT BUCHANAN	1	789.23	556.49	556.49	0.00	
222944	08/09/2018	9401	JON E. HOXIE	1	918.63	652.80	652.80	0.00	
222945	08/09/2018	9554	JOHN HUBBARD	1	1,698.38	1,257.18	1,257.18	0.00	
222946	08/09/2018	9634	ASA D. JOHNSON	1	2,569.51	1,786.94	1,786.94	0.00	
222947	08/09/2018	9746	KYLE R. MANLOW	1	1,253.89	960.59	960.59	0.00	
222948	08/09/2018	9699	JAMES D. MASCIOLI	1	2,190.02	1,591.10	1,591.10	0.00	
222949	08/09/2018	9314	JESSICA L. MIEHLE	1	1,024.50	749.17	749.17	0.00	
222950	08/09/2018	9727	CHRISTOPHER R. POPPALARD	1	925.19	712.49	712.49	0.00	

TOWN OF NORTH HAMPTON PAYROLL MANIFEST

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
222951	08/09/2018	9332	JAMES M. RUSSELL	1	1,632.37	1,064.51	1,064.51	0.00	
222952	08/09/2018	9264	JOSHUA E. STOKEL	1	1,786.77	1,406.56	1,406.56	0.00	
222953	08/09/2018	9748	TODD E. WHITCOMB	1	913.47	696.97	696.97	0.00	
222954	08/09/2018	9710	PAUL J. YANAKOPOLOS	1	1,246.49	905.21	905.21	0.00	
222955	08/09/2018	9712	JOEL F. HURVITZ	1	600.00	494.30	494.30	0.00	
222956	08/09/2018	9747	JOSEPH A. MANZI	1	1,135.03	939.35	939.35	0.00	
222957	08/09/2018	9751	BRETT M. MARELLI	1	134.13	123.87	123.87	0.00	
222958	08/09/2018	9230	STEVEN BUCHANAN	1	486.33	402.97	402.97	0.00	
222959	08/09/2018	9728	PATRICIA M. BOOKER	1	164.18	151.62	151.62	0.00	
222960	08/09/2018	9129	SUSAN M. BUCHANAN	1	1,143.70	821.55	821.55	0.00	
222961	08/09/2018	9480	PATRICIA LEE	1	308.88	285.25	285.25	0.00	
222962	08/09/2018	9004	JANET L. FACELLA	1	1,213.05	871.34	871.34	0.00	
222963	08/09/2018	9749	BRYAN T. KAENRATH	1	1,873.71	1,319.49	1,319.49	0.00	
222964	08/09/2018	9719	RICHARD M. MILNER	1	1,070.93	828.50	828.50	0.00	
222965	08/09/2018	AFLAC-NON	AFLAC NON FIRE DEPT		180.00	180.00	0.00	180.00	
222966	08/09/2018	HEALTHTRS	HEALTHTRUST		49,724.77	49,724.77	0.00	49,724.77	
222967	08/09/2018	457B	MID ATLANTIC CAPITAL CORP		1,495.86	1,495.86	0.00	1,495.86	
222968	08/09/2018	PD DUES-1	NEW ENGLAND PBA, INC.		416.00	416.00	0.00	416.00	
222969	08/09/2018	NHRS	NEW HAMPSHIRE RETIREME		69,227.23	69,227.23	0.00	69,227.23	
222970	08/09/2018	AFLAC	NORTH HAMPTON PROFESSI		925.48	925.48	0.00	925.48	
222971	08/09/2018	FD DUES	NORTH HAMPTON PROFESSI		645.00	645.00	0.00	645.00	
					189,235.11	173,419.71	36,246.75	127,717.73	


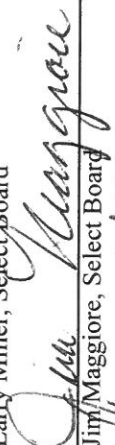


Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	9	5,103.39
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	40	35,938.38
	ACH Employee Credits	41	36,246.75
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	7	122,614.34
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH VendorDebits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	1	9,455.23

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Report # 36830

Check Batch: 19564
 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
---------	---------	------------	-------------	-------------	-------------------	--------------

 Larry Miller, Select Board	 Jim Maggione, Select Board
 Kathleen Kilgore, Select Board	 Bryan Kelenrath, Town Administrator

19564	34435	07/26/2018	89	AQUARION WATER COMPANY	0.00	139,211.11
	34436	07/26/2018	3968	BARVENIK, JOHN	0.00	105.00
	34437	07/26/2018	49	BEN'S UNIFORMS	0.00	364.00
	34438	07/26/2018	1941	BOOKER'S AUTO REPAIR & BODY S	0.00	569.30
	34439	07/26/2018	126	BOUND TREE MEDICAL	0.00	326.47
	34440	07/26/2018	71	CINTAS CORPORATION	0.00	120.42
	34441	07/26/2018	1209	COMCAST	0.00	497.07
	34442	07/26/2018	47	COMSTAR INC	0.00	559.50
	34443	07/26/2018	4127	CWS FENCE & GUARDRAIL	0.00	5,450.00
	34444	07/26/2018	4430	DRUMMONDWOODSUM	0.00	61.50
	34445	07/26/2018	2014	EHRlich CO., INC.	0.00	86.00

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	34446	07/26/2018	807	ELIASBERG, MIKE	0.00	138.60
	34447	07/26/2018	33	EVERSOURCE	0.00	3,042.73
	34448	07/26/2018	970	FIRST STUDENT, INC.	0.00	438.75
	34449	07/26/2018	111	FISHER AUTO PARTS	0.00	3.72
	34450	07/26/2018	4515	GENERATOR CONNECTION	0.00	660.00
	34451	07/26/2018	3154	GLOCK PROFESSIONAL, INC.	0.00	159.00
	34452	07/26/2018	4715	HEFFERNAN, RACHEL	0.00	305.00
	34453	07/26/2018	730	HILLSIDE LANDSCAPING INC	0.00	123.60
	34454	07/26/2018	3018	HSE FIRE & SAFETY	0.00	152.00
	34455	07/26/2018	2832	KEACH-NORDSTROM ASSOCIATES, INC.	0.00	1,232.94
	34456	07/26/2018	2847	LAFRENIERE, NORM	0.00	100.00
	34457	07/26/2018	4618	LEBLANC, KEN	0.00	300.00
	34458	07/26/2018	4716	MALONEY, SARAH	0.00	150.00
	34459	07/26/2018	1230	MUNICIPAL RESOURCES INC	0.00	12,661.75
	34460	07/26/2018	197	NEW ENGLAND BARRICADE CO.	0.00	460.20
	34461	07/26/2018	12	NORTH HAMPTON PUBLIC LIBRARY	0.00	32,905.79
	34462	07/26/2018	14	NORTH HAMPTON SCHOOL DISTRICT	0.00	741,047.25
	34463	07/26/2018	318	NORTHEAST RESOURCE RECOVERY	0.00	450.00
	34464	07/26/2018	4524	PC HELP, LIMITED	0.00	284.00
	34465	07/26/2018	2021	PELMAC INDUSTRIES	0.00	18,727.00
	34466	07/26/2018	1258	PORTSMOUTH COMPUTER GROUP	0.00	400.00
	34467	07/26/2018	1257	PROWASH CARWASH LLC	0.00	131.00
	34468	07/26/2018	1428	ROUTE 1 SELF STORAGE	0.00	210.00
	34469	07/26/2018	4274	SBS TRUCK & TRAILER REP, INC	0.00	166.68
	34470	07/26/2018	45	SEACOAST MEDIA GROUP	0.00	223.52
	34471	07/26/2018	9	SEACOAST POWER EQUIPMENT	0.00	90.95
	34472	07/26/2018	4205	SULLIVAN, TAMARA	0.00	150.00
	34473	07/26/2018	2867	SUNBELT RENTALS	0.00	400.00
	34474	07/26/2018	4271	TOSHIBA FINANCIAL SERVICES	0.00	403.93
	34475	07/26/2018	2111	TREASURER STATE OF NH	0.00	1,033.00
	34476	07/26/2018	2886	UNITIL	0.00	72.90
	34477	07/26/2018	2330	UPTON & HATFIELD LLP	0.00	627.00
	34478	07/26/2018	4276	VENTURA, JOHN	0.00	3,333.33
	34479	07/26/2018	4026	VERIZON WIRELESS	0.00	379.32
	34480	07/26/2018	1306	W.B. MASON	0.00	720.30
	34481	07/26/2018	91	WASTE MANAGEMENT	0.00	6,666.67
	34482	07/26/2018	93	WINNACUNNET COOP SCHOOL DISTRICT	0.00	275,000.00

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Report # 36830

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	34483	07/26/2018	4640	WORKOUT ANYTIME, NORTH HAMPTON	0.00	210.00
	34484	07/26/2018	4612	Yanakopoulos, Paul	0.00	6.36
Totals:					0.00	\$1,250,917.66

50 Checks Listed.

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Report # 36921

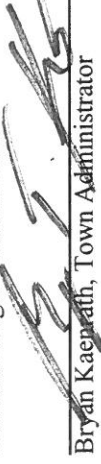
Check Batch: 19615
 Check Header: (N/A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
---------	---------	------------	-------------	-------------	-------------------	--------------

 Larry Miller, Select Board

 Jim Maggiore, Select Board

 Kathleen Kilgore, Select Board


 Bryan Kaerpath, Town Administrator

19615	34485	08/09/2018	2579	Access A/V	0.00	158.00
	34486	08/09/2018	89	AQUARION WATER COMPANY	0.00	649.78
	34487	08/09/2018	2203	BARNES, JEFFREY	0.00	50.00
	34488	08/09/2018	2288	BEAUREGARD EQUIPMENT INC	0.00	2,726.46
	34489	08/09/2018	4333	BEDNAREK, LUKE	0.00	420.00
	34490	08/09/2018	2927	BELL & FLYNN, LLC	0.00	99,891.51
	34491	08/09/2018	49	BEN'S UNIFORMS	0.00	110.00
	34492	08/09/2018	1033	BERGERON PROTECTIVE CLOTHING	0.00	479.72
	34493	08/09/2018	4627	CACTUS GRAPHICS	0.00	58.00
	34494	08/09/2018	2020	CITIZENS BANK	0.00	4,559.30
	34495	08/09/2018	1209	COMCAST	0.00	422.76

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	34496	08/09/2018	2269	CONSOLIDATED COMMUNICATIONS	0.00	153.81
	34497	08/09/2018	941	CONWAY OFFICE SOLUTIONS	0.00	692.13
	34498	08/09/2018	4662	CORELOGIC CENTRALIZED REFUNDS	0.00	270.69
	34499	08/09/2018	4280	CORNWELL, RYAN	0.00	75.00
	34500	08/09/2018	4034	CRYSTAL ROCK LLC	0.00	57.08
	34501	08/09/2018	2657	DAVE'S SEPTIC SERVICE, INC	0.00	193.76
	34502	08/09/2018	3964	EG LAWN CARE	0.00	700.00
	34503	08/09/2018	33	EVERSOURCE	0.00	1,721.41
	34504	08/09/2018	746	FACELLA, JANET	0.00	50.00
	34505	08/09/2018	2161	FASTENER WAREHOUSE	0.00	74.22
	34506	08/09/2018	399	FIRE TECH & SAFETY OF NE	0.00	45.00
	34507	08/09/2018	970	FIRST STUDENT, INC.	0.00	763.75
	34508	08/09/2018	4446	FORMAX	0.00	612.00
	34509	08/09/2018	29	HEALTHTRUST	0.00	8,595.16
	34510	08/09/2018	4717	HICKEY, PERRIN	0.00	150.00
	34511	08/09/2018	3159	HIGGINS	0.00	8.90
	34512	08/09/2018	2864	HUBBARD, JOHN	0.00	75.00
	34513	08/09/2018	559	IRVING OIL CORPORATION	0.00	2,405.47
	34514	08/09/2018	205	JOE'S MEAT SHOPPE	0.00	80.83
	34515	08/09/2018	4685	KAENRATH, BRYAN	0.00	75.00
	34516	08/09/2018	4109	KAZ'S FINE LINES	0.00	690.00
	34517	08/09/2018	2832	KEACH-NORDSTROM ASSOCIATES, INC.	0.00	272.00
	34518	08/09/2018	4533	KENNY, ANNE	0.00	50.00
	34519	08/09/2018	4275	KLIDARAS, TROY	0.00	585.00
	34520	08/09/2018	2847	LAFRENIERE, NORM	0.00	100.00
	34521	08/09/2018	530	LAMPREY ENERGY, INC.	0.00	1,052.58
	34522	08/09/2018	4618	LEBLANC, KEN	0.00	200.00
	34523	08/09/2018	4677	MANZI, JOE	0.00	50.00
	34524	08/09/2018	4001	MICHAUD, MIKE	0.00	65.00
	34525	08/09/2018	4340	MONARCH ELECTRICAL SERVICES	0.00	855.18
	34526	08/09/2018	1371	MUNICIPAL MANAGEMENT ASSOCIATION OF NH	0.00	50.00
	34527	08/09/2018	244	NATIONAL WRECKER, INC.	0.00	412.50
	34528	08/09/2018	197	NEW ENGLAND BARRICADE CO.	0.00	605.44
	34529	08/09/2018	4539	NEWEGG BUSINESS, INC.	0.00	507.22
	34530	08/09/2018	671	NH TAX COLLECTOR'S ASSOC	0.00	100.00
	34531	08/09/2018	4301	NORTH CONWAY GRAND HOTEL	0.00	546.00
	34532	08/09/2018	3225	NORTHEAST ELECTRICAL DISTRIBUTORS	0.00	17.13

TOWN OF NORTH HAMPTON ACCOUNTS PAYABLE MANIFEST

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	34533	08/09/2018	4674	PHILBROOK, HENRY	0.00	150.00
	34534	08/09/2018	1258	PORTSMOUTH, COMPUTER GROUP	0.00	11,580.25
	34535	08/09/2018	4450	PROMOCENTRIC INC.	0.00	846.00
	34536	08/09/2018	119	ROCKINGHAM COUNTY	0.00	33.50
	34537	08/09/2018	3226	SEACOAST LOCK AND SAFE CO., INC	0.00	33.00
	34538	08/09/2018	4687	SLOANE, WARREN	0.00	180.00
	34539	08/09/2018	166	SOUTHWORTH-MILTON, INC.	0.00	1,636.09
	34540	08/09/2018	1452	STANLEY ELEVATOR COMPANY INC	0.00	339.64
	34541	08/09/2018	2197	TAVITIAN, MARTIN B	0.00	600.00
	34542	08/09/2018	3962	TOWN HALL STREAMS	0.00	250.00
	34543	08/09/2018	2111	TREASURER STATE OF NH	0.00	1,255.00
	34544	08/09/2018	2017	TREASURER, STATE OF NH	0.00	75.00
	34545	08/09/2018	2141	TULLY, MICHAEL	0.00	75.00
	34546	08/09/2018	4712	TURF DEPOT	0.00	172.88
	34547	08/09/2018	4718	TURNER EMS SOLUTIONS	0.00	600.00
	34548	08/09/2018	1145	VISION GOVERNMENT SOLUTIONS	0.00	9,841.86
	34549	08/09/2018	1306	W.B. MASON	0.00	442.06
	34550	08/09/2018	4208	WADLEIGH, STARR & PETERS, P.L.L.C.	0.00	1,163.52
	34551	08/09/2018	91	WASTE MANAGEMENT	0.00	362.16
Totals:					0.00	\$162,118.75

67 Checks Listed.

Memorandum

To: Select Board
Town of North Hampton

From: Michael Pelletier
Municipal Resources, Inc.
Contracted Assessing Agents

Date: July 24, 2018

RE: Timber Cut - Yield Tax
Tax Map 6 Lot's 147-01 & 154

Attached is a document regarding the report of cut recently received on the above referenced parcel. Based on the report of cut and applicable values, the total tax due is \$347.27 and it is recommended that certification of yield taxes assessed and warrant be signed by the Select Board and then forwarded to Tax Collector and a copy to the Assessing department.

If there are any questions, please let me know.

TOWN: NORTH HAMPTON
 COUNTY: ROCKINGHAM
 OWNER: THE 120 MILL RD REALTY TRUST
 ADDRESS: 40 SOLDIERS FIELD PLACE
 BOSTON MA, 02135-1104

INTENT FILED DURING TAX YEAR: 4/1/2017-3/31/2018
 ACCOUNT & SERIAL #:
 MAP & LOT #: 6-147-1 & 6-154
 OPERATION #: 17-345-01-T
 DATE OF BILLING: July 24, 2018

SPECIES	LOW	HIGH	CORDS	CORDS	RANGE		RATING %	STUMPAGE VALUE *	# BOARD FEET IN THOUSANDS	# TONS	# CORDS
	MBF	MBF			DIFFERENCE	DIFFERENCE					
WHITE PINE	\$95.00	\$165.00			\$70.00	\$0.00	0.75	\$ 147.50	16.200		
HEMLOCK	\$30.00	\$40.00			\$10.00	\$2.00	1.00	\$ 40.00	0.000		
RED PINE	\$35.00	\$60.00			\$25.00	\$0.50	1.00	\$ 60.00	0.000		
SPRUCE & FIR	\$75.00	\$105.00			\$30.00	\$1.50	1.00	\$ 105.00	0.000		
HARD MAPLE	\$125.00	\$275.00			\$150.00	\$0.75	1.00	\$ 275.00	0.000		
WHITE BIRCH	\$45.00	\$95.00			\$50.00	\$0.00	1.00	\$ 95.00	0.000		
YELLOW BIRCH	\$80.00	\$185.00			\$105.00	\$0.00	1.00	\$ 185.00	0.000		
OAK	\$215.00	\$370.00			\$155.00	\$0.00	0.75	\$ 331.25	3.270		
ASH	\$80.00	\$140.00			\$60.00	\$0.00	1.00	\$ 140.00	0.000		
BEECH/SOFT MAPLE	\$45.00	\$110.00			\$65.00	\$0.00	1.00	\$ 110.00	0.000		
PALLET/TIE LOGS	\$25.00	\$50.00			\$25.00	\$0.00	1.00	\$ 50.00	0.000		
CHERRY	\$0.00	\$0.00			\$0.00	\$0.00	1.00	\$ -	0.000		
OTHERS:	\$0.00	\$0.00			\$0.00	\$0.00	1.00	\$ -	0.000		
TONS & CORDS	TONS LOW	TONS HIGH	CORDS LOW	CORDS HIGH	TONS	CORDS	RATING %	STUMPAGE VALUE TONS *	STUMPAGE VALUE CORDS *	# TONS	# CORDS
SPRUCE & FIR	\$1.00	\$1.00	\$2.20	\$4.50	\$0.00	\$2.30	1.00	\$ 1.00	\$ 4.50	0.000	0.000
HARDWOOD & ASPEN	\$2.50	\$4.50	\$6.50	\$13.00	\$2.00	\$6.50	1.00	\$ 4.50	\$ 13.00	0.000	0.000
PINE	\$0.50	\$1.00	\$2.00	\$4.00	\$0.50	\$2.00	1.00	\$ 1.00	\$ 4.00	0.000	0.000
HEMLOCK	\$1.00	\$2.50	\$4.80	\$8.40	\$1.50	\$3.60	1.00	\$ 2.50	\$ 8.40	0.000	0.000
WHOLE TREE CHIPS	\$0.50	\$1.25	\$0.00	\$0.00	\$0.75	\$0.00	1.00	\$ 1.25	\$ -	0.000	0.000
HIGH GRADE SPRUCE	\$0.00	\$0.00	\$20.00	\$30.00	\$0.00	\$10.00	1.00	\$ -	\$ 30.00	0.000	0.000
CORD WOOD/FUELWOOD	\$0.00	\$0.00	\$7.00	\$14.00	\$0.00	\$7.00	0.75	\$ -	\$ 12.25	0.000	0.000

* STUMPAGE VALUE = % RATING X RANGE DIFFERENCE + LOW RANGE VALUE

**CERTIFICATION OF YIELD TAXES ASSESSED
INTENT FILED DURING TAX YEAR: 4/1/2017-3/31/2018**

**TOWN / CITY OF: NORTH HAMPTON
COUNTY OF: ROCKINGHAM
CERTIFICATION DATE: July 24, 2018**

**SEND SIGNED COPY TO: DEPT. OF REVENUE ADMINISTRATION
PROPERTY APPRAISAL DIVISION
P.O. BOX 487
CONCORD, NH 03302-0487**

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10	
NAME OF OWNER	SPECIES	NUMBER OF BOARD FEET IN THOUSANDS	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VAL.	TAX AT 10 %		
THE 120 MILL RD REALTY TRUST C/O BASS,DOHERTY & FINKS PC 40 SOLDIERS FIELD PLACE BOSTON MA, 02135-1104	WHITE PINE	16.200			\$147.50	\$2,389.50	\$238.95		
	HEMLOCK	0.000			\$40.00	\$0.00	\$0.00		
	RED PINE	0.000			\$60.00	\$0.00	\$0.00	TOTAL TAX	
	SPRUCE & FIR	0.000			\$105.00	\$0.00	\$0.00	DUE ON THIS	
	HARD MAPLE	0.000			\$275.00	\$0.00	\$0.00	OPERATION	
	WHITE BIRCH	0.000			\$95.00	\$0.00	\$0.00	(TOTAL OF	
	YELLOW BIRCH	0.000			\$185.00	\$0.00	\$0.00	COL.# 9)	
	OAK	3.270			\$331.25	\$1,083.19	\$108.32		
	ASH	0.000			\$140.00	\$0.00	\$0.00		
	BEECH & S. MAPLE	0.000			\$110.00	\$0.00	\$0.00		
BY WHICH LOT WAS DESIGNATED IN NOTICE OF INTENT	PALLET / TIE LOGS	0.000			\$50.00	\$0.00	\$0.00		
	OTHERS :	0.000			\$0.00	\$0.00	\$0.00		
	OTHERS :	0.000			\$0.00	\$0.00	\$0.00		
# 2 MAP & LOT NUMBER 6-147-1 & 6-154	SPRUCE & FIR		0.00	0.00	TONS	CORDS		\$347.27	
	HARDWOOD & ASPEN		0.00	0.00	\$ 1.00	\$ 4.50	\$0.00		
	PINE		0.00	0.00	\$ 4.50	\$ 13.00	\$0.00		
	HEMLOCK		0.00	0.00	\$ 1.00	\$ 4.00	\$0.00		
	WHOLE TREE CHIPS		0.00	0.00	\$ 2.50	\$ 8.40	\$0.00		
	HIGH GRADE SPRUCE		0.00	0.00	\$ 1.25	-	\$0.00		
	CORDWOOD		0.00	0.00	\$ -	\$ 30.00	\$0.00		
			124.73		0.00	\$ -	\$0.00	\$0.00	
						\$ 12.25	\$0.00	\$0.00	
						\$ -	\$3,472.69	\$347.27	
# 3 OPERATION NUMBER 17-345-01-T									

**ORIGINAL WARRANT
TIMBER TAX LEVY**
September 15, 2017
THE STATE OF NEW HAMPSHIRE

ROCKINGHAM

TO: Susan Buchanan, Collector of Taxes for Town of **NORTH HAMPTON**, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Timber Yield Taxes set against their name(s), amounting in all to the sum of : **\$347.27**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day.

Given under our hands and seal at NORTH HAMPTON

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

(Selectmen/assessor)

DATE SIGNED: August 13, 2018

NAME & ADDRESS	MAP & LOT	OPERATION #	TIMBER TAX DUE
THE 120 MILL RD REALTY TRUST C/O BASS,DOHERTY & FINKS PC 40 SOLDIERS FIELD PLACE	6-147-1 & 6-154	17-345-01-T	\$347.27

TAX DUE DATE:

TOTAL TAX:

\$347.27

Town of North Hampton

233 Atlantic Ave

North Hampton, NH 03862

603-964-8087

THE 120 MILL RD REALTY TRUST
C/O BASS,DOHERTY & FINKS PC
40 SOLDIERS FIELD PLACE
BOSTON MA, 02135-1104

TIMBER YIELD TAX

TAX ACCOUNT & SERIAL I.D. NUMBER: 0
TAX MAP & LOT NUMBER: 6-147-1 & 6-154
TIMBER OPERATION NUMBER: 17-345-01-T
DATE OF YIELD TAX BILL: 7/24/2018
AMOUNT COMMITTED TO ME
FOR COLLECTION PER RSA 79: **\$347.27**

***** 18% APR INTEREST WILL BE CHARGED AFTER ON UNPAID TAXES *****

APPEAL: an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 79:10 and 11. (RSA 79:8)

TAX OFFICE HOURS: MONDAY-THURSDAY 8AM-4PM, FRIDAY 8AM-12PM

Sincerely,

SUSAN BUCHANAN
Tax Collector



North Hampton
FIRE & RESCUE

235 ATLANTIC AVENUE
NORTH HAMPTON, N.H. 03862

Michael J. Tully
CHIEF OF DEPARTMENT

TEL: (603) 964-5500
FAX: (603) 964-7249
EMERGENCY: 911

February 9, 2018

NH Division of Forest and Land
172 Pembroke Rd.
Concord, NH 03301

To whom it may concern,

Please find the attached billing for Fire Permits, from the town of North Hampton

The Billing date is ***January 1, 2018 through June 30, 2018***

The total charges are ***\$ 1,311.00***

Thank you for your time

Sincerely,

Peter J. Francis
Lieutenant/Deputy Warden
North Hampton Fire & Rescue
235 Atlantic Ave.
North Hampton, NH 03862
(603) 964-5500

Fire Permits
Billing Dates
 1/1/18 through 6/30/18

STATE OF NEW HAMPSHIRE
 Department of Resources and Economic Development
Division of Forests and Lands
 Forest Protection
FOREST FIRE REPORT/BILL

After a fire, FILL OUT immediately. Send COPY NO.2 at once to Forest Ranger. Present COPIES 1 and 3 to Selectmen. Keep COPY NO.4. After town payment (within 30 days RSA 227-L:22,VI), COPY NO.1 duly signed should be forwarded to Forest Ranger. Town will keep COPY NO.3. BILLS MUST BE PRESENTED TO DIRECTOR, THROUGH FOREST RANGER, WITHIN 60 DAYS OF BEING INCURRED. (RSA 227-L:22,V)

Pay Personnel PROMPTLY. RETURN UNDISBURSED AMOUNT, if any, to Town Treasurer (Director should be notified of such returns.) Obtain Town Treasurer's receipt (on reverse of COPY NO.4) if any balances are returned. After final settlement and, in any case, before town settling time, AUDITORS MUST VERIFY ACCOUNTS, CERTIFY EXAMINATION (also on reverse of COPY NO.3) and PUBLISH A SUITABLE STATEMENT IN ANNUAL TOWN REPORTS.

FIRE LOCATION, TIME & REPORT INFORMATION

Town/City North Hampton Street/Road _____
 Grid location _____ Land owner _____
 Date _____ Day of Week _____ Reported by _____
 Time fire reported _____ Person receiving report _____
 Time fire reached _____ Time of control _____
 Time fire extinguished _____ Town assisting in Mutual Aid _____

CAUSE - Check One		EST. ACREAGE		Size - Check One		Grass or Brush - check one	
Lightning	<input type="checkbox"/>	N/A		Class A spot	<input type="checkbox"/>	Grass <input type="checkbox"/>	Brush <input type="checkbox"/>
Campfire	<input type="checkbox"/>			Class B 1/4-9A	<input type="checkbox"/>		
Smoking	<input type="checkbox"/>	Mutual Aid- Yes <input type="checkbox"/> No <input type="checkbox"/>		Class C 10-99A	<input type="checkbox"/>		
Debris Burning	<input type="checkbox"/>	For Use by Forest Ranger:		Class D 100-299A	<input type="checkbox"/>		
Arson	<input type="checkbox"/>	Date Reviewed: _____ Ranger: _____		Other 300+A	<input type="checkbox"/>		
Children	<input type="checkbox"/>	*Explanation (i.e. OHRV, Skidder, etc.)					
Railroads	<input type="checkbox"/>						
Equipment use*	<input type="checkbox"/>						
Miscellaneous*	<input type="checkbox"/>						

Was State Forest Fire Law violated? Yes No Permit fire? Yes No
 Which law? _____
 What action has been taken against violator? _____

Person(s) responsible
 Name _____ Address _____

FIRE BILL SECTION

FULL NAME		TITLE OR SERVICE RENDERED (Warden, Deputy, Fireman, Labor, Patrol, Etc.)	HOURS	RATE	AMOUNT	
First	Last					
Michael	Tully	Warden	63.5	16.99	1,049	00
NAME		PASSENGER CAR, TRUCK, OTHER	NUMBER OF			
			MILES	HOURS	TRIPS	
		U-1		9.5		
				27.93	264	00
TOTAL EXPENSE					1,311	00

I hereby certify that \$1,311.00 of the amount of this bill, has been paid by the Town of North Hampton
[Signature] Town Treasurer

Payment Approved _____
 _____ Selectmen
 Date of Approval _____ 20__

SUBMIT RECEIPTS FOR SUPPLY PURCHASES WITH THIS BILL
 Date of Report/Bill 7/29/18
[Signature]
 Warden/Deputy Warden In Charge
 Rev. 4/97 White Copy- Forest Ranger Blue Copy- Forest Ranger Pink Copy- Selectmen's Yellow-Warden's File

RECEIVED

JIM

JUL 30 2018

DEAR SELECT BOARD MEMBERS,

MY NAME IS STEVE PEARCE AND I LIVE AT 73 SOUTH RD.

I WOULD LIKE TO EXPRESS MY OPINION AND CONCERNS OVER AN ISSUE THAT HAS GONE UNCHECKED AND UNADDRESSED FOR AT LEAST THE LAST ELEVEN (11) YEARS.

ALTHOUGH EFFORTS HAVE BEEN ATTEMPTED, NO RESULTS HAVE BEEN ACHIEVED.

THE ISSUE I SPEAK OF IS THE FIRE HYDRANTS

QUESTIONS I WOULD LIKE ANSWERED.

WHY ARE WE BEING CHARGED OVER \$1770 PER HYDRANT PER YEAR? (Other area towns pay around \$500 each)

HOW ARE THE FEES FOR HYDRANT MAINTENANCE CALCULATED? WHY ARE THEY SO HIGH!

WHY ARE WE CHARGED FOR MAINTENANCE ON HYDRANTS THAT HAVE NOT BEEN TOUCHED IN YEARS?

ARE THE HYDRANTS BEING MAINTAINED PER THE PUBLIC UTILITIES COMMISSION RULES?
(See attached PUC 606.03 and 609.10)

THERE IS NO PROOF THAT THE HYDRANTS ARE MAINTAINED PER THE RULES.

THE LAW DEFINES THAT CHARGING FOR AND RECEIVING MONEY FOR GOODS OR SERVICES NOT PROVIDED IS FRAUD. THE TOWN HAS PAID OVER A QUARTER OF A MILLION DOLLARS PER YEAR FOR AT LEAST THE LAST 11 YEARS FOR SERVICES NOT PROVIDED. THAT'S FRAUD ON A GRAND SCALE. I THINK WE ARE ENTITLED TO OUR MONEY BACK.

I WOULD ASK THAT THE WATER COMPANY PROVIDE PROOF OF SERVICE BY PROVIDING THE E-17 FORMS THAT ARE REQUIRED BY PUC RULES TO BE FILED EVERY YEAR. THEY CANNOT BECAUSE EVEN THE PUC HAS NOT ENFORCED THEIR OWN RULES OF REQUIREMENT SO THEY DON'T EXIST.

THE WATER COMPANY HAS MADE ALL MANNER OF EXCUSES REFERENCE THEIR LACK OF RECORDS. THEY EVEN WENT SO FAR AS TO SAY THEY ARE A LITTLE DIFFICULT TO READ.
(See attached form E-17) HARDLY ROCKET SCIENCE!

HOW MANY PEOPLE DO THEY HAVE IN THE WATER COMPANY MAINTENANCE DEPARTMENT?

HOW LONG DOES EACH HYDRANT TAKE TO FLUSH?

Add to
communications -
forward to WC.

NORTH HAMPTON HAS 150 HYDRANTS AND HAMPTON HAS 250, NOT TO MENTION RYE.

IF THEY ARE PROVIDING THE SERVICE PER THE PUC RULES, I WOULD LIKE TO SEE PROOF.

WHY DOES THE FIRE DEPARTMENT NOT SEEM TO BE CONCERNED ABOUT THE HYDRANT MAINTENANCE? THEY CERTAINLY HAVE TO BE AWARE THAT THEY ARE NOT FLUSHED OR INSPECTED ON A ROUTINE SCHEDULE.

AS A MATTER OF FACT IT TOOK 3 ½ MINUTES TO UNFREEZE A HYDRANT JUST DOWN THE ROAD FROM THE FIRE STATION.

I WOULD LIKE TO SEE THE WATER COMPANY BE HELD ACCOUNTABLE FOR THE MASSIVE OVER CHARGING OF THE TOWN HYDRANTS.

I BELIEVE WE SHOULD BE REIMBURSED FOR YEARS OF FRAUD.

I WOULD ALSO LIKE TO ASK, WHY THE BUDGET COMMITTEE JUST AUTOMATICALLY APPROVES THE ITEM 4332 FIRE HYDRANT MAINTENANCE WITH NARY A DISCUSSION.

YET MUCH SMALLER ITEMS GO THROUGH THE WRINGER.

THANK YOU FOR YOUR TIME AND I LOOK FORWARD TO ANSWERS.

STEVE PEARCE

YHG7BF5M @ COMCAST.NET

Puc 606.03 Fire Protection and Hydrants.

(a) A utility and an applicant may negotiate regarding fire hydrants, public and private fire protection

facilities and connecting mains, as to the following:

- (1) Specifications;
- (2) Location;
- (3) Installation;
- (4) Responsibility for maintenance; and
- (5) Ownership.

(b) Fire hydrants and public and private protection facilities shall be installed in conformity to the requirements of the utility.

(c) Hydrants maintained by the utility shall be inspected and flushed at least once each year, and shall

be checked for freezing as often as necessary to insure that they are functioning properly.

(d) A record of each hydrant shall be maintained showing the size, type, location, date of inspection

and flushing and the results thereof.

(e) Reports of periodic inspection of flushing of hydrants shall be reported to the commission on Form E-17, described at Puc 609.10 once a year.

Puc 609.10 E-17 Annual Report of Hydrant Inspection.

(a) Each utility shall file form E-17 describing its inspections of hydrants on an annual basis.

(b) A utility shall include on form E-17 a caption identifying the report as "E-17 Annual Report of

Hydrant Inspection" and the following:

- (1) The name of the company and the year of the report;
- (2) The number of hydrants maintained, number of hydrants inspected and flushed, and number of hydrants found defective;
- (3) A breakdown of defective hydrants as follows:
 - a. The date, location, date of last inspection;
 - b. The nature of the defect, the cause of the defect; and
 - c. The corrective steps taken; and
- (4) The signature, full name and title of the utility employee who supervised the preparation of the report.

Janet Facella

From: Jim Maggiore
Sent: Thursday, August 09, 2018 12:09 PM
To: Bryan Kaenrath; Janet Facella
Subject: Committee updates

Hello Jan and Bryan.

Below are my committee updates for Monday's meeting.

Heritage Commission: the Heritage commission has not met since the last regular select board meeting.

Water Commission: the Water Commission will meet with counsel on August 20th to discuss updates on the emergency water hookup case at Wiggins Way in Stratham and also to discuss the issue of hydrant maintenance and fees.

Thanks.

Jim

Sent from my Verizon LG Smartphone

Bryan T. Kaenrath
Town Administrator

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



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

TOWN ADMINISTRATOR'S REPORT
AUGUST 13, 2018 SELECT BOARD MEETING

REPORTING PERIOD

The reporting period is from July 23, 2018 through August 10, 2018

FINANCE

The latest expenditure report of the fiscal year can be found here: <https://www.northhampton-nh.gov/sites/northhamptonnh/files/uploads/expense08072018.pdf>. We are also working to get rate agreements signed with all employees since the start of the new fiscal year.

Personnel

The Police Department. The process for the open sergeant position has concluded, Asa Johnson has been named to the position. Another patrol officer position has been filled by Tim Scott who comes to us from Hanover, NH and will begin work here on August 20th. The hiring process for one additional patrol officer position is ongoing and a conditional offer should be made in the next few weeks.

The Fire Department. Inmate trustees have completed painting both interior and exterior at the fire station.

Facilities

Town Hall. Our town hall RFP had been sent out to 10 contractors with responses due by August 3, 2018. I have heard back from one who has requested more time to submit a proposal. We will need to decide our next steps if no satisfactory proposals are submitted.

The Library. Nothing new to report.

Stone Building. Exterior painting will begin in early September and could take up to 10 days to complete depending on weather conditions.

Town Office/Chevalier Building. I am in the process of gathering more quotes to follow up on our energy audit and recommendations from Yankee Thermal Imaging. Exterior trim painting has been completed. Window washing will be happening in late August.

Projects

Town Sign. Our new town sign for Route 1 at the Hampton town line has been ordered and should be in place by late August. Timberline signs still believes we will be on schedule.

Telephone System/Communications. Nothing new to report

Cell Tower. Still working on it!

Banners. All banners are now in place around the bandstand and on Atlantic Ave.

Regionalization. Nothing new to report.

Perambulation. Nothing new to report.

Coakley Landfill Group. The next CLG meeting will take place at Portsmouth City Hall on August 21st at 2pm.

Cemeteries. Nothing new to report.

Finance Policies: Agenda item.

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

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

Trolley Bridge/Philbrick Pond Grant. Our fire department is currently reviewing procedures and equipment needs in light of possible flooding that could occur in a catastrophic storm as outlined in the recent study. Our primary concern is ensuring public safety in any event.

Storm-Water Regulations. Nothing new to report.

Recreation Activities. Our summer camp began the first week of July and continues to run smoothly, there are two weeks remaining. Due to weather conditions Old Home Day had to be postponed, we will be selecting a new date in the near future.

Economic Development. Committee report.

Document Management System. We will tentatively be considering an RFP at our next regularly scheduled meeting.

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

Rails to Trails. There will be a meeting with Scott Bogle from Rockingham County Planning for an update on the project on August 14th, 6:30pm at the North Hampton Railroad Depot.

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

Audit: The audit process should begin shortly with a goal of being completed by November 30th.

Meeting Schedule: Our next regularly scheduled meeting is August 27, 2018.

Jim Maggiore, Chair
Kathleen Kilgore, Vice Chair
Larry Miller, Member



Municipal Offices
233 Atlantic Avenue
North Hampton, NH 03862

Tel: (603) 964-8087
Fax: (603) 964-1514

**TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
THE SELECT BOARD**

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Select Board will conduct a public hearing pursuant to RSA Chapter 31:95-b:

WHEN: August 13, 2018 at 7:00 p.m.;

WHERE: North Hampton Town Hall
231 Atlantic Avenue
North Hampton, New Hampshire 03862;

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

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
THE SELECT BOARD

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Select Board will conduct a public hearing pursuant to RSA Chapter 31:95-e:

WHEN: August 13, 2018 at 7:00 p.m.;

WHERE: North Hampton Town Hall
231 Atlantic Avenue
North Hampton, New Hampshire 03862;

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

PM-00377091

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that there are potential vacancies for the following Boards and Commissions:

- 2 Alternate Members to the Building Code Board of Appeals – The vacancy to be filled would need to be (1) a mechanical engineer or master plumber and (2) electrical engineer or master electrician
- 1 Regular Member to the Cable Television and Communications Commission
- 1 Alternate Member to the Cable Television and Communications Commission
- 1 Regular Member to the Conservation Commission
- 1 Alternate Member to the Conservation Commission
- 3 Regular Members to the Economic Development Commission (pending submission of reappointment application)
- 2 Regular Members to the Library Board of Trustees (1 pending submission of reappointment application)
- 1 Regular Member to the Parking and Traffic Safety Committee (pending submission of reappointment application)

PM-00377073

Applications are available in the Office of the City Clerk and on the City's Website at <http://www.cityofportsmouth.com/cityclerk/boardscommissions.htm>. If you should have any questions, please contact the Office of the City Clerk at 610-7208.

**GOT MUD?
GOT RUTS?**

- **Install, Level and Groom Gravel Driveways!**
 - **Drainage Work**
 - **Culvert Installation & Repair Work**

PM-00372433

Call Rich
603-742-0053



Bryan Kaenrath

From: Lisa J. Wilson <lisajwilson@comcast.net>
Sent: Wednesday, July 11, 2018 12:51 PM
To: Maggiore; L Miller; Kathleen Kilgore
Cc: Bryan Kaenrath; Andy Vorkink; Michele Peckham
Subject: Request Notice of Select Board Public Hearing to Consider Acquisition of Land by Donation
Attachments: Solari Property deed 5-9-2018.pdf

To the Select Board:

On April 10, 2018, the Conservation Commission met in Non-Public Session to consider the acquisition of land by donation of a 5.8 acres parcel off Boutilier Lane.

Robert Tremblay and Robert Solari met with the Commission to express their interest in donating 5.8 acres of land for conservation located at **Tax Map 12. Lot 81** (located in the rear of Ridgemont estates off Boutilier Lane). Upon review of the property's deed and discussion of the qualities of the land, the Commission discussed the ecological significance of protecting this land, its close proximity to other conservation land, and that conserving this land will further protect Little River.

During the July 10, 2018 Non-Public Session, the Commission authorized the Chair, and Andy Vorkink, *Chair, Conservation Easement Subcommittee* to pursue the acquisition of this land, to engage Michele Peckham to prepare legal documents consistent with recent conservation provisions, and to prepare all other necessary legal documents pertaining to the acquisition of this parcel.

Michele Peckham has recently received all of the required signatures from the respective members of the Solari family necessary to complete the donation.

At last evening's July 10, 2018 meeting, the Commissioners have voted to accept this parcel of land with the conservation restrictions.

On behalf of the Conservation Commission, I respectfully request that the Select Board notice a Public Hearing at the next Select Board meeting: **"To consider the acceptance of real property as a gift, located off Boutilier Land Tax Map 12, Lot 81."**

Attached is a copy (unsigned) of the Warranty Deed. The Commission will provide the signed copy at the Public Hearing or sooner if necessary. Upon approval of the donation, the Select Board members' signatures are required on page 12 of the Warranty Deed.

Thank you,

Lisa

Return to: Michele S. Peckham, Esq.
82 Atlantic Avenue
North Hampton, NH 03862

**THIS IS A NON-CONTRACTUAL CONVEYANCE PURSUANT TO NEW
HAMPSHIRE RSA 78-B:2 AND IS EXEMPT FROM THE NEW HAMPSHIRE REAL
ESTATE TRANSFER TAX.**

WARRANTY DEED

We, Shirley T. Corrett, of 21 Mile Point Drive, Merideth, NH 03253, Widowed and not re-married, **Robert J. Solari**, of 100 Westwood Drive, Fremont, Ohio, 43420, Married, **Janet J. Marjollet**, of 61 Standish Woods Circle, E. Harwich, MA, 02645, Married, **Robert A. Tremblay**, of 41 Marietta Drive, Portsmouth, NH 03801, Widower and not re-married, **Sheri Couto**, of 250 Pinon Road East, Ridgway, CO 81432, Married, **and Russel McKnight Goodwin**, of 2020 Water Canyon Road, Carrizozo, New Mexico, 88301, Married; (hereinafter referred to as "Grantors," which term where the context requires includes the plural and shall, unless the context clearly indicates otherwise, include the Grantors' executors, administrators, legal representatives, devisees, heirs, successors and/or assigns),

For good and valuable consideration paid, receipt of which is hereby acknowledged, hereby grants to **the North Hampton Conservation Commission**, a municipal commission duly organized and established in the Town of North Hampton, New Hampshire, **in the name of the Town of North Hampton**, pursuant to the powers and authority stated in NH RSA 36-A:4, having a mailing address of 233 Atlantic Avenue, North Hampton, NH 03862, (said Town being hereinafter referred to as "Grantee," which term, unless the context clearly indicates otherwise, is defined to include the Grantee's successors and/or assigns; provided further however, that the term Grantee as defined herein intends that the management and control of the parcel of land

shall vest with the North Hampton Conservation Commission as provided for in said NH RSA 36-A, for one or more of the purposes stated in said statute),

With statutory **Warranty Covenants**, a certain parcel of land known as “Rocky Ledge”, identified in the Town of North Hampton’s Tax Map as Tax Map 12, Lot 081, with any and all buildings, structures and improvements thereon being unimproved agricultural, pasture land, and woodlands situated on the south easterly side of Boutilier Lane in the Town of North Hampton, Rockingham County, State of New Hampshire, consisting of approximately 5.80 acres, more or less.

The premises are hereby conveyed **SUBJECT TO** the following protective conditions, restrictions and covenants herein set forth for conservation purposes and to assure the following:

1. To assure that the Property will be retained forever in its undeveloped condition by preventing any use of the Property inconsistent with the Property’s preservation in its natural, scenic, or open condition, or as in agricultural farming, open space, and/or forest use as may be determined and restricted under the terms of this declaration, thereby protecting the ecological environment;
2. To preserve the Property for non-commercial, non-mechanized, passive outdoor recreation by, and/or the education of, the general public;
3. For the preservation and conservation of open spaces, particularly the conservation of approximately 5.80 acres, more or less, of productive agricultural, pasture land, and/or forest land of which the land consists, and the wildlife habitat on the Property, and the scenic enjoyment of the general public.

I. Covenants, Restrictions and Conditions:

The following protective covenants shall apply to the Property for conservation purposes:

A. **No Commercial Development/Improvements:**

The Property shall be maintained in perpetuity as open space, without there being conducted thereon any industrial or commercial activities. Educational and passive recreational activities are permitted uses of the Property. No structure or improvements, including, but not limited to, any portion of a residential septic system, billboard, tennis court, swimming pool, dock, aircraft landing strip, tower, wireless telecommunications facility, or mobile home shall be permanently or temporarily constructed, placed, or introduced onto, above or below ground on the Property. However, ancillary structures and improvements including, but not limited to, utilities, roads, dams, fences, gates, may be constructed, placed or introduced on the Property only as necessary for permitted activities approved herein.

B. No Removal of Soil:

There shall be no removal, filling or other disturbances of the soil surface, above or below the water table, nor any changes in topography, surface or subsurface

water systems, wetlands, or natural habituate shall be allowed on the Property, except in conjunction with permitted on site activities.

C. Waste Disposal:

There shall be no dumping, injection, burning, or burial of man-made materials or materials then known to be environmentally hazardous.

D. No Mining/Quarrying:

There shall be no mining, quarrying or excavation on, or removal of rocks, minerals, gravel, sand, topsoil, wildlife or other matter, natural or unnatural for the property, except in conjunction with permitted on-site activities such as educational and passive recreational activities. In no case may minerals be removed from the Property.

E. No Storage of Materials:

There shall be no soil, loam, peat, gravel, sand, rocks, or other material, nor any refuse, trash, or other offensive materials (such as vehicle bodies, parts or lubricants), whether or not environmentally hazardous, stored, placed, or buried on the Property.

F. No Subdivision:

The Property shall not be subdivided or otherwise divided on the ground into separate ownerships.

G. No Outdoor Advertising Signs:

No outdoor advertising structures such as billboards shall be placed or displayed on the Property, except to advise that the Property is maintained for conservation purposes. It shall not be inconsistent with the provisions of this Declaration for the Property owner to maintain a sign that identifies the Property as conservation land and which names the property as set out below.

H. Tree Management

There shall be no cutting or removal of any trees except fallen trees, branches, or dead wood on the Property. However, trees and brush may be cut for conservation purposes, such as clearing hiking trails or for forest management purposes.

I. Storage Tanks:

No underground or above ground tanks for the storage of gaseous or liquid petroleum products shall be installed, placed, or allowed to remain on the Property, except in conjunction with permitted on site activities identified herein.

J. Water Quality Degradation.

Surface water quality and groundwater quality shall be preserved and in no event shall be polluted or degraded by activities on the Property so that the surface or groundwater quality on the Property violates water quality standards set for public drinking water by the New Hampshire Department of Environmental Services, or such agency with the statutory authority to regulate public water supplies at the time.

K. Motorized vehicles

There shall be no use of motorized wheeled vehicles on the Property, except for maintenance activities or emergency access by public safety personnel.

L. No Hunting

There shall be no hunting on the property. If the Conservation Commission wishes it may post the property to prohibit hunting pursuant to NH RSA 635:4.

II. Permitted Uses and Activities:

The Property may be used for non-commercial passive outdoor recreational uses such as walking and hiking, bicycle riding, bird watching, horseback trail riding, snowshoeing and cross-country skiing. Moreover, the Property may be used for educational purposes and those uses not expressly prohibited herein and which are not inconsistent with the above noted restrictions, conditions, and covenants.

III. Other Provisions

- A. Invalidation of any one of these covenants by judgment or court order shall in no way affect any of the other provisions which shall remain in full force and effect.
- B. It is the express intent of the Grantors that the terms, covenants, conditions and restrictions of this deed are to last in perpetuity and the terms hereof may not be

cancelled, waived, modified, amended, or terminated unless, the Grantors and Grantee determine that an amendment or modification would be appropriate and desirable and such amendment furthers and is not inconsistent with the purposes of this deed.

- C. The provisions, terms, covenants, conditions, restrictions and limitations contained herein shall be binding upon and inure to the benefit of the respective parties hereto, and their heirs, executors, successors, and assigns, and shall run with the title of the land.
- D. The Grantee and all subsequent owners of the land acquiring title to said land are hereby placed on notice of the protective covenants in this deed and shall take title to the land subject to the above terms, covenants, conditions, restrictions and limitations as contained herein.
- E. The property shall be named the "Solari Family Memorial Property".

Meaning and intending to convey the premises conveyed to Grantors by the Estate of Louise M. Solari Probate No. 94-1018. See also warranty deed from Stephen A. Haggerty to Germino E. Solari and Louise Solari, JTWS, dated February 12, 1951 and recorded in the Rockingham County Registry of Deeds at Book 1199, Page 269 on February 12, 1951. Germino E. Solari died on June 10, 1976. Robert A. Tremblay is the spouse and heir of Carol A. Tremblay who died testate. Her will was not probated. Sheri Couto and Russel Goodwin are the only children and heirs of Edna E. Goodwin (divorced at the time of her death) who died intestate. See also, Affidavit of Heirship by Sheri Couto and Russel McKnight Goodwin recorded herewith.

This is not homestead property of the Grantors or their spouses.

This Warranty Deed may be executed in several counterparts, each of which shall constitute an original and all of which together shall constitute one and the same instrument.

In Witness Whereof the Grantors have set their hand and seals on this Warranty Deed.

///

///

///

///

SIGNATURE PAGES BEGIN ON NEXT PAGE

Dated: _____, 2018

Shirley T. Corrett

STATE OF NEW HAMPSHIRE
COUNTY OF _____, ss

On this _____ day of _____, 2018, before me personally appeared Shirley T. Corrett, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that she executed the same as her free act and deed for the purposes therein contained.

Name: _____
Notary Public/Justice of the Peace
My Commission Expires: _____

Dated: _____, 2018

Robert J. Solari

Lois M. Solari

STATE OF OHIO
COUNTY OF _____, ss

On this _____ day of _____, 2018, before me personally appeared Robert J. Solari and Lois M. Solari, husband and wife, known to me, or satisfactorily proven, to be the persons whose names are subscribed to the foregoing instrument, and acknowledged that they executed the same as their free act and deed for the purposes therein contained.

Name: _____
Notary Public/Justice of the Peace
My Commission Expires: _____

Dated: _____, 2018

Janet J. Marjollet

Georges F.C. Marjollet

STATE OF MASSACHUSETTS
COUNTY OF _____, ss

On this _____ day of _____, 2018, before me personally appeared Janet J. Marjollet and Georges F. C. Marjollet, husband and wife, known to me, or satisfactorily proven, to be the persons whose names are subscribed to the foregoing instrument, and acknowledged that they executed the same as their free act and deed for the purposes therein contained.

Name: _____
Notary Public/Justice of the Peace
My Commission Expires: _____

Dated: _____, 2018

Robert A. Tremblay

STATE OF MASSACHUSETTS
COUNTY OF _____, ss

On this _____ day of _____, 2018, before me personally appeared Robert A. Tremblay, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he executed the same as his free act and deed for the purposes therein contained.

Name: _____
Notary Public/Justice of the Peace
My Commission Expires: _____

Dated: _____, 2018

Sheri Couto

James Couto

STATE OF ALASKA
COUNTY OF _____, ss

On this _____ day of _____, 2018, before me personally appeared Sheri Couto and James Couto, husband and wife, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that she executed the same as her free act and deed for the purposes therein contained.

Name: _____
Notary Public/Justice of the Peace
My Commission Expires: _____

Dated: _____, 2018

Russel McKnight Goodwin

Jo Ann Goodwin

STATE OF NEW MEXICO
COUNTY OF _____, ss

On this _____ day of _____, 2018, before me personally appeared Russell McKnight Goodwin and Jo Ann Goodwin, husband and wife, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that she executed the same as her free act and deed for the purposes therein contained.

Name: _____
Notary Public/Justice of the Peace
My Commission Expires: _____

ACCEPTED BY THE TOWN OF NORTH HAMPTON BY ITS BOARD OF SELECTMEN

By: _____
Jim Maggiore, Chair North Hampton Select Board

By: _____
Kathleen Kilgore, North Hampton Select Board

By: _____
Larry Miller, North Hampton Select Board

Dated: _____, 2018

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM, ss

On this _____ day of _____, 2018, before me personally appeared Jim Maggiore, Kathleen Kilgore, and Larry Miller each in their capacity as members of the Select Board for the Town of North Hampton, known to me, or satisfactorily proven, to be the person whose name is subscribed to the foregoing instrument, and acknowledged that they executed the same as his/her free act and deed for the purposes therein contained.

Name: _____
Notary Public/Justice of the Peace
My Commission Expires: _____

ACCEPTANCE BY CONSERVATION COMMISSION:

I, Lisa Wilson, being the duly authorized Chairperson of the North Hampton Conservation Commission, do hereby accept this parcel of land with conservation restrictions with respect to the rights and duties of the Commission to manage and control the Property in accordance with New Hampshire RSA 36-A:4 and the provisions of this Declaration.

Dated this _____ day of _____, 2018.

Lisa Wilson, Chairperson
Duly Authorized

ACKNOWLEDGMENT

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM

On this _____ day of _____, 2018, before me, the undersigned, a Notary Public in and for said State personally appeared Lisa Wilson, known or proved to me to be the person {s) described in and who executed the foregoing instrument, and acknowledged that she executed the same as his free act and deed.

Name:
Notary Public/Justice of the Peace
My Commission Expires _____

EXHIBIT "A"
(Legal Description)

A certain tract or parcel of land, being pasture and woodland situated in the Town of North Hampton, County of Rockingham and State of New Hampshire, , and known as "Rocky Ledge", identified in the Town of North Hampton's Tax Map as Tax Map 12, Lot 081 containing 5.80 acres, more or less, being bounded and more particularly described as follows:

A certain piece of woodland in said North Hampton, containing three acres more or less in Rock Ledge, so called, bounded as follows: Northwesterly by land of Frank N. Taylor; Northerly by land now or formerly owned by Cyrus S. Jones; Easterly by land of Gilman P. Goss; and Southerly by land of the Estate of Fremont P. Moulton.

Also another tract described as follows: The westerly half of Rocky Ledge, so called, in North Hampton, bounded Northerly by land of Charles and Cyrus S. Jones; Easterly by land formerly of Mary J. Taylor; Southerly by land of Fremont P. Moulton; westerly by land of David J. Lamorey.

Being the same premises conveyed by deed from Stephen A. Haggerty to Germano E. Solari and Louise N. Solari by deed recorded in the Rockingham County Registry of Deeds at Book 1199, Page 0269 on 02-12-1951.

Bryan Kaenrath

From: Ryan A. Cornwell
Sent: Monday, August 06, 2018 11:58 AM
To: Bryan Kaenrath
Subject: Policy Revisions

Bryan,

I read each of the polices up for review and don't see much that needs to be changed in terms of content. I recommend the following changes to the polices being reviewed/updated by the Select Board at the meeting scheduled for 08/13/18:

Delegation of Deposit Authority:

- First paragraph – remove “/City”.

Information Security Policy

- Page 5 – Larry should be listed as member and Kathy as vice-chair.

Fraud Policy

- 3.6. – Remove the phrase “,association, corporation, or estate”.
- 3.7. – Remove the phrase “medical supplies, and furnishings” and replace with “medical equipment”.
- Page 4 - Larry should be listed as member and Kathy as vice-chair.

Ryan A. Cornwell, CPA

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

(603) 964-8087 Ext. 2237

rcornwell@northhampton-nh.gov

From: Bryan Kaenrath
Sent: Monday, August 06, 2018 11:06 AM
To: Ryan A. Cornwell
Subject: Fin. policies

Just a reminder, hoping to get your comments on the next three policy revisions before we do their packets on thrus/fri.

Bryan



DELEGATION OF DEPOSIT AUTHORITY

Pursuant to the provisions of RSA 41:29, II, the Town Treasurer has the responsibility to deposit all such monies received by the Town of North Hampton in appropriate financial institutions as outlined in the statute.

RSA 41:29, VI allows the Treasurer to delegate deposit or other financial functions to other town officials or employees provided such delegation is in writing and includes written procedures acceptable to the Board of Selectmen. Such delegation may only be to a town official or employee bonded in accordance with RSA 41:6.

The North Hampton Town Treasurer hereby delegates deposit function authority to the North Hampton Town Clerk/Tax Collector and his/her respective Deputy of the funds collected in that role. These deposits shall be made on a weekly basis or daily, whenever receipts total \$1,500 or more.

In making these deposits, the North Hampton Town Clerk/Tax Collector and his/her respective Deputy shall provide the North Hampton Town Treasurer with the deposit slip from the Town's general fund financial institution, in addition to a detailed back-up report documenting the receipt of monies comprising the deposit made.

This authority shall remain in effect until rescinded by written notice of the North Hampton Town Treasurer.

North Hampton Town Treasurer

Date _____

Approved by the Town of North Hampton Board of Selectman

Date: _____

James Maggiore, Chair

Kathleen Kilgore, Vice Chair

Larry Miller, Member

Information Security Policy



FY2019

Adopted FY 15: August 25, 2014

Ratified FY 16: April 6, 2015

Ratified FY 17: June 22, 2016

Ratified FY 18: April 10, 2017

Ratified FY 19: August 13, 2018

Table of Contents

- Table of Contents..... 1
- Introduction..... 2
- Ethics and Acceptable Use Policies..... 2
- Disciplinary Action..... 2
- Protect Stored Data..... 2
- Protect Data in Transit..... 3
- Restrict Access to Data..... 3
- Physical Security..... 3
- Security Awareness and Procedures..... 4
- Security Management / Incident Response Plan..... 4
- Appendix A – Agreement To Comply Form..... 5

Introduction

This policy covers the security of municipal information and must be distributed to all municipal employees who may directly interact with the cardholder environment. Management will review and update this information security policy at least once a year to incorporate relevant security needs that may develop. Each employee must read and sign a form verifying they have read and understand this policy.

Ethics and Acceptable Use Policies

The municipality expects that all employees conduct themselves in a professional and ethical manner. An employee should not conduct business that is unethical or illegal in any way, nor should an employee influence other employees to act unethically or illegally. Furthermore, an employee should report any dishonest activities or damaging conduct to an appropriate supervisor.

Security of municipal information is extremely important to our business. We are trusted by our citizens to protect sensitive information that may be supplied while conducting business. Sensitive information is defined as any personal information (i.e. - name, address, phone number, e-mail, Social Security number, driver's license number, bank account, credit card numbers, etc.) or municipal information not publicly available (i.e. – clients, financial information, employee information, schedules, technology, etc.). It is important the employees do not reveal sensitive information about our municipality or our citizens to outside resources that do not have a need to know such information.

Disciplinary Action

An employee's failure to comply with the standards and policies set forth in this document may result in disciplinary action up to and including termination of employment.

Protect Stored Data

Protect sensitive information stored or handled by the municipality and its employees. All sensitive information must be stored securely and disposed of in a secure manner when no longer needed for business reasons. Any media (i.e – paper, floppy disk, backup tape, computer hard drive, etc.) that contains sensitive information must be protected against unauthorized access. Media no longer needed must be destroyed in such a manner to render sensitive data irrecoverable (i.e. – shredding, degaussing, disassembly, etc.).

Credit Card Information Handling Specifics

- Destroy cardholder information in a secure method when no longer needed. Media containing card information must be destroyed by shredding or other means of physical destruction that would render the data irrecoverable (shred, degauss, etc.).
- It is prohibited to store the contents of the credit card magnetic stripe (track data) on any media whatsoever.

- It is prohibited to store the card-validation code (3 or 4 digit value printed on the signature panel of the card) on any media whatsoever.
- All but the last 4 numbers of the credit card account number must be masked (i.e. – x's or *'s) when the number is displayed electronically or on paper.

Protect Data in Transit

If sensitive information needs to be transported physically or electronically, it must be protected while in transit (i.e. – to a secure storage facility or across the Internet).

Credit Card Information Handling Specifics

- Credit card account numbers must never be e-mailed without using proper encryption technologies (i.e. – PGP encryption).
- Media containing credit card account numbers must only be given to trusted persons for transport to off-site locations.

Restrict Access to Data

Restrict access to sensitive information (business data and personal information) to those that have a need-to-know. No employees should have access to credit card account numbers unless they have a specific job function that requires such access.

Physical Security

Restrict physical access to sensitive information, or systems that house that information (ex. computers or filing cabinets storing cardholder data), to protect it from those who do not have a need to access that information. Media is defined as any printed or handwritten paper, received faxes, floppy disks, back-up tapes, computer hard drive, etc.

- Media containing sensitive information must be securely handled and distributed.
- Media containing stored sensitive information (especially credit card account numbers and social security numbers) should be properly inventoried and disposed when no longer needed for business by deleting, shredding degaussing before disposal.
- Visitors should always be escorted and easily identifiable when in areas that may contain sensitive information.
- Password protected screen savers should always be used on any computers that may contain sensitive information.

Security Awareness and Procedures

Keeping sensitive information secure requires periodic training of employees and contractors to keep security awareness levels high. The following company policies and procedures address this issue.

- Hold periodic security awareness training meetings of employees and contractors to review correct handling procedures for sensitive information.
- Employees are required to read this security policy and verify that they understand them by signing an acknowledgement form (see Appendix A).
- Background checks (such as credit and criminal record checks, within the limits of local law) will be conducted for all employees that handle sensitive information.
- All third parties with access to credit card account numbers are contractually obligated to comply with card association security standards (PCI/DSS).
- Municipal security policies must be reviewed annually and updated as needed.

Security Management/Incident Response Plan

There will be an employee of the municipality designated as the security officer. The security officer is responsible for communicating security policies to employees and contractors and tracking the adherence to policies. In the event of a compromise of sensitive information, the security officer will oversee the execution of the incident response plan.

Incident Response Plan

1. If a compromise is suspected, alert the information security officer.
2. Security officer will conduct an initial investigation of the suspected compromise.
3. If compromise of information is confirmed, the security officer will alert management and begin informing parties that may be affected by the compromise. If the compromise involves credit card account numbers perform the following:
 - Contain and limit the extent of the exposure by shutting down any systems or processes involved in the compromise.
 - Alert necessary parties (Merchant Bank, Visa Fraud Control, law enforcement).
 - Provide compromised or potentially compromised card numbers to Visa Fraud Control within 24 hrs.
 - More Information:
http://usa.visa.com/business/accepting_visas_ops_risk_management/cisp_if_compromised.html

DONE in regular session by the North Hampton Select Board on the _____ day of _____ in the Year 2018.

Jim Maggiore, Chair

Kathleen Kilgore, Vice Chair

Larry Miller, Member

Appendix A – Agreement to Comply Form

Agreement to Comply With Information Security Policies

I agree to take all reasonable precautions to assure that municipal internal information, or information that has been entrusted to the municipality by third parties such as citizens, will not be disclosed to unauthorized persons. At the end of my employment or contract with the municipality, I agree to return all information to which I have had access as a result of my position. I understand that I am not authorized to use sensitive information for my own purposes, nor am I at liberty to provide this information to third parties without the express written consent of the internal manager who is the designated information owner.

I have access to a copy of the Information Security Policies, I have read and understand these policies, and I understand how it impacts my job. As a condition of continued employment, I agree to abide by the policies and other requirements found in the municipal security policy. I understand that non-compliance will be cause for disciplinary action up to and including dismissal, and perhaps criminal and/or civil penalties.

I also agree to promptly report all violations or suspected violations of information security policies to the designated security officer.

Employee Name (printed)

Employee Signature

Department



FRAUD POLICY

1. PURPOSE

The Town's fraud policy formalizes the expectations of personal honesty and integrity required of North Hampton officials and employees. The Town is committed to protecting its revenue, property, information and other assets from any attempt, either by members of the public, contractors, sub-contractors, agents, intermediaries or its own employees, to gain by deceit, financial or other benefits. This policy prohibits fraud or misuse of the Town's assets and sets forth specific guidelines and responsibilities regarding appropriate actions that must be followed for the investigation of fraud and other similar irregularities.

2. ORGANIZATIONS AFFECTED

All departments and divisions of the Town.

3. DEFINITIONS

As used in this policy, the terms listed below shall have the following definitions:

1. *Embezzlement* is any loss resulting from the misappropriation of the Town's assets.
2. *Misappropriate* is to take or make use of any item without authority or right.
3. *Loss* is defined as the Town losing possession or control of any type of asset through fraudulent activities.
4. *Fraud* is the intentional misrepresentation or omission of facts for personal gain.
5. *Employee(s)* refer to all Town employees, independent contractors, consultants, volunteers and temporary workers.
6. *Assets* refer to the entire property of the Town, applicable or subject to the payments of debts. Assets include, but are not limited to, all Town vehicles and building properties, computers and software, cash receivables, wages and benefits.
7. *Equipment* is defined as a fixed asset that is not consumable or expandable; it is movable, even though sometimes attached to other objects or buildings; and its removal does not create a readily observable physical impairment or deterioration. Examples include, but are not limited to: Office equipment including computers, desk cabinets, printers and scanners, any electronic data processing equipment, training/educational equipment, medical equipment, audio-visual, cameras and recording devices. Equipment also includes, but is not limited to, all construction and maintenance equipment, air conditioners, fire-fighting equipment, and tools, rescue equipment and tools.

4. POLICY

The Town will not tolerate fraud. No employee of the Town shall remove any Town assets from the property, misuse any Town assets for one's personal gain, or willfully misappropriate any Town asset. Any evidence supporting fraud, theft or embezzlement of Town assets and equipment may be subject to the following actions including but not limited to: suspension, termination, restitution, and criminal charges. Any Town employee who is aware of fraud being committed against the Town by anyone shall report such activity as required by Section 6.

5. PROHIBITED ACTS

Fraud and misuse of Town assets are prohibited. Examples of fraud and misuse of Town assets include but are not limited to:

1. Embezzlement.
2. Misappropriation, misapplication, destruction, removal, or concealment of Town property.
3. Collusion.
4. Deceit.
5. Alteration or falsification of documents.
6. Theft of any asset (money, tangible property, etc.)
7. Authorizing or receiving compensation for goods not received or services not performed.
8. Authorizing or receiving compensation for hours not worked.
9. Misrepresentation of fact.

6. COMPLAINT PROCEDURE

1. Employees shall read and understand this policy.
2. Reporting fraudulent acts is mandatory under this policy and is a condition of employment. Employees who fail to report fraudulent acts of which they have knowledge may be subject to discipline, including, without limitation, termination.
3. Employees shall report their reasonable suspicion or knowledge of any fraudulent act both to the Town's administration and to the Police Department. It is the intent of this Procedure that Employees shall report fraudulent acts to a manager within the Town's administration who is not involved in the fraud and who has the responsibility to ensure that the fraud is properly investigated. An Employee shall ordinarily report to the Employee's direct supervisor. The Employee is authorized to report to any appropriate level of management if the Employee has reason to believe a manager within the Employee's chain of command is involved in or has committed a fraudulent act. Employees may report to a direct supervisor, a department head, the Town Administrator or the Chair of the Select Board as the circumstances may require.
4. Supervisors shall a) communicate the provisions of this policy to all staff and ensure that the policy is understood and implemented. Supervisors shall forward reports of fraudulent acts in conformity with Paragraph 1, above. Department Heads shall ensure that any suspected or known fraudulent act is reported to the Police Department and to the Town Administrator.

5. The Police Department shall notify the Town Administrator of each reported incident and keep the Town Administrator informed of the investigation.
6. The Town Administrator shall ensure that the Select Board is informed of each reported incident and the status of the investigation in a manner consistent with the Board's quasi-judicial role in employee disciplinary matters.
7. On an interim basis, the Town Administrator may immediately suspend, with pay, any Employee whose conduct is reported as fraudulent if the Town Administrator reasonably believes that the Town's assets are at risk. The suspension shall be modified, ratified or reversed by the Select Board not later than the next regularly scheduled Board meeting. The suspended Employee may waive the time requirements in this paragraph if the Employee believes additional time to answer the interim suspension is necessary; and, in that case, the interim suspension shall continue until heard by the Board at a time mutually agreeable to the Board and the Employee. Interim suspension is a special remedy, apart from ordinary disciplinary procedures outlined in the Town's Personnel Policy.
8. All participants in a fraud investigation shall keep the details and results of the investigation confidential.
9. Any Employee reporting an act of fraud, or assisting, testifying, or participating in a fraud investigation, in accordance with the requirements of this policy, shall not be subject to any adverse employment action unless the Employee is liable for said fraud or knowingly made a false allegation. Examples of adverse employment action include, but are not limited to, discipline, suspension, threatening to discipline or suspend, coercion, acts of intimidation, and termination.
10. For purposes of Paragraph 6, an Employee has a reportable suspicion of a fraudulent act when the facts, taken as a whole, suggest to a reasonable person that further investigation is necessary. A fraudulent act is any act set out in Paragraph 5 or any act or omission committed in furtherance of any act set out in Paragraph 5.

7. PREVENTION

Each department will maintain an internal control environment to protect the department and the Town from loss or other damages as a result of a fraudulent act.

8. FALSE ALLEGATIONS

False allegations of suspected fraud, whether it disrupts or causes harm to another or not, may be subject to disciplinary action up to and including termination of employment.

9. CORRECTIVE ACTIONS AND DISCIPLINE

Appropriate and timely action will be taken against those proven to have committed fraudulent act. These remedial actions may include, but are not limited to:

1. Disciplinary action (up to and including immediate termination of employment).
2. Restitution for all losses, including investigation and legal expenses, to the fullest extent of the law.
3. Forwarding information to the appropriate authorities for criminal prosecution.
4. Institution of civil action to recover losses.

5. Where the Town elects to take corrective or disciplinary action, it will proceed under the procedures in place under policy or under any collective bargaining agreement for the respective employment classification.
6. The Town may take corrective or disciplinary action without awaiting the resolution of criminal or civil proceedings arising from fraudulent conduct.

10. CONFIDENTIALITY

All investigations will be conducted in confidence insofar as reasonably possible. The names or names of those communicating information about a fraudulent act or the name or names of those suspected of a fraudulent act will only be revealed when required by law in conjunction with the investigation or legal action.

Done in regular session of the Select Board on the day of in the Year 20 .

JAMES MAGGIORE, Chair

KATHLEEN KILGORE, Vice Chair

LARRY MILLER, Member

SUSAN BUCHANAN, Town Clerk

Source: April 8, 2013
 March 24, 2014
 April 6, 2015
 June 22, 2016
 August 13, 2018

August 2, 2018

Mr. Jim Maggiore
North Hampton Select Board
233 Atlantic Avenue
North Hampton, NH 03862

Warrant Article
Fund
Cable
Fund
JTB
JTB

Dear Chairman Maggiore,

As you know, Channel 22 is an integral part of providing open, informative communication to our community about town and school governance and local events. Due to outdated equipment and staff turnover, live broadcasts from the school have not been possible recently without significant time, effort, and transportation of equipment from town hall by the Channel 22 team. In an effort to remedy this situation, school officials, including board, administration, and SAU representatives, recently met with Channel 22 Director John Savastano to discuss what would be required to update the school's broadcast infrastructure to re-enable live broadcasting of School Board meetings, school events, and other happenings at the school.

In addition to a desire to identify school staff or volunteers who can serve as a liaison with Channel 22, Mr. Savastano provided a list of recommended equipment that would need to be installed in the school to facilitate broadcasts compatible with and of the desired quality required by Channel 22. The estimated cost of this initial equipment list is approximately \$22,000. The Cable Access Television Revolving Fund was established by the town in 2009 to fund the community cable access channel. Given that the Fund has a balance of approximately \$275,000, and this equipment is directly related to Channel 22 broadcasting from the school, it is my belief that it would be appropriate for this expenditure to be paid for from the Fund. Therefore, I respectfully request that the Select Board take up this matter for consideration, and as agents to expend this Fund, ultimately approve the purchase of the requested equipment.

We share in our town's commitment to open communication with the broader community, and Channel 22 plays an important part in meeting that commitment. We look forward to working with the Select Board and Channel 22 on this request, and with ensuring that Channel 22 has everything they need to provide continuing high-quality broadcasting from the North Hampton School.

Sincerely,



James Sununu
Chairman
North Hampton School Board

cc: Bryan Kaenrath, Town Administrator

Article 14 To see if the town will vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of Cable Access Television. All revenues received from cable franchise fees and from the general operation of the cable channels will be deposited into the fund, and the money in the fund shall be allowed to accumulate from year to year, and shall not be considered part of the town's general fund unreserved fund balance. Further to raise and appropriate \$47,672.81. This sum to come from fund balance, which is the amount from the Cable TV Special Revenue Fund discontinued in Article 13. The town treasurer shall have custody of all moneys in the fund, and shall pay out the same only upon order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for which the fund was created. This article is contingent upon the passage of Article 13. *Recommended by the Select Board 3-0. Recommended by the Municipal Budget Committee 8-0.*

Article 14 was read by the Moderator, moved by Selectman Salomon, seconded by Selectman Coutu. Selectman Salomon stated that this article changes the day to day operations from a vote to the Select Board.

Article 14 will appear on the official ballot as read.

Results of balloting on March 10, 2009

Yes 632
No 116

CONTRIBUTION TO THE ROAD RECONSTRUCTION CAPITAL RESERVE FUND

Article 15 Shall the Town raise and appropriate through taxation the sum of seventy-five thousand dollars and no cents (\$75,000.00) to be added to the Road Reconstruction Capital Reserve Fund? *Recommended by the Select Board 3-0. Recommended Municipal Budget Committee 9-0.*

Article 15 was read by the Moderator, moved by Chair Creighton and seconded by Chair Salomon. It was stated that this article addresses repairs to all roads. John Hubbard, Public Works Director will have the roads needs assessed. Paul Marquis, Hobbs Road asked what roads would be assessed. Shep Kroner asked about Pine Road. John Hubbard stated that Pine Road will be done in the spring, and that it was delayed due to the high price of liquid asphalt.

Article 15 will appear on the ballot as read.

Results of balloting on March 10, 2009

Yes 489
No 284

ROAD RECONSTRUCTION

Article 16 Shall the Town raise and appropriate the sum of two hundred twenty thousand dollars and no cents (\$220,000.00) for the purpose of reconstructing and resurfacing Pond Path and Bradley Lane, and to authorize the Board of Selectmen to withdraw said funds from the Capital Reserve Fund #8 (Road Reconstruction)? No amount will be raised by taxation. *Recommended by the Select Board 3-0. Recommended by the Municipal Budget Committee 9-0.*

3/8/16

Majority Ballot Vote required.
Select Board: Recommended. 3 votes in favor, no votes against.
Budget Committee: Recommended. 7 votes in favor, no votes against.

Richard Stanton moved that the article be placed on the ballot as written. Second by Larry Miller.

Article 24 will appear on the official ballot as read.

Results of balloting on March 8, 2016
YES 869 NO 549
Article 24 passes

Article 25: Creation of EPA Stormwater Expendable Trust Fund

To see if the Town of North Hampton will vote to establish an EPA Stormwater Compliance Expendable Trust Fund pursuant to RSA 31:19-a, for the implementation of a Municipal Separate Storm Sewer System (MS4) project required by an unfunded federal mandate of the Environmental Protection Agency to prevent harmful pollutants from being washed into local water bodies, to raise and appropriate the sum of sixty-thousand dollars (\$60,000) to add to the fund with \$40,000 to come from the unassigned fund balance, not from taxation, and twenty-thousand dollars (\$20,000) to be raised and appropriated from taxation; and further to name the Select Board as agents to expend from the Fund.

Majority Ballot Vote required.
Select Board: Recommended. 3 votes in favor, no votes against.
Budget Committee: Recommended. 7 votes in favor, no votes against.

Richard Stanton moved that the article be placed on the ballot as written. Second by Larry Miller.

Mr. Stanton explained that money must be set aside for this unfunded mandate from the EPA, though it has not been implemented yet.

Article 25 will appear on the official ballot as read.

Results of balloting on March 8, 2016
YES 908 NO 512
Article 25 passes

Article 26: Modify the Purpose of the Cable Access Television Revolving Fund.

Shall the Town modify the purpose of the Cable Access Television Revolving Fund to allow for the funding of information and internet technology equipment and program costs from no more than twenty-five percent (25%) of annual revenues from the receipt of Comcast Cable Franchise fees? This revolving fund was established in 2009 to fund community television

cable access and the public information channel. The proposed change would permit, as a minimum, Town website redesign and maintenance. This Article does not impact the tax rate.

Majority Ballot Vote required.

Select Board: Recommended. 3 votes in favor, no votes against.

Budget Committee: Recommended. 5 votes in favor, 2 votes against.

Richard Stanton moved that the article be placed on the ballot as written. Second by Larry Miller.

Jim Maggiore said 5% of residents' cable bill comes back to the town to pay for equipment and the station manager for Channel 22. The town website needs work so the Select Board is seeking to repurpose 25% of that money from residents' cable and internet access to address technology liabilities in town.

Questions/ comments: Wally Kilgore said the fees come only from residents' cable bills not internet. He was part of the negotiating committee for the current cable contract. Revenues from cable will diminish over time as people "cut the cord". Taking money from this fund will diminish the capacity of Channel 22 to do its job.

Bob Landman agreed funds will diminish and asked how much money is coming in. Paul Apple said there is \$188,909.36 in the fund.

Kathleen Kilgore, 220 Atlantic Avenue, asked if the article passes in March can 25% be removed immediately from that account and redirected for website redesign. Paul Apple said no, the board must wait till the next fiscal year and can only take up to 25% of annual revenue, which is \$40,000 to \$50,000 per year. What's in there now exists under the old regime. The money would only be used after Channel 22 is fully funded. Ms. Kilgore asked if funds can be directed to other IT areas. Mr. Apple said, yes, at the discretion of the board. Ms. Kilgore said there used to be a community newsletter mailed to residents 4 times per year. The newsletter is now electronic. Residents who are not tech savvy only get information from Channel 22. It would be a shame if those services were cut.

Wally Kilgore proposed an amendment to reduce the percentage from 25% to zero. Mr. Boesch said he could not accept that because it would render the article meaningless. Mr. Kilgore proposed an amendment to reduce the percentage to 5%. Second by Kathleen Kilgore.

Bob Landman said 5% would not be enough to do the website. He would consider 15%.

On a vote by show of hands the amendment failed.

Rick Stanton moved to restrict reconsideration of all previous articles not already restricted. Bob Landman second. Vote passed on a show of hands.

Article 26 will appear on the official ballot as read.

Results of balloting on March 8, 2016

YES 852
Article 26 passes

NO 559

(Note: Article 27 was considered out of order, after Article 7 and before Article 8)

Article 27: By Petition: Transfer of Homestead Property

To see if the Town of North Hampton will vote to transfer by deed the property known as the Homestead Property on Atlantic Avenue to the Library Board of Trustees for the purpose of locating the Library on said property in the future.

Majority Ballot Vote required.

Select Board: Not recommended. No votes to recommend. 3 votes to not recommend.

Wally Kilgore, 220 Atlantic Avenue, moved to place Article 27 on the ballot as written. Second by George Chauncey.

Mr. Boesch recognized Mr. Kilgore, a petitioner of this article. Mr. Kilgore said the Homestead property was originally purchased for a new library. The vote in 2004 was 722-571. The petition seeks to return the property to its intended use.

Questions/ comments: Shep Kroner asked what would happen if all three articles related to the municipal complex pass. And what would stop the library trustees from flipping the property for a profit.

Mr. Boesch recognized Paul Apple, town administrator, who explained that if there was a conflict in articles then the Select Board guided by the state DRA would decide. Under New Hampshire law the library trustees do not have the authority to hold real property.

Larry Miller said that when the Homestead property was acquired the article did not state its intended use. The chairman of the library trustees is in favor of a new library in the complex where the fire station is now not on the Homestead property. The library trustees showed leadership deciding to be part of the community not isolated. He said he will vote against this article.

Susan Leonardi, 10 Birch Road, library trustee, said Article 6 is most cost effective for the library. A stand alone building would be a more costly endeavor and architectural plans would have to be changed.

David O'Heir said minutes from the Select Board meetings at the time showed that the reason to acquire the property was to expand the complex in accordance with the town's long range plan, with the library potentially sited there as an example.

Harold Mailhot, Glendale Road, said he wanted to see the library on the Homestead property. The conversation at the time of that vote was for the library sited there and that is why people voted for it. He was concerned that the opening onto Alden could change and fire and police vehicles traveling through that neighborhood could hurt or kill someone walking there.



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
NORTH HAMPTON SELECT BOARD

DRAFT MINUTES
MONDAY, JULY 23, 2018

NORTH HAMPTON TOWN HALL
231 ATLANTIC AVENUE
6:20 O'CLOCK PM

NON PUBLIC SESSION I: 6:21 O'CLOCK P.M.
EXECUTIVE CONFERENCE ROOM
TOWN ADMINISTRATIVE OFFICE
233 ATLANTIC AVENUE

NON PUBLIC SESSION II: 6:40 O'CLOCK P.M.
EXECUTIVE CONFERENCE ROOM
TOWN ADMINISTRATIVE OFFICE
233 ATLANTIC AVENUE

1. 6:20 p.m. Call To Order by the Chair
2. 6:21 p.m. Non-Public Session I Pursuant to RSA 91-A:3, II (a,b)
3. 6:40 p.m. Non-Public Session II Pursuant to RSA 91-A:3, II (a,b)
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

Chair Maggiore opened the public session at 7:05 PM. Those in attendance were Selectman Miller, Selectwoman Kilgore and Town Administrator Bryan Kaenrath.

Chair Maggiore led the Pledge of Allegiance.

Chair Maggiore stated the board agreed to move items 12.1 and 12.2 up to the beginning of the meeting.

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.

38 Chair Maggiore noted in the first non public session there was a unanimous vote. The motion was to promote
39 someone within the police department. The announcement of the person will take place at a subsequent
40 meeting.

41
42 Chair Maggiore stated in the second non public session there was a unanimous vote, and empowered the
43 Police Chief to act on the matter. He further stated there were motions made to seal both sessions.
44

45
46
47 **6. First Public Comment Session**

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

55 **7. Consent Calendar**

- 56 7.1 Payroll Manifest of 07/12/2018 in the amount of \$200,716.33
57 7.2 Payroll Manifest of 07/19/2018 in the amount of \$66,563.57
58 7.3 Accounts Payable Manifest of 07/12/2018 in the amount of \$513,707.74
59 7.4 Approval of Blind Exemption
60 7.5 Approval of Abatement Recommendation
61 7.6 Approval of Discretionary Easement Application
62

63 **Motion by Selectwoman Kilgore to approve the Consent Calendar as presented in the Select Board**
64 **packets. Seconded by Selectman Miller. Chair Maggiore noted payments in the payroll manifest**
65 **covered New Hampshire Retirement and HealthTrust, and accounts payable included paving in the**
66 **amount of \$161,000 and an invoice for mosquito spraying. Motion carries 3-0.**
67

68 **8. Correspondence**

69 No Items
70

71 **9. Committee Updates**

- 72 9.1 Economic Development Committee
73 9.2 Heritage Commission
74 9.3 Water Commission
75 9.4 Bandstand Committee
76 9.5 Budget Committee
77 9.6 Capital Improvements Committee
78 9.7 Channel 22

79 Town Administrator Kaenrath stated Chair Pinette from the Budget Committee has cancelled the joint
80 meeting with the Select Board indefinitely.
81

82 The Select Board discussed the need to in fact meet before the budget seasons begins. Selectman Miller
83 stated he would reach out to Chair Pinette to speak about rescheduling.
84
85

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

87 10.1 General Report

88 A copy of the Town Administrator's report can be found here: <https://www.northhampton-nh.gov/town-administrator/pages/current-town-administrator-report>
89
90

91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146

11. Items Left on the Table

No items

12. New Business

12.1 Presentation of Town Survey by Economic Development Committee/UNH

Jim Better, Chair of the Economic Development Committee stated the committee has been working on developing a plan in North Hampton for almost one year. He further stated they have been fortunate to have the assistance of the UNH survey group. He stated Dr. Andrew Smith would be presenting the results of the survey.

Dr. Smith went over the highlights of the town survey, and the entire report can be found here:

https://www.northhampton-nh.gov/sites/northhamptonnh/files/uploads/north_hampton_2018_tableau_presentation_final.pdf

Nancy-Jane Luff asked what is statistically significant in terms of a point spread between whether someone says they strongly disagree or strongly agree; what type of point spread is looked for to see a difference.

Dr. Smith noted that because a survey was mailed to every household in town, there is no margin of sampling error. He further stated what he likes to look for is differences by about 10 percent.

Jeff Hillier results seem to be similar to the results the town has seen over the last 20 years. Questioned if somehow, we got the people 25-60 to answer the questions, how would the results be different. That is the majority of the community and is there a way to tap that information

Dr. Smith encouraged all to read the presentation and full report on the town website to better see how the different age categories answered the questions.

Sarah Smith, business owner in North Hampton, asked whether or not a lot of the people ages 25 to 60 did or did not answer the survey. She further suggested holding a meeting at the school where there would be many parents in attendance.

Dr. Smith stated younger people were less likely to respond to the survey than were older people.

Joe Mittica, business owner in North Hampton asked when analyzing the survey data, knowing that there wasn't a response within the ratio of the population, would that be weighted and would there be any value in doing so.

Dr. Smith stated they did not do that and in looking at the data he did not find there was sufficient evidence that would sway the numbers one way or the other.

Chair Maggiore asked what the next steps are for the Economic Development Committee.

Jim Better stated the goal of the Economic Development Committee is to now present to the Select Board a list of recommendations by November, using the results of the survey for the framework of the presentation and the things they think might help business development in North Hampton that is consistent with what the residents want.

Selectman Miller spoke to the greenway corridor and asked whether the purchase of that land could be included in the study.

Mr. Better stated Jeff Latimer was expected to be present at the October Economic Development Committee meeting to give an update as to when the town might expect some action on the Rails to Trails.

147
148 Rick Stanton, Walnut Avenue stated the benefit of having done this study is that it gives the Select Board a
149 good piece of ammunition to site and use in correspondence to government officials and representatives
150 because there is now a statistically valid survey that expresses overwhelmingly the support for the greenway.

151
152 The Chair asked for a brief recess at 8:00PM.

153
154
155 12.2 Aquarion Water Company Quarterly Update – Carl McMorran

156 The Chair returned from recess and introduced Carl McMorran, Operations Manager of Aquarion Water.
157 Mr. McMorran, John Herlihy and Dan Lawrence all took part in the presentation.

158 The complete power point presentation can be read here:

159 <https://www.northhampton-nh.gov/sites/northhamptonnh/files/uploads/aquarion07232018.pdf>

160 Chair Maggiore stated someone had stated that the North Hampton Fire Department was the specific cause
161 of contamination for wells located behind Joe’s Meat Shoppe, however he believes a retraction has been
162 made because it cannot be a statement of fact when there are commercial enterprises located in that area may
163 or may not have contributed to the contamination.

164 Carl McMorran stated the chair is referring to comments Brandon Kernan made at the North Hampton
165 Conservation Commission meeting. Carl stated he thinks Mr. Kernan’s point was that a lot of fire stations
166 are hot spots because of the fire fighting foam, and he doesn’t feel he was pointing out North Hampton as he
167 is not aware of any sampling being done around the fire station other than the private well located out behind
168 Joe’s Meat Shoppe which is clearly associated with the automotive repair shop.

169 Chair Maggiore stated he wanted to make sure that was the case because he didn’t want anyone in the public
170 to think the fire department was the cause.

171 Chair Maggiore asked Mr. McMorran if he could provide what the standard of flushing lines and hydrants.

172 Mr. McMorran stated he would provide that information to the Select Board.

173 12.3 North Hampton Dog Park Committee – Pat McLean

174
175 Pat McLean stated to the Select Board the committee has been working diligently for the past eight months
176 trying to secure a location for the dog park, but have had no luck. She stated letters requesting donation of
177 land were sent to 14 property owners, however there were no responses. She further stated the committee
178 thought they would be able to use land located behind the community gardens, but found out through the
179 Conservation Commission that the land is restricted from using it as a dog park.

180
181 Ms. McLean asked the Select Board if it would be possible to have some space to use as a dog park at
182 Dearborn Park, as she didn’t know how often the ball fields are used. She further stated the Portsmouth dog
183 park has an area for a playground for children as well as tennis courts.

184
185 Chair Maggiore suggested Ms. McLean have the Select Board review the list of property owners to see if
186 they could perhaps help.

187
188 12.4 Financial Policies Review

189 Selectwoman Kilgore stated under the Investment Policy, XVIII, page 10 labeled “Reporting” it states
190 “within 30 days at the end of each calendar quarter, the treasurer shall submit upon request to the Select
191 Board and to the Town Administrator an investment report which summarizes the following at the end of
192 such calendar quarter...” She further stated she would like to discuss that paragraph as since she has been
193 on the Select Board she has never seen a report. She further suggested to have the reports reviewed quarterly.

194

195 Chair Maggiore suggested adding into the Town Administrator's report.
196
197 Selectman Miller asked the Town Administrator to check with the Finance Director the time required to
198 produce this report.
199
200 The Select Board agreed to since the investment policy, but stated a request would be coming for the report
201 after Quarter 1 is completed.
202
203 **Motion by Selectman Miller that the Select Board approves the investment policy as presented with**
204 **the caveat that the board will exercise their right to request the report outlined in XVIII. Seconded by**
205 **Selectwoman Kilgore. Motion carries 3-0.**
206
207 The Select Board discussed the credit card policy, with Selectwoman Kilgore noting the page numbers are
208 inconsistent to that of the investment policy. She stated the numbers should read page "1 of", and not just a
209 "1" in the footer.
210
211 Chair Maggiore asked to be certain to update the effective dates on the policies.
212
213 **Motion by Selectman Miller to approve the credit card policy presented with the amendments**
214 **suggested. Seconded by Selectwoman Kilgore. Motion carries 3-0.**
215
216 Chair Maggiore asked to have page numbers added to the footer. He further stated he could not find a date
217 when the purchasing policy was created, adopted and made effective.
218
219 Chair Maggiore stated he would make it an action item for himself to research the date.
220
221 The board agreed to the ratified changes and asked to have new copies printed for them to sign in their box
222 in the town office. They also agreed to schedule the next three policies for the August 13 meeting.
223
224 **Motion by Selectman Miller to approve the purchasing policy as presented with the changes agreed to.**
225 **Seconded by Selectwoman Kilgore. Motion carries 3-0.**
226
227 12.5 Discussion of Route 1A Speed Limit
228
229 Chair Maggiore stated that although the Select Board has the right under the RSA's to change the speed limit,
230 they felt it would be best to have the Police Chief in attendance to discuss the matter. This agenda item will
231 be taken up at the August 13, 2018 Select Board meeting.
232
233 12.6 Legal Counsel for Water Commission re: Wiggin Way, Stratham, NH
234 Bob Landman, Co Chair of the Water Commission stated a preconference hearing had been rescheduled and
235 stated it was suggested the Water Commission should have legal representation at that hearing.
236
237 Mr. Landman asked the Select Board to allow the Water Commission to spend a few hours with legal counsel
238 as now is the time and opportunity to stop Wiggin Way. He further stated if they do not act now, it will be
239 too late.
240
241 Chair Maggiore stated although the Select Board and the Water Commission had differing opinions when
242 they last met with Attorney Bennett, he stated he was not adverse to sitting with Attorney Bennett again to
243 understand the benefits of moving forward.
244
245 Selectman Miller stated he agreed it was necessary to spend a few hours with Attorney Bennett, as he has
246 already put time into this and is familiar with the case.
247
248 Selectwoman Kilgore stated perhaps the board could task the Town Administrator to set up a meeting with
249 counsel to review where the case is now and ask his opinion on how to move forward.
250

251 After much discussion, the board agreed to have the Water Commission meet with Attorney Bennett and that
252 it would not be a Non Meeting with the Select Board, Water Commission and counsel.

253
254 No motions or votes were taken.

255
256 **13. Minutes of Prior Meetings**

257 13.1 Approval of July 9, 2018 Regular Meeting Minutes
258 Selectwoman Kilgore stated the time in the Non Public Minutes should be changed as follows: 6:03 Non
259 public session I; 6:14 Non Public Session II; 6:25 Non Public Session III.

260
261 Selectwoman Kilgore stated in lines 42-43 it should state "In public session I to participate via Skype."

262
263 Selectwoman Kilgore stated she would like to see the disclaimer put back into the footer of the minutes, as
264 it was taken off on November 11, 2017 and has not appeared since. Select Board members agreed that it
265 should be put back into the minutes.

266
267 **Motion by Selectman Miller to approve the minutes of July 9, 2018 as presented and amended.**
268 **Seconded by Selectwoman Kilgore. Motion carries 3-0.**

269
270 13.2 Approval of July 9, 2018 Non Public Meeting Minutes
271 **Motion by Selectwoman Kilgore to approve non public session I minutes pursuant to RSA 91-A:3, II**
272 **(a,b,c). Seconded by Selectman Miller. Motion carries 3-0.**

273
274 **Motion by Selectwoman Kilgore to unseal the minutes of non public session I. Seconded by Selectman**
275 **Miller. Motion carries 3-0.**

276
277 **Motion by Selectwoman Kilgore to approve the non public session II minutes pursuant to RSA 91-**
278 **A:3,II (a,b). Seconded by Selectman Miller. Motion carries 3-0.**

279
280 **Motion by Selectwoman Kilgore to unseal the non public session II minutes. Seconded by Selectman**
281 **Miller. Motion carries 3-0.**

282
283 **Motion by Selectwoman Kilgore to accept the non public session III minutes as recorded. Seconded**
284 **by Selectman Miller. Motion carries 3-0.**

285
286 **Motion by Selectwoman Kilgore to unseal the non public session III minutes. Seconded by Selectman**
287 **Miller. Motion carries 3-0.**

288
289 **14. Any Other Item that may legally come before the Board**
290 The Board reserves the right to take action on any item relative to the prudential administration of the Town's
291 affairs, which circumstances may require

292
293 **15. Second Public Comment Session**

294 See Item 6, above

295
296 **16. Adjournment**
297 Meeting adjourned at 9:34 PM.

298
299 Respectfully,

300
301 Janet Facella

302
303