



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
NORTH HAMPTON SELECT BOARD

NOTICE OF PUBLIC MEETING

MONDAY, SEPTEMBER 9, 2019

233 ATLANTIC AVENUE
NON PUBLIC SESSION
5:30 O'CLOCK P.M.

231 ATLANTIC AVENUE
WORKSHOP SESSION
6:00 O'CLOCK P.M.

231 ATLANTIC AVENUE
REGULAR PUBLIC SESSION
7:00 O'CLOCK P.M.

1. **5:30 P.M. Non Public Session Pursuant to RSA 91-A:3 II (a, c)**
2. **6:00 P.M. Workshop on Document Management with Ricoh**
3. **7:00 P.M. Call to Order by the Chair and Pledge of Allegiance**
4. **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.
5. **Consent Calendar**
 - 5.1 Payroll Manifest of August 29, 2019 in the amount of \$71,343.98
 - 5.2 Payroll Manifest of September 5, 2019 in the amount of \$75,994.75
 - 5.3 Accounts Payable Manifest of September 5, 2019 in the amount of \$146,999.64
6. **Correspondence**
 - 6.1 Correspondence from the Town of Hampton
7. **Committee Updates**

- 7.1 Economic Development Committee
- 7.2 Heritage Commission
- 7.3 Water Commission
- 7.4 Budget Committee
- 7.5 Capital Improvements Committee

8. Report of the Town Administrator

- 8.1 General Report

9. Items Left on the Table

10. New Business

- 10.1 Fundraising and Scholarships – Recreation Director Joe Manzi
- 10.2 Eagle Scout Project Approval – Recreation Director Joe Manzi & Henry Pallatroni
- 10.3 Reimbursement of Legal Fees – Selectwoman Kilgore
- 10.4 Appointment of Select Board Alternate to Ethics Committee and Process to Notify all Relevant Committees of Need to Nominate Alternate Members
- 10.5 Review of Emergency Operations Procedures – Chief Tully
- 10.6 Approval of Select Board Goals
- 10.7 Review of Organizational Chart
- 10.8 Review of Appropriate Town Email Use
- 10.9 Update on Library Building Plans
- 10.10 Eversource Energy Savings Proposal – Chief Tully

11. Minutes of Prior Meetings

- 11.1 Approval of Regular Meeting Minutes August 26, 2019

12. 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

13. Second Public Comment Session

See Item 4, above

14. Adjournment

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 09/09/2019
DATE: 09/06/2019

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

Consent Calendar

- 5.1 Payroll Manifest of August 29, 2019 in the amount of \$71,343.98
- 5.2 Payroll Manifest of September 5, 2019 in the amount of \$75,994.75
- 5.3 Accounts Payable Manifest of September 5, 2019 in the amount of \$146,999.64

Town of Hampton



RECEIVED

SEP 03 2019

August 27, 2019

Mr. James Maggiore, Chairman
Town of North Hampton
233 Atlantic Avenue
North Hampton, NH 03862

Dear Chairman Maggiore:

On Monday, August 26, 2019, the Selectmen of the Town of Hampton voted to adopt the Resolution urging the United States Congress to enact the Energy Innovation and Carbon Dividend Act of 2019.

Enclosed is an executed Energy Innovation and Carbon Dividend Act of 2019 Resolution for your review and reference.

The Selectmen have reviewed and endorses the *Energy Innovation and Carbon Dividend Act of 2019, H.R. 763* because of the risk of sea level rise, storm surge, and increasingly volatile weather patterns that directly threaten the citizens, businesses, and residential properties of the Town of Hampton.

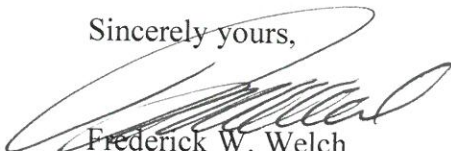
The Intergovernmental Panel on Climate Change report states that we only have 12 years remaining to make massive and unprecedented changes to global energy infrastructure to limit global warming to moderate levels.

We urge your Board of Selectmen to adopt the same and send it to the President and Vice President of the United States, to the Speaker of the House of Representatives, to the Majority Leader of the Senate, to each U.S. Senator and Representative from the State of New Hampshire in the Congress of the United States, and to nearby Town, city and county governments urging that they pass similar resolutions.

If you should have any questions, please do not hesitate to contact this office.

Thank you for your attention to this matter.

Sincerely yours,



Frederick W. Welch
Town Manager

Town of Hampton



Resolution of the Town of Hampton, NH urging the United States Congress to enact the Energy Innovation and Carbon Dividend Act of 2019

WHEREAS, The Intergovernmental Panel on Climate Change (IPCC), the United Nations climate science body, issued a special report on the impacts of global warming of 1.5°C above pre-industrial levels in October 2018 warning that global warming is likely to reach 1.5°C between 2030 and 2052 if it continues to increase at the current rate; and

WHEREAS, the IPCC report states that we have only 12 years left to make massive and unprecedented changes to global energy infrastructure to limit global warming to moderate levels; and

WHEREAS, the IPCC report states that countries must begin to price carbon as a critical first step to controlling CO₂ emissions generating the warming of the planet; and

WHEREAS, the United States government released its Fourth Annual Climate Assessment in November 2018 reporting that the impacts of climate change are already being felt in communities across the country, and that more frequent and intense extreme weather and climate-related events, as well as changes in average climate conditions, are expected to continue to damage infrastructure, ecosystems, and social systems that provide essential benefits to communities; and

WHEREAS, conservative estimates by the world's climate scientists state that to achieve climate stabilization and avoid cataclysmic climate change, emissions of greenhouse gases (GHGs) must be brought to 80-95% below 1990 levels by 2050; and

WHEREAS, presently the environmental, health, and social costs of carbon emissions are not included in prices paid for fossil fuels, but rather these externalized costs are borne directly and indirectly by all Americans and global citizens; and

WHEREAS, to begin to correct this market failure, Congress can enact **the Energy Innovation and Carbon Dividend Act, H.R. 763** to assess a national carbon fee on fossil fuels based on the amount of CO₂ the fuel will emit when burned and allocate the collected proceeds to all U.S. Households in equal shares in the form of a monthly dividend; and

WHEREAS, for efficient administration, the fossil fuels fee can be applied once, as far upstream in the economy as practical, or at the port of entry into the United States; and

WHEREAS, as stated in the **Energy Innovation and Carbon Dividend Act of 2019, H.R. 763**, a national, revenue-neutral carbon fee starting at a relatively low rate of \$15 per ton of CO2 equivalent emissions and resulting in equal charges per ton of CO2 equivalent emissions potential in each type of fuel or greenhouse gas should be assessed to begin to lower what are now dangerously high CO2 emissions. The yearly increase in carbon fees including other greenhouse gases, shall be at least \$10 per ton of CO2 equivalent each year, with the Department of Energy determining whether an increase larger than \$10 per ton per year is needed to achieve program goals; and

WHEREAS, the **Energy Innovation and Carbon Dividend Act of 2019, H.R. 763**, specifies that, in order to protect low and middle income citizens from the economic impact of rising prices due to the carbon fee, equal monthly per-person dividend payments shall be made to all American households (1/2 payment per child under 19 years old) each month from the fossil fuel fees collected. The total value of all monthly dividend payments shall represent 100% of the net carbon fees collected per month; and

WHEREAS, the **Energy Innovation and Carbon Dividend Act of 2019, H.R. 763**, encourages market-driven innovation of clean energy technologies and market efficiencies which will reduce harmful pollution and leave a healthier, more stable, and more prosperous nation for future generations; and

WHEREAS, the **Energy Innovation and Carbon Dividend Act of 2019, H.R. 763**, will, after 12 years, lead to a decrease in America's CO2 emissions of 40 percent and an increase in national employment of 2.1 million jobs; and

WHEREAS, border adjustments - carbon content-based tariffs on products imported from countries without comparable carbon pricing, and refunds to our exporters of carbon fees paid - can maintain the competitiveness of U.S. businesses in global markets; and

WHEREAS, a national carbon fee can be implemented quickly and efficiently, and will respond to the urgency of the climate crisis because the federal government already has in place mechanisms, such as the Internal Revenue Service, needed to implement and enforce the fee, and already collects fees from fossil fuel producers and importers; and

WHEREAS, A national revenue-neutral carbon fee would make the United States a leader in mitigating climate change and in the clean energy technologies of the 21st century and would provide incentive to other countries to enact similar carbon fees, reducing global CO2 emissions without the need for complex international agreements; and

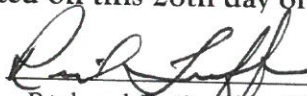
WHEREAS, The City of Portsmouth's Mayor's Blue Ribbon Committee on Sustainable Practices has reviewed and endorses the **Energy Innovation and Carbon Dividend Act of 2019, H.R. 763** because of the risk of sea level rise, storm surge and increasingly volatile weather patterns that directly threaten the citizens, businesses and historic properties of the City of Portsmouth, and the Selectmen of Hampton wholly supports that position with respect to the Town of Hampton as well; and


NOW, THEREFORE, BE IT RESOLVED, that the Board of Selectmen of Hampton urges the United States Congress to enact without delay the **Energy Innovation and Carbon Dividend Act of 2019, H.R. 763**; and

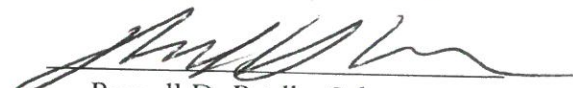
BE IT FURTHER RESOLVED, that the Town Manager, no later than 30 days after passage of this Resolution, shall transmit copies of this resolution to the President and Vice President of the United States, to the Speaker of the House of Representatives, to the Majority Leader of the Senate, to each U.S. Senator and Representative from the State of New Hampshire in the Congress of the United States, and to nearby city and county governments urging that they pass similar resolutions.

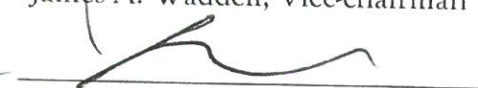
This Resolution shall take effect upon passage.

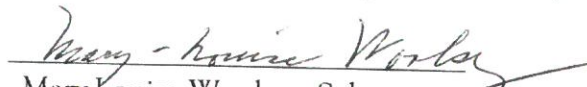
Adopted on this 26th day of August, 2019 by Town of Hampton Board of Selectmen.


Richard P. Griffin, Chairman


James A. Waddell, Vice-chairman


Russell D. Bridle, Selectmen


Regina M. Barnes, Selectmen


Mary-Louise Woolsey, Selectmen

conomic Development Committee

Committee met on Wednesday, September 4, 2019 for regular monthly meeting

Items discussed:

1. Due to scheduling snafu the discussion with John Nyhan from Hampton Chamber of Commerce on a possible regional EDC position will need to be rescheduled
2. The committee review the dates/times proposed by Jeff Hyland from Ironwood and suggested rescheduling dates, the Chair is to reach out to Jeff to see if Ironwood can work with the proposed dates/times,
3. The committee discussed and agreed to keeping the scope of the Village District plan to only include the IBR and not include the expansion of the Atlantic Ave Extension (proposed to the school).
4. The committee discussed developing Rules of Procedure for the committee. A preliminary review of a very rough draft of Rules of Procedures was done during the meeting with suggested edits. Vice Chair Jeff Hiller and Kathleen Kilgore will work together to refine a draft to be presented to the Committee for possible approval & adoption in the November monthly meeting.
5. The committee set a date of Wednesday, September 25, 2019 at 5:00 for a work session to orientate the new members on the work that has been completed since Summer of 2017 that has gotten the committee to where it is now.

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
SEPTEMBER 9, 2019 SELECT BOARD MEETING

REPORTING PERIOD

The reporting period is from August 26, 2019 through Sept 6, 2019

Finance

Our FY 2019 audit process with Melanson Heath will begin later this month. With 43 weeks left in the current fiscal year we have approximately 84% of budget remaining.

Police

The locker room renovation project is nearly complete. We expect a completion date as early as next week.

Fire

HVAC installation is in progress, A/C has been completed and the heating system will be completed by this fall.

Facilities

Town Hall. John Schnitzler has completed work on the east side of the building and is now nearly finished with the west side as well. We have contracted with Apple Painting and Restoration to begin painting in the coming weeks.

The Library. Nothing new to report.

Stone Building. Nothing new to report.

Town Office/Chevalier Building. We are in the process of gathering siding quotes, contractor availability has been limited.

Projects

Telephone System/Communications. Nothing new to report.

Regionalization. Nothing new to report.

Coakley Landfill Group. The next CLG meeting will be on October 2nd at 9am. Meetings are held at Portsmouth City Hall.

Elections. Nothing new to report.

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

Recreation Activities. North Hampton Parks & Rec summer camp has now concluded. Everything went very well and we have received some excellent feedback from residents. PASA seniors will be having a trip to the Deerfield Fair. Before and after school programs are now underway and off to a smooth start.

Economic Development. Committee update.

Rails to Trails. As has been reported in the media, a deal has been reached between the State and Pan Am Railways to acquire the corridor. There will be a meeting on 9/24 at 6:30 with RPC to discuss next steps in the project.

Public Works. Director Hubbard and his crew have been busy with paving projects. Goss Rd. and Mill Rd. between Atlantic Ave. and the Rye line are now complete, line painting is currently underway. Spruce Meadow Dr. and Park Circle have now also been repaved. The town campus parking lot is slated for early October once gas line installation is complete. We have also completed necessary upgrades to the floor drain tank from the fire department prior to the lot paving. Finally, work has begun to remove the pavement on the Homestead property in preparation for our skating rink and irrigation system.

Community Outreach. The next session of Town Administrator's open office hours will be held September 23rd from 3:30-5pm at the Town Clerk's office. All residents and local business owners are welcome and encouraged to attend.

Philbrick Study Report. I recently sent a letter to NHDOT to request this be a municipally managed project. I am awaiting a response. There is no new information to report in the interim. A recap of this item follows below.

I had a meeting on July 2nd with CMA Engineers, NHDES and The Nature Conservancy to discuss the Philbrick Pond cobble weir replacement. The Nature Conservancy has identified federal grant funds that could be used for the design work on this project. They are speaking with DOT to work out details involving regulations regarding their procurement process etc. I have also sent a letter to NHDOT District 6 requesting this to be a municipally managed project with their support, input and approvals. We will also be speaking with the two impacted private property owners regarding permissions we would need from them. There is a very rough estimate for the project of \$60,000 provided by CMA. It is possible for the Town to fund this along with the grant to make the project happen in the most expedient manner possible. Marsh runneling was also discussed and we will be speaking with Dr. Burdick at UNH to see if it makes sense to address this in concert with the replacement of the cobble weir. I'm happy to say the wheels are in motion here and we are making progress in getting this done.

Document Management System. We just concluded our presentation from Ricoh and have seen follow up demos from Treneo and Inception. We should decide the next steps in the process as we continue to evaluate this project.

Wage Range Analysis/Study. MRI is currently underway with our wage range analysis. We are still on track to have final results back as soon as late September. We will have an in person report from MRI at that time.

Meeting Schedule: Our next regularly scheduled meeting is on September 23, 2019.

Sept 9

Janet Facella

From: Joe Manzi
Sent: Wednesday, August 28, 2019 10:12 AM
To: Janet Facella
Subject: 9/9/ Bos agenda

Hi Jan,
May I get on and also Henry ~~Palladino~~ *Palatroni*.
Henry will be presenting an eagle scout project plan for approval.
I will be presenting and requesting information about fundraising/ scholarships.
Thanks

Joe Manzi, Director
North Hampton Parks and Recreation
233 Atlantic Avenue
North Hampton NH 03862-02352
603-964-3170
Fax 603-964-1514
Town Website northhampton-nh.gov
Program registrations at northhamptonnh.recdesk.com
Like North Hampton NH Recreation on Facebook

August 5, 2019

Bryan Kaenrath, Town Administrator
Town of North Hampton
233 Atlantic Ave
North Hampton, NH 03862

RE: Legal Fees for Standing Ethics Committee Charges

Good Day,

Attached, please find the invoice for my legal fees in the above referenced matter. I would like to request that the legal fees that I incurred in regards for the Code of Ethics Complaint filed April 24, 2019 be reimbursed by the Town of North Hampton in the amount of \$ 12,000.00.

I was exonerated of the charges which stemmed from my position as Select Woman by The Standing Ethics Committee on June 6, 2019.

Your immediate consideration of this request is appreciated.

Sincerely,


Kathleen M Kilgore

MORRIS LAW OFFICE, PLLC

ATTORNEYS AT LAW

EDWARD F. MORRIS*
JAMES F. SCULLY, JR.*

OF COUNSEL:
EUGENE R. GEARY*

*ADMITTED IN NH AND MA

June 27, 2019

Kathleen Kilgore
220 Atlantic Avenue
North Hampton, NH 03862

INVOICE

April 27, 2019 through June 19, 2019

FOR PROFESSIONAL SERVICES RENDERED with regard to the adjudication of an ethics complaint before the Town of North Hampton standing ethics committee including: attendance at three ethics committee meetings; numerous telephone conferences and in-person meetings with client; document drafting; client communication; communication with opposing counsel and town attorney; delivery of correspondence to town of North Hampton; and media outreach.

Total:	\$15,200.00
Professional courtesy:	<u>\$ 3,200.00</u>
Amount due:	\$12,000.00

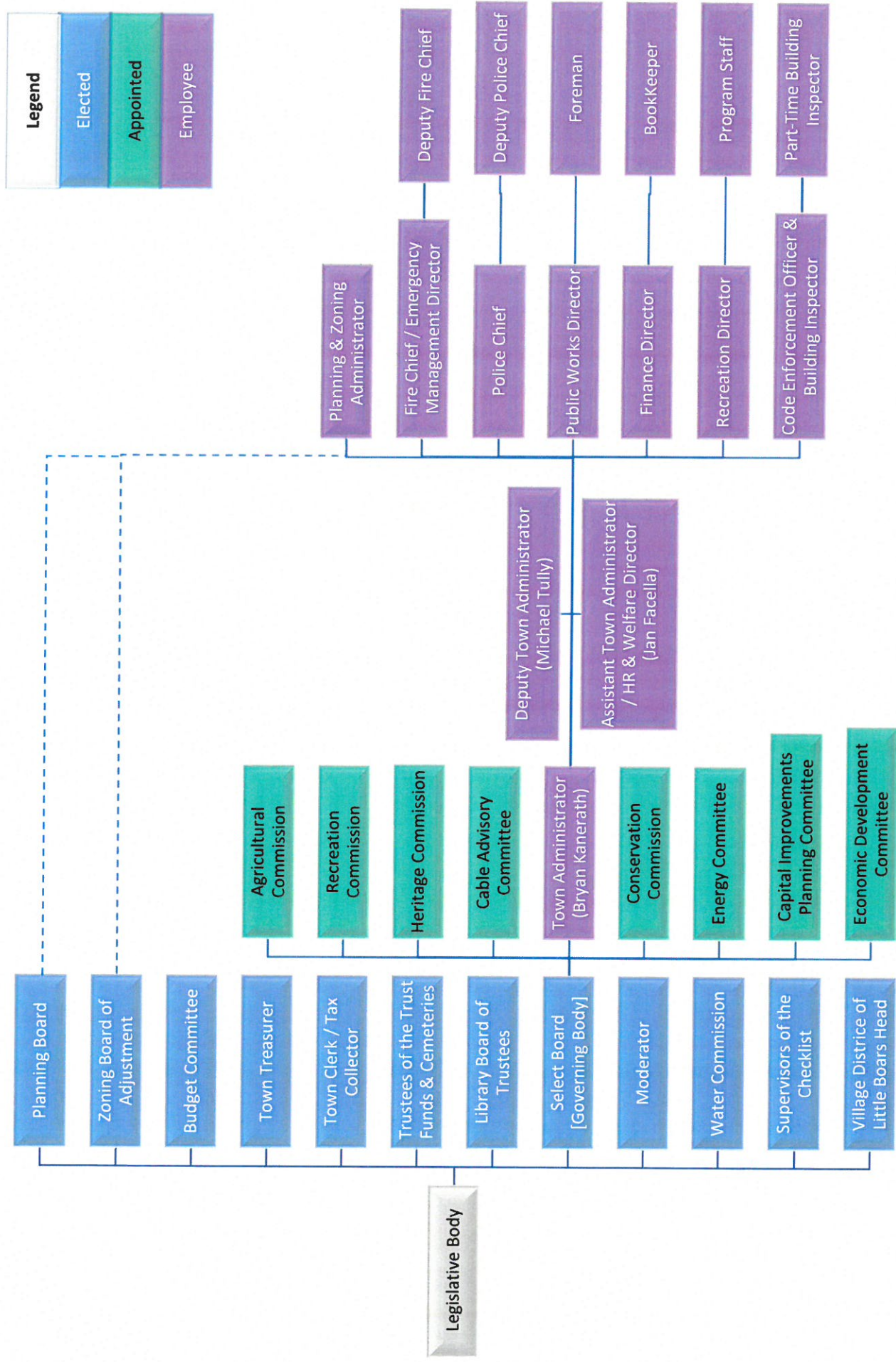
Department	Assigned To	Funded	Funding Source	Suggested Funding Source	Time Period	Goal	Date Completed
Finance	Ryan Cornwell	N/A	N/A	N/A	Ongoing	Update AP Vendor File	
Finance	Select Board	N/A	N/A	N/A	Winter Toward EOY (fiscal)	Draft Agriculture Fund Warrant Article to establish Fund to accumulate funds from year to year	
Finance	Ryan Cornwell Treasurer	N/A	N/A	N/A		Maximize return on investment, maintain liquidity	
Finance	Ryan Cornwell	N/A	N/A	N/A	Budget Season - Summer to Fall	Establish Cable Fund budget	
Finance	Ryan Cornwell	N/A	N/A	N/A	JAN - JUN 2020	Review Old Grand Fund activity to identify source of balance in fund (FY07-FY14)	
Information Technology (IT)		N/A	N/A	N/A	Ongoing	Continue User Replacement Program	
Information Technology (IT)						Explore phone system upgrades	
Information Technology (IT)						Document Management System	
Town Clerk / Tax Collector						Eradicate birds	
Town Clerk / Tax Collector						Funance / Humidifier	
Town Clerk / Tax Collector						Software integration between Town Clerk / Tax Collector to Finance Department	
Town Clerk / Tax Collector						Evaluate employee salaries	
Police Dept	Kathryne Mone	No				Re-write Policy manual that will integrate with Laptops & Phone	
Police Dept	Kathryne Mone	Yes	FY2020 Warrant Article			Surveillance Camera for Complex	
Police Dept	Kathryne Mone	Yes	FY2019 Encumbrance			Reconfigure floor plan	

Department	Assigned To	Funded	Funding Source	Suggested Funding Source	Time Period	Goal	Date Completed
Police Dept	Kathryne Mone	Yes	FYOB- FY2020			Purchase new firearms (handguns)	
Police Dept	Kathryne Mone					Mover forward on training plan	
Facilities		Yes	Town Buidling Maintenance Capital Reserve Fund			Siding replacement on Town Office Administration Building	
Facilities		Yes	Town Buidling Maintenance Capital Reserve Fund			Town Hall Renovation Project	
Facilities						Hire part-time maintenance person	
Fire Dept		Yes	FY2019 Encumbrance			Replace heating system/install AC	
Fire Dept						Budget to send member to national conference	
Fire Dept						Install call box on outside of building	
Fire Dept						Increase social media presence	
Fire Dept						Investigate further mutual aid arrangements with Rye Fire Department	
Fire Dept						Hire part-time adminstrative assistant	
Emergency Management						Facilitate repair of sidewalks at beach (Little Boars Head)	

Department	Assigned To	Funded	Funding Source	Suggested Funding Source	Time Period	Goal	Date Completed
Emergency Management						Grow programs for community CPR / babysitting classes	
Emergency Management		N/A	N/A	N/A		Increase social media presence	
Department Public Works						Complete town complex paving project including w/tank for Fire Department	
Department Public Works						Facilitate natural gas connections to town hall, town offices & Tax Collector w/conversion to gas	
Department Public Works						Complete year 8 of 15 year road maintenance program	
Department Public Works						Manage MS4 compliance	
Department Public Works						Install outdoor storage facility at highway garage	
Department Public Works						Continue progress on Winnicut Rd drainage matter	
LBH						Annual Meeting w/Select Board	
Town Administration						Intern program	
Town Administration						Policy organization	
Town Administration						Organize storage area	
Town Administration						Ordinance policy book organization	
Town Administration						Dedicated space for Historical Society	

Department	Assigned To	Funded	Funding Source	Suggested Funding Source	Time Period	Goal	Date Completed
Town Administration						Dedicated space for Assessing	
Town Administration						Investigate storage options	
Town Administration						Publish Organization Chart for Town which includes Town Departments, Board and Committees	
Town Administration						Create Central Depository for electronic files from boards and committees	
Recreation						Develop After School Club House	
Recreation						Continue building relationships with other departments	
Recreation						Kick off Old Home Days	
Recreation						Develop list of sponsors/fundraisers for special events & scholarships	
Recreation						Fill and expand roles of committee member positions	
Recreation						Investigate facilities	
Recreation						Expand ice rink	
Recreation						Continue safety upgrades at Dearborn Park	
Recreation						Purchase AED for Dearborn Park	

DRAFT ONLY



Legend

Elected

Appointed

Employee



1 Federal Street, 8th Floor
 Boston, MA 02110
 Office: 617-723-1700
 Fax: 617-904-1601
 www.aecom.com

NORTH HAMPTON FIRE & RESCUE
 235 ATLANTIC AVE
 NORTH HAMPTON, NH 03862
 (603) 964-5500
 NH180068

Energy Savings Proposal Eversource NH Small Commercial Turnkey Program

We are pleased to submit our detailed energy audit report and scope of work for:

NORTH HAMPTON FIRE & RESCUE

This proposal is based on the results of an energy audit which we conducted at your facility and includes the following:

- Recommended energy-saving upgrades.
- Cost, savings, and estimated Eversource Energy incentive calculations.
- Eversource Energy terms and conditions for New Hampshire to qualify for the program.

PROJECT PROFILE:

TOTAL INVESTMENT COST	\$3,439.30
APPROVED* EVERSOURCE INCENTIVE	\$1,719.65
NET CUSTOMER INVESTMENT	\$1,719.65
ESTIMATED ANNUAL ENERGY COST SAVINGS	\$914.73
SIMPLE PAYBACK	1.9 years

We propose hereby to furnish material and labor – complete in accordance with the above specifications, for the Total Investment Cost of \$3,439.30

AECOM Authorized Signature: _____ Proposal

Title: _____ Date: _____

Note: This proposal may be withdrawn by us or Eversource if not accepted within 60 days.

*Any change in project scope or cost may result in change of the incentive as determined by Eversource.

Payment terms, warranty information and owners responsibility are listed below.

- *By signing below, the customer agrees they have reviewed the scope of work and understand the proposed Energy Conservation Measures including the costs, locations, quantities and type.*
- *The company and the customer agree that any alteration or deviation from the specifications set forth in the contract agreement, including extra costs will be executed upon electronic and/ or written orders, and will become extra charges over and above the contract price.*
- *AECOM to provide a one (1) year warranty on labor and materials. Additional material warranties may be available.*
- *AECOM shall keep and maintain adequate insurance coverage, including Workmen's Compensation Insurance.*
- *Work will be done during normal business hours. We will provide 48 hours notice before contractors enter the building. Maintenance personnel must be available when contractors are in the building. Access to all affected electrical equipment will be necessary.*
- *AECOM to utilize Customer's trash disposal services and/or dumpster if needed for non-hazardous waste.*
- *AECOM to notify a third party Recycling Contractor at the completion of the installation, to provide removal and disposal of fluorescent, metal halide, and HPS lamps and ballasts removed as a result of the project.*
- *The scope of work is based on the facility being in compliance with the state electric code. If anything is found out-of-code during the installation, AECOM reserves the right to remove the affected measures from the scope of work. Associated costs to correct these issues are the responsibility of the customer.*
- *All agreements are contingent upon strikes, accidents or delays beyond our control.*

The above prices, specification, and conditions are satisfactory and hereby accepted. AECOM is authorized to perform the work as specified. The Eversource Energy incentive payment(s) is (are) hereby assigned to AECOM. The Net Customer Investment will be paid for in the following manner:

The customer opts to pay the Net Customer Investment in the amount of \$1,719.65 directly to AECOM.

Option One: Half Down

The Net Customer Investment payment to be made as follows: a check for 50%, \$859.83 on acceptance of this proposal. AECOM will invoice the customer the balance due upon completion of said installation.

Option Two: Purchase Order

With this signed agreement, please include a Purchase Order, in the amount of \$1,719.65, with details as to where to submit the final invoice upon completion of said installation.

Customer Signature _____ Date _____

Title _____

Eversource NH Small Commercial Turnkey Program

Recommendations & Estimated Return On Investment (R.O.I.)

prepared by: AECOM Energy

EVERSOURCE NH DIRECT INSTALL APPLICATION NO: 0
 AECOM Energy ID NO: NH180068
 FACILITY NAME: NORTH HAMPTON FIRE & RESCUE
 ADDRESS: 235 ATLANTIC AVE
 CITY/TOWN/ZIP: NORTH HAMPTON
 CONTACT: MICHAEL TULLY
 PHONE: (603) 964-5500

AUDIT DATE: 11/20/2018
 AUDITOR: DANIEL WELLS
 AUDITOR PHONE: 530-414-1777
 ELEC ACCT NO: 56438241085
 GAS ACCT NO: N/A

** Avg. kWh rate: \$0.1086
 ** Avg. therm rate: \$1.20

INSTALLATION SITE	DEVICE DESCRIPTION	QTY	Total Cost	Eversource Incentive	Net Cost of Installation	Total kW Saved	Estimated Exist.Hrs.	Annual kWh Saved	Annual therms Saved	Estimated \$\$ Saved **	Simple Payback
1 EXT FRONT FLOODS	13W LED PAR38 35 degree Retrofit >12'	4	\$150.04	\$75.02	\$75.02	0.35	84	1,520.1		\$166.80	0.5
2 EXT FRONT FLAG POLE	20 WATT LED Small Flood Fixture w/Photo	1	\$238.05	\$119.03	\$119.03	0.08	84	349.4		\$38.30	3.1
3 EXT FRONT JELLY JAR	10W LED A19 27-22K Retrofit	1	\$27.70	\$13.85	\$13.85	0.06	84	240.2		\$26.33	0.5
4 EXT REAR FLOODS	13W LED PAR38 35 degree Retrofit >12'	2	\$75.02	\$37.51	\$37.51	0.17	84	760.0		\$83.30	0.5
5 ENTRY & BREAKROOM	No Recommendation	12	\$0.00	\$0.00	\$0.00	0.00	50	0.0		\$0.00	
6 HALLWAY/BATH	12 WATT LED 12" Drum Fixture w/Decorative Ring	1	\$94.05	\$47.03	\$47.03	0.02	40	37.4		\$4.10	11.5
7 OVER BATH SINK	1L2' 7W LEDT8/ELEE Low Pwr Lamp & Ballast	1	\$46.28	\$23.15	\$23.15	0.02	40	47.8		\$5.24	4.4
8 KITCHEN	2L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast	3	\$155.37	\$77.69	\$77.69	0.11	40	237.1		\$25.99	3.0
9 LOCKERS	2L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast	2	\$103.58	\$51.79	\$51.79	0.08	40	158.1		\$17.33	3.0
10 GARAGE	4L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast	11	\$840.84	\$420.42	\$420.42	0.75	80	3,111.7		\$341.04	1.2
11 GARAGE	2L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast	8	\$414.32	\$207.16	\$207.16	0.30	80	1,264.6		\$138.60	1.5
12 LAUNDRY	2L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast	1	\$51.79	\$25.90	\$25.90	0.04	25	49.4		\$5.41	4.8
13 MIKE'S OFFICE	36 WATT LED 4" Wraparound Fixture	1	\$182.35	\$91.18	\$91.18	0.12	40	257.9		\$28.27	3.2
14 DEPUTY OFFICE	36 WATT LED 4" Wraparound Fixture	2	\$364.70	\$182.35	\$182.35	0.04	40	83.2		\$9.12	20.0
15 MIKE & DEPUTY OFFICE	Install new Low Voltage Dimmer switch w/plate	2	\$173.20	\$86.60	\$86.60	0.11	28	157.2		\$17.23	5.0
16 MECHANICAL ROOM	4L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast	1	\$76.44	\$38.22	\$38.22	0.07	15	53.0		\$5.81	6.6
17 BATHROOM	12 WATT LED 12" Drum Fixture w/Decorative Ring	1	\$94.05	\$47.03	\$47.03	0.02	20	18.7		\$2.05	22.9
18 LINES 13 & 14	Relocate New Fixture	3	\$46.95	\$23.48	\$23.48					\$0.00	
19 LINES 13 & 14	Site specific wiring requirements	1	\$202.50	\$101.25	\$101.25					\$0.00	
20	Lamp and Ballast Disposal	1	\$102.06	\$51.03	\$51.03					\$0.00	
21				\$0.00						\$0.00	
TOTALS:			\$3,439.30	\$1,719.65	\$1,719.65	2.34		8,346.1	0.0	\$914.73	1.9



1 Federal Street, 8th Floor
 Boston, MA 02110
 Office: 617-723-1700
 Fax: 617-904-1601
 www.aecom.com

NORTH HAMPTON HIGHWAY DEPT
 10 AIRPORT RD
 NORTH HAMPTON, NH 03862
 (603) 964-5500
 NH180070

Energy Savings Proposal Eversource NH Small Commercial Turnkey Program

We are pleased to submit our detailed energy audit report and scope of work for:

NORTH HAMPTON HIGHWAY DEPT

This proposal is based on the results of an energy audit which we conducted at your facility and includes the following:

- Recommended energy-saving upgrades.
- Cost, savings, and estimated Eversource Energy incentive calculations.
- Eversource Energy terms and conditions for New Hampshire to qualify for the program.

PROJECT PROFILE:

TOTAL INVESTMENT COST	\$6,064.16
APPROVED* EVERSOURCE INCENTIVE	\$3,032.08
NET CUSTOMER INVESTMENT	\$3,032.08
ESTIMATED ANNUAL ENERGY COST SAVINGS	\$712.19
SIMPLE PAYBACK	4.3 years

We propose hereby to furnish material and labor – complete in accordance with the above specifications, for the Total Investment Cost of \$6,064.16

AECOM Authorized Signature: _____ Proposal

Title: _____ Date: _____

Note: This proposal may be withdrawn by us or Eversource if not accepted within 60 days.

*Any change in project scope or cost may result in change of the incentive as determined by Eversource.

Payment terms, warranty information and owners responsibility are listed below.

- *By signing below, the customer agrees they have reviewed the scope of work and understand the proposed Energy Conservation Measures including the costs, locations, quantities and type.*
- *The company and the customer agree that any alteration or deviation from the specifications set forth in the contract agreement, including extra costs will be executed upon electronic and/ or written orders, and will become extra charges over and above the contract price.*
- *AECOM to provide a one (1) year warranty on labor and materials. Additional material warranties may be available.*
- *AECOM shall keep and maintain adequate insurance coverage, including Workmen's Compensation Insurance.*
- *Work will be done during normal business hours. We will provide 48 hours notice before contractors enter the building. Maintenance personnel must be available when contractors are in the building. Access to all affected electrical equipment will be necessary.*
- *AECOM to utilize Customer's trash disposal services and/or dumpster if needed for non-hazardous waste.*
- *AECOM to notify a third party Recycling Contractor at the completion of the installation, to provide removal and disposal of fluorescent, metal halide, and HPS lamps and ballasts removed as a result of the project.*
- *The scope of work is based on the facility being in compliance with the state electric code. If anything is found out-of-code during the installation, AECOM reserves the right to remove the affected measures from the scope of work. Associated costs to correct these issues are the responsibility of the customer.*
- *All agreements are contingent upon strikes, accidents or delays beyond our control.*

The above prices, specification, and conditions are satisfactory and hereby accepted. AECOM is authorized to perform the work as specified. The Eversource Energy incentive payment(s) is (are) hereby assigned to AECOM. The Net Customer Investment will be paid for in the following manner:

The customer opts to pay the Net Customer Investment in the amount of \$3,032.08 directly to AECOM.

Option One: Half Down

The Net Customer Investment payment to be made as follows: a check for 50%, \$1,516.04 on acceptance of this proposal. AECOM will invoice the customer the balance due upon completion of said installation.

Option Two: Purchase Order

With this signed agreement, please include a Purchase Order, in the amount of \$3,032.08, with details as to where to submit the final invoice upon completion of said installation.

Customer Signature _____ Date _____

Title _____

Eversource NH Small Commercial Turnkey Program

Recommendations & Estimated Return On Investment (R.O.I.)

prepared by: AECOM Energy

EVERSOURCE NH DIRECT INSTALL APPLICATION NO: 0
 AECOM Energy ID NO:
 FACILITY NAME:
 ADDRESS:
 CITY/TOWN/ZIP:
 CONTACT:
 PHONE:

NH180070
 NORTH HAMPTON HIGHWAY DEPT
 10 AIRPORT RD
 NORTH HAMPTON
 MICHAEL TULLY
 (603) 964-5500

AUDIT DATE: 11/20/2018
 AUDITOR: ERIK OULFRIY
 AUDITOR PHONE: 978-335-3608
 ELEC ACCT NO: 96870751054
 GAS ACCT NO: N/A

** Avg. kWh rate: \$0.1096
 **Avg. therm rate: \$1.20

LINE	INSTALLATION SITE	DEVICE DESCRIPTION	QTY	Total Cost	Eversource Incentive	Net Cost of Installation	Total kW Saved	Estimated Exist. Hrs.	Annual kWh Saved	Annual Therms Saved	Estimated \$ Saved	Simple Payback
1	GARAGE	90 WATT LED 2' Highbay Fixture w/Dimming Sensor	9	\$2,223.00	\$1,111.50	\$1,111.50	1.21	50	3,135.6		\$343.66	3.2
2	BATHROOM	30 WATT LED 2x4 Flat Panel Fixture	1	\$139.50	\$69.75	\$69.75	0.06	35	105.6		\$11.57	6.0
3	BATHROOM	1L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast	1	\$40.63	\$20.32	\$20.32	0.02	35	34.6		\$3.79	5.4
4	BREAKROOM	30 WATT LED 2x4 Flat Panel Fixture	3	\$418.50	\$209.25	\$209.25	0.17	40	361.9		\$39.67	5.3
5	OFFICE	30 WATT LED 2x4 Flat Panel Fixture	2	\$279.00	\$139.50	\$139.50	0.12	40	241.3		\$25.44	5.3
6	TASK LIGHT	4L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast	1	\$76.44	\$38.22	\$38.22	0.10	40	208.0		\$22.80	1.7
7	WALL PACKS EXTERIOR	28 WATT LED Cut-Off Wall Pack Fixture w/PC Lamp and Ballast Disposal	6	\$1,481.34	\$740.67	\$740.67	0.55	84	2,411.1		\$264.26	2.8
8	RECYCLING	Relocate New Fixture	1	\$130.00	\$65.00	\$65.00					\$0.00	
9	LINES: 2, 4-5	Lift Rental	5	\$50.00	\$25.00	\$25.00					\$0.00	
10	LINES: 1, 7	Power source abandoned-HID-Interior/Exterior	1	\$650.00	\$425.00	\$425.00					\$0.00	
11	LINES: 1, 7		15	\$375.75	\$187.88	\$187.88					\$0.00	
12					\$0.00						\$0.00	
TOTALS:				\$6,064.16	\$3,032.08	\$3,032.08	2.23		6,498.1	0.0	\$712.19	4.3



1 Federal Street, 8th Floor
 Boston, MA 02110
 Office: 617-723-1700
 Fax: 617-904-1601
 www.aecom.com

NORTH HAMPTON TOWN OFFICES
 237 ATLANTIC AVE
 NORTH HAMPTON, NH 03862
 (603) 964-5500
 NH180069

Energy Savings Proposal Eversource NH Small Commercial Turnkey Program

We are pleased to submit our detailed energy audit report and scope of work for:

NORTH HAMPTON TOWN OFFICES

This proposal is based on the results of an energy audit which we conducted at your facility and includes the following:

- Recommended energy-saving upgrades.
- Cost, savings, and estimated Eversource Energy incentive calculations.
- Eversource Energy terms and conditions for New Hampshire to qualify for the program.

PROJECT PROFILE:

TOTAL INVESTMENT COST	\$2,547.40
APPROVED* EVERSOURCE INCENTIVE	\$1,273.70
NET CUSTOMER INVESTMENT	\$1,273.70
ESTIMATED ANNUAL ENERGY COST SAVINGS	\$373.28
SIMPLE PAYBACK	3.4 years

We propose hereby to furnish material and labor – complete in accordance with the above specifications, for the Total Investment Cost of \$2,547.40

AECOM Authorized Signature: _____ Proposal

Title: _____ Date: _____

Note: This proposal may be withdrawn by us or Eversource if not accepted within 60 days.

*Any change in project scope or cost may result in change of the incentive as determined by Eversource.

Payment terms, warranty information and owners responsibility are listed below.

- By signing below, the customer agrees they have reviewed the scope of work and understand the proposed Energy Conservation Measures including the costs, locations, quantities and type.
- The company and the customer agree that any alteration or deviation from the specifications set forth in the contract agreement, including extra costs will be executed upon electronic and/or written orders, and will become extra charges over and above the contract price.
- AECOM to provide a one (1) year warranty on labor and materials. Additional material warranties may be available.
- AECOM shall keep and maintain adequate insurance coverage, including Workmen's Compensation Insurance.
- Work will be done during normal business hours. We will provide 48 hours notice before contractors enter the building. Maintenance personnel must be available when contractors are in the building. Access to all affected electrical equipment will be necessary.
- AECOM to utilize Customer's trash disposal services and/or dumpster if needed for non-hazardous waste.
- AECOM to notify a third party Recycling Contractor at the completion of the installation, to provide removal and disposal of fluorescent, metal halide, and HPS lamps and ballasts removed as a result of the project.
- The scope of work is based on the facility being in compliance with the state electric code. If anything is found out-of-code during the installation, AECOM reserves the right to remove the affected measures from the scope of work. Associated costs to correct these issues are the responsibility of the customer.
- All agreements are contingent upon strikes, accidents or delays beyond our control.

The above prices, specification, and conditions are satisfactory and hereby accepted. AECOM is authorized to perform the work as specified. The Eversource Energy incentive payment(s) is (are) hereby assigned to AECOM. The Net Customer Investment will be paid for in the following manner:

The customer opts to pay the Net Customer Investment in the amount of \$1,273.70 directly to AECOM.

Option One: Half Down

The Net Customer Investment payment to be made as follows: a check for 50%, \$636.85 on acceptance of this proposal. AECOM will invoice the customer the balance due upon completion of said installation.

Option Two: Purchase Order

With this signed agreement, please include a Purchase Order, in the amount of \$1,273.70, with details as to where to submit the final invoice upon completion of said installation.

Customer Signature _____ Date _____

Title _____

Eversource NH Small Commercial Turnkey Program

Recommendations & Estimated Return On Investment (R.O.I.)

prepared by: AECOM Energy

EVERSOURCE NH DIRECT INSTALL APPLICATION NO: 0
 AECOM Energy ID NO: NH180069
 FACILITY NAME: NORTH HAMPTON TOWN OFFICES
 ADDRESS: 237 ATLANTIC AVE
 CITY/TOWN/ZIP: NORTH HAMPTON
 CONTACT: MICHAEL TULLY
 PHONE: (603) 964-5500

AUDIT DATE: 11/20/2018
 AUDITOR: DANIEL WELLS
 AUDITOR PHONE: 530-414-1777
 ELEC ACCT NO: 56438241085
 GAS ACCT NO: N/A

** Avg. kWh rate: \$0.1096
 ** Avg. therm rate: \$1.20

INSTALLATION SITE	DEVICE DESCRIPTION	QTY	Total Cost	Eversource Incentive	Net Cost of Installation	Total kW Saved	Estimated Exisl. Hrs.	Annual kWh Saved	Annual Therms Saved	Estimated \$\$ Saved **	Simple Payback
1 ENTRY DRUM	12 WATT LED 12" Drum Fixture w/Decorative Ring	1	\$94.05	\$47.03	\$47.03	0.05	40	110.2		\$12.08	3.9
2 LOBBY PENDANT	10W LED A19 27-22K Retrofit	4	\$110.80	\$55.40	\$55.40	0.22	40	457.6		\$50.15	1.1
3 CONF ROOM	3L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast >12	3	\$203.61	\$101.81	\$101.81	0.17	25	214.5		\$23.51	4.3
4 CONF ROOM	3L3' 9W LEDT8/ELEE Low Pwr Lamp & Ballast >12	5	\$442.40	\$221.20	\$221.20	0.18	25	234.0		\$25.65	8.6
5 MENS & WOMENS BATH	10W LED A19 27-22K Retrofit	3	\$83.10	\$41.55	\$41.55	0.17	10	85.8		\$9.40	4.4
6 OFFICE AREA	3L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast >12	8	\$542.96	\$271.48	\$271.48	0.43	45	1,010.9		\$110.79	2.5
7 OFFICE AREA	3L3' 9W LEDT8/ELEE Low Pwr Lamp & Ballast >12	4	\$353.92	\$176.96	\$176.96	0.10	45	243.4		\$26.67	6.6
8 REAR OFFICE	4L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast	5	\$382.20	\$191.10	\$191.10	0.34	40	707.2		\$77.51	2.5
9 ATTIC	2L4' 10W LEDT8/ELEE Low Pwr Lamp & Ballast	3	\$155.37	\$77.69	\$77.69	0.11	15	88.9		\$9.75	8.0
10 ATTIC	1L2' 7W LEDT8/ELEE Low Pwr Lamp & Ballast	1	\$46.29	\$23.15	\$23.15	0.03	15	21.8		\$2.39	9.7
11 EXT REAR	12W LED PAR30S 35 degre Retrofit	1	\$35.95	\$17.98	\$17.98	0.05	84	231.5		\$25.37	0.7
12 RECYCLING	Lamp and Ballast Disposal	1	\$96.75	\$48.38	\$48.38					\$0.00	
13				\$0.00						\$0.00	
TOTALS:			\$2,547.40	\$1,273.70	\$1,273.70	1.85		3,405.8	0.0	\$373.28	3.4



1 Federal Street, 8th Floor
 Boston, MA 02110
 Office: 617-723-1700
 Fax: 617-904-1601
 www.aecom.com

NORTH HAMPTON POLICE DEPT
 233 ATLANTIC AVE
 NORTH HAMPTON, NH 03862
 (603) 964-5500
 NH180085

Energy Savings Proposal Eversource NH Small Commercial Turnkey Program

We are pleased to submit our detailed energy audit report and scope of work for:

NORTH HAMPTON POLICE DEPT

This proposal is based on the results of an energy audit which we conducted at your facility and includes the following:

- Recommended energy-saving upgrades.
- Cost, savings, and estimated Eversource Energy incentive calculations.
- Eversource Energy terms and conditions for New Hampshire to qualify for the program.

PROJECT PROFILE:

TOTAL INVESTMENT COST	\$11,391.28
APPROVED* EVERSOURCE INCENTIVE	\$5,695.64
NET CUSTOMER INVESTMENT	\$5,695.64
ESTIMATED ANNUAL ENERGY COST SAVINGS	\$2,094.29
SIMPLE PAYBACK	2.7 years

We propose hereby to furnish material and labor – complete in accordance with the above specifications, for the Total Investment Cost of \$11,391.28

AECOM Authorized Signature: _____ Proposal

Title: _____ Date: _____

Note: This proposal may be withdrawn by us or Eversource if not accepted within 60 days.

*Any change in project scope or cost may result in change of the incentive as determined by Eversource.

Payment terms, warranty information and owners responsibility are listed below.

- By signing below, the customer agrees they have reviewed the scope of work and understand the proposed Energy Conservation Measures including the costs, locations, quantities and type.
- The company and the customer agree that any alteration or deviation from the specifications set forth in the contract agreement, including extra costs will be executed upon electronic and/or written orders, and will become extra charges over and above the contract price.
- AECOM to provide a one (1) year warranty on labor and materials. Additional material warranties may be available.
- AECOM shall keep and maintain adequate insurance coverage, including Workmen's Compensation Insurance.
- Work will be done during normal business hours. We will provide 48 hours notice before contractors enter the building. Maintenance personnel must be available when contractors are in the building. Access to all affected electrical equipment will be necessary.
- AECOM to utilize Customer's trash disposal services and/or dumpster if needed for non-hazardous waste.
- AECOM to notify a third party Recycling Contractor at the completion of the installation, to provide removal and disposal of fluorescent, metal halide, and HPS lamps and ballasts removed as a result of the project.
- The scope of work is based on the facility being in compliance with the state electric code. If anything is found out-of-code during the installation, AECOM reserves the right to remove the affected measures from the scope of work. Associated costs to correct these issues are the responsibility of the customer.
- All agreements are contingent upon strikes, accidents or delays beyond our control.

The above prices, specification, and conditions are satisfactory and hereby accepted. AECOM is authorized to perform the work as specified. The Eversource Energy incentive payment(s) is (are) hereby assigned to AECOM. The Net Customer Investment will be paid for in the following manner:

The customer opts to pay the Net Customer Investment in the amount of \$5,695.64 directly to AECOM.

Option One: Half Down

The Net Customer Investment payment to be made as follows: a check for 50%, \$2,847.82 on acceptance of this proposal. AECOM will invoice the customer the balance due upon completion of said installation.

Option Two: Purchase Order

With this signed agreement, please include a Purchase Order, in the amount of \$5,695.64, with details as to where to submit the final invoice upon completion of said installation.

Customer Signature _____ Date _____

Title _____

Eversource NH Small Commercial Turnkey Program

Recommendations & Estimated Return On Investment (R.O.I.)
 prepared by: AECOM Energy

EVERSOURCE NH DIRECT INSTALL APPLICATION NO: 0
 AECOM Energy ID NO: NH180085
 FACILITY NAME: NORTH HAMPTON POLICE DEPT
 ADDRESS: 233 ATLANTIC AVE
 CITY/TOWN/ZIP: NORTH HAMPTON
 CONTACT: MICHAEL TULLY
 PHONE: (603) 964-5500

AUDIT DATE: 11/20/2018
 AUDITOR: DANIEL WELLS
 AUDITOR PHONE: 530-414-1777
 ELEC ACCT NO: 56438241085
 GAS ACCT NO: N/A

** Avg. kWh rate: \$0.1096
 **Avg. therm rate: \$1.20

INSTALLATION SITE	DEVICE DESCRIPTION	QTY	Total Cost	Eversource Incentive	Net Cost of Installation	Total kW Saved	Estimated Exisit.Hrs.	Annual kWh Saved	Annual Therms Saved	Estimated \$\$\$ Saved **	Simple Payback
1 HALLWAY	2L4' 13W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	4	\$285.24	\$132.62	\$152.62	0.13	80	532.5		\$58.36	2.3
2 CONF ROOMS	2L4' 13W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	8	\$530.48	\$265.24	\$265.24	0.26	40	532.5		\$58.36	4.5
3 CONF ROOMS	9W LED BR30 827-22K Retrofit	10	\$263.30	\$131.65	\$131.65	0.56	40	1,184.8		\$127.66	1.0
4 LOBBY / RECEPTION	12 WATT LED 8" Recessed Can Fixture	7	\$417.60	\$208.80	\$208.80	0.11	168	978.4		\$107.24	1.9
5 HALLWAY	2L4' 13W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	4	\$464.17	\$232.09	\$232.09	0.36	80	1,514.2		\$165.96	2.3
6 FILE ROOM	3L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	3	\$192.06	\$96.03	\$96.03	0.29	25	378.3		\$41.46	2.3
7 SERGEANT'S OFFICE	3L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$128.04	\$64.02	\$64.02	0.19	40	403.5		\$44.23	1.4
8 STORAGE ROOM #1	10W LED A19 27-22K Retrofit	1	\$27.70	\$13.85	\$13.85	0.06	15	42.9		\$4.70	2.9
9 STORAGE ROOM #2	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$103.58	\$51.79	\$51.79	0.12	15	90.5		\$9.92	5.2
10 WOMENS ROOM	10W LED A19 27-22K Retrofit	1	\$27.70	\$13.85	\$13.85	0.06	15	42.9		\$4.70	2.9
11 ADMIN	3L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	1	\$128.04	\$64.02	\$64.02	0.11	40	228.8		\$25.08	2.6
12 DISPATCH ROOM	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	3	\$155.37	\$77.69	\$77.69	0.17	80	282.8		\$29.33	1.0
13 DISPATCH ROOM	1L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	3	\$121.89	\$60.95	\$60.95	0.12	80	486.7		\$53.34	1.1
14 CHIEF OFFICES	3L4' 24W LEDT8/U/E/LEE Lamp and Ballast	1	\$124.35	\$62.18	\$62.18	0.10	40	197.6		\$21.66	2.9
15 CHIEF OFFICES	2L2' 11W LEDT8/U/E/LEE Lamp and Ballast	1	\$96.78	\$48.39	\$48.39	0.02	40	49.9		\$5.47	8.8
16 LOCKER ROOM	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$103.58	\$51.79	\$51.79	0.12	40	241.3		\$26.44	2.0
17 LOCKER ROOM	1L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$81.26	\$40.63	\$40.63	0.08	40	162.2		\$17.78	2.3
18 BATHROOM	2L2' 7W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	1	\$63.11	\$31.56	\$31.56	0.04	30	59.3		\$6.50	4.9
19 BATHROOM	10W LED A19 27-22K Retrofit	2	\$55.40	\$27.70	\$27.70	0.11	30	171.6		\$18.81	1.5
20 INTERVIEW ROOM	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	1	\$51.79	\$25.90	\$25.90	0.06	20	60.3		\$6.61	3.9
21 INTERVIEW ROOM	1L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	1	\$40.63	\$20.32	\$20.32	0.04	20	40.6		\$4.45	4.6
22 EVIDENCE ROOM #1	4L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	1	\$76.44	\$38.22	\$38.22	0.12	15	90.5		\$9.92	3.9
23 EVIDENCE ROOM #2	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$103.58	\$51.79	\$51.79	0.12	15	90.5		\$9.92	3.9
24 EVIDENCE ROOM #3	10W LED A19 27-22K Retrofit	2	\$55.40	\$27.70	\$27.70	0.11	15	85.8		\$9.40	2.9
25 HOLDING CELLS	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$103.58	\$51.79	\$51.79	0.12	20	120.6		\$13.22	3.9
26 HOLDING CELLS	10W LED A19 27-22K Retrofit	2	\$55.40	\$27.70	\$27.70	0.11	20	114.4		\$12.54	2.2
27 BOOKING	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$103.58	\$51.79	\$51.79	0.12	50	301.6		\$33.06	1.6
28 BOOKING	1L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$81.26	\$40.63	\$40.63	0.08	50	202.8		\$22.23	1.8
29 DEPUTY	3L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	1	\$64.02	\$32.01	\$32.01	0.10	30	151.3		\$16.58	1.9
30 GARAGE	4L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$152.88	\$76.44	\$76.44	0.14	50	353.6		\$38.75	2.0
31 STAIRS	2L2' 7W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$126.22	\$63.11	\$63.11	0.04	45	88.9		\$9.75	6.5
32 ADMIN ASSIST	4L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	1	\$76.44	\$38.22	\$38.22	0.12	40	241.3		\$26.44	1.4
33 ADMIN OFFICE	2L4' 13W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	5	\$331.55	\$165.78	\$165.78	0.16	40	332.8		\$36.47	4.5
34 FINANCE	3L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$128.04	\$64.02	\$64.02	0.11	40	228.8		\$25.08	2.6
35 MAIN ROOM	4L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	4	\$305.76	\$152.88	\$152.88	0.27	45	636.5		\$69.76	2.2
36 MAIN ROOM	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$103.58	\$51.79	\$51.79	0.08	45	177.8		\$19.49	2.7
37 MAIN ROOM	4L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	11	\$840.84	\$420.42	\$420.42	0.75	45	1,750.3		\$191.84	2.2
38 HALLWAY	2L4' 13W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	3	\$198.93	\$99.47	\$99.47	0.10	40	199.7		\$21.88	4.5
39 DESKS	3L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	6	\$364.12	\$182.06	\$182.06	0.33	45	772.2		\$84.63	2.3
40 CONF ROOM	4L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	3	\$229.32	\$114.66	\$114.66	0.20	30	318.2		\$34.88	3.3
41 CONF ROOM	14 WATT LED 12" Low Profile Drum Fixture	2	\$190.30	\$95.15	\$95.15	0.05	30	81.1		\$8.89	10.7
42 MENS & WOMENS	2L4' 13W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	2	\$132.62	\$66.31	\$66.31	0.06	20	66.6		\$6.66	9.1
43 JELLY JAR	10W LED A19 27-22K Retrofit	1	\$27.70	\$13.85	\$13.85	0.06	30	66.6		\$6.66	9.1
44 STORAGE ROOM	4L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	9	\$687.96	\$343.98	\$343.98	0.61	40	1,273.0		\$9.40	1.5
45 STORAGE ROOM	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	3	\$155.37	\$77.69	\$77.69	0.11	40	237.1		\$25.99	2.0
46 SERVER ROOM	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	1	\$51.79	\$25.90	\$25.90	0.04	15	29.6		\$3.25	8.0
47 MECHANICAL ROOM	4L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	1	\$76.44	\$38.22	\$38.22	0.12	15	90.5		\$9.92	3.9
48 MECHANICAL ROOM	2L4' 10W LEDT8/U/E/LEE Low Pwr Lamp & Ballast	3	\$155.37	\$77.69	\$77.69	0.17	15	135.7		\$14.87	5.2
49 STAIRS #2	12 WATT LED 8" Recessed Can Fixture	6	\$626.40	\$313.20	\$313.20	0.11	45	252.7		\$27.70	11.3
50 EXT REAR FLOODS	52 WATT LED Medium Flood Trunion Mount Fixture	3	\$1,563.00	\$781.50	\$781.50	1.20	40	2,496.0		\$273.56	2.9

LINE	INSTALLATION SITE	DEVICE DESCRIPTION	QTY	Total Cost	Eversource Incentive	Net Cost of Installation	Total kW Saved	Estimated Exist. Hrs	Annual kWh Saved	Annual Therms Saved	Estimated \$\$ Saved **	Simple Payback
51	LINE 50	Power source abandoned-HID-Interior/Exterior	3	\$75.15	\$37.58	\$37.58					\$0.00	
52	LINES: 35-37 (PENDANTS)	Relocate New Fixture	17	\$266.05	\$133.03	\$133.03					\$0.00	
53		Lamp and Ballast Disposal	1	\$420.12	\$210.06	\$210.06					\$0.00	
54					\$0.00						\$0.00	
TOTALS:				\$11,391.28	\$5,695.64	\$5,695.64	8.77		19,108.5	0.0	\$2,094.29	2.7



1
2 **TOWN OF NORTH HAMPTON, NEW HAMPSHIRE**
3 **NORTH HAMPTON SELECT BOARD MEETING**

4 **AUGUST 26, 2019 7:00 PM**

5 **NORTH HAMPTON TOWN HALL**

6 ***DRAFT MINUTES***
7
8

9 SELECT BOARD MEMBERS PRESENT: Chairman Jim Maggiore, Vice-Chairman Larry Miller, Member
10 Kathleen Kilgore
11

12 ALSO PRESENT: Town Administrator Bryan Kaenrath
13

14 **AGENDA**
15

16 Chairman Maggiore welcomed everyone to the August 26, 2019 Select Board Meeting, and called the
17 meeting to order at 7:00 pm, followed by the Pledge of Allegiance. He stated that the Document
18 Management Meeting scheduled for 6:00 pm had to be postponed to a later date.
19

20 **Aquarion Water Timeline/Update**
21

22 Dan Lawrence, Director of Engineering & Planning at Aquarion Water, provided a summary and a timeline
23 of what they had been doing the last few days to correct the water issues. He said the water was safe to
24 drink according to testing results of 42 samples of water from their distribution system and wells, and all
25 were free from Coliform and E. coli bacteria. He all water is disinfected prior to entering the water system.
26

27 Mr. Lawrence said samples are collected weekly from their distribution system allowing 20 hours for
28 analysis, and on Friday they were notified that one of the 10 samples had E. coli bacteria and another had
29 Coliform bacteria. He said the New Hampshire Department of Environmental Services (NHDES) notified
30 them on Saturday morning of the need to issue a "boil water" order. He said a Command Center was set
31
32
33

34 ***Disclaimer –These minutes are prepared by the Recording Secretary within five (5) business days as required by***
35 ***NH RSA 91-A:2, II. They will not be finalized until approved by majority vote of the Select Board.***
36

37 *A recording of the meeting can be found at: http://www.townhallstreams.com/towns/north_hampton_nh, and*
38 *a DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North*
39 *Hampton, New Hampshire 03862.*

40
41

42 up at their New Hampshire office and they began contacting local and State officials, and met with NHDES
43 to determine the area for the boil order and decided on all three areas served.

44

45 Mr. Lawrence said a Code Red, or reverse 911, was launched to Hampton, North Hampton, and Rye, and
46 all local media outlets were contacted. He said manned bottled water stations were set up in Hampton
47 and North Hampton. NHDES required two rounds of clean samples from their distribution system and
48 wells, and said they were notified Saturday that the 21 samples collected on Friday were free of Coliform
49 and E. coli bacteria. Early Sunday NHDES called to say that 21 more samples collected on Saturday were
50 free of both bacteria and allowed them to lift the "boil water" order. He said they again used a Code Red
51 to inform the public.

52

53 **Discussion:** Selectwoman Kilgore asked if the procedure for blending water at Mill Road makes the Town
54 more vulnerable. Mr. Lawrence said it did not, and said the 6 sources were blended into one pipe to a
55 treatment facility for disinfection. He said the water samples with Coliform and E. coli bacteria were in
56 the distribution system and they felt it was an isolated incident from the sample or the location.

57

58 Selectwoman Kilgore said some residents had not been notified, and Mr. Lawrence said they needed to
59 sign up for Code Red on the Aquarion website. Selectman Miller asked where the two contaminated
60 samples were found, and Mr. Lawrence said at the Hampton Fire Department and Kennedys, which is also
61 in Hampton. Selectman Miller asked if they resampled from the same places and asked how far that was
62 from the source. Mr. Lawrence said they were resampled twice from the same place as well as upstream
63 and downstream samples twice, and said the distance from the source was significant.

64

65 Mr. Lawrence said from May until end of summer they increase samples to 40/month and rotate areas,
66 trying to take samples representative of the distribution system. Selectwoman Kilgore asked if they
67 increased treatment of the water during the boil order and Mr. Lawrence said they continued to disinfect
68 the water with Chlorine. Selectwoman Kilgore asked if there were any rebates for people who purchased
69 their own bottled water and Mr. Lawrence said all customers would see a \$20.00 credit on their water
70 bill.

71

72 Chairman Maggiore said they were updated as things were happening but he was looking forward to a
73 follow-up meeting so they could coordinate better. He said the Select Board was acting as the Board of
74 Health during the crisis communicating what to put online, and he looked forward to having a process in
75 place for procedures and steps to follow in future.

76

77 Mr. Lawrence said disinfection was in place the whole time, and they believed the bacteria were isolated
78 to a location and not system-wide. Selectman Miller said they seem convinced that the testing protocol
79 caused the problem, and Mr. Lawrence said they were convinced but could not prove it. He said the
80 incidents remained isolated and then became clean, and they could not always prevent contamination of
81 samples because they were taken where people are consuming.

82

83 Chairman Maggiore suggested the “working draft” provided by Mr. Lawrence be attached to the minutes.
84 He thanked Mr. Lawrence and everyone involved and thanked Jan Facella for working through the
85 weekend to help out. Mr. Lawrence said if people still have questions about the event they should contact
86 Aquarion Water directly.

87

88 **First Public Comment Session**

89

90 Paul Marquis from Hobbs Road said that in his view sending letters to the Governor or State
91 Representatives, should be geared towards how the Bill adversely affects their Town rather than whether
92 good governance is happening at the State level.

93

94 Casey O’Kane of Atlantic Avenue said 9.2 Town Facilities Proposal by Selectman Miller was to build a new
95 Library on the Homestead Property and use the old library for Administration, bringing back the Town
96 Campus concept which had lost twice to voters. He said it seems to create confusion with the ongoing
97 efforts of the Library Trustees to fundraise and effectuate their plans. He also said 9.3 Reimbursement of
98 Legal Fees for Selectperson Kilgore would be a chance to address inequities.

99

100 **Consent Calendar**

- 101 4.1 Payroll Manifest of August 15, 2019 in the amount of \$73,011.18
- 102 4.2 Payroll Manifest of August 22, 2019 in the amount of \$72,243.72
- 103 4.3 Accounts Payable Manifest of August 22, 2019 in the amount of \$1,183,276.06
- 104 4.4 Veterans’ Tax Credit
- 105 4.5 Veterans’ Tax Credit
- 106 4.6 Fire Permits
- 107 4.7 Exempt Applications for Religious, Charitable or Educational Organizations

108

109 **Motion:** To Approve the Consent Calendar as presented.

110 **Motioned:** Selectman Miller

111 **Seconded:** Selectwoman Kilgore

112 **Vote:** Motion approved 3-0

113

114 **Correspondence** - None

115

116 **Committee Updates**

117

118 Selectwoman Kilgore stated that the Economic Development Committee (EDC) had not met since the last
119 Select Board Meeting, and the next meeting was scheduled for September 4, 2019 at 5:00 pm. She said
120 they were also working on putting a Workshop together for new members. Selectman Miller asked if the
121 scope of the project area had been expanded, and Selectwoman Kilgore said it had not. Town
122 Administrator Kaenrath said when Jeff Hyland presented the project he did include a portion of Atlantic
123 Avenue but it was never their intent to expand the area.

124

125 Chairman Maggiore said the Heritage Commission met to discuss uploading all the materials for the
126 Heritage Commission with the Town’s IT provider PCG. He said they identified CivicPlus to handle the
127 project, and they had been contacted and were waiting for a response. He said there was no update on
128 the Water Commission at this point. Selectwoman Kilgore asked about a meeting that was going to be
129 called and Chairman Maggiore said the discussion could not happen unless a non-public meeting is posted.

130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177

Chairman Maggiore said he attended the last Budget Committee meeting and there was a presentation from Little Boar's Head about their Budget. He said they were proposing an increase of \$100 for a Zoning Compliance Officer Stipend, otherwise the budget was the same as last year and was approved by a vote of 7-0. He said it looks like Little Boar's Head overspent last year's Budget, and they could not over-expend. Town Administrator Kaenrath said the Finance Director has been in communication with Little Boar's Head.

Selectman Miller said the next CIP Committee meeting would be held this Thursday at 8:30 am.

Report of the Town Administrator

A copy of the Report of the Town Administrator will be attached to these minutes.

Town Administrator Bryan Kaenrath said the Town Audit would begin in September with Melanson Heath, and with 45 weeks left in the current fiscal year 86% of the Budget is remaining.

Town Administrator Kaenrath said as far as Town Hall, John Schnitzler had moved on to the west side and they were getting painting quotes before winter. He said there was not much availability but Apple Painting & Restoration, who did work on the Stone Building, were available. He said he hoped to get approval at tonight's meeting and said the quote was for priming with Dura-Last primer plus 2 coats of paint.

Selectman Miller asked if this was something they needed to show the Heritage Commission first. Chairman Maggiore questioned the additional work listed and asked if that was consistent with what they need to have done. Selectman Miller said he thought this was an offer to do if needed. Selectwoman Kilgore asked what was going to be finished next year, and Town Administrator Kaenrath it might all be finished this year and said this quote was for all 3 sides. Chairman Maggiore stated that the Chair of the Heritage Commission said if Mr. Schnitzler finished his work there would be no need for the extra work as the building would be protected.

Donna Etela, Chair of the Heritage Commission, said if Mr. Schnitzler has done all the repair work Apple would not need to include that in their bid. She said she did not want the painter fooling around with what they had just hired an expert to take care of, and said her concern was that "as needed" depended on who thinks it is needed. She said the Heritage Commission hired Mr. Schnitzler to do the work and did not want someone coming in and making money off something that does not need to be done.

Chairman Maggiore said they could cross the additional work off the contract and ask that Apple only do painting. Selectwoman Kilgore said she would also like it clarified that the \$14,925 includes 3 sides. Selectman Miller suggested crossing out the carpentry part and clarifying that the contract included 3 sides, not including the front, and Chairman Maggiore said they could add a not-to-exceed number.

Motion: To accept the contract from Apple Painting & Restoration for painting 3 sides of the Town Hall building, not including the front, and removing the general carpentry and repair paragraph, for an amount not-to-exceed \$14,925.

Motioned: Selectman Miller

Seconded: Selectwoman Kilgore

Vote: Motion approved by a vote of 3-0Town

178 Town Administrator Kaenrath said the next meeting of the Coakley Landfill Group would be held in
179 Portsmouth City Hall at 9:00 am on August 28, 2019. He said for the Philbrick Pond Study they sent a letter
180 to NHDOT at the last meeting about allowing the Town to take this on as a municipal project and were
181 waiting for a response. He said he expected the results of the Wage Range Analysis back from MRI in late
182 September.

183

184 Selectman Miller asked if the Select Board should be thinking about populating a Rails to Trails Committee.
185 Chairman Maggiore said he reached out to Scott Bogle, the State and Jeff Latimer for guidance. He said a
186 501 C-3 was also created at the time for possible donations and volunteer opportunities, and said Jeff
187 Latimer of Gus' Bike Shop was in charge of that. He said he asked Scott to work with Jeff on whether a
188 Town Committee was needed with the 501 C-3 and what the different responsibilities would be for each.

189

190 Chairman Maggiore said all parties involved in the Rail to Trail initiative would be doing a walk-through to
191 examine existing conditions, and he expected the Select Board would be invited to attend. Selectwoman
192 Kilgore said the State owns the property and they would have to do any clean-up.

193

194 **NEW BUSINESS**

195

196 **9.1 North Hampton Police Department and North Hampton Business Association Partnership**

197

198 Police Chief Kathryn Mone said she was joined by Joseph Mittica and Kirsten Larsen Schultz of the North
199 Hampton Business Association (NHBA), and said they have a long history of partnering with Public Safety.
200 She said there was a "Covert Cruiser" game on their Facebook page, and said the NHBA paid for the mini
201 cruiser which was being seen around Town at different Business Association businesses. She said the game
202 was to guess where the cruiser is and be entered into a drawing for gift cards. She thanked the NHBA for
203 their partnership and encouraged more people to join in and support them.

204

205 Joe Mittica said he was President of the NHBA for the past 5 years and ran a business in Town for 9 years.
206 He said this is one of the simplest and best ideas they had taken part in and he had seen a lot of great
207 interaction between townspeople, businesses and the Police Department. He presented a check to the
208 Police Department to pay for the mini cruiser.

209

210 Selectwoman Kilgore thanked Police Chief Mone and the Police Department for the creative community
211 outreach, and thanked the NHBA for supporting the community.

212

213 **9.2 Town Facilities Proposal** – Selectman Miller

214

215 Selectwoman Kilgore said she would be recusing herself and moving to the back of the room.

216

217 Selectman Miller said this was a follow-up to his discussion at the last meeting and some things had been
218 added. He said it was the same idea to build a new North Hampton Public Library on the Homestead
219 Property which opens the opportunity for Town employees to move into the old Library so they could
220 address the conditions in the Fire & Rescue buildings which was the highest priority.

221

222 Selectman Miller stated that the focus of the plan was to use the buildings and the land the Town now
223 has, and costs, utility, and time were all factors. He said there was no alternative location for Town
224 employees who must be relocated to allow improvements to the Fire & Police Safety Center, and there
225 was no alternative location for Fire and Police Services. He said the fastest and most economical way to

226 do this was to build a new stand-alone Public Library on the Homestead Lot and repurpose the old Library
227 for Town employees, who were now located on the 2nd floor of the Police Department. He said 2 scale
228 drawings of a new North Hampton Public Library on the Homestead with augmented parking and a septic
229 system were attached.

230
231 Selectman Miller said the current plan of the Library Trustees calls for expansion of a building never
232 intended for expansion and includes no additional parking. He said the expansion does not comply with
233 the present and future needs of other Town public facilities and does not comply with Zoning Ordinance
234 setbacks. He said reuse of the Library saves greater than \$1,600,000 and 1-2 years of time, with only one
235 new building required. He said the Select Board should hire an architect to estimate the cost of a 10,500
236 sq ft one story building to be built on the Homestead Property with parking and septic, and put a Bond
237 Warrant Article for funding on the ballot for March 2020.

238
239 Selectman Miller said the new Library would be completed and occupied in 2021 and the old building
240 repurposed as a Town Administration Building. Simultaneously the Select Board should create an RFP to
241 study rebuilding or replacement of the Fire Station. He said the long-term plan for the Town Clerk would
242 be to remain in place and there would be adequate parking for the Clerk and Town employees. The next
243 step would a Bond Bank inquiry and then have a Bond Warrant Article placed on the 2020 March Ballot.

244
245 Selectman Miller said page 5 listed the cost differential to the Town between expanding the Library and
246 building new, with a difference of \$1,800,000. He said 2 pages were attached listing the inadequacies of
247 the Fire/Rescue Building, 2 schematic drawings to scale showing (1) the Library in the front of the
248 Homestead Lot with parking behind, and (2) with parking in front and the Library in the back of the lot
249 with all setbacks being met for both schemes. He said he offered this to the Select Board for consideration
250 and felt not taking this seriously would be to miss an opportunity to save money, time, and solve many
251 facilities problems in one go. He said the Town has not passed a Municipal Bond Article to build a municipal
252 building since the Police Station was constructed.

253
254 Discussion: Chairman Maggione said the original cost for renovation of the vacated building for ADA
255 Compliance under "build a new library" was \$105,325, and now listed \$250,000 for HVAC. Selectman
256 Miller said there had been a request for a new HVAC system two years ago, and said the duct work and
257 mechanical equipment on the roof was still there. He said the Fire Department HVAC was a different type
258 and he took that, added 5% for 2 years, and reduced the retrofit allowance from \$100 to \$50, leaving the
259 \$15,000 for a furnace for the HVAC.

260
261 Chairman Maggione also asked where the Fire & Rescue Department issues listed on page 6 came from,
262 and asked Chief Tully if the information came from MRI. Chief Tully said he did not use MRI but was asked
263 to look and the Fire Building and these were some of the problems he found as an administrator. Chairman
264 Maggione questioned the difference in the number of parking spaces for each schematic location of the
265 Library, and Selectman Miller said the lot was not uniform, entries were from different streets, and fitting
266 in the septic system behind the Library with the parking in front accounted for the difference.

267
268 Selectman Miller said he was hoping the Board would say there is really something here that needs looking
269 into due to the amount of money that could be saved, saving 2-3 years of time, and the opportunity to
270 take care of things quickly and have a brand new Library on a piece of land the Town owns. He said he
271 was asking the Select Board to read this through, and ask the Library Trustees one more time if they want
272 to be involved with the Select Board in not trying to waste \$1.8 Mil and several years. He said Fire & Police

273 could be addressed with this plan, but they could not address any of the other buildings by expanding the
274 Library in place.

275
276 Chairman Maggiore asked Town Administrator Kaenrath to circulate this new information to the Library
277 Trustees for their input and ask about setting up a Joint Meeting. Selectman Miller said he would be
278 disappointed if the Trustees were not willing to meet with the Select Board and discuss this, as it is the
279 only piece of Town land left to develop.

280
281 **9.3 Reimbursement of Legal Fees** – Selectwoman Kilgore

282
283 Selectwoman Kilgore said she could not make an explanation as she would have to recuse herself.
284 Chairman Maggiore said there was one absolute with recusal and that is if you have a financial interest,
285 you must recuse yourself.

286
287 Chairman Maggiore read the correspondence to Town Administrator Kaenrath from Mrs. Kilgore dated
288 August 5, 2019 in full, requesting reimbursement from the Town of North Hampton for legal expenses
289 incurred for an Ethics Complaint.

290
291 Mrs. Kilgore said she respectfully requested that Jim Maggiore also recuse himself as he had filed the
292 complaint against her, and that Mr. Miller recuse himself for submitting a formal written statement. Mr.
293 Maggiore said he was getting to that but if he recuses himself they will no longer have a quorum and
294 cannot discuss the matter and they would no longer exist as a Board and the meeting would essentially
295 be over.

296
297 Frank Ferraro of Post Road called Point of Order and said the subject was introduced, Mrs. Kilgore recused
298 herself, Mr. Maggiore agreed to recuse, and no further discussion could take place without his recusal as
299 Chair. He said once that is done there is no longer a quorum and the meeting is over and he needed to
300 leave the Chair and could not have any discussion and he could not continue the meeting.

301
302 Phil Wilson of Runnymede Drive said his Point of Order is to make the point that only people “in the body”,
303 that is the Select Board, can raise a Point of Order and a person from the floor cannot, including himself.
304 He said the Town does have a precedent for what the Select Board does when there is a question that
305 requires a recusal and leaves less than a quorum.

306
307 Chairman Maggiore said he assumed they would be able to have this discussion about moving on and did
308 not anticipate the idea that the meeting would be over and they would be unable to continue. He said he
309 would like to propose that at 8:40 pm they take a 5-minute recess to try to figure this out.

310
311 The meeting was resumed at 9:00 pm.

312
313 Chairman Maggiore said for those tuning in they had an issue about whether they had the ability to
314 continue the meeting based on the need to recuse. He said Mrs. Kilgore has to recuse as she has a financial
315 interest and I was asked to recuse because I brought the complaint. He said he did not recuse but stated
316 that he would.

317
318 Chairman Maggiore said they do have an option from NHMA in an article dated 2017 that you do not have
319 to have a quorum to create a quorum as there is an applicable State Statute. He said State Statute RSA

320 669:63 states that vacancies on the Board of Selectmen shall be filled by appointment by the remaining
321 Selectman.

322 ***NH RSA 669:63 Selectmen.** – Vacancies in the board of selectmen shall be filled by appointment
323 made by the remaining selectmen. Whenever the selectmen fail to make such appointment, the
324 superior court or any justice thereof, on petition of any citizen of the town, and after such notice as
325 the court shall deem reasonable, may appoint a suitable person to fill the vacancy; provided,
326 however, that if the town has adopted the provisions of RSA 669:61, IV, and a petition thereunder
327 is submitted before the submission of a petition under this section, the provisions of RSA 669:61, IV
328 shall apply.*

329
330 Chairman Maggiore said if he recused himself Mr. Miller could appoint someone by himself to sit in my
331 stead as Chair. He said the other option would be that he not recuse himself and they move on from this
332 item which was what he preferred. Selectman Miller said he preferred they move on until they find a way
333 to handle this, and said they have responsibilities to other items on the agenda and the people involved.
334 Chairman Maggiore said they would move on to the next item.

335
336 Mrs. Kilgore asked where this was going, and Chairman Maggiore said he could not speak to it. Town
337 Administrator Kaenrath asked that they table the issue, seek legal counsel, and put it on the September
338 9th agenda. Mrs. Kilgore to return to her seat at the table as Selectwoman.

339
340 **9.4 Appointment of Select Board Alternate to Ethics Committee and Process to Notify all Relevant**
341 **Committees of Need to Nominate Alternate Members**

342
343 Selectman Miller said presently the Ethics Committee is active and fully staffed and asked that 9.4 be
344 moved to a future agenda as he only intended to discuss the Select Board Alternate to the Ethics
345 Committee. Selectwoman Kilgore said she had amended the agenda item to include other relevant
346 committees.

347
348 **Motion:** To move item 9.4 Appointment of Select Board Alternate to Ethics Committee and Process to
349 Notify all Relevant Committees of Need to Nominate Alternate Members to the table to be discussed at
350 the Select Board Meeting on September 9, 2019.

351 **Motioned:** Selectwoman Kilgore

352 **Seconded:** Selectman Miller

353 **Vote:** Motion approved by a vote of 3-0

354
355 **9.5 Correspondence to Governor Sununu Regarding Housing Appeals Board** – Chairman Maggiore

356
357 Chairman Maggiore said this letter as written now is specific to normal legislative processes not followed.
358 He said the original letter drafted was specific to the impact the Housing Appeals Board would have on
359 local control. He stated that Selectwoman Kilgore was uncomfortable with the language and it was
360 redrafted specific to the process. He said a meeting of the Ad Hoc Committee to consider the State Budget
361 was scheduled for August 29, 2019, and he read the letter in full.

362
363 Selectman Miller said Paul Marquis made a good point that they were not addressing the fact that the
364 Housing Appeals Board will adversely affect every Planning Board and Master Plan in the State. He said
365 the House was against this and the Senate slipped it in as a rider, and if they admit their process is wrong
366 it would then at least go to the House for debate. He said once they admit to a governance mistake, then
367 communities could address that every Planning Board should be against this.

368
369
370
371
372
373
374
375
376
377
378
379
380
381
382
383
384
385
386
387
388
389
390
391
392
393
394
395
396
397
398
399
400
401
402
403
404
405
406
407
408
409
410
411
412
413
414
415

Motion: To approve the language in the letter dated August 26th and authorize the Chair to hand-deliver the letter to the State.

Motioned: Chairman Maggiore

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

9.6 Approval of North Hampton Public Library Trustee Alternate

Chairman Maggiore read the letter from the Library Trustees to Town Administrator Kaenrath dated August 23rd in full, recommending *Emily Creighton* serve as a Library Trustee Alternate.

Motion: To approve the appointment of *Emily Creighton* as a Library Trustee Alternate to serve until March 2020.

Motioned: Selectwoman Kilgore

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

Acceptance of the Minutes of Prior Meetings

Acceptance of the Minutes of the Select Board Meeting of August 12, 2019

Changes/corrections: Chairman Maggiore corrected the spelling of “Chris Ganadas” to *Chris Ganotis* on lines 88-89.

Motion: To approve the Minutes of the Select Board Meeting of August 12, 2019 as amended above.

Motioned: Selectwoman Kilgore

Seconded: Selectman Miller

Vote: Motion approved by vote of 2-0, with 1 abstention

Any Other Item that may Legally come before the Board

Chairman Maggiore said Town Administrator Kaenrath brought something to the attention of the Select Board that requires the Board to go into Non-Public Session which cannot wait another two weeks. He said they would be going into Non-Public Pursuant to 91-A:3 II (c) after this meeting.

Second Public Comment Session

Wally Kilgore thanked Town employees, elected officials, and everyone who added extra hands over the weekend during the water crisis, thanked the Fire Chief and the Police Department for their assistance, and stated that they needed to look at streamlining the process for the future.

Phil Wilson of Runnymede Drive addressed the EDC and expanding the project area for the Ironwood Proposal. He said they were not authorized to expand it but provided a diagram at the last meeting that showed it expanded and it would be addressed at the next meeting.

Mr. Wilson also commented on Selectman Miller’s proposal, and said he thought it was an important alternative the Board and the townspeople should take seriously. He said the plan is cost-efficient with

Select Board Regular Meeting
August 26, 2019

416 significant savings and comprehensive including the whole area owned by the Town and its municipal
417 facilities. He said the plan preserves flexibility and would relieve the severe limitations of expanding the
418 Library in place, and allow more flexibility for Fire/Police Emergency Services and Town Administration.
419 He said the existing Library was not built to last and expanding it did not make good business sense. He
420 said the plan presented tonight was an efficient use of time and a good logistical savings of time and
421 money.

422

423 **Adjournment**

424

425 Chairman Maggiore recessed the meeting at 9:29 pm.

426

427 Respectfully submitted,

428 Patricia Denmark, Recording Secretary

DRAFT