

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**  
**JANUARY 14, 2019 SELECT BOARD MEETING**

---

---

**REPORTING PERIOD**

The reporting period is from December 10, 2018 through January 11, 2019

**FINANCE**

Current expense report can be found at the following link: [https://www.northhampton-nh.gov/sites/northhamptonnh/files/uploads/expense12102018\\_0.pdf](https://www.northhampton-nh.gov/sites/northhamptonnh/files/uploads/expense12102018_0.pdf)

**Personnel**

*The Police Department.* Our newest hire, Megan McBride, is currently at the Police Academy. Rockingham County inmate trustees have completed painting and some other minor cosmetic fixes in the police department.

*The Fire Department.* The department has completed a hydrant project to photo ID all fire hydrants in town. If needed in the future this project will help keep track of hydrant maintenance. The project was used as a new employee educational tool and was largely completed by Firefighter Tangney with assistance from Firefighter Pidgeon. We thank them for their excellent work.

**Facilities**

*Town Hall.* We are still seeking contractors who have interest in our renovation project.

*The Library.* Nothing new to report.

*Stone Building.* Nothing new to report.

*Town Office/Chevalier Building.* We will begin exterior siding work by the spring and are in the process of gathering quotes. We will also be having the inmate trustees returning to paint the stairways at the front and rear of the building.

### **Projects**

*Town Sign.* Our new sign has been installed and looks fantastic!

*Telephone System/Communications.* Nothing new to report

*Regionalization.* Nothing new to report.

*Perambulation.* Nothing new to report.

*Coakley Landfill Group.* The next CLG meeting will be January 16th at 2:30pm in the Portsmouth City Hall Council Chambers.

*Cemeteries.* Nothing new to report.

*Finance Policies:* Revisions have been completed.

*Elections.* The first day for municipal candidates to file with the Town Clerk is January 23<sup>rd</sup> and the period will close on February 1<sup>st</sup>. Deliberative session will be February 2<sup>nd</sup> at 8:30am in the school cafeteria.

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

*Recreation Activities.* Our Recreation Department continues to offer many great programs including recent school additions such as the Latin Dance Club, Lego Club and another session of Coyote Club. Another Boston Red Sox trip is also being planned for June 9<sup>th</sup>. Please see the Recreation page on our website or visit their Facebook page for more information on all of our available programs and how to register.

*Economic Development.* Committee report.

*Rails to Trails.* Town Managers/Administrators met with DOT at Portsmouth City Hall to discuss the draft trail agreement. A final version with some revisions has been submitted by DOT for approval by local Select Boards.

*Public Works.* Director Hubbard and his crew have been busy with winter road maintenance and planning projects spring projects.

*Community Outreach.* The next Town Administrator's open office hours will be held Monday, February 25th from 3:30 to 5 PM at the Town Clerk's Office. All residents and local business owners are welcome and encouraged to attend. I also recently attended my first meeting of the Hampton Area Chamber of Commerce Public Policy Committee. This committee will be charged with reviewing proposed legislation coming out of Concord and keeping Chamber members informed of potential impacts as well as hearing their concerns. We will also take positions and advocate solutions to advance the interests of the local business community. Our next meeting will be on February 6<sup>th</sup>.

*Philbrick Study Report.* After further study of the recommendation for an access road between Bradley Ln. and Woodland Rd. which included walking the site, we are moving forward with getting resident's feedback. Letters have now been sent out to potentially impacted property owners to gauge their interest in the project and hear their comments.

*Document Management System.* We have received three responses to our RFP for the implementation of a document management system. The next step should include having the three interested firms give a presentation and demonstration of their programs.

*Meeting Schedule:* Our next regularly scheduled meeting is on January 28, 2019.