



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

SELECT BOARD DRAFT MINUTES
MONDAY APRIL 23, 2018
NOTICE OF PUBLIC MEETING
NORTH HAMPTON TOWN HALL
231 ATLANTIC AVENUE
6:30 O'CLOCK PM

NON PUBLIC SESSION: 6:31 O'CLOCK P.M.
EXECUTIVE CONFERENCE ROOM
TOWN ADMINISTRATIVE OFFICE
233 ATLANTIC AVENUE

1. 6:30 p.m. Call To Order by the Chair
2. 6:31 p.m. Non-Public Session I Pursuant to RSA 91-A:3, II (c)
3. 6:55 p.m. Return to Regular Session and Recess to Town Hall, 231 Atlantic Avenue
4. 7:00 p.m. Reconvening of Public Session at Town Hall and Pledge of Allegiance

Chair Maggiore called the meeting to order at 7:00. Those in attendance were Selectman Miller, Selectwoman Kilgore and Town Administrator Kaenrath.

Chair Maggiore led the Pledge of Allegiance.

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

5. 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.

No comments from the public.

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6. Consent Calendar

- 6.1 Payroll Manifest of 04/12/2018 in the amount of \$61,541.13
- 6.2 Payroll Manifest of 04/19/2018 in the amount of \$65,732.17
- 6.3 Accounts Payable Manifest of 04/19/2018 in the amount of \$1,295,877.01
- 6.4 Approval of Veteran’s Tax Credit Application
- 6.5 Approval of Elderly Exemption Application
- 6.6 Approval of Religious and/or Charitable Exemption Applications
- 6.7 Delegation of Deposit Authority by Town Treasurer
- 6.8 Approval of Petition and Pole License
- 6.9 Select Board Rules and Procedures

Selectman Miller noted that the “red line” copy of the Select Board Rules and Procedures had 14 pages and the “clean copy” had 13 pages.

Chair Maggiore noted item 6.3 contained payments to the North Hampton School in the amount of \$711,000, Winnacunnet High School in the amount of \$502,000 and North Hampton Public Library in the amount of \$32,000.

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

7. Correspondence

No items

8. Committee Updates

8.1 Economic Development Committee

Selectwoman Kilgore stated there had been no meetings of the EDC since the last Select Board meeting. She also stated the surveys were due on April 25, 2018.

8.2 Heritage Commission

Chair Maggiore stated the commission had met on April 19, 2018, but there was not anything of significance to report.

8.3 Water Commission

Chair Maggiore stated the Water Commission had not met since the last Select Board meeting.

Selectwoman Kilgore stated the board is scheduled to receive its first, quarterly hydrant report and felt the Water Commission should be involved when the report is presented.

Chair Maggiore stated there is an agreement with Aquarion that was negotiated last year which requires them to provide quarterly reports on the ongoing activities for water services, specifically hydrant services.

8.4 Bandstand Committee

Selectwoman Kilgore stated last minute brick orders are still being accepted.

An unscheduled update from Channel 22 took place in which John Savastano displayed the two new pelican cases which contain a comprehensive production studio within.

Mr. Savastano stated he is awaiting an answer from North Hampton School on the capability to have school board meetings on the YouTube Channel with captioning. Town Administrator Kaenrath will reach out to SAU 21 to see if he can move the project along.

99 Mr. Savastano reported that he and his staff have completed 1/3 of the inventory of Channel 22.

100
101 **9. Report of the Town Administrator**

102 9.1 General Report

103 A copy of the report is available at the Town Offices during normal business hours.

104
105 Selectman Miller asked if the ice skating rink could go on the Homestead property, as the current location
106 at Dearborn Park's tennis courts cannot be used as it damages the court surface.

107
108 Chief Tully stated it had been looked into as an alternate location however there are concerns regarding the
109 lack of security. In past years, there have been objects thrown over the fence at Dearborn Park with items
110 being frozen into the rink. He further stated it would be looked into again.

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112 **10. Items Left on the Table**

113 10.1 Discussion of Document Management System

114
115 **11. New Business**

116 11.1 Donation to Police Department from Crimeline for the Hamptons, Inc.

117 Chief French stated community outreach continues on a daily basis, and the police department is looking to
118 enhance and reinstitute "Cop Cards," which are likened to a baseball trading card with each officer having
119 his or her picture on the front.

120
121 Chief French introduced Kiki Evans, Executive Vice President and Director of the Board for Crimeline of
122 the Hamptons.

123
124 Ms. Evans stated Crimeline for the Hamptons provide scholarships, help local police departments in
125 Hampton, North Hampton, Hampton Falls and Seabrook fund projects, and they would like to donate
126 \$1,800 to the North Hampton Police Department to fund the "Cop Cards" program.

127
128 **Motion by Selectwoman Kilgore to accept a donation of \$1,800 from Crimelines of the Hamptons to**
129 **fund the police department trading card program. Seconded by Selectman Miller. Motion carries 3-**
130 **0.**

131
132 11.2 Discussion of Street Light Conversion to LED Lighting

133
134 Public Works Director John Hubbard presented the Select Board with a proposal to convert the town's
135 street lighting to LED lighting. Mr. Hubbard explained Steve Lieber from Affinity had prepared the
136 proposal noting he has done street light conversion in almost 30 communities in the State of New
137 Hampshire including Dover, Portsmouth, Newfields and Newmarket.

138
139 Mr. Hubbard stated the cost to convert the street lights would be approximately \$33,000, however
140 Eversource offers an incentive of \$13,700 making the net cost just over \$19,000. Mr. Hubbard suggested
141 the board use funds available at the end of the fiscal year or if that could not be done he would propose a
142 warrant article on next year's ballot.

143
144 Steve Lieber, Affinity discussed cost savings of approximately \$9,000 per year which would pay back the
145 initial cost over a period of two years. He further stated the town can expect a yearly cost savings of 45%.

146
147 Mr. Lieber stated the lights have a ten year warranty and there had been no failures since his company
148 started its business in 2016. He further stated it would be a two to three day process and the company will
149 recycle the current street lights of which there are approximately 137. An audit of the street lights will be
150 done to gather the exact number before starting the project.

151
152 Chair Maggiore asked to have the Energy Committee review the proposal, to which Selectwoman Kilgore
153 asked if there is an Energy Committee seated.

154

155 Town Administrator Kaenrath will check into the situation and report back to the Select Board.
156

157 11.3 Discussion of Possible Safety Improvements on Mill Road “Curve” 158

159 Dan Derby stated he was surprised he had been placed under “New Business” as he has been before the
160 board before and had been asked to come back.
161

162 Mr. Derby stated he, Mr. Hubbard and Deputy Chief Stokel had completed a site walk of the location and
163 had come up with some proposals for improvement and reviewed accidents on the curve.
164

165 Mr. Derby stated proposed ideas were a reconfiguration of guard rail or a radar speed sign proposed facing
166 south. The sign would be hard wired with a battery backup. Data can be retrieved on the number of
167 vehicles going by as well as the speed. The cost of the sign is \$3,850.
168

169 Mr. Derby suggested using the \$87,702 in SB38 revenue received by the town.
170

171 Selectwoman Kilgore asked about the details of SB38 and what could and could not be paid from the
172 monies received.
173

174 Director Hubbard stated he will have money in his paving budget at the end of the fiscal year to pay for it,
175 and then reimburse that line should it be an allowed expense.
176

177 **Motion by Selectwoman Kilgore to authorize the expenditure of \$3,850 to install the compact, entry**
178 **level speed sign, wired with a battery backup as presented by John Hubbard. Seconded by**
179 **Selectman Miller. Motion carries 3-0.**
180

181 11.4 Aquarion Water Company Update – Carl McMorran, John Herlihy, Dan Lawrence 182

183 Carl McMorran thanked the board for their openness and cooperation. Items discussed were:

- 184 • Eversource settlement
- 185 • PFA’s – Monitoring/Operations/Treatment
- 186 • Well 22
- 187 • Mill Road Water Treatment Plant
- 188 • Mill Road Main Replacement

189 The complete power point presentation can be found here: [https://www.northhampton-nh.gov/select-](https://www.northhampton-nh.gov/select-board/files/aquarion-water-company-presentation-select-board-april-23-2018)
190 [board/files/aquarion-water-company-presentation-select-board-april-23-2018](https://www.northhampton-nh.gov/select-board/files/aquarion-water-company-presentation-select-board-april-23-2018)

191 11.5 Board of Health Update

192 Chair Maggiore stated the Select Board is supposed to meet quarterly as the Board of Health. The chair
193 asked Selectman Miller and Selectwoman Kilgore what they felt should be considered as part of the update.
194

195 Selectman Miller stated he would like to see Coakley and the Hampton Rod and Gun Club status reports.
196

197 The board asked Town Administrator Kaenrath to get in touch with FB Environmental to update him. The
198 board also asked to have the Water Commission involved with those updates.
199

200 Chair Maggiore suggested an update on issues with the Little River. He stated he would follow up with the
201 Conservation Commission chair.
202

203 11.6 Coakley Landfill Group Update

204 Selectman Miller stated he and Town Administrator Kaenrath had attended a business meeting, and that the
205 Town of Newington was represented for the first time.
206

207 Selectman Miller stated another meeting had been held recently at the Bethenney Church in Greenland. He
208 further stated he was approached by the Hampton Town Attorney to see if North Hampton was interested in

209 joining their lawsuit to try and force Coakley Landfill Group to comply with RSA 91-A. Selectman Miller
210 stated he felt he didn't see any merit on joining the lawsuit as the town would be joining a lawsuit against
211 themselves as North Hampton is a member of the Coakley Landfill Group and Hampton is not.
212

213 Selectman Miller stated much of what is reported in the newspaper is unfortunately incorrect. He further
214 stated he felt money could be better spent on engineering and scientific solutions to fix the problem instead
215 of lawsuits.
216

217 11.7 Discussion of Town Sign Proposal

218 The Select Board discussed the town sign on Route 1 and the corner of Post Road that was destroyed. A
219 quote and rendering of the proposed sign indicated a sign with granite posts would cost \$5,980 and the sign
220 without granite would cost \$4410.
221

222 The sign proposal was brought forward to the Select Board from the North Hampton Business Association,
223 but they have not offered to help funding the project.
224

225 Selectwoman Kilgore stated she would like to see a collaboration with funding between the town and the
226 North Hampton Business Association.
227

228 Town Administrator Kaenrath will follow up with the North Hampton Business Association to see if they
229 would be willing to collaborate and to ask their opinion on which sign rendering they like.
230

231 11.8 Discussion of Advertising on Inside and/or Outside of Recreation Van

232 Selectwoman Kilgore stated she had asked to have this as an agenda item after Mr. Stanton asked the board
233 at the last meeting if they would make a decision to advertise or not advertise on either the inside or outside
234 of the van. She further stated she felt there should be a discussion as opposed to a quick decision.
235

236 Selectwoman Kilgore stated she had attended a Recreation Commission meeting and they had brought up
237 the idea of seat covers for the van that could be sponsored by businesses or individuals for a year in order to
238 raise money for the Recreation Department.
239

240 Selectwoman Kilgore stated a precedent had been started by the town when a stone monument was placed
241 at the bandstand to thank all that contributed to build the bandstand.
242

243 Selectwoman Kilgore stated the idea of the seat covers and a yearly renewal would aid in the upkeep of the
244 van as well as helping to fund the Recreation Department.
245

246 Chair Maggiore stated he would also want something in the van thanking taxpayers as well. Both Chair
247 Maggiore and Selectwoman Kilgore stated they would not be in favor of advertising on the outside of the
248 van.
249

250 The Select Board agreed to carry this agenda item forward to the next Select Board meeting, and invite the
251 Recreation Director and the Recreation Commission to come and to share ideas.
252

253 11.9 Town Hall Repair Cost Estimates

254
255 The board discussed the report submitted by John Schnitzler. A copy may be read here:
256 <https://www.northhampton-nh.gov/select-board/pages/exterior-conditions-assessment-report-town-hall>
257

258 Chair Maggiore noted the total cost of \$47,242 does not include painting or the bell/steeple. He further
259 stated when he read the report he did not see anything about a contingency. He further stated it was good
260 frame work for a Request for Proposal.
261

262 Selectman Miller asked how it is determined who receives a RFP.
263

264 Chair Maggiore suggested the RFP is sent to everyone; not just those that are qualified to perform historical
265 work. He further suggested the Chair of the Heritage Commission review the RFP.
266

267 **Motion by Selectman Miller to authorize the Town Administrator and the Heritage Commission to**
268 **draft an RFP and to bring back to the board in two weeks for their review. Seconded by**
269 **Selectwoman Kilgore. Motion carries 3-0.**
270

271 11.10 Discussion of Cable Access Revolving Fund

272 Selectwoman Kilgore requested this item moved to the next Select Board meeting. She stated she would
273 like further clarity on the warrant article to make certain that Channel 22 is fully funded before any amount
274 of money is spent on IT. She further stated she did not realize the Chair and Selectman Miller did not
275 receive the documents that she had.
276

277 **Motion by Selectwoman Kilgore to table discussion of the Cable Access Revolving Fund until the**
278 **Select Board meeting of May 14. Seconded by Selectman Miller. Motion carries 3-0.**
279

280 **12. Minutes of Prior Meetings**

281 12.1 Approval of April 9, 2018 Meeting Minutes

282 **Motion by Selectman Miller to approve the minutes of April 9, 2018 as presented. Seconded by**
283 **Selectman Miller. Motion carries 3-0.**
284

285 12.2 Approval of April 4, 2018 Non Public Minutes

286 12.3 Approval of April 9, 2018 Non Public Minutes

287 Chair Maggiore asked to move the non public minutes to the May 14 meeting as he had not had a chance to
288 read them.
289

290 **13. Any Other Item that may legally come before the Board**

291 The Board reserves the right to take action on any item relative to the prudential administration of the
292 Town's affairs, which circumstances may require.
293

294 Selectwoman Kilgore stated according to the Select Board Rules and Procedures that they had just voted in:
295 "Citizen's study committee's shall cease to exist at the end of each fiscal year unless specifically continued
296 by the Select Board thereafter for a specific time period at such point of time as a committee shall cease to
297 exist, all documents shall be turned."
298

299 Selectwoman Kilgore stated she brought this up because she felt the Energy Committee is not active and
300 therefore will need to go through the formality of making it active.
301

302 Chair Maggiore stated a proposed bill allowing residents to vote by absentee ballot with no reason be given
303 is due to be voted on.
304

305 Selectwoman Kilgore stated she would like to have the Town Administrator's report included in the Select
306 Board packets. She stated she had received complaints regarding this.
307

308 **14. Second Public Comment Session**

309 See Item 6, above.
310

311 George Chauncey, Hobbs Road stated he wished to clarify advertising on the van.
312

313 Mr. Chauncey stated when he was out soliciting donations he thought it might be a way to get people to
314 donate and show them recognition. He further stated the whole idea was solely for raising money to fund
315 the van. Mr. Chauncey stated he went to the Recreation Commission meeting with Selectwoman Kilgore
316 and the committee were the ones to come up with the seat cover idea.
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15. Adjournment

Meeting adjourned at 9:50PM.

Respectfully,
Janet Facella

DRAFT