



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

SELECT BOARD DRAFT MINUTES
MONDAY, NOVEMBER 27, 2017
NOTICE OF PUBLIC MEETING
NORTH HAMPTON TOWN HALL
231 ATLANTIC AVENUE
7:00 O'CLOCK PM

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16 **1. Call to Order & Pledge of Allegiance**

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

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20 Chair Maggiore led the Pledge of Allegiance.

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22 Chair Maggiore, with the board's permission, moved items 8.1 and 8.2 up on the agenda.

23
24 Town Clerk Susan Buchanan swore in Firefighters Troy Wise, Thomas Pidgeon and David Trainor as well
25 as Police Officer Kyle Manlow.

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27 Police Administrator French presented the first ever Officer Peter Cormier Award to Officer Asa Johnson.

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29 The Select Board took a brief recess.
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31 **2. First Public Comment Session**

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

39
40 No comments.

41 **3. Consent Calendar**

- 42 3.1 Payroll Manifest of 11/16/2017 in the amount of \$61,798.19
43 3.2 Payroll Manifest of 11/22/2017 in the amount of \$62,638.06

44 3.3 Accounts Payable Manifest of 11/16/2017 in the amount of \$71,931.27

45 **Motion by Selectwoman Kilgore to approve the Consent Calendar as stated and provided for in our**
46 **packets. Seconded by Selectman Miller. Motion carries 3-0.**

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49 **4. Correspondence**

50 4.1 Correspondence from Jay Somers, Sr. Manager Government & Regulatory Affairs at Comcast

51 4.2 Correspondence from John Herilhy, Aquarion Water Company

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53 Chair Maggiore read both pieces of correspondence into the record. Both copies are on file in the Town
54 Offices.

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56 Chair Maggiore read an additional piece of correspondence which was a resignation letter from Jim
57 O'Hara, Recreation Director.

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60 **5. Committee Updates**

61 5.1 Budget Committee

62 Selectman Miller stated the Budget Committee had met last Monday with the Select Board whereby the
63 town budget was presented. He further stated the next meeting with the town budget on the agenda is
64 December 18.

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66 5.2 Economic Development Committee

67 Selectwoman Kilgore stated the next meeting will be on December 6 with the focus on moving forward
68 with the town survey.

69
70 5.3 Heritage Commission

71 Chair Maggiore stated there had not been a meeting in November.

72
73 5.4 Water Commission

74 Chair Maggiore stated there were no recent meetings to report on.

75
76 5.5 Capital Improvement Committee

77 Selectwoman Kilgore stated a meeting was held to finalize the minutes of the September 22 meeting. She
78 suggested future CIP meetings to be held in the Town Hall so they are videoed and residents will have the
79 chance to watch.

80 5.6 Bandstand Committee

81 Selectwoman Kilgore stated the annual tree lighting and caroling will be held at the bandstand on
82 December 2 at 4:30PM with refreshments held immediately following at Centennial Hall.

83
84 5.7 275th Anniversary Committee

85 Chair Maggiore stated the final event was held last Sunday at the United Church of Christ. He further
86 thanked all members of the committee for their efforts in making the celebrations happen.

87
88 Selectman Miller asked about the status of the banners that were supposed to be placed on telephone poles.

89
90 Chief Tully stated the o.k. has been given by Comcast, but is still waiting to hear from Fairpoint
91 Communications. Selectman Miller urged him to continue to work on this and if he had no results he
92 would volunteer to contact them.

93
94 Selectman Miller stated the dinner held at the town hall for the Winnacunnet Warriors was a huge success
95 and they went on the next day to win the State Championship.

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97 Selectwoman Kilgore thanked John Savastano and his crew for their outstanding video taping of the games.

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6. Report of the Interim Town Administrator

6.1 General Report

A copy of Chief Tully's report is on file at the Town Offices.

7. Items Left on the Table

8. New Business

8.1 Swearing in of Firefighters Troy Wise, Thomas Pidgeon, David Trainor and Police Officer Kyle Manlow

8.2 Presentation of the Officer Peter Cormier Award

8.3 Discussion of Department of Revenue Sales Ratio Survey

Scott Marsh, Town Assessor stated the sales ratio survey is an annual report the Department of Revenue (DRA) completes annually in which they review all transactions in the town and compares sale prices to assessment ratio to produce the town's equalization ratio. Mr. Marsh noted the ratio for tax year 2016 was 86% and for 2017 it is 83%; this change of 3% indicates that values have increased by 3% over the last year.

Selectwoman Kilgore asked Mr. Marsh how tax abatements are a factor in the sales ration.

Mr. Marsh stated they are not sale properties and there is no affect, however they are accounted for on the MS-1 form.

8.4 Presentation of Proposed Library Expansion – Ron Lamarre

Judy Day, Chair of the North Hampton Public Library Trustees introduced Ron Lamarre and stated he would be giving an overview of the proposed expansion on the library.

Ron Lamarre, of Lavalle Bresinger presented a drawing of the proposed addition to three sides of the current library. Mr. Lamarre stated this would be a phased project with an additional 5,000 square feet added.

Mr. Lamarre stated no town money will be used for the project. He also stated there would be community meetings for resident feedback held and they hope to begin the project in the late summer of 2018. The library will remain open during all phases of construction.

The board stated they would check with Town Counsel on whether they needed to give their permission to start the project.

Selectwoman Kilgore asked that the Trustees of the Library move their November 29, 2017 meeting to the Town Hall so that it could be videotaped.

8.5 Discussion of Use of Undesignated Fund Balance in Excess of Ordinance

146 Chair Maggiore asked for feedback from the other board members regarding his suggestions on using the
147 undesignated fund balance to fund warrant articles. He stated that the policy states the town is to have a
148 target 8% in the fund and currently there is 11.7% which is above the target.
149

150 Chair Maggiore stated the undesignated fund balance could be used for several different purposes;
151 offsetting the taxes, contributions to Capital Reserve Funds and one time capital items. He stated after
152 going through the Capital Improvements Plan there are currently \$675,000 in one time expensives,
153 inclusive of the van for Senior Citizens.
154

155 Selectman Miller asked what the current burn rate is for the Coakley Landfill for the past five to six years.
156 He noted that funding will be needed in the future for that fund as it slowly dwindling.
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158 Selectwoman Kilgore thanked Chair Maggiore for taking the time to identify items however she is
159 struggling with the fact that all this is doing is artificially holding the tax rate. She questioned whether if
160 the target took into consideration warrant articles.
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162 Chair Maggiore stated the target is based on the operating budgets of the town, school and county.
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164 Selectwoman Kilgore stated she had looked at the grants the town has received during her tenure on the
165 board, and suggested using the total of those warrant articles that the residents had voted to fund, and
166 refunding back to the town.
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168 8.6 Approval of Pole License for Pole Numbers 13/15 and 20/8S

169 Chair Maggiore stated an additional pole license that came into the office on this date.
170

171 **Motion by Selectman Miller to table item 8.6 to a date uncertain. Seconded by Selectwoman Kilgore.**
172 **Motion carries 3-0.**
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174 8.7 Discussion of Appointments to Cable Committee

175 Chair Maggiore stated there had been a number of requests to reconstitute the Cable Committee. He
176 further stated the cable contract is coming up for renewal and the Cable Committee could assume an
177 important role in negotiations.
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179 Chief Tully stated he had received two emails from interested individuals to serve on the committee, but
180 suggested advertising for these open positions for at least two weeks as it has only been advertised for one
181 week.
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183 Selectwoman Kilgore stated she saw the open positions for the Cable Committee listed on their page on the
184 website, but not under the Select Board page. She spoke about and offered suggestions to change the
185 volunteer button on the home page to be more like the Town of Exeter. She further stated she did not see
186 the openings listed in the Friday Folder nor could she find the charge of the Cable Committee anywhere on
187 the website.
188

189 Chief Tully stated he would do some homework to help find the charge of the committee.
190

191 **9. Any Other Item that may legally come before the Board**
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193 The Board reserves the right to take action on any item relative to the prudential administration of the
194 Town's affairs, which circumstances may require.

195 An unknown person in the audience (no audio or video) came forward and handed the original charge of
196 the Cable Committee to Chief Tully and Chair Maggiore read it into the record.
197

198 **10. Second Public Comment Session**

199 See Item 2, above.

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201 Rick Stanton, 108 Walnut Avenue stated he supports using the undesignated fund balance to pay for capital
202 equipment as it will help lower the tax rate in subsequent years.
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204 **11. Adjournment**

205 Meeting adjourned at 9:02PM.

206
207 Respectfully,

208 Janet L. Facella
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DRAFT