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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
NORTH HAMPTON SELECT BOARD

MINUTES  
MONDAY, JULY 23, 2018

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

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

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

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1. 6:20 p.m. Call To Order by the Chair
  2. 6:21 p.m. Non-Public Session I Pursuant to RSA 91-A:3, II (a,b)
  3. 6:40 p.m. Non-Public Session II Pursuant to RSA 91-A:3, II (a,b)
  4. 6:55 p.m. Return to Regular Session and Recess to Town Hall, 231 Atlantic Avenue
  5. 7:00 p.m. Reconvening of Public Session at Town Hall and Pledge of Allegiance

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

Chair Maggiore led the Pledge of Allegiance.

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

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

*A recording of the meeting can be found at: [http://www.townhallstreams.com/towns/north\\_hampton\\_nh](http://www.townhallstreams.com/towns/north_hampton_nh), and a DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North Hampton, New Hampshire 03862.*

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

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

**6. First Public Comment Session**

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

**7. Consent Calendar**

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

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

**8. Correspondence**

No Items

**9. Committee Updates**

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

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

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

**10. Report of the Town Administrator**

10.1 General Report

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

## **11. Items Left on the Table**

No items

## **12. New Business**

12.1 Presentation of Town Survey by Economic Development Committee/UNH

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

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

[https://www.northhampton-nh.gov/sites/northhamptonnh/files/uploads/north\\_hampton\\_2018\\_tableau\\_presentation\\_final.pdf](https://www.northhampton-nh.gov/sites/northhamptonnh/files/uploads/north_hampton_2018_tableau_presentation_final.pdf)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

#### 12.2 Aquarion Water Company Quarterly Update – Carl McMorran

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

The complete power point presentation can be read here:

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

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

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

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

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

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

#### 12.3 North Hampton Dog Park Committee – Pat McLean

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

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

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

#### 12.4 Financial Policies Review

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

Chair Maggiore suggested adding into the Town Administrator's report.

Selectman Miller asked the Town Administrator to check with the Finance Director the time required to produce this report.

The Select Board agreed to since the investment policy, but stated a request would be coming for the report after Quarter 1 is completed.

**Motion by Selectman Miller that the Select Board approves the investment policy as presented with the caveat that the board will exercise their right to request the report outlined in XVIII. Seconded by Selectwoman Kilgore. Motion carries 3-0.**

The Select Board discussed the credit card policy, with Selectwoman Kilgore noting the page numbers are inconsistent to that of the investment policy. She stated the numbers should read page "1 of ", and not just a "1" in the footer.

Chair Maggiore asked to be certain to update the effective dates on the policies.

**Motion by Selectman Miller to approve the credit card policy presented with the amendments suggested. Seconded by Selectwoman Kilgore. Motion carries 3-0.**

Chair Maggiore asked to have page numbers added to the footer. He further stated he could not find a date when the purchasing policy was created, adopted and made effective.

Chair Maggiore stated he would make it an action item for himself to research the date.

The board agreed to the ratified changes and asked to have new copies printed for them to sign in their box in the town office. They also agreed to schedule the next three policies for the August 13 meeting.

**Motion by Selectman Miller to approve the purchasing policy as presented with the changes agreed to. Seconded by Selectwoman Kilgore. Motion carries 3-0.**

#### 12.5 Discussion of Route 1A Speed Limit

Chair Maggiore stated that although the Select Board has the right under the RSA's to change the speed limit, they felt it would be best to have the Police Chief in attendance to discuss the matter. This agenda item will be taken up at the August 13, 2018 Select Board meeting.

#### 12.6 Legal Counsel for Water Commission re: Wiggin Way, Stratham, NH

Bob Landman, Co Chair of the Water Commission stated a preconference hearing had been rescheduled and stated it was suggested the Water Commission should have legal representation at that hearing.

Mr. Landman asked the Select Board to allow the Water Commission to spend a few hours with legal counsel as now is the time and opportunity to stop Wiggin Way. He further stated if they do not act now, it will be too late.

Chair Maggiore stated although the Select Board and the Water Commission had differing opinions when they last met with Attorney Bennett, he stated he was not adverse to sitting with Attorney Bennett again to understand the benefits of moving forward.

Selectman Miller stated he agreed it was necessary to spend a few hours with Attorney Bennett, as he has already put time into this and is familiar with the case.

Selectwoman Kilgore stated perhaps the board could task the Town Administrator to set up a meeting with counsel to review where the case is now and ask his opinion on how to move forward.

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

No motions or votes were taken.

**13. Minutes of Prior Meetings**

13.1 Approval of July 9, 2018 Regular Meeting Minutes

Selectwoman Kilgore stated the time in the Non Public Minutes should be changed as follows: 6:03 Non public session I; 6:14 Non Public Session II; 6:25 Non Public Session III.

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

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

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

13.2 Approval of July 9, 2018 Non Public Meeting Minutes

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

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

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

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

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

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

**14. 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

**15. Second Public Comment Session**

See Item 6, above

**16. Adjournment**

Meeting adjourned at 9:34 PM.

Respectfully,

Janet Facella