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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
NORTH HAMPTON SELECT BOARD

MINUTES

MONDAY, AUGUST 13, 2018

NORTH HAMPTON TOWN HALL  
231 ATLANTIC AVENUE  
5:45 O'CLOCK PM

NON-PUBLIC SESSION I: 5:46 O'CLOCK P.M.  
EXECUTIVE CONFERENCE ROOM  
TOWN ADMINISTRATIVE OFFICE  
233 ATLANTIC AVENUE

NON-PUBLIC SESSION II: 6:45 O'CLOCK P.M.  
EXECUTIVE CONFERENCE ROOM  
TOWN ADMINISTRATIVE OFFICE  
233 ATLANTIC AVENUE

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1. 5:45 p.m. Call To Order by the Chair
  2. 5:46 p.m. Non-Public Session I Pursuant to RSA 91-A:3, II (d)
  3. 6:45 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 called the meeting to order at 7:10PM. In attendance were Selectman Miller, Selectwoman Kilgore and Town Administrator Kaenrath.

Chair Maggiore led the Pledge of Allegiance.

*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 stated he would like to move items 13.1 and 13.2 up on the agenda.

Chair Maggiore stated a motion was made in none public session, the vote was unanimous and the Select Board directed the Town Administrator to move forward on that item.

**Motion by Selectman Miller to seal the minutes of nonpublic sessions I and II. Seconded by Selectwoman Kilgore. Motion carries 3-0.**

Town Administrator Kaenrath swore in Sergeant Asa Johnson and Firefighter Brendan Tangney.

Chair Maggiore recessed the meeting for five minutes.

**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.

Rick Stanton, Walnut Avenue stated he prepared a letter that has been proposed through the Economic Development Committee as a result of its briefing to the Select Board at the last meeting. Mr. Stanton gave copies to the Town Administrator to distribute to the board.

Mr. Stanton asked permission from the board to have the letter placed on town letterhead and mailed.

**Motion by Selectman Miller to approve the letter and authorize to place it on town letterhead. Seconded by Chair Maggiore. Motion carries 3-0.**

**7. Consent Calendar**

- 7.1 Payroll Manifest of 07/26/2018 in the amount of \$66,949.47
- 7.2 Payroll Manifest of 08/02/2018 in the amount of \$73,077.43
- 7.3 Payroll Manifest of 08/09/2018 in the amount of \$189,235.11
- 7.4 Accounts Payable Manifest of 07/26/2018 in the amount of \$1,250,917.66
- 7.5 Accounts Payable Manifest of 08/09/2018 in the amount of \$162,118.75
- 7.6 Approval of Timber Cut – Yield Tax
- 7.7 Approval of Fire Permits for January 1, 2018 – June 30, 2018

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

Chair Maggiore noted payments in the July 26, 2018 manifest include those to HealthTrust, Aquarion Water, North Hampton and Winnacunnet High School and the North Hampton Public Library.

Selectwoman Kilgore stated the board still has not sat down with the Water Commissioners to review the hydrant reports.

Selectman Miller suggested placing this discussion under new business.

**8. Correspondence**

8.1 Communication from Steve Pearce, 73 South Road

Chair Maggiore stated an additional piece of communication had come in from American Legion Post #35 inviting the Select Board and Town Administrator to the rededication of the Global War on Terrorism monument on September 11, 2018.

Chair Maggiore summarized Mr. Pearce's letter. (A complete copy will be attached to the finalized minutes.)

**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

Selectman Miller stated the next Budget Committee meeting will be held on August 20, 2018.

Selectwoman Kilgore asked if the joint meeting with the Budget Committee has been scheduled. Selectman Miller stated it has not, but he has encouraged the chair to do so.

Selectwoman Kilgore stated her updates did not make it into the packet. She further stated she has them handwritten and would like them included in the minutes.

**10. Public Hearing**

To consider the acceptance of real property as a gift, located off Boutillier Lane, Tax Map 012, Lot 081

Lisa Wilson, Conservation Commission Chair, respectfully requested the Select Board consider a donation of 5.8 acres of land known as "Rocky Ledge." She stated the management and control of this parcel shall vest with the North Hampton Conservation Commission.

Mrs. Wilson went on to describe the parcel of land that is land locked and explained the owners would like to donate this land to the town in memorial to their parents who once owned it.

Chair Maggiore opened the Public Hearing at 7:40PM.

Chair Maggiore closed the Public Hearing at 7:41PM.

Selectwoman Kilgore asked if the land was primarily wetlands, and Mrs. Wilson responded it is primarily uplands, and went on to show a picture to Selectwoman Kilgore.

Selectwoman Kilgore asked if the land is buildable. Mrs. Wilson stated it might be possible however it is land locked but could possibly be buildable in the future if other lots were acquired off North Road or from Woodland Road.

Selectwoman Kilgore asked if anyone has walked the land to make sure there are no contaminants on it. Mrs. Wilson stated a member of the Conservation Commission has walked the land and taken many pictures.

Selectwoman Kilgore asked if this parcel is in the Little River Watershed or just adjacent to it.

Mrs. Wilson stated North Brook and Little River are very close to it.

Selectwoman Kilgore asked if the land was in current use. Mrs. Wilson stated it is not because in order for land to be in current use you must have ten acres or more to be eligible for current use.

Chair Maggiore stated there is no money involved in this transaction because it is a gift of property.

**Motion by Selectman Miller that the Select Board approve the donation of tax map 012, lot 081 of 5.8 acres of land as a gift to be known as the Solari donation. Seconded by Chair Maggiore. Motion carries 3-0.**

Selectman Miller suggested the Select Board write a thank you letter to the donors for such a generous gift to the town.

**11. Report of the Town Administrator**

11.1 General Report

Selectman Miller asked the status on the library audit. Town Administrator Kaenrath stated he would contact the Trustees.

Selectwoman Kilgore inquired whether the state could be contacted to fix the bridge sidewalk when they are paving Atlantic Avenue.

**12. Items Left on the Table**

No items

**13. New Business**

13.1 Public Oath of Office and Badge Pinning for Sergeant Asa Johnson  
(This item was taken up earlier in the agenda.)

13.2 Public Oath of Office for Firefighter Brendan Tangney  
(This item was taken up earlier in the agenda.)

13.3 Financial Policies Review

Selectwoman Kilgore asked if the Information Security Policy had been read by Melanson and Heath, the town's auditors, as well as Portsmouth Computer Group. She further asked if Melanson and Heath sits with employees regarding the Fraud Policy during their annual audit.

The board agreed to have the Information Security Policy and the Fraud Policy reviewed by the aforementioned vendors, except Portsmouth Computer Group in regard to the Fraud Policy.

**Motion by Selectwoman Kilgore to accept the Delegation Deposit Authority as presented in the Select Board packet. Seconded by Selectman Miller. Motion carries 3-0.**

13.4 Discussion of North Hampton School Cable Equipment

Chair Maggiore read correspondence received from School Board Chair James Sununu.

Selectman Miller and Selectwoman Kilgore stated it wasn't just a matter of purchasing the equipment, but also who would be running it.

Selectman Miller stated he didn't believe the opportunity revolved around buying equipment. He further stated it involves whether Channel 22 is charged to broadcast from the school. He further stated they have their own equipment that they purchased themselves and they had an individual responsible for it, however he has since retired.

Selectman Miller stated the issue is whether the Select Board want to have Channel 22 broadcast from the school; how many things will be broadcast from the school and how many are we not going to; are the Select Board willing to pay the expense for town employees to do that.

Selectwoman Kilgore stated the school needs to be as transparent as the town in regards to their meetings and stuff. She further asked if the town would be sending programmers over there as she believed it is a bit of a challenge right now. Selectwoman Kilgore stated there are a lot of moving parts to be discussed. She stated the equipment is going to be funded by people who carry cable and not by the town's people, however it will benefit the whole town. She further stated she was shocked by the letter when she saw it because she thought they had originally agreed to buy the equipment.

Chair Maggiore reviewed the differences between an EGG and a PEG channels and stated that Channel 22 is an EGG. He further stated he felt regardless of whether the town purchases the equipment or not, the school should be running the equipment.

John Savastano, Channel 22 Director stated it is the function of the school and the SAU to run their programs. Mr. Savastano stated it is a very large production to move his equipment up the street to the school, set up the meeting, take it down, and spend an entire day to process and stream it in three different locations.

Mr. Savastano stated it has never been nor will it ever be his responsibility to be part of the interscholastic events that are part of their curriculum. He stated it is his responsibility to run the station and to get all of the meetings on Channel 22 and Town Hall Streams. He further stated it was the SAU that purchased the original equipment for the school, not the town.

Selectman Miller suggested there was a miscommunication in that it wasn't the towns intention to expand our services. A suggestion was merely made if they wished to get their services back up to speed, here is a list of equipment you will need, and further the town wasn't suggesting that we would run their curriculum.

Chair Maggiore stated he could not move on anything until he knows what the school is prepared to do for their team. He further stated what is the plan in place to use it.

Selectwoman Kilgore suggested a joint meeting with the school board to discuss this issue.

Chair Maggiore asked Mr. Savastano to put together questions to ask the school board as he doesn't know what the "whoeydoeywutzer" does.

Selectman Miller stated he agreed with having a joint meeting with the school board to discuss who is doing what.

Selectwoman Kilgore stated they would come to a quicker resolution if they met with the school board, and they would also be accomplishing one of the Select Board goals for the fiscal year to have a joint meeting with the school.

Mr. Savastano presented his Channel 22 update to the board and explained the purpose of the website he is designing to hold all public meetings, school events, town events in one spot instead of having to look for Town Hall Streams or on the YouTube channel. He further stated this website will be linked to the town's website. The total cost for this website is \$360.

### 13.5 Discussion of Glendale/Alden/Kimberly Road Traffic Complaints – Jeff Hillier

Jeff Hillier, 3 Glendale Road the situation with thru traffic on Alden and Kimberly are far worse than they were five years ago. Mr. Hillier estimates over 200 cars "cut through" the neighborhood daily. He further stated he asked the neighbors if they would be opposed to speed bumps and no one objected to the idea.

Chair Maggiore asked about asking the legislative body to close off Alden Avenue.

Rena Correia, 7 Alden Avenue stated if a gate were put up, all residents could possibly have a key card, like a neighborhood in Newington she is familiar with. She further stated she has had vehicles not able to make the sharp curve where her house is located and have landed on her lawn; especially in the winter.

Selectwoman Kilgore stated the issue she is hearing is speeding. She stated she has heard from residents on Pine Road, South Road, Ocean Boulevard, and now Alden Road and the complaint seems to be about speeding. She further stated it may be a good idea to have a community meeting to talk about speeding, and work through some ideas. Selectwoman Kilgore stated people are “blowing through” the speed signs because they know the information is not collected from the radar unit and doesn’t go anywhere.

Derek Drolet, 8 Glendale Avenue suggested lowering the speed limit. He also suggested having enforcement as he never sees any being done.

Frank Ferraro, Post Road stated a temporary fix would be synthetic speed bumps that could be put out until snow falls.

Harold Mailhot, 10 Glendale Road stated the only way to solve the problem is installing a speed bump.

Ken Cormier, 2 Glendale Road stated he would be in favor of stop signs because it gives some definition to the issue.

Chair Maggiore asked the Town Administrator to meet with the Police Chief and Director of Public Works to talk about the suggestions presented, and report back at the next Select Board meeting.

**14. Minutes of Prior Meetings**

14.1 Approval of July 23, 2018 Regular Meeting Minutes

**Motion by Selectwoman Kilgore to approve and accept the minutes as recorded in the Select Board packet for July 23, 2018. Seconded by Selectman Miller. Motion carries 3-0.**

14.2 Approval of July 23, 2018 Non-Public Meeting Minutes

**Motion by Selectwoman Kilgore to accept the minutes as recorded for the nonpublic meeting on July 23, 2018. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectwoman Kilgore to unseal the nonpublic meeting minutes just approved for July 23. Seconded by Selectman Miller. Motion carries 3-0.**

14.3 Approval of July 30, 2018 Non-Public Meeting Minutes

**Motion by Selectwoman Kilgore to approve the nonpublic minutes of July 30. Seconded by Selectman Miller. Motion carries 3-0.**

14.4 Approval of August 6, 2018 Non-Public Meeting Minutes

**Motion by Selectwoman Kilgore to approve Session I of the nonpublic meeting minutes of August 6, 2018. Seconded by Selectman Miller. Motion carries 3-0.**

**Motion by Selectwoman Kilgore to approve Session II of the nonpublic meeting minutes of August 6, 2018. Seconded by Selectman Miller. Motion carries 3-0.**

Selectwoman Kilgore asked to have older nonpublic minutes added back to the agenda for approval.

**15. 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

**16. Second Public Comment Session**

See Item 6, above

Rick Stanton, Walnut Avenue expressed his disappointment as there was not anything in the letter from the Chair of the School Board asking about who was going to do what with the equipment they needed to purchase; the letter was simply asking the town to purchase the equipment. He further stated the equipment falls within the PEG agreement per the warrant article.

Mr. Stanton stated a town employee telling the School Board that they should be in the town hall is out of order.

Selectwoman Kilgore stated the board did not say no to purchasing the equipment, they felt it would be a benefit to have both boards have a discussion and then move forward.

Selectman Miller stated he agreed with meeting with the school board to make sure everyone is on the same page and agrees what both the town and the school will be doing.

Frank Ferraro stated it only makes fiscal sense to have meetings televised in the town hall. He further stated fiscally it is not prudent to drag equipment back and forth when everything is set up in the town hall.

Mr. Ferraro stated if it comes down to the school needing equipment, it is pretty obvious that the money to pay for it should come out of the cable fund.

Mr. Ferraro stated RSA 659:58 says that a candidate on the ballot that is a Select Board member can be within the voting area but cannot be there for the counting. He further stated the RSA states the moderator shall appoint someone to be there for the counting.

Chair Maggiore stated he would not be within the voting area at any time throughout the day.

Mr. Ferraro expressed his concern that the RFP for the Town Hall were only sent to those listed on the DHR list, when several months ago he provided the name of a contractor who has worked on historic buildings and is in the seacoast area.

Town Administrator Kaenrath stated he was following the directive of the Select Board to send to those contractors listed on the DHR.

Mr. Ferraro suggested broadening the outreach because limiting it means it is going to be more expensive because those contractors are on that list because they know they can charge more. He further stated if a contractor can show they have done projects such as the town hall before, it shouldn't matter if they are on some list or not.

Selectwoman Kilgore stated she doesn't recall giving instructions to only send RFP's to contractors on the DHR list and will go back to check the meeting where that was discussed.

## **17. Adjournment**

Meeting adjourned at 9:30PM

Respectfully submitted,

Janet L. Facella

