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2 **TOWN OF NORTH HAMPTON, NEW HAMPSHIRE**
3 **NORTH HAMPTON SELECT BOARD MEETING**

4 **FEBRUARY 10, 2020 7:00 PM**

5 **NORTH HAMPTON TOWN HALL**

6 ***DRAFT MINUTES***
7

8 SELECT BOARD MEMBERS PRESENT: Chairman Jim Maggiore, Selectwoman Kathleen Kilgore

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10 EXCUSED: Vice-Chairman Larry Miller

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12 ALSO PRESENT: Interim Town Administrator Michael Tully, Police Chief Kathryn Mone
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14 **AGENDA**

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16 Chairman Maggiore welcomed everyone to the February 10, 2020 North Hampton Select Board Meeting
17 and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

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19 Chairman Maggiore said Larry Miller will not be attending the meeting and they will be holding over some
20 agenda items for the next meeting to have full Board participation

21
22 **First Period of Public Comment**

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24 Vicki Jones of Atlantic Avenue said the Historical Society has been chosen as a non-profit to get proceeds
25 this month from Fabulous Finds in Kittery, ME. She said 3 non-profits are chosen per month, who in turn
26 provide donations of quality goods to Fabulous Finds for a period of one month, and the Historical Society
27 will be collecting for the month of February.

28
29 Cynthia Swank said the North Hampton Historical Society is also honoring George Washington over the 3-
30 day weekend and a hardcover copy of his "Rules of Civility and Decent Behavior" will be available for the
31 purchase price of \$10.00 at the Town Clerk's Office and the Library.
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35 ***Disclaimer –These minutes are prepared by the Recording Secretary within five (5) business days as required by***
36 ***NH RSA 91-A:2, II. They will not be finalized until approved by majority vote of the Select Board.***

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38 ***A recording of the meeting can be found at: http://www.townhallstreams.com/towns/north_hampton_nh, and***
39 ***a DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North***
40 ***Hampton, New Hampshire 03862.***

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Consent Calendar

- 5.1 Payroll Manifest of January 30, 2020 in the amount of \$67,870.59
- 5.2 Payroll Manifest of February 6, 2020 in the amount of \$233,896.78
- 5.3 Accounts Payable Manifest of February 6, 2020 in the amount of \$51,976.89
- 5.4 Approval of Supplemental Tax Bill
- 5.5 Approval of Abatement Recommendation
- 5.6 Approval of Elderly Exemption

Motion: To approve the Consent Calendar as presented in the packet.

Motioned: Selectwoman Kilgore

Seconded: Chairman Maggiore

Vote: Motion approved by a vote of 2-0

Correspondence

6.1 Correspondence from State of New Hampshire Department of Revenue Administration (DRA)

Correspondence relating to the North Hampton 2018 assessment review, dated January 22, 2020, from James P. Gerry, Director of Municipal & Property Division of DRA.

After completing its review, the New Hampshire Department of Revenue Administration (DRA) has determined that the Town of North Hampton has achieved substantial compliance with applicable assessing statutes and rules as such are defined in statutes.

6.2 Correspondence from Thomas A. Grella, Investigator, Rockingham County Attorney's Office

Correspondence dated January 31, 2020 from Thomas A. Grella, Investigator, Rockingham County Attorney's Office.

Investigation into a complaint by Mr. William Goselin regarding the North Hampton Conservation Commission, specifically the Lamprey Easement on Atlantic Avenue. After reviewing all materials, it appears there is insufficient evidence to substantiate any criminal activity, and the Interim Town Administrator and the Conservation Commission were notified.

6.3 Correspondence from North Hampton Library Board of Trustees

Correspondence received February 10, 2020 from Susan Leonardi, Chairman of the North Hampton Library Board of Trustees.

The Library Trustees listened to stakeholders at the Deliberative Session on February 1st and spoke publicly in favor of the amendments proposed to Warrant Article Nine. The compromise will serve the needs of the Town, set aside questions of authority, and best utilize taxpayer funds. The Library Trustees request a collaborative effort with the Select Board going forward and will be incorporating the design and engineering studies, septic system and drainage, and parking into the Library Project on the Homestead.

Committee Updates

Selectwoman Kilgore said the Economic Development Committee met this past Wednesday for the draft presentation from Ironwood with regard to public sessions, and also reviewed the Town Master Plan and Zoning Ordinances. She said it was a thorough presentation and was left with the Committee to review

89 and digest before formally putting it together to present to the Select Board in April. Interim Town
90 Administrator Tully said he put the slide show on the website.

91
92 Chairman Maggiore said he had no updates for the *Heritage Commission* or the *Water Commission*. He
93 said for the *Budget Committee* they were largely past the Budget. Interim Town Administrator Tully said
94 a vote was taken at School Deliberative, and Selectwoman Kilgore said 2 items also came up after that
95 session.

96
97 **Report of the Interim Town Administrator**
98 *A copy of the Report of the Interim Town Administrator will be attached to these minutes.*
99

100 Interim Town Administrator Tully said the Town was in good financial shape with 23 weeks remaining in
101 the fiscal year and a Budget of 41%. He said Warrant Article Nine was amended at Deliberative Session
102 for the same Bond amount for a new Library on the Homestead and Warrant Article Ten was amended to
103 a zero-dollar value.

104
105 Discussion: Selectwoman Kilgore asked about Rails to Trails, and Interim Town Administrator Tully said
106 an environmental study will be done first from the State line all the way through before clearing trails or
107 starting work. Selectwoman Kilgore asked about the local Rail Trail group, and Interim Town Administrator
108 Tully said they may be interested in having a regional group, and he would follow-up with Scott Bogle.

109
110 **Items left on the Table** – No items
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112 **NEW BUSINESS**
113

114 **10.1 Discussion of Town Ratio Survey** – Scott Marsh of Municipal Resources Inc. (MRI)
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116 Scott Marsh of MRI said the State has finalized their review of the equalization ratio information for the
117 Town. He said it is basically a comparison of sale prices to assessments for the past tax year, October 1,
118 2018 to September 30, 2019, and the new ratio is 91.6% with an approximate 4% increase in values. As
119 properties increase or decrease in value the assessment ratio will change. He said they look at COD
120 (Coefficient of Dispersion) and PRD (Price-Related Differential) and both are within State limits.

121
122 Discussion: Chairman Maggiore said for clarity COD range should be less than 20 and we were at 12.38;
123 PRD range should be 0.98 to 1.03 and we were 0.99. He asked if there was anything the governing body
124 could do to affect those numbers. Mr. Marsh said numbers are market-driven and they could impact them
125 by doing a revaluation every year, but if the ratios are equitable it does not matter.

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127 **10.2 Friends of Centennial Hall – Memorandum of Understanding Discussion**
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129 Interim Town Administrator Tully said he felt it was important moving forward to put something in writing
130 to show the public good of Centennial Hall to the Town and also protect the relationship, and a first draft
131 of a Memorandum of Understanding (MOU) was put together. He said Marcy McCann is here to answer
132 questions, and hopefully the Board will give permission to add to the MOU and come back with an in-
133 depth draft for signatures.

134

135 Marcy McCann, President of the Friends of Centennial Hall, felt it should be done in pieces as the Town
136 has access to the building now, and when the second floor is finished expansion will be available.
137 Selectwoman Kilgore said she liked the idea to formalize an understanding showing that as the Town
138 continues to invest they will have access their investment. Ms. McCann said she would be meeting with
139 Joe Manzi on Thursday to discuss things further.

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141 Chairman Maggiore said Interim Town Administrator Tully and Ms. McCann will spearhead the effort to
142 put the MOU together with any other parties that need to be involved.

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144 **10.3 Discussion and Approval of Security Upgrades** – Police Chief Kathryn Mone

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146 Police Chief Mone said this was approved through CIP and a Warrant Article last year for \$32,500 for
147 Security Upgrades in the Police Department. She said she received bids from 3 companies and was
148 recommending the lowest bid from Stellar Networks of Newington, who will come March 9th and complete
149 the project that week. She said Sergeant Russell looked at another Police Department with the same
150 system, and said she was also requesting a back-up unit for recording at \$1,890 additional.

151

152 Discussion: Selectwoman Kilgore asked if there were noticeable differences between proposals. Police
153 Chief Mone said timing had a big impact on her decision. Sergeant Russell said Stellar was able to offer a
154 different server with more storage, and said the Stellar System has significantly better video and audio
155 that what they were currently using.

156

157 Chairman Maggiore said Chief Mone is recommending the Stellar Networks proposal of \$28,319, plus the
158 additional back-up recorder at \$1,890 from Central Equipment Company, for a total cost of \$30,209.

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160 **Motion:** To accept the proposal from Stellar Networks for the security upgrades as recommended by
161 Chief Mone and her Department and the back-up recorder from Central Equipment Company for a total
162 expenditure of \$30,209.

163 **Motioned:** Selectwoman Kilgore

164 **Seconded:** Chairman Maggiore

165 **Vote:** Motion approved by a vote of 2-0

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167 **10.4 Discussion of Cellular Phone Tower**

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169 Interim Town Administrator Tully said it seems there is a cellphone problem in Town and they don't always
170 get reception in this area. He said he would like to be pro-active in solving that problem and would like to
171 start a working group consisting of himself and representatives from the Conservation Commission,
172 Verizon, and AT&T. He said he would like permission from the Board to decide where the area needs to
173 be and start looking at properties in that area, and take that piece and go out to bid for a cellphone tower.

174

175 Discussion: Selectwoman Kilgore asked if he was suggesting putting the tower on Conservation Land, and
176 Interim Town Administrator Tully said there will be someone from Conservation Commission in the group.
177 Chairman Maggiore asked if they have a full inventory of available pieces and where the best spot might
178 be, and Interim Town Administrator Tully said it seems to be between Mill and Woodland Road. He said
179 he was receptive to look at all options, with the best-case-scenario being the Town owns the property so
180 they have more control over it and get the income.

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182 Chairman Maggiore said he was in favor of moving ahead, and Selectwoman Kilgore agreed.

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10.5 Discussion of Access to Town Attorney

Interim Town Administrator Tully said Mr. Miller added this to the agenda. Selectwoman Kilgore suggested this be put on the Table and have Mr. Miller clarify at the next meeting.

10.6 Discussion of Purchase of Town Flags

Selectwoman Kilgore said she discussed this with the Interim Town Administrator, and said the night of the Deliberative Session they borrowed the Town Flag to be put up at the School. She said the flag was adopted by an overwhelming vote in 2019 and she felt the Select Board should get pricing and put the information online for residents to purchase. She said they should have one at all Town locations and encourage the School to have a Town Flag there as well.

Interim Town Administrator Tully said he pulled the invoice from last year and 3 flags were purchased for \$105/each, ordered from High Flying Flags in Greenland. He said he would make sure the information is on the web and also in Friday Folders.

10.7 Discussion of Meeting Minutes

Chairman Maggiore said he would like to put off this discussion until the next meeting when the full Boar is available; Selectwoman Kilgore had no objections. Chairman Maggiore said he wanted to make it perfectly clear that the Recording Secretary does an outstanding job and this is not an indication of her performance, but for the Board to decide what is best going forward with the minutes. Interim Town Administrator Tully said he reached out to her and let her know.

10.8 Warrant Article Nine and Implication upon Passage

Interim Town Administrator Tully said this item was put on the agenda by Mr. Miller and should also be put on the table. Selectwoman Kilgore said 6.2 Correspondence from Mr. Grella should also be put on the table, and Chairman Maggiore said he would follow-up with Mr. Grella.

Motion: To put *10.5 Discussion of Access to Town Attorney, 10.7 Discussion of Meeting Minutes, and 10.8 Warrant Article Nine and Implication upon Passage* on the Table; Chairman Maggiore to follow-up with Mr. Grella.

Motioned: Chairman Maggiore

Seconded: Selectwoman Kilgore

Vote: Motion approved by a vote of 2-0

10.9 Discussion of Board Members Recusal

Selectwoman Kilgore explained that when discussing the Homestead Property, she is an abutter and New Hampshire Law specifies that if you are an abutter you have to recuse. She said she does not lose her ability to speak as a citizen as long as she removes herself from her official chair. She said she also wants to remind all boards and committees what the law is, as it has huge implications to the Town. Chairman Maggiore recommended the article "I Recuse Myself" by NHMA as a resource.

MIINUTES OF PRIOR MEETINGS

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Approval of the Minutes of the Select Board Meeting of January 27, 2020

Motion: To approve the Minutes of the Regular Select Board Meeting of January 27, 2020.
Motioned: Selectwoman Kilgore
Seconded: Chairman Maggiore
Vote: Motion approved by a vote of 2-0

Approval of the Non-Public Minutes of the Select Board Meeting of January 27, 2020

Motion: To Table the approval of the Non-Public Minutes of the Select Board Meeting of January 27, 2020 until the next meeting.
Motioned: Selectwoman Kilgore
Seconded: Chairman Maggiore
Vote: Motion approved by a vote of 2-0

Approval of Deliberative Session Select Board Minutes of February 1, 2020

Motion: To approve the Deliberative Session Select Board Minutes of February 1, 2020.
Motioned: Selectwoman Kilgore
Seconded: Chairman Maggiore
Vote: Motion approved by a vote of 2-0

Any other Item that may Legally Come before the Board

Chairman Maggiore said if the Warrant for taking out the Ethics Committee passes, they will need to redo all the Rules of Conduct for Meetings on Town property because it refers to the Code of Ethics.

Second Public Comment Session

John Savastano said the flags that came in were one-sided, and said this is a situation where they take 2 flags with an inner white section which brightens the flag, and recommended the Town purchase two-sided flags for outside. Interim Town Administrator Tully said he will ask Greenland if they can do 2-sided and get the price difference.

Adjournment

Chairman Maggiore adjourned the Select Board meeting at approximately 8:03 pm.

Respectfully submitted,
Patricia Denmark, Recording Secretary