

Note: Draft minutes are subject to corrections, additions and deletions.

Draft Minutes of the Board of Selectmen  
March 04, 2013

PRESENT: Rick Griffin, Chairman  
Richard Nichols, Vice Chairman  
Michael Pierce, Selectmen  
Philip Bean, Selectmen  
Frederick Welch, Town Manager

ABSENT: Ben Moore, Selectmen

SALUTE TO THE FLAG

I. Public Hearings

1. Community Development Block Grants Progress Hearings

Chairman Griffin announced the progress hearings for Foss Manufacturing and SleepNet Corp and turned it over to Mr. Welch. Mr. Welch first read the notice that was posted in regards to these public hearings. He explained that these hearings are required prior to the completion of the grant project to discuss each of the projects progress and ask for public comments.

Chairman Griffin opened the public hearing on Foss Manufacturing, LLC

a. Foss Manufacturing, LLC

Mr. Welch made comments as follows: received \$475,000 CDBG loan via Coastal Economic Development Commission in 2008, for machinery and equipment, intent was that 25 new jobs would be created, when project started baseline of employment of 426 employees, soon after the recession forced the business to face staff reduction, since then things have turned around, staffing levels have increased steadily, reached goal by creating an additional 26 jobs, having trouble filling the positions, advertise for manufacturing jobs frequently, current employees are working overtime hours to meet production requirements, rapid sales growth and market expansion, investment of new equipment and production lines, recently installed a \$1M production line and is beginning another, making significant investments in its future success, turnaround of this business is remarkable and much credit is given to the owners of the business and their employees.

No comments from the Public

Comments from the Board

Mr. Pierce asked questions and made comments as follows: remarkable went through a recession and came out ahead; concerned with the fact that they cannot fill all the positions.

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Chairman Griffin closed the public hearing on Foss Manufacturing

b. SleepNet Corp

Chairman Griffin opened the public hearing on SleepNet Corp

Mr. Welch provided the following progress report in regards to SleepNet Corp: received a \$375,000 CDBG loan via Coastal Economic Development Commission in 2011, the intent was to create 20 new jobs, began the project with 22 employees, yet to see significant hiring since project started, had a slower launch then expected for new products, These products are just coming online now; They had the single largest order in company history during the 4<sup>th</sup> quarter of 2012. It was for one of their legacy products. SleepNet launched the “Veraseal”, the world’s first disposable gel mask as a product for the hospital channel, this is a great product with a great price, expect sales to pick up; launched the “MiniMe2” the next generation pediatric mask; and launched the “Innova” the next generation nasal sleep mask and they expect to launch an additional three products during 2013.

No comments from the public

Comments from the Board

Mr. Pierce thinks they have some interesting products and looks like there is a lot of potential.

Chairman Griffin thinks we are lucky to have both of these businesses in Town.

Chairman Griffin closed the public hearing for SleepNet Corp.

II. Public Comment Period - None

III. Announcements and Community Calendar

Mr. Nichols announced that the Town Report is completed and is available at the Town Hall.

Mr. Pierce added the following to Mr. Nichols comments about the Town Report: paintings on the cover by local artists, encouraged people to pick one up and accolades to Kristina who put it together.

Chairman Griffin asked how late people can pick up their absentee ballots. Mr. Welch believes that they can pick them up the day before the election, they would need to be returned that same day and suggested anyone needing an absentee ballot should contact the Town Clerks Office.

IV. Appointments

1. Dyana Martin, Director Recreation and Parks

a. Departmental Update

Mrs. Martin made comments as follows: provided the Board with her report, would like to inform the public of events that are coming up, Easter Egg Dig and the need for volunteers, Fishing Derby, listed the many trips coming up, senior theatre trips, trip to Boston to see Wicked and the 1<sup>st</sup> Annual “I am Trying” 5k Road Race, this is the second year that the race will be held.

Discussion

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The following members of the Board made comments and asked questions which were addressed by Mrs. Martin.

Mr. Pierce asked about the Lobster Bake, commented on how nice the Ogunquit Playhouse is, watching a play in Boston is almost as good as New York and asked about staffing of lifeguards.

Mr. Nichols asked questions and made comments as follows: RFP for garage and timeline for this project, lifeguards and policy change that all job posting need to be posted on the Town website. Mrs. Martin provided the update on the status of the RFP for the garage and that projects timeline.

Chairman Griffin mentioned all the great comments he has heard about the trips and the great publicity they are getting.

Mrs. Martin added that summer camp sign ups began today and mentioned the three new camps Cheer Camp, Super Hero Camp and Camp A Lot of Fun.

2. Keith Noyes Postponed to March 11, 2013 – Postponed.
  - a. Recycling Services Contract
  - b. Permission to apply for Grant Monies for the Grist Mill – Moose Plate Deal

#### V. Approval of Minutes

1. February 04, 2013

Page 8: Last paragraph, 7<sup>th</sup> Line strike the following: “it is his opinion that this encumbrances meets the criteria to be encumbered”.

Page 10: Last paragraph, strike the whole paragraph “Chairman Griffin commented that he resents the fact of what Mr. Pierce has done here tonight and in his 9 years on the Board he has never seen anything like this, and this is a cheap election time trick.”

Mr. Pierce MOTIONED to APPROVE the Minutes of February 04, 2013 as amended. Mr. Nichols SECONDED.

VOTE: 4-0-0

2. February 11, 2013

Mr. Pierce MOTIONED to APPROVE the Minutes of February 11, 2013. Mr. Nichols SECONDED.

VOTE: 4-0-0

#### VI. Town Manager’s Report

1. March 1<sup>st</sup> was the last day to submit applications for Tax Abatements on 2012 Property Taxes.
2. April 15<sup>th</sup> is the last date for filing applications for exemptions of credit on Taxes. Exemptions include Elderly and Veterans Credits among others. Contact the Assessor’s Office for details or answers to questions.
3. To assist the Fire Department, it is requested that residents clear out Fire Hydrants near their homes.

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4. I will be on vacation from April 1<sup>st</sup> to April 15<sup>th</sup>. I would request that the Board appoint James Sullivan as Acting Town Manager from March 30<sup>th</sup> through April 7<sup>th</sup> and Michael Schwotzer from April 8<sup>th</sup> through April 14<sup>th</sup>.

Other items added to the report

Mr. Welch added the following items to his report: Town Reports are available, both School District Reports are also available, received a notice from the Department of Safety and Homeland Security and Emergency Management that the President has declared a major disaster for the State of NH including Rockingham Country due to Hurricane Sandy and at the moment they are only accepting Municipal applications for the disaster assistance.

Discussion

Mr. Nichols noted that there were only 32 abatements compared to last year when there were over 100.

Mr. Pierce asked Mr. Welch to clarify the process of filing for a Veteran's exemption and it was explained that every 5 or 10 years a notice will be sent out to verify that the property is still eligible for the Veteran's exemption.

Mr. Nichols MOTIONED to APPROVE the appointment of James Sullivan as Acting Town Manager from March 30<sup>th</sup> through April 7<sup>th</sup> and Michael Schwotzer from April 8<sup>th</sup> through April 14<sup>th</sup>. Mr. Pierce SECONDED.

Discussion on motion

Mr. Pierce questioned why Mike was not being appointed for the whole period; and if Mike is not available how come the Town Attorney is not being appointed in his place.

Mr. Welch explained why he asked Chief Sullivan to be acting Town Manger in his absence, who has in the past performed this function, Mr. Schwotzer is out of Town that week and Attorney Gearreald is extremely busy preparing for several court cases including the Aquarion Rate Case.

Mr. Pierce stated that he felt that it was a hierarchy problem with having a Department Head telling other Department Heads what to do.

VOTE: 3-0-1(Pierce)

Ms. Martin brought down the information on Lobster Bake. Mr. Pierce thanked Mrs. Martin for bringing down the information for the upcoming Lobster Bake and he read the details for the public.

## VII. Old Business

1. August 2008 Employment Agreement Amendments - Chairman's Authorization to sign.

Mr. Welch explained by making the following comments: the Board authorized amendments to two employment agreements, as a result of discussions with employees, the change upon the basis which their medical is received, the employees have signed the amendments, there needs to be a signature from a member of the Board for the employees who report to, the others who report to him and needs a motion to authorize the Chairman to sign.

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Mr. Pierce MOTIONED to APPROVE the authorization of the Chairman to sign the Employment Agreements Amendments. Mr. Nichols SECONDED.

Discussion on motion

Mr. Nichols commented that Mark's was fine but he sent an email to Wanda in regards to Ed Tinker's and a correction that needs to be made to the last sentence since he did not start until 2009. Mr. Welch has a new copy and verified that the correction had been made to the last sentence.

VOTE: 4-0-0

## 2. Cable Franchise Second Local Access Channel Letter – Authorization to sign

Mr. Welch explained this is part of the cable contract approval and it needs to be signed by the Chairman on behalf of the Board.

Mr. Nichols MOTIONED to APPROVE the authorization to sign the Cable Franchise Second Local Access Channel Letter to be signed by the Chairman. Mr. Pierce SECONDED.

Discussion on motion

Mr. Nichols asked if there was any issue with starting the clock with the new station going in at the Fire Station which is under construction and is the location of the EOC in the new facility or existing facility. Mr. Welch has spoken to them about this and it does not appear to be a problem and EOC is both locations.

Mr. Pierce asked about originating the channel here in this facility and Mr. Welch explained in detail that it could be done as the line originates here in this building.

VOTE: 4-0-0

## VIII. New Business

Mr. Nichols asked about Seabrook holding off on signing off on the Dredging of the Harbor and asked Mr. Welch if we were asked to sign off and Mr. Welch explained that we were not required to sign off.

Mr. Nichols spoke about the MOU with DRED and brought up the issues of the trash charges, and the formula for billing; he suggests that the Town start billing the State at our cost now.

Mr. Nichols MOTIONED to begin billing the State for trash charges at our cost beginning now. Mr. Pierce SECONDED.

VOTE: 4-0-0

## IX. Consent Agenda

1. Parade and Public Gathering License "New Balance Reach the Beach" 09/14/2013
2. Parade and Public Gathering License "Seacoast Ride for PKD" 06/09/2013

Mr. Pierce MOTIONED to MOVE the Consent Agenda. Mr. Nichols SECONDED.

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VOTE: 4-0-0

X. Closing Comments - None

XI. Adjournment

Mr. Pierce MOTIONED to adjourn the public meeting. Mr. Bean SECONDED.

VOTE: 4-0-0

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Chairman