

TOWN OF NORTH HAVEN
SELECT BOARD
APRIL 3, 2018
4:00 P.M.

MINUTES

BOARD MEMBERS PRESENT: Jonathan Demmons (Chair), Jerry White (Vice Chair), Linda Darling, Jeremiah MacDonald, Alex Curtis
TOWN ADMINISTRATOR: Joe Stone
AVAILABLE: TAX COLLECTOR, Janice Hopkins
AVAILABLE: TREASURER, Joette Adams

1. Jonathan Demmons called the Meeting to order at 4:00 PM
2. **Motion to approve the Minutes of March 27, 2018**
Made by White, seconded by Darling **Approved 5-0-0**
3. **Public Comment** – None
4. **Treasurer’s Report**

a. Approval of Bills, Warrants, Payroll Journals and Journal Entries:

Warrant # 13	in the amount of	\$9,316.03
Warrant # 13-A	in the amount of	\$16,109.80
Payroll Warrant # 12	in the amount of	\$12,080.66
Payroll Warrant # 12-A	in the amount of	\$3,554.45
Water Warrant # 6	in the amount of	\$1,989.23

Motion to approve Bills, Warrants, Payroll Journals and Journal Entries
Made by White, seconded by Curtis **Approved 5-0-0**

5. **Correspondence:** *None*
6. **Reports:**
 - a. Administrator:
 - i. Clinic
 1. Clinic will be closed Friday, 4/6
 - ii. Sewer Department:
 1. No update
 - iii. Water Department:
 1. No update
 - iv. Bartlett’s Harbor
 1. No update
 - v. Ferry Service:
 1. No update
 - vi. Transfer Station
 1. No update

- vii. Floats & Docks
 - 1. Stone reported that he was expecting a response to the RFP for float setting in PH from Thayer's [which in fact was in his mailbox but which he had not retrieved before the meeting]
- viii. Roads & Bridges:
 - 1. At Demmons' request, Stone will check with Elliott about the pothole near the WCC. Other Board members asked him to ask the road crew to unplug the culvert on Iron Pt Rd near Sleepyville Rd
- ix. Town Properties
 - 1. Board concurred on Stone's wording of the post for the Town Property Manager position which he will post this week
- x. Department of Marine Resources
 - 1. Conducting a shoreline survey for the 2018 season, mid-March through November.
- xi. Legal
 - 1. Trial Mgmt. Conference scheduled for 4/10 between Atty. Gibbons and Atty. Mellor re: Parrish House, Inc/Casey Jordan
- xii. Administrator Search Committee
 - 1. Select Board accepted the recommendation of the Administrator Search Committee to offer Rick Lattimer the post of Town Administrator. Demmons will call Lattimer with the offer and Stone will write the formal offer letter. Stone will continue to act as Town Administrator, on a less formal schedule, in the meanwhile.

**Motion to accept the recommendation of the Administrator Search Committee to offer Rick Lattimer the position of Town Administrator to assume his duties no later than July 1
Made by White, seconded by MacDonald Approved 5-0-0**

xiii. Sheriff's Dept:

Date	Incident	Deputy
3/27	Probation violation	Landers
3/29	Property checks	Landers
3/30	Property checks	Landers
3/31	Accident	Potter
4/1	Foot patrol	Landers
4/2	Information	Landers

7. Old Business:

- a. *Calderwood and NH Brewing Co. requests for license extensions:* the Board's request for additional information had not been received by the start of meeting. [Note from Stone: the information actually was in Stone's mailbox but he had not picked it up before the meeting].
- b. *Harbor Masters:* individual Board members have approached persons potentially willing to go through the certification process and to be appointed as harbor masters for 2018 but who have not yet committed

8. New Business:

- a. *Floats and Docks:* Stone will send RFPs to Prock Marine and Art Tibbetts for installation

of float pilings in Pulpit Harbor. Realistically, based on the long lead time for permits, this work is unlikely to be done until 2019. RFPs will be sent to other marine contractors if any capable of such work can be identified.

- b. *Town Property Manager Position*: Board reviewed and concurred with the draft of the job description for this new position, which Stone will publicize.
9. Other:
- a. Following last week's meeting with members of the Planning Board on the PB's proposed Amendments to the Subdivision Ordinance, members of the SB and TA Stone had a general discussion about the relative roles and powers of the two separately elected boards and agreed that the proper role of the SB was to comment on and make recommendations either as individual board members or, by a formal vote, as the Board itself to the proposed Amendment but that a project such as an ordinance amendment or the drafting of a whole new ordinance belongs to the PB and not the SB. The SB's primary responsibility is to call for the necessary special Town Meeting to vote on any amendment to an ordinance but not to oversee in the day-to-day or week-to-week work of the PB. The Board concurred, but did not vote, that it recommended maintaining the existing lot sizes for the different zoning districts which would underlie any subdivision. For example, a subdivision occurring in the rural district could not waive the 2 acre minimum.
 - b. White will not be able to attend the 4/10 or 4/17 board meetings. Curtis *may* not be able to attend the 4/10 meeting.

Motion to adjourn at 5:30 PM
Made by Darling, seconded by White

Approved 5-0-0