



1  
2 **TOWN OF NORTH HAMPTON, NEW HAMPSHIRE**  
3 **NORTH HAMPTON SELECT BOARD MEETING**

4 **JANUARY 10, 2022 7:00 PM**

5 **NORTH HAMPTON TOWN HALL**

6 ***DRAFT MINUTES***

7  
8 SELECT BOARD MEMBERS PRESENT: Chairman Jim Maggiore, Vice Chairman James Sununu, Selectman  
9 Jonathan Pinette

10 ALSO PRESENT: Town Administrator Michael Tully, John Ricci of Ricci Construction, Fire Chief Jason Lajoie

11  
12 **AGENDA**

13  
14 Chairman Jim Maggiore welcomed everyone to the January 10, 2022 North Hampton Select Board  
15 Meeting and called the meeting to order at 7:03 pm, followed by the Pledge of Allegiance.

16  
17 **First Public Comment Session**

18 *For comments please call 603-758-1447; email [jmaggiore@northhampton-nh.gov](mailto:jmaggiore@northhampton-nh.gov)*

19  
20 No public comment.

21  
22 **Consent Calendar**

- 23 5.1 Payroll Manifest of December 16, 2021 in the amount of \$77,712.73  
24 5.2 Payroll Manifest of December 23, 2021 in the amount of \$90,449.74  
25 5.3 Payroll Manifest of December 30, 2021 in the amount of \$78,785.40  
26 5.4 Payroll Manifest of January 6, 2022 in the amount of \$85,867.56  
27 5.5 Accounts Payable Manifest of December 23, 2021 in the amount of \$1,123,633.35  
28 5.6 Accounts Payable Manifest of January 6, 2022 in the amount of \$125,601.77  
29 5.7 Abatement Recommendations  
30 5.8 Veterans Tax Credits

31  
32  
33  
34 ***Disclaimer –These minutes are prepared by the Recording Secretary within five (5) business days as required by***  
35 ***NH RSA 91-A:2, II. They will not be finalized until approved by majority vote of the Select Board.***

36  
37 ***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***  
38 ***DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North***  
39 ***Hampton, New Hampshire 03862.***

40

41 **Motion:** To approve Consent Calendar items 5.1 – 5.8 as presented.

42 **Motioned:** Vice-Chair Sununu

43 **Seconded:** Jonathan Pinette

44 **Vote:** Motion approved by a vote of 3-0

45

46 **Correspondence**

47

48 Correspondence from Joseph Fitzgerald, January 6, 2022: Mr. Fitzgerald asked that an estimate of the  
49 total cost of the Warrant Article for the proposed Fire/Police/Town Offices be sent to him before February  
50 5, 2022. He stated that inflation was 8.5% and asked that the Select Board justify the cost of these projects.

51

52 **Committee Updates**

53 Chairman Maggiore said the *Heritage Commission* did not meet in December; the *Water Commission* has  
54 not met, but rate case is going forward.

55

56 Vice-Chair Sununu said neither *Rails to Trails* nor the *Budget Committee* has met since the last meeting.

57

58 **Report of the Town Administrator**

59 *A copy of the Report of the Town Administrator will be attached to these minutes.*

60

61 Report 12/11/2021 – 1/07/2022: Finance: 49% of Budget remaining with 25 weeks left in fiscal year; Police  
62 accepting applications to establish eligibility list for hiring; Fire Department received grant for a thermal  
63 imaging camera, had 2 resignations from long-term members; contract agreement between Town and  
64 Police Union includes 2% COLA; Comcast will replace main drop for phone system to correct issues; DOT  
65 will come to February 28 Select Board meeting to discuss Rails to Trails; discussion of solar power for Town  
66 buildings scheduled for January 24 Select Board meeting.

67

68 **Items Left on the Table** – None

69

70 **NEW BUSINESS**

71

72 **10.1 Town Report Dedication Discussion**

73 Chairman Maggiore said the Select Board unanimously approved dedicating this year's Town Report to  
74 the memory of Mr. George Chase in appreciation for his dedication to the Town.

75

76 Dr. Nadeau of 34 Pine Road said he is the owner of the property next door to the Chases and said George  
77 was a very proud father and watched his children and grandchildren play sports. He said George was a  
78 very good neighbor to him and his family, and he was honored to be asked to write this letter.

79

80 **10.2 Discussion of Town Buildings**

81 Chairman Maggiore said the renovation and/or new Police, Fire, and Town Administration buildings  
82 resulted in two Warrant Articles: (1) Warrant for the New Safety Building; (2) Warrant for the  
83 expansion/renovation of former Library building for Town Offices; both unanimously approved at the  
84 Workshop Meeting. He invited Mr. John Ricci to review his final plan to establish the cost estimate.

85

86 Mr. John Ricci said the budget increase includes the building, contingencies, furnishings, Fire Department  
87 equipment and everything needed to make a completely functioning building; no furnishings or flooring  
88 will be needed. He reviewed the Schedule of Values/Budget Estimate for the proposed North Hampton  
89 Municipal Safety Complex: Division 1 covers structural/architectural design costs with \$300,000 for

90 relocation housing/temporary storage and \$100,000 for a Clerk of the Works; Division 2 covers all site  
91 work including demolition; Division 3 includes all concrete/sidewalks/foundations; Division 4 includes all  
92 masonry; Division 5 covers structural steel; Division 6 all lumber, labor and materials; Division 7 roof  
93 insulation and trim for both Safety and Town Offices; Division 8 all doors and windows; Division 9 includes  
94 all finishes, drywall, and flooring in Apparatus Bay as well as Sally Port; Division 10 all bathroom  
95 accessories and interior signing; Division 11 appliances for Fire/Police/Town Offices; Division 12 all  
96 casework, Police & Fire equipment, office furniture; Division 13 special construction; Division 14 elevator;  
97 Division 15 mechanical, plumbing, sprinkler, new vehicle exhaust for Fire Department and new CO exhaust  
98 for Sally Port; Division 16 all electrical plus \$25,000 for a generator large enough to power  
99 fire/Police/Town Offices, with existing generator to be repurposed for new Library.

100  
101 Mr. Ricci said the project will carry a 10% contingency (approximately \$1 Mil) to cover increases. He said  
102 if this passes the March vote he anticipates a project start in July, with total project cost estimated at  
103 \$10,857,877 with savings by repurposing former library, not having to purchase or clear a lot, and wise  
104 use of space.

105  
106 Vice-Chair Sununu said numbers have ticked up since initial estimate with inflation and increased  
107 construction and labor costs. Mr. Ricci said if the warrants pass the March vote they will get a minimum  
108 of 3 bids for each line item and typically see savings of 2-3% there. Vice-Chair Sununu said Mr. Ricci will  
109 be overseeing the project with all aspects bid out to local vendors and the Clerk of the Works will play an  
110 important role on behalf of the Board and Town in bidding out each aspect; the contingency pays down  
111 some initial payments to defer the tax rate and mitigates the overall cost of the project.

112  
113 Selectman Pinette said there has been a lot of work done to this point and they need ensure the project  
114 goes as planned and get the best result for our money. Mr. Ricci said local people will bid on this project  
115 100% and sub-contractors can be asked to get bonded if unfamiliar with the process.

116  
117 Chairman Maggiore said Mr. Ricci worked extensively with the Building Committee, Chiefs, and Town  
118 Administrator to come up with a “look” for the building in order to price things out and asked if the Town  
119 is locked into the exterior design. Mr. Ricci said in essence nothing is locked in, and every option is  
120 available although certain things will not change like square footage, apparatus bay, etc. Town  
121 Administrator Tully said the Building Committee will remain active and hopefully continue to advise  
122 throughout the process.

123  
124 Vice-Chair Sununu said the Chiefs discussed moving anything usable in the existing Fire and Police Stations  
125 into the new building to save money on furnishings. He said he was not sure what grant options might be  
126 available, but they would pursue any grants to help defray costs once approved. He said the cheapest  
127 time to do this project was 10 years ago and the next cheapest time is tomorrow. He encouraged people  
128 to look at all the work that has gone into designing this project and the deficiencies in existing conditions  
129 for Fire and Police and agree on the general and significant need to get enough support to pass.

130  
131 Town Administrator Tully asked Mr. Ricci if in North Hampton was in line with where he would expect  
132 them to be and what he has seen on other projects. Mr. Ricci said they have \$125,000 for office furniture  
133 for Police & Fire and \$50,000 for Town Offices or about \$4/sq ft and are about where they should be; also  
134 have \$125,000 for cabinets and casework *not* part of office furniture; numbers consistently seen in  
135 municipal buildings; there is nothing not included here which should be.

136

137 Town Administrator Tully asked about the General Conditions line being high and if they are in the  
138 expected range and square-footage prices for similar Fire Stations. Mr. Ricci said General Conditions  
139 number is typically about 18%; but also included here are \$100,000 for a Clerk of the Works and \$300,000  
140 for relocation typically not included; \$150,000 for design, project management, project supervisor,  
141 \$30,000 for temporary heat and \$18,000 for final cleanup. He said in comparing square-footage costs,  
142 without contingency they would be roughly \$10 Mil with 36,000 sq ft between Safety and Town Offices  
143 or about \$300/sq ft.

144  
145 Chairman Maggiore said on January 18, 2022 at 6:00 pm the Budget Committee is scheduled to meet and  
146 go through Warrant Articles for Town buildings: (1) the new Safety Building; (2) the expansion/renovation  
147 of old library for Town Offices using available funds with no impact on tax rate. Vice-Chair Sununu said  
148 the Board discussed separating out the Warrants at their Workshop Meeting and the Town was able to  
149 put enough funds together to cover the cost of Town Offices in an effort to minimize the amount going  
150 into Bond and minimize the tax rate impact.

151  
152 **10.3 Discussion of COVID Precautions**  
153 Chairman Maggiore said the Board and the Town have received many questions about what we are going  
154 to do to ensure residents are safe. Currently they are under no emergency orders and still have public  
155 meetings accessible to the public; a quorum of a board or committee needs to be present and other  
156 members can be voted in to participate. Town Administrator Tully said our ability to have remote meetings  
157 has gone away and a quorum is needed inside a room.

158  
159 Fire Chief Jason Lajoie said they are following DHHS rules which is following CDC at this point and following  
160 all recommendations. He said there have been questions about quarantine times; contact is 2 days before  
161 symptoms and 2-3 after.

162  
163 Chairman Maggiore said Town Administrator Tully continues to ensure safety for employees and  
164 continuance of government and thanked him for all he does for North Hampton. He said a question came  
165 in about whether the new building will be net zero ready and would add it to the list. Town Administrator  
166 Tully said they cannot answer 100% because all design has not been done, but it is not a net zero now.

167

168 **MINUTES OF PRIOR MEETINGS**

169  
170 **12.1 Approval of the Regular Meeting Minutes of December 13, 2021**

171 **Motion:** To approve the Regular Meeting Minutes of December 13, 2021 as presented.

172 **Motioned:** Selectman Pinette

173 **Seconded:** Vice-Chair Sununu

174 **Vote:** Motion approved by a vote of 3-0

175  
176 **12.2 Approval of the Non-Public Meeting Minutes of December 13, 2021**

177 **Motion:** To approve the Non-Public Meeting Minutes of December 13, 2021 as presented.

178 **Motioned:** Selectman Pinette

179 **Seconded:** Vice-Chair Sununu

180 **Vote:** Motion approved by a vote of 3-0

181  
182 **12.3 Approval of the Workshop Meeting Minutes of January 2, 2022**

183 **Motion:** To approve the Workshop Meeting Minutes of January 4, 2022 as presented.

184 **Motioned:** Selectman Pinette

Select Board Regular Meeting  
January 10, 2022

185 **Seconded:** Vice-Chair Sununu  
186 **Vote:** Motion approved by a vote of 3-0  
187

188 **Any Other Item that may legally come before the Board**

189  
190 **Second Public Comment Session**

191 *For comments please call 603-758-1447; or email [jmaggiore@northhampton-nh.gov](mailto:jmaggiore@northhampton-nh.gov)*

192  
193 No public comment.

194  
195 **Next Regular Meeting:** January 24, 2022

196  
197 **Adjournment**

198  
199 Chairman Maggiore adjourned the meeting at 8:13 pm.

200  
201 Respectfully submitted,  
202 Patricia Denmark, Recording Secretary

DRAFT