



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

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

**NORTH HAMPTON TOWN HALL**

***DRAFT MINUTES***

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

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

**AGENDA**

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

**First Public Comment Session**

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

No public comment.

**Consent Calendar**

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

***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.***

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

**Motioned:** Vice-Chair Sununu

**Seconded:** Jonathan Pinette

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

### **Correspondence**

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

### **Committee Updates**

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

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

### **Report of the Town Administrator**

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

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

### **Items Left on the Table** – None

## **NEW BUSINESS**

### **10.1 Town Report Dedication Discussion**

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

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

### **10.2 Discussion of Town Buildings**

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

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

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

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

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

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

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

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

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

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

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

### **10.3 Discussion of COVID Precautions**

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

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

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

## **MINUTES OF PRIOR MEETINGS**

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

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

**Motioned:** Selectman Pinette

**Seconded:** Vice-Chair Sununu

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

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

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

**Motioned:** Selectman Pinette

**Seconded:** Vice-Chair Sununu

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

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

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

**Motioned:** Selectman Pinette

Select Board Regular Meeting  
January 10, 2022

**Seconded:** Vice-Chair Sununu

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

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

**Second Public Comment Session**

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

No public comment.

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

**Adjournment**

Chairman Maggiore adjourned the meeting at 8:13 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary