



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

**NOTICE OF PUBLIC MEETING  
MONDAY, JANUARY 25, 2021**

**NORTH HAMPTON EXECUTIVE OFFICES  
NON-PUBLIC SESSION  
233 ATLANTIC AVENUE  
6:00 O'CLOCK P.M.**

**NORTH HAMPTON TOWN HALL  
REGULAR SESSION  
231 ATLANTIC AVENUE  
7:00 O'CLOCK P.M.**

**IN FOLLOWING CDC AND FEDERAL RECOMMENDATIONS FOR SOCIAL DISTANCING THE SELECT BOARD WOULD STRONGLY SUGGEST THE PUBLIC CHOOSE TO VIEW THE SELECT BOARD MEETING LIVE ON CHANNEL 22 OR AS POSTED ON TOWN HALL STREAMS AS OPPOSED TO IN PERSON.**

**IN ORDER TO ASSURE THE PUBLIC HAS THE ABILITY TO COMMENT AND SHARE IDEAS DURING THE PUBLIC COMMENT PORTION OF THE MEETING WE HAVE ARRANGED THE ABILITY TO INCLUDE LIVE PHONE CALLS AND EMAIL DURING THE MEETING.**

**IF YOU HAVE A COMMENT, OPINION OR QUESTION DURING ONE OF THESE PORTIONS OF THE MEETING PLEASE DIAL IN TO 603-758-1447 OR EMAIL DIRECTLY TO [JMAGGIORE@NORTHHAMPTON-NH.GOV](mailto:JMAGGIORE@NORTHHAMPTON-NH.GOV) AND YOUR EMAIL WILL BE READ ALOUD DURING THE MEETING.**

- 1. 6:00 P.M. Call to Order by the Chair**
- 2. 6:01 P.M. Non Public Session Pursuant to RSA 91-A:3 II (c)**
- 3. 7:00 P.M. Return to Public Session and Pledge of Allegiance**
- 4. First Public Comment Session**

Public Comment is an opportunity for residents to ask questions, request information and make comments on issues facing the Town. Individuals will be given not more than three (3) minutes to speak, and people who have already spoken will be asked to wait until everyone has had the chance to speak once. The total time devoted to this agenda item is fifteen (15) minutes. Individuals who are not able to speak during the

First Public Comment Session will be given first opportunity to speak during the Second Public Comment Session at the end of the Meeting.

**5. Consent Calendar**

- 5.1 Payroll Manifest of January 14, 2021 in the amount of \$248,424.13
- 5.2 Payroll Manifest of January 21, 2021 in the amount of \$67,456.70
- 5.3 Accounts Payable Manifest of January 21, 2021 in the amount of \$1,724,147.30
- 5.4 Cemetery Deeds
- 5.5 Solar Exemption Application
- 5.6 Abatement Applications
- 5.7 Supplemental Tax Bills

**6. Correspondence**

- 6.1 Correspondence from State of New Hampshire Department of Revenue Administration

**7. Committee Updates**

- 7.1 Economic Development Committee
- 7.2 Heritage Commission
- 7.3 Water Commission
- 7.4 Budget Committee
- 7.5 Rails to Trails Committee

**8. Report of the Town Administrator**

**9. Items Left on the Table**

**10. New Business**

- 10.1 Discussion of Cable Availability in North Hampton
- 10.2 Discussion of Heritage Commission Sub-Committee Regarding Walkway at Town Clerk's Office
- 10.3 Discussion of Oliver Brook Trail Parking Area

**11. Minutes of Prior Meetings**

- 11.1 Approval of Meeting Minutes of January 11, 2021
- 11.2 Approval of Non-Public Meeting Minutes of January 11, 2021
- 11.3 Approval of Non-Public Meeting Minutes of December 28, 2020

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

The Board reserves the right to take action on any item relative to the prudential administration of the Town's affairs, which circumstances may require.

**13. Second Public Comment Session**

See Item 4, above

**14. Adjournment**

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
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**CONSENT CALENDAR**

MICHAEL J. TULLY  
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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
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**CORRESPONDENCE**



**State of New Hampshire**  
**Department of Revenue Administration**

109 Pleasant Street  
PO Box 487, Concord, NH 03302-0487  
Telephone (603) 230-5000  
www.revenue.nh.gov



Lindsey M. Stepp  
Commissioner  
  
Carolynn J. Lear  
Assistant Commissioner

MUNICIPAL AND PROPERTY  
DIVISION  
James P. Gerry  
Director  
  
Samuel T. Greene  
Assistant Director

December 22, 2020

Town of North Hampton  
Board of Selectmen  
233 Atlantic Ave  
North Hampton, NH 03862

Re: North Hampton 2018 Full Statistical Update

Dear Municipal Assessing Officials:

The Department of Revenue Administration (DRA), pursuant to RSA 21-J:11, is charged with the responsibility of monitoring revaluations and supporting municipalities with revaluation contract compliance. The Department has checked elements of the 2018 Full Statistical Update for the Town of North Hampton.

On March 30, 2018, the DRA received a signed contract between the Town of North Hampton and Vision Government Solutions to complete a Full Statistical Update of all taxable and non-taxable property effective April 1, 2018. The DRA received the list of employees working in the Town and the certificate indicating liability insurance. The Town did not require a bond be posted. On March 30, 2018, a monitoring conference was held with the following in attendance: Scott Marsh, Contract Assessor, John Michael Tarello, Stephen Whalen, of Vision Government Solutions, Charles Reese of DRA Appraiser.

Under a separate Assessing Services contract a portion of the Town's inventory was measured and listed (Cyclical Inspection Rev 601.15) by Municipal Resources Inc. over a period of four years. The DRA monitored a random sample of properties each year utilizing Monitoring Inspection Reports (MIR). The MIR's were sent to Municipal Resources Inc. for review and comment and forwarded to the Municipal Assessing Officials.

During the revaluation, the DRA monitored a random sample of properties that sold between April 1, 2016 and March 31, 2018. These qualified sales were used in the analysis to establish the new 2018 assessed values. There were a total of 181 qualified sales. The MIR was sent to the Vision Government Solutions for review and comment and forwarded to the Municipal Assessing Officials.

Vision Government Solutions reported that they did perform a parcel-by-parcel field review of all properties. Newly established values were turned over to the Municipal Assessing Officials on September 1, 2018, in accordance with the contract. Notices of newly established values were

TDD Access: Relay NH 1-800-735-2964

*Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.*

mailed to taxpayers and hearings were conducted by Vision Government Solutions.

The Uniform Standards of Professional Appraisal Practice (USPAP) Report (Report) was due to the DRA 30-days after the MS-1 was submitted. On December 20, 2018, the Report was delivered to the DRA and revisions to the Report were received on February 12, 2019. The Report includes the rationale for the update, a summary of the analysis performed, copies of sales used, the results of statistical testing of the new values and supporting documentation for the newly established values. A list of the qualified and unqualified sales is contained within the report. On February 21, 2019, a letter of compliance was mailed to the Municipal Assessing Officials and Vision Government Solutions.

Time-trending factors were identified from a study of the market. Vision Government Solutions reported time-trending was not warranted. The time-trending analysis can be found in Section D of the Report.

The Report identified neighborhoods for land pricing, primary and secondary site values, excess acreage values and influence factors within the Town of North Hampton. The land values can be found in Section E of the Report.

The Report identified base building rates along with tables describing elements such as depreciation, effective area factors and quality adjustments. Market analysis was used to establish building base rates and adjustments. The 2018 newly established building base rate values can be found in Section F of the Report.

Prior to this update, the median level of assessment according to the Prior Year DRA Equalization Study was 83.1, the coefficient of dispersion (COD) was 14.1 and the price-related differential (PRD) was 1.00.

The 2018 DRA Equalization Study resulted in a median ratio of 95.5, a COD of 10.6 and a PRD of 1.03. These figures fall within the IAAO and ASB recommended ranges and represent an improvement over the prior indicators of assessment level and equity.

The next scheduled revaluation of all properties in the Town of North Hampton to comply with RSA 75:8-a five-year valuation is 2023.

I hope this information is helpful and look forward to continuing the support and assistance the Department provides to your community. If I can be of any further assistance, please feel free to contact me at (603) 230-5961 or Susan.J.Serino@dra.nh.gov.

Sincerely,



Susan J. Serino, Real Estate Appraiser  
Municipal and Property Division

cc: File

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

[mtully@northhampton-nh.gov](mailto:mtully@northhampton-nh.gov)



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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
OFFICE *of the* TOWN ADMINISTRATOR

**REPORT OF THE TOWN ADMINISTRATOR**

**Michael J. Tully**  
**Town Administrator**

Municipal Offices  
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**TOWN OF NORTH HAMPTON, NEW HAMPSHIRE**  
**OFFICE of the TOWN ADMINISTRATOR**

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**TOWN ADMINISTRATOR'S REPORT**  
**JANUARY 25, 2021 SELECT BOARD MEETING**

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**REPORTING PERIOD**

The reporting period is from January 12, 2021 through January 22, 2021

**Finance**

The Budget Committee voted on all warrant article as well as held the required public hearing on January 19, 2021. We are in the process of putting together the warrant which will be posted soon. Currently we are in good financial shape with 47% of the budget remaining and 24 weeks remaining in the fiscal year.

**Police**

Many of our nearby communities have been experiencing car break-ins and stolen vehicles. The Police Department would like to proactively remind residents to please lock their vehicles and do not leave valuables in sight.

They have also seen an uptick in reports of fraud and identity theft, stay vigilant protecting your personal information and call the department if you notice anything suspicious.



## **Fire**

The 2007 Chevy Tahoe has been sold and taken off the property. The new ambulance is due to be delivered on January 22<sup>nd</sup>. After delivery tasks will be completed to put the vehicle in service.

## **Facilities**

*Town Hall.* Nothing new to report. Mr. Schnitzler will return in the spring for maintenance to the clock face.

*The Library.* Nothing new to report. The Library build is moving along. Crews have been working on closing in the building by installing the outside shell.

*Stone Building.* Nothing new to report. Mr. Schnitzler will be inspecting the building in the spring and creating a report similar to the Town Hall. Having this in place will assist us in assuring timely maintenance is performed on the building.

*Town Office/Chevalier Building.* Interviews with firms that answered the RFP occurred on January 7<sup>th</sup>. Select Board members are currently researching firms. An agenda item will be included when the Board is ready to discuss choosing a final firm.

## **Recreation**

Director Manzi worked with the Firefighters union as well as NHYA to set up the ice rink at Knowles Field. We will let the public know when the rink is ready for use.

## **Projects**

*PFAS Investigation.* Travis Murray, Chief Lajoie and myself met with StoneHill Environmental on January 13<sup>th</sup> for a project kick-off meeting. They have hit the ground running and are in the research stage now. I will keep the Board updated as we move through the investigation.

*Telephone System/Communications.* Chief Mone has begun conversations with MDCOM reference our aging phone system. Currently we are waiting to hear back from the Library on their needs so we can move forward together creating the best deal for our residents.

*Cell Tower.* Nothing new to report. I am in contact with a provider who is working on a plan for our community. It will be brought forward if and after it receives final approval in their internal processes.

*Regionalization.* Nothing new to report. Deputy Lajoie and I met with the Rye Fire Chief to continue talks about increased mutual aid between the communities. The Departments have established new automatic response guidelines and are currently operating under those protocols

*Coronavirus.* Planning has continued with school personnel and the Moderator to plan the deliberative session. A stakeholder meeting has been scheduled for January 27<sup>th</sup>.

*Coakley Landfill Group.* Nothing new to report. There was meeting of the Coakley Landfill Group scheduled on January 13<sup>th</sup>. I was on the call and will forward minutes when they are received.

*Junkyard Closures and/or New Problems:* Nothing new to report. The building inspector is working with residents and a commercial property owner to solve issues brought forward. He is also following up on a past case to assure compliance.

*Economic Development.* Nothing new to report. The EDC did not have a meeting in December. Ironwood was not prepared to present at the January meeting and is scheduled for February. I expect to see a recommendation from the EDC to the Select Board this spring.

*Negotiations.* The warrant article for the tentative agreement with the International Association of Firefighters – Local 3211 passed the Select Board 3-0 and the Budget Committee 6-0

*Warrant Articles.* All warrant articles have been voted on by both the Select Board and Budget Committee.

*Rails to Trails.* The committee will be meeting in February to continue on the task of developing a plan for our rail trail.

*Public Works.* The speed sign has been installed on Mill Road. Director Hubbard is meeting with engineers to complete plans to change the Route 1 end of Fern Road, which will make it safer for traffic.

*Community Outreach.* TA's open office hours are reinstated. I will be available on February 22<sup>nd</sup> from 4 to 5 pm at the Town Clerk's office to meet with any resident or business owner who would like to discuss an issue.

*Philbrick Study Report.* Nothing new to report. The group has continued to have discussions and is waiting on language from the State DOT regarding future maintenance responsibilities

*Document Management System.* The GIS of the tax maps with an interactive page on the website is underway. We have signed the contract and expect the project to be completed this summer.

*Meeting Schedule:* Our next regularly scheduled meeting is on February 8, 2021.

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

[mtully@northhampton-nh.gov](mailto:mtully@northhampton-nh.gov)



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**NEW BUSINESS**

## Michael Tully

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**From:** Lisa J. Wilson <lisajwilson@comcast.net>  
**Sent:** Tuesday, January 19, 2021 12:31 PM  
**To:** Jim Maggiore; James Sununu; Larry Miller  
**Cc:** Michael Tully  
**Subject:** Gravel Parking Area for Oliver Brook Trail  
**Attachments:** NH BOT Grant Application.pdf

[EXTERNAL SENDER]

To the Select Board,

As a result of the Commission having been notified that that it was selected to receive a grant for \$25,000 from the NH Bureau of Trails program to create the Oliver Brook trail to the Little River Conservancy, the Commission has tentatively scheduled the work with the NH SCA Corps for the fall of 2021.

The attached application for the grant describes plans to create a gravel parking for a few cars at the trail's entrance off Woodland Road. The North Hampton Department of Public works created a similar gravel parking area located at the Fogg conservation land which addressed safety concerns for residents wanting to both walk the Fogg land and the Old Road Farm trail across Mill Road.

Given that we have not had significant amounts of snowfall to date I am writing to request that the Select Board approve this work and begin the work as soon as possible.

Thank you,

Lisa Wilson, Chair  
North Hampton Conservation Commission



**Recreational Trails Program  
Grant Application  
FY-2021 Project Y**

*Trails Bureau Use Only*

21- \_\_\_\_\_

**APPLICANT INFORMATION**

Organization Name: Town of North Hampton Conservation Commission  
 Project Administrator (will be required to sign project administrator authorization form): Lisa J. Wilson, Chair  
 Name of person who attended at least 1 workshop for project Y (Federal Fiscal year 2021): N/A  
 Organization Mailing Address: 233 Atlantic Avenue City/Town: North Hampton State: NH Zip: 03862  
 Organization Day Telephone: (603) 964 8087 Organization Fax: (603) 964 1514  
 Email: mtully@northhampton-nh.gov Website: https://www.northhampton-nh.gov/about-norh

Applicant Is:  Federal agency  
 (choose one)  State agency  Municipality  University/educational institution  
 Non-Profit:  Private:

Registered with the [NH Secretary of State](#)?  
 Yes  No  N/A (state/federal/municipality)

**PROJECT INFORMATION**

Project Name (include phase # if applicable): Olivier Brook Trail to Little River Conservancy  
 Approximate Project Area Length or Total Trail System Length: 1.4 miles indicate either *miles* or *feet*

Primary/Permitted trail use(s) served (check all that have land owner permission):  
 ATV  hiking  snowshoe  mountain biking  
 UTV  bicycle  x-c ski  wheelchairs  
 motorbike  equestrian  dog sled/mushing  other: Dog Walking  
 4x4  jogging/running  skijoring  
 snowmobile

Secondary/Permitted/Incidental trail use(s) served (check all that have land owner permission):  
 ATV  hiking  snowshoe  mountain biking  
 UTV  bicycle  x-c ski  wheelchairs  
 motorbike  equestrian  dog sled/mushing  other: \_\_\_\_\_  
 4x4  jogging/running  skijoring  
 snowmobile

Project Category (per FHWA) check all that apply:  
 A: Maintenance and Restoration of Existing Trails  
 B: Development and Rehabilitation of Trailside and Trailhead Facilities  
 C: Purchase of Trail Construction and Maintenance Equipment  
 D: Construction of New Recreational Trails  
 G: Educational Programs to Promote Safety and Environmental Protection  
 (may not be combined with project categories A,B,C,D, above - must be submitted individually)

**PROJECT LOCATION**

City/Town/Unincorporated Place Name(s): <u>Town of North Hampton, NH</u>	<i>Trails Bureau Only</i>
Land/Landowner(s) (check all that apply): <input type="checkbox"/> federal <input type="checkbox"/> state <input type="checkbox"/> county <input checked="" type="checkbox"/> municipal <input type="checkbox"/> private	District 1 <input type="checkbox"/>
List ANY and ALL Landowners: Public and Private (use additional page if necessary): <u>Town of North Hampton; North Hampton Conservation Commission</u>	District 2 <input type="checkbox"/>
Name(s) of Public Land Project is Within (if applicable): <u>Town of North Hampton, NH</u>	District 3 <input type="checkbox"/>
US-NH Congressional District <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2	
Is this project located on land that has public access for all? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Approximate Center GPS Coordinates (decimal degrees format): <u>42.974931° N, -70.796708° W</u>	

## PROJECT PROPOSAL

### Section I - Organizational Overview up to one page:

- Describe your organization/agency. Answer all questions below. Use additional space below if necessary.
  - Yes  No Will your organization be **contracting to a 3<sup>rd</sup> party** to complete this project?
    - If yes: provide details below
  - Yes  No Will your organization be working with **youth/service corps** to complete this project?
    - If yes: provide details below
  - Yes  No Will your organization be applying to **any other grants funds** to complete this project?
    - If yes: provide details below & attach relevant documents to application
      - Ex: **Transportation Alternatives Program (TAP)**
      - Ex: **Grant-in-Aid (GIA)** (for snowmobile & ATV clubs only)
      - Ex: **Land and Water Conservation Funds (LWCF)** (for municipalities only)
  - Yes  No Will your organization be **requesting an advance of funds**?
    - If yes: justify below & indicate approximate amounts to be advanced
    - (NOTE: if not included in this application any request for advancement of funds will be denied)
  - Yes  No Has your organization received **RTP grants in the past**?
    - If yes: include RTP numbers and brief description of past projects below
  - Use additional space on below to describe the following:
    1. Your organization's purpose, mission and/or goals
    2. How long your organization has been in existence
    3. How many current members and/or staff information
    4. Any other grant-funded projects currently being constructed?
    5. Indication of your organization's financial ability to make initial payments for grant costs
    6. Can your organization meet the timelines for project completion?
    7. What preparation and coordination did your organization/agency perform to prepare for this project?
    8. Has your organization done any fundraising to assist in paying for this project?
    9. How many miles of trails (and where in NH) does your organization maintain?

Describe your organization/agency below. May attach one additional typed page if necessary.

1. **Purpose Mission Goals:** The North Hampton Conservation Commission was established pursuant to RSA 36-A for the proper utilization and protection of the natural resources and for the protection of watershed resources. Future goals of the Commission include acquiring and monitoring conservation land, trail maintenance, and public education and outreach. Through the Town website, quarterly newsletters, collaboration with Town boards and commissions, and televised meetings, the Commission strives to better educate, to involve the public in the work of the Commission, and to encourage the public to explore and enjoy the natural features of North Hampton's Conservation land.
2. **North Hampton Conservation Commission was Established in 1965.**
3. **Number of Current Commissioners:** Seven regular members and two alternate members.
4. **Grant Projects Currently Being Constructed:** None
5. **Organizations Financial Ability to Make Initial Payments:** The Conservation Commission has sufficient funds from its Current Use fund balance to make initial payments and meet match requirement.
6. **Project Timeline:** The project is tentatively scheduled with SCA NH to be completed during the fall of 2021.
7. **Preparation and Coordination to Prepare for this Project — Project History and Timeline:**
  - **2018:** The Conservation Commission accepted the donation of a 24 acres parcel, the Little River Conservancy (LRC), land with an existing trail that abuts historical properties.
  - **2019:** The Commission acquired public access to the LRC (24 acres) from Woodland Road by acquiring a 15 feet wide by 248 feet long strip of land connecting the LRC to the 44 acres of existing Town-owned conservation with access off of a main road with existing public parking off Woodland Road. The Commission also engaged Jones and Beach Engineers to survey property boundaries and flag the newly acquired access and engaged legal counsel to complete the acquisition and record the transaction at the Rockingham County Registry of Deeds.
  - **April 2019:** Members of the public and commissioners walked a potential route from Woodland Road to the LRC.
  - **July 2019:** With the support of the Select Board the Conservation Commission applied to the Student Conservation Association NH (SC NH), to submit a proposal to the North Hampton Conservation Commission for development and construction of approximately 1.4 miles of new hiking trail to the LRC property which met the SCA's criteria for clear conservation value. (continued on additional page)

**Preparation and Coordination to Prepare for this Project — Project History and Timeline:**

- **February 2020:** The SCA NH Conservation Coordinator met with North Hampton Conservation Commission members on a site visit to discuss the project and prioritize trail needs and goals for the 2020 field season.
  - **April 2020:** SCA NH Conservation Coordinator has been in contact with Lisa Wilson regarding timelines and submitting this Project Proposal for consideration by North Hampton Conservation Commission. **May 2020:** The SCA NH Coordinator conducted a second site visit to refine design plans and members of the **Conservation Commission conducted two additional site visits to find boundary markers, scope out the trail, and to photograph potential bridge locations.**
  - **June 2020:** The SCA NH Conservation Coordinator submitted revised Project Proposal and estimates of materials costs to the North Hampton Conservation Commission. The NH Corps Program Manager will provide a draft contract for the project.
  - **June 2020:** The North Hampton Conservation Commission applied to the NH BOT for an RTP grant. (Upon learning whether the Commission is the recipient of the grant, SCA NH Corps will schedule a site visit to flag the trail route, confirm number and dimensions of structures needed, and finalize the project in preparation for the 2021 field season. If confirmed, the SCA NH Corps will reserve hitch slots for the project to assure 2021 scheduling availability.)
  - **Spring 2021:** The SCA NH Corps Program Manager will draft a standard Hitch Agreement for review and signature by the North Hampton Conservation Commission.
  - **July-October 2021: The crew will complete the two 11-day hitch project at a date and time as agreed upon by the SCA NH Conservation Coordinator and North Hampton Conservation Commission.** The SCA NH Conservation Coordinator and SCA NH Crew Supervisor will provide field support to the crew as needed for the duration of the project.
  - **Post Project:** Post project completion the SCA NH Conservation Coordinator will provide a report of accomplishments to North Hampton Conservation Commission. Additionally, the SCA NH Conservation Coordinator will have a post project debrief with the project contact from the North Hampton Conservation Commission. North Hampton Conservation Commission will complete a short online evaluation of the crew and SCA NH.
8. **Fundraising:** The Commission has not done fundraising for this project; however, the Town will construct a gravel parking area for three cars and install informational signage (**\$3352 is the estimate provided by the North Hampton Department of Public Works for cost of materials and equipment rental to install the parking area for a total expenditure of approximately \$6000 for labor and signage**). The Project Administrator and Commission will also provide the SCA NH crew with a safe camp site, a potable water source, and portable restroom facilities. The Commission will continue to rely on volunteer support from the Commission to help mark the trail, coordinate the ordering of materials, and to monitor the progress of the project. **To date the Commission has expended \$10,000 in legal fees to accept the LRC donation and to provide public access to the Little River Conservancy.**
9. **North Hampton Trail Information:** The Commission maintains approximately eight miles of trails located on conservation land within the within the Winnicut and Little River watersheds in North Hampton, NH. In recent years three Eagle Scout projects included the constriction of wetlands crossings and clearing trails on conservation land. The North Hampton Department of Public Works helps maintain the Town Forest and parking area; volunteers from the public and Commission help monitor and maintain trails. The Commission engages professional tree services when necessary to remove large trees that have fallen and to clear heavy brush. A list of conservation land that is maintained by the Commission includes the Town Forest, Corbett, Robie, Dustin-Booker, Forest Hills, and Old Road Farms trails

**The North Hampton forever Program, adopted by the residents in 2001, has permanently protected over 656 acres from development.** Using a mix of matching funds, bargain sales and generous donations from land owners, North Hampton Forever conserved and protected approximately \$7.5 million dollars worth of land from the original \$4 million dollar investment. Much of the land conserved with North Hampton forever funding is open to the public.

**North Hampton has approximately 1631 acres of conservation land, approximately 18% of the Town's total land area.** *The Database of Conservation Land* in North Hampton is posted on the Town website and updated periodically. The website includes information about the conservation parcels that are open to the public for year-round recreational enjoyment. Please refer to *North Hampton Conservation Properties* and the *Conservation Commission's Trail Map Brochure and Guide*. *The Commission has engaged the Rockingham Planning Commission to conduct a 2020 Natural Resources Inventory as a resource for Town officials and North Hampton residents.*

**Section II - Project Description up to two TYPED pages:**

Based on your project category(s) include all applicable information as indicated below. If project falls within more than one category describe how each individual category relates to each other within your overall project. **BE THOROUGH.** Answer all questions. You may include 1 additional TYPED page.

**Every Project needs to indicate ALL FUNDING & MATCH SOURCES.**

- **Category A, B, D projects:** (maintenance, construction, development and rehabilitation of trails) describe the *goals* and *scope* of work necessary to complete your trail project IN DETAIL.

- Yes  No Will project require **NEW** iron or steel?
  - **NOTE: any NEW iron or steel purchased must comply with FHWA Buy America requirements** (mill certificates required for all steel/iron purchases with cumulative costs of \$2,500 or greater).
    - **This also applies to *donated* iron or steel used for match.**
- Yes  No Will project require **RECYCLED** iron or steel?
  - **NOTE: any RECYCLED iron or steel purchased must document where acquired.**
    - **This also applies to *donated* iron or steel used for match.**
- Yes  No Will there be **universal** access to this trail?
  - If yes: organization will need to follow USDA Accessibility Guidelines when constructing trail.
- Yes  No Is this a **motorized only** trail?
  - If yes: include in space below:
    - If constructing a new trail:
      - Will this trail be gated? How wide will your gates be? Will these gates be purchased for this project? What will the gate(s) be made of?
    - How wide will your trail be? Does this include ditches for water movement?

The trail is not gated and at least 6' wide. The Oliver Brook foot bridge and boardwalk width is 3' feet wide. The bog bridge tread way width is 24 Inches wide. No ditches will be needed for water movement.

- Yes  No Is this a **non-motorized trail** or **diversified** trail?
  - If yes: include in space below:
    - What level of difficulty is this trail?
      - (Ex: is trail geared towards novices vs. experienced enthusiasts?)
    - Is it a gateway trail to more difficult trails?

This trail is suitable for beginners with basic experience due the length and the moderate incline to the LRC. It is not a gateway trail to more difficult trails. This trail leads to the LRC conservation land that has large open areas for the exploration of uplands, wetlands, rock formations, and old existing trails.

- Yes  No Will your project involve construction or refurbishing **bridges**?
  - If yes: include in space below:
    - Dimensions (length & width)
    - Bridge materials (steel? wood?)
    - Abutment materials
    - What water body bridge spans (if applicable):
      - **NOTE: be sure to indicate on attached maps where bridge will cross**

Bridges dimensional PT lumber. Bog Bridges: 400'-450' length, 24" tread way width; Foot Bridge: 10' length, 3' width w/railings, PT 6x6s placed atop two rock filled baskets on either side of stream, leveled and secured with rebar; Boardwalk: 50' length, 3' width, toe rail, metal tube anchor.

- Yes  No Will your project involve constructing new, completely replacing or repairing existing **culverts**?
  - If yes: include in space below:
    - What type?
    - How many?
    - What will culverts be made of? Or what are they currently made of?
    - Dimensions of culverts: length (in feet) & diameter (in inches)

20' HDPE Culvert Pipe to install gravel parking area at entrance -- to be installed by the North Hampton Department of Public Works, grants funds are not requested for this component of the project.



- Yes  No Will any match sources be using privately-owned machinery/equipment?
  - If yes: include in space below:
    - Make, Model, year manufactured
    - What tasks this piece of equipment will be specifically used for?
- Who is responsible for routine maintenance of this trail? Use space below. Include how often this trail is maintained.

The North Hampton Conservation Commission will be responsible for maintaining the trail and members of the Commission will inspect it throughout the year -- 4 times or more frequently.

- Use additional space on page 5 to describe the following:
  1. Purpose and need of project, planned end results/product (if necessary)
  2. Necessary labor and source of labor, indicate:
    - Unskilled, skilled, contracted, youth corps, own work force, volunteer, service contract
  3. Necessary materials and/or equipment to be used
  4. Detailed construction and/or maintenance methods
  5. Design and/or engineering services, planned end results/product (if necessary)
  6. Describe any commitments and plans by your organization, partnering organization and/or landowner to keep and maintain trail open for future public use. (minimum of 4 years after project completion)
    - Will this trail need additional sources of funding in the future to be maintained?
- **Category C projects:** (equipment purchases) describe the equipment proposed for RTP funding and intended use.

NOTE: as of May 2017 all **Federal Buy America waivers** are on hold until further notice. Applications requesting any foreign made products will not be considered for selection. Any equipment purchases will have to obtain proper documentation of Buy America compliance. See the FHWA website for further details.

- Yes  No Will this purchase be ≥\$2,000.00?
  - If yes: include on page 5: **anticipated sources for 3 competitive vendor quotes, or justification for why only 1 vendor is available**
    - NOTE: 3 competitive quotes are *not required* with application, but may be attached
    - NOTE: justification for sole sourcing a vendor is evaluated on a case-by-case basis and is subject to approval by the Bureau of Trails.
- Yes  No Is this a **new piece of equipment** (not necessarily a newly made piece of equipment)
- Yes  No Is this a **refurbishment** on a piece already owned?
- Yes  No Will this purchase be **replacing** a current piece of equipment?
- Yes  No Will a currently-owned piece of equipment purchased with past RTP funds be disposed of or traded in to help pay for this purchase?
  - If yes: describe equipment and trade in value on page 5
- Use additional space on page 5 to describe the following:
  1. Purpose and need (what will you be using this equipment for?)
  2. Preferred model/type, manufacturer and/or vendor (if applicable), and justification for this model
  3. *Anticipated* life of equipment and/or retention plans (sale or disposal of equipment needs Bureau of Trails authorization)
  4. Describe your organization's plans & methods to maintain equipment in good working condition for life of the equipment
  5. Describe where this equipment will be stored when not in use

- **Category G projects:** (educational projects) this project category cannot be combined with other program categories; however a proposal may contain costs for labor, services, materials and equipment. Complete all applicable budget tables.

- Use additional space on page 5 to describe the following:
  1. Projects that involve installation of structures should follow requirements for categories **A, B, D.**
    - Indicate that your project is category G but answer questions from category A, B, D that apply
  2. Purpose and target audience
  3. Methods and materials needed (including details on all media, hard goods and structures)
  4. Relevance to specific trail users
  5. Planned partnerships (if applicable)
  6. Program longevity (is this a short-term, long-term or permanent program?)
  7. Describe your organization's and/or partner's plans to continue the program and schedule

**Purpose of the Project:** The purpose of the project is to provide the public the means to experience a total of 64 acres of Town-owned conservation land through a 1.4 mile trail along Oliver Brook that extends to the 24 acres Little River Conservancy, land donated to the Town in 2018. A marked trail is essential to prevent the public from getting lost in the woods; the bog bridges, foot bridge, and boardwalk are necessary to safely cross Oliver Brook and its surrounding wetlands as well as to protect them at the same time. This trail will be the only one of its kind within the Little River Watershed where the public has the chance to observe flora and fauna within the inner workings of the natural water courses that lead to the Little River Salt Marsh and at the same time enjoy the wetlands and uplands that comprise the Little River Conservancy.

**Demonstrated Need for the Project:** A well built trail constructed by professionals who understand and respect nature is needed for such a varied ecosystem for access and wetlands protection. The proposed bridges and boardwalk will enable the public to more safely observe how a wetland system works during all four seasons — the public will experience and enjoy natural vegetation and wildlife that thrives in this habitat. Without this trail the public would not have the means to safely access this conservation land for recreation. This trail will help the public better understand the need to protect wetland systems while enjoying the acreage at the same time.

**Description of the Planned Work and Timeline:** SCA NH AmeriCorps has agreed to partner with the North Hampton Conservation Commission to complete this work. The SCA NH Corps provides all labor and equipment for a six member crew to work two 10-day hitches for a minimum of 40 hours per week, often longer for a flat fee of \$10,500 per hitch. Design and planning is a collaborative effort between SCA NH and the Commission. The SCA NH professionals understand how to build trails, appreciate nature, and will employ best management practices throughout the project. Commissioners will be engaged in the project and will rotate site visits during construction.

The 1.4 mile trail is scheduled to be completed in the fall of 2021. Much prep work has been done during the past year to scope the trail, mark the boundaries of the property and consult with the the SCA NH Coordinator. The Coordinator will plan to visit the site with members of the Commission to review the route and proposed work this fall. The Commission will have the fall and winter months to plan the details of the project to ensure that all the materials are ordered and delivered in time for the work to start.

**Design of the Trail and Scope of Work:**

- **50' Wide Trail Entrance off Woodland Road:** The North Hampton Department of Public Works will construct a gravel parking area. There is also ample public parking along both sides of Woodland Road. At the parking area entrance, the Commission with the help of DPW will install a permanent maintenance free sign denoting the name of the trail. The DPW will install a culvert at the entrance following *Best Management Practices* working with the NHDES for any required permits. (The Town and Conservation Commission will fund this portion of the project and signage at the parking entrance). Further on closer to the entrance of the trail, the installation of a larger maintenance free kiosk will serve as an outdoor informational sign/message board.
- **Scope of Project as Prepared by the SCA NH Coordinator:** All bridges will be constructed from dimensional lumber that is pressure treated with micronized copper azole, a preservative that is recommended in the 2019 NHDES Environmental Fact Sheet. The SCA crew will re-naturalize any area impacted by erosion as recommended by the 2017 Best Management Practices for Erosion Control Manual. All bridges and boardwalks are to be constructed at the entrance of the trail to minimize disturbance to the wetlands and **all equipment and materials will be hand carried to location, which is also more efficient.**
  - **450' of Bog Bridges:** as noted on the swampy areas of the attached maps: 2x10s for stringers, 6x6 for sills;
  - **10' Footbridge across Oliver Brook:** 2x6 for decking, and adding a railing of 4x4 posts and 2x6 rails; 3' wide using 1/2 rebar to secure, timberloks, and deck screws. For the foundations/abutments, a 'gabon basket' is proposed for this type of bridge. It's essentially sheets of super heavy-duty chicken wire that is shaped into a rectangle and connected to itself, then filled with small to mid-size rocks taken from the general area. The sills for the bridge, pressure treated 6x6s, are then placed atop the 2 baskets on either side of the stream and leveled and secured with rebar. The bridge is then built on the sills, and because the baskets are very heavy and rock/metal, they can handle changing water levels, don't rot, keeps the bridge several feet off the ground and it's less expensive than using lumber cribbing.

(continued on next page)

## Description of Project Continued on from page 5 of 11

- **50' Boardwalk:** To be constructed within soggy segments of the trail. 3' wide with toe rails (not full railings), cost is approximately \$350 per 10' of treadway, elevating the walking surface about 1' higher than the current ground level. The boardwalk will be constructed in units. Each unit of pressure-treated wood is 10 feet long and the deck boards are 3 feet long with 6 x6 sills for abutments.
- **Old Stone Roadbed :** The crew will set 1-2 large step stones from the general vicinity to enable easier crossing during the wetter periods.
- **Clearing and Marking the Trail:** The general route of the new trail will be flagged by the SCA NH Conservation Coordinator based on track maps and topographic considerations and will be approved by a representative from the Commission. Trail Design Parameters: treadway width, 24"; target max grade 10 %; target cross slope 3-5%. The Commission will ensure property lines are clearly and accurately marked in locations where trail is within 10' of boundary. The construction of the 6' treadway corridor to a height of 10' will be completed using hand tools, brushsaws, and chainsaws.

**Commitment to Trail Maintenance:** The North Hampton Department of Public Works and the members of the Commission work together to maintain the Town's trails. The Commission will prepare a trail management and maintenance plan for the Oliver Brook trail and will ensure funds are in place each year for bridge repair and clearing. There are a number of volunteers on the Commission who frequently inspect and clear North Hampton's existing trails; residents and local professionals have offered their services who enjoy and respect nature. The Commission's chair of the trail maintenance subcommittee does much work himself and has supervised a number of Eagle Projects to improve and clear trails.

**Identification of Funding and Matching Sources:** The Conservation Commission has committed to a 20% cash match for a potential grant award. The Town and Conservation will be contributing approximately \$6000 to construct the gravel parking area and to purchase and install conservation signage close to the trail entrance. (The Commission requested grant funding for only the informational signage — an example of the maintenance-free kiosk is attached)

**Commitment to this Project and Public Education:** The Commission has been working to create public access to the Little River Conservancy since it acquired the land in 2018 and has expended \$10,000 to accept the donation of the 24 acres parcel and to acquire a 15-foot-wide by 258-foot-long strip of land that connects the 44 acres of conservation land (1.4 mile trail) to the 24 acres parcel that comprises the Little River Conservancy. (Map, 6, Lot 79 to Map 6, Lot 80).

The opportunity for the Oliver Brook Trail to connect to the Little River Conservancy is a very important project to further public education. Through traditional public outreach and digital media, this trail will help educate the public about wetland beauty and functions as well as foster interest in preserving and discovering the wonders of nature.

Thank you for the opportunity to apply for this grant.

Lisa J. Wilson, Chair, North Hampton Conservation Commission

### Section III - Environmental & Cultural Analysis:

Describe the effects of your project site in relation to *natural* and *cultural* resources and how you plan to minimize any impacts. Any potential impacts to wetlands, rivers, streams or bodies of water **must** be addressed here. Any impacts to historical resources must be addressed here. Answer every question for your project category.

- **Category A, B, D projects:** (maintenance, construction, development and rehabilitation of trails) answer the following questions: Use additional space on next page if needed to further describe environmental or historical impacts to project.

- Yes  No Has your organization performed a **Natural Heritage Bureau (NHB) Datacheck** & attached (in **COLOR**) to this application? (See attachment requirements)  
Enter Natural Heritage Review number here: NHB 20 - 1808
- Yes  No If yes to previous question: was there a **hit?** (**it is the organization's responsibility to contact NHB or NH Fish & Game for consult**)
  - If yes: **attach** NHB and/or NH Fish & Game's advisory (must be documented with emails)
- Yes  No Will you be **digging** for your project?
- Yes  No If yes to previous question, will digging remain **ENTIRELY** in footprint of existing trail?
- Hand  excavator If yes to previous question, will you be using hand tools or excavator?
  - Approximately how **deep** and over how large an **area**? (add dimensions in space below)

Use of anchor poles may be needed to secure the boardwalk; they will be driven into the ground and no digging is required.

- Yes  No Will you be **cutting** trees?
  - If yes: *estimate* how many trees? (use space below)
  - If yes: what is the *average* diameter at breast height (DBH) of trees? (use space below)
  - If yes: will you be *pulling the stumps* of these trees or will you *grind down* to ground level?

- Yes  No Are there any: **Historic Properties** 50+ years in project area that you are aware of that will be **adversely effected** by this project? Historic Properties are: prehistoric or historic districts, sites, buildings, structures or objects. Some examples include but not limited to: culverts, bridges, buildings, stone walls, town pounds, foundations, wells, dams, whistle posts, rail rests, mile markers, etc.  
(Projects will be reviewed through **EMMIT** and evaluated by the State Historical Preservation Officer (SHPO), through the Bureau of Trails for cultural impacts)
  - If yes: attach **photos** & describe in space below
  - Will you be rebuilding/repairing these structures? (describe in space below)

- Yes  No Any **cemeteries** within 25 feet of project area? (If yes: attach **photos** & describe in space below)

- Yes  No Will this project link existing trails?
  - If yes: what will be the total trail length including the newly constructed trail? (use space below)

This project links to the Little River Conservancy (LRC) existing open conservation land with about one-half mile of existing old trails around the perimeter of the property.

- o  Yes  No Will your project cross or run adjacent to either of the two designated Wild & Scenic Rivers in NH the Lamprey River in Strafford & Rockingham Counties or the Wildcat River in Coos & Carroll Counties?
  - o if yes: describe where crossing is and/or how far away in feet? (use space below)

- o  Yes  No Is there any wetlands in or near your project area?
  - o if yes: are these wetlands considered "Prime Wetlands"?  Yes  No (under [NH RSA 482-A:35](#))
  - o if yes: how far away in feet? (use space below)

Segments of the trail are through the wetlands where Oliver Brook drains. It is also necessary to cross Oliver Brook with a 10' footbridge and bog bridges/boardwalk through swampy areas.

- o  Yes  No Is there a stream/river/foodplain/sand dune/watershed/vernal pool in/near your project area?
  - o if yes: describe what it is (use space below)
  - o if yes: how far away in feet? (use space below)
  - o if yes: will you be requiring permits? (list specific permits in space below)
  - o if yes: how will construction debris/erosion NOT flow into river/stream? (use space below)

Oliver Brook is within the project area and should not be impacted by debris erosion (See p.19). Permit: NHDES Trails: Statutory Permit by Notification/ WaterDiv/LRM Wetlands Bureau.

- o Use space below to describe specific techniques on how you will minimize erosional impact using the [2017 Best Management Practices for Erosion Control manual](#) (found on RTP website), or any other trail building/maintenance/best practices manual.

The construction of bridges and marking of the trail itself will help protect the wetlands from pedestrian damage. The SCA Corps will re-naturalize any area impacted during the project, will cut vegetation by hand and not disturb any roots. All bridges and boardwalks will be constricted within the upland area at trail entrance. The crew will carry all equipment and materials to the site by hand. The trail will take advantage of the natural contour of the land for minimal disturbance and will remain in its natural state for most of the 1.4 mile route. All work will also be in accordance with NH DES Best Management Practices.

- **Category C projects:** (equipment purchases) describe in space below how the new/refurbished equipment will improve the environment in regards to:
  1. Emissions
  2. Fuel Impact
  3. Financial grooming costs
  4. How its use will impact the physical land
- **Category G projects:** (educational projects) describe in space below the relationship of program to environment.
  - o Projects that involve installation of structures should follow requirements for categories **A, B, D**.

**Section IV – Budget**

All Categories

- maximum one (1) application per overall project or phase
- maximum two (2) applications per organization/agency

Categories A, B, C, D

- \$80,000 maximum request allowed
- \$8,000 minimum request required
- maximum two (2) applications per organization not to exceed \$80,000 combined total

Category G (Educational Projects)

- \$10,000 max request allowed
- \$3,000 minimum request required
- maximum one (1) application per organization

Complete all applicable budget tables below (write N/A where not applicable). Budgets may be subject to adjustment.  
 If your organization wishes to include overhead costs: attached your Federal ICAP to application.

**LABOR**

Include: unskilled labor, skilled labor, contract labor and/or own work force

- **Unskilled volunteer labor** rated at **\$25.52 per hour for MATCH ONLY**
- **Skilled labor** is rated at market value (Laborer must be performing tasks *within his/her own professional scope*, must be able to **justify and document rate of pay**)
- **Contract labor** is at **contractor's rate** (grant recipients are required to follow *program procurement procedures*)
- Organization's **own work force** is at organization's personnel rates & benefits: must provide documentation

*Do not include equipment operators in this table if costs for operator are included with equipment rental costs*

Labor Type	# of laborers	total hours	\$ hourly rate	\$ project total	\$ requested from RTP	\$ pledged as match
SCA NH Ameri Corps	6	N/A		\$21,000	\$16,800	\$4,200
2 - 11 Day Hitches for 20 days work				\$0.00		
Crew of 6				\$0.00		
Minimum of 40 hours per week, often work longer days.				\$0.00		
SCA NH \$10,500 per hitch fee				\$0.00		
<i>column totals</i>				\$21,000	\$16,800	\$4,200

**EQUIPMENT RENTAL**

Include: excavators, vibratory rollers, front end loaders, compactors, tractors, bale choppers, generators

- Personal UTV/ATV use is allowed as **MATCH ONLY** for \$14.30/hour

Equipment Type	operator included? yes / no	total days or hours	\$ daily or hourly rate	\$ project total	\$ requested from RTP	\$ pledged as match
SCA NH Ameri Corps				\$0.00		
provides all tools and equipment				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
<i>column totals</i>				\$0.00	\$0.00	\$0.00

**MATERIALS**

Include: aggregates, lumber, hardware, concrete blocks, culverts, pre-fabricated items, paper, supplies, etc.

- for all materials, indicate intended "use" as follows:  
**M/C** (maintenance/construction), **S/K** (signs/kiosks), **M/B/M** (maps/brochures/media)

Material Type (specify unit measurement)	use*	quantity	\$ cost per unit	\$ project total	\$ requested from RTP	\$ pledged as match
Based upon SCA NH Coordinator				\$0.00		
Estimates for all PT Pine Lumber				\$0.00		
450 ' Bog Bridging		450	\$10.1	\$4545.00	\$3636	\$909
10 ' Foot Bridge & Rails		1	\$450	\$450.00	\$360	\$90
50' Boardwalk @ \$350 per 10'		10	\$350	\$3500.00	\$2800	\$700
				0		
(includes all materials Timberlok, screws rebar and other materials)				\$0.00		
				\$0.00		
				\$0.00		
<i>column totals</i>				\$8495.00	\$6796	\$1699

**PLANNING/DESIGN/ENGINEERING**

Include: costs for services to produce final plans for project

- Maximum allowable costs for planning/design/engineering is **10%** of total project amount
- May include service costs for completing permits/reviews (not actual permit costs)
- Designs must be included at time of reimbursement
- Skilled labor designs is subject to justification of hourly rate and project sponsor must provide sufficient documentation at time of reimbursement**

Service Type	total hours	\$ hourly rate	\$ project total	\$ requested from RTP	\$ pledged as match
SCA NH AmeriCorps &			\$0.00		
North Hampton Conservation Commission			\$0.00		
will provide Planning and Designing			\$0.00		
<i>column totals</i>			\$0.00	\$0.00	\$0.00

**ENVIRONMENTAL PERMITS/REVIEWS**

Include: actual permit and review costs.

- Natural Heritage Bureau data check reviews are non-eligible for reimbursement
- Phase archeological studies are non-eligible for reimbursement

Permit/Review Type	quantity	\$ cost per unit	\$ project total	\$ requested from RTP	\$ pledged as match
The Commission will assume these			\$0.00		
additional costs			\$0.00		
			\$0.00		
<i>column totals</i>			\$0.00	\$0.00	\$0.00

**EQUIPMENT PURCHASE**

- ALL purchases must be BUY AMERICA compliant.
- As of May 2017: all federal waivers are on hold indefinitely

Include: groomers, drags, tractors, ATVs, OHRVs, snowmobiles, mowers, etc.

Equipment Type	quantity	\$ cost per unit	\$ project total	\$ requested from RTP	\$ pledged as match
N/A			\$0.00		
			\$0.00		
			\$0.00		
			\$0.00		
			\$0.00		
			\$0.00		
<i>column totals</i>			\$0.00	\$0.00	\$0.00

**OTHER ITEMS**

Include: other eligible expense items or services not specified above.

- Must be described within Project Description.
- Miscellaneous items MUST be described/listed in Project Description.

Description	\$ project total	\$ requested from RTP	\$ pledged as match
Outdoor Maintenance Free Message Boards			
4' x 5' w/ Maintenance Free Mounting	\$2000	\$1600	\$400
<i>column totals</i>	\$2000	\$1600	\$400

**Running Totals of Project Cost, RTP request and Match pledge**

RTP Request	\$25,196	(up to 80% of <u>TOTAL PROJECT</u> ), to maximum of \$80,000)
Match Pledge	\$6299	minimum 20% of <u>TOTAL PROJECT</u> = \$6299
Total Project Cost	\$31,495	(100% of project costs and value)



A photograph of a wooded area. In the foreground, there is a prominent orange stake in the ground. To the left, there is a dead tree with bare branches. The ground is covered with dry leaves and some green ferns. In the background, there are several tall, thin trees, some of which appear to be telephone poles. The overall scene is a natural, wooded setting.

Photo #1  
June 2020

**North Hampton, NH: Pictured above is the area designated for gravel parking for three vehicles within the 50-foot wide entrance to the Oliver Brook Trail to Little River Conservancy from Woodland Road. The Town's boundary is parallel to the telephone pole and marked with an orange stake. The dead tree to the left (south) and other brush and vegetation will be cleared. (The North Hampton Department of Public Works will install the parking area and a culvert following best management practices. The Town of North Hampton will be responsible for funding this portion of the project. Public parking is also available along both sides of Woodland Road.)**

Photo #2  
June 2020

Text  
Text

North Hampton, NH Oliver Brook Trail to Little River Conservancy: Pictured above is a second photo of the area designated for a gravel parking area and informational signage. This photo and photo #1 were taken from the edge of Woodland Road at the 50' entrance of the conservation land (Map 12, Lot 14).

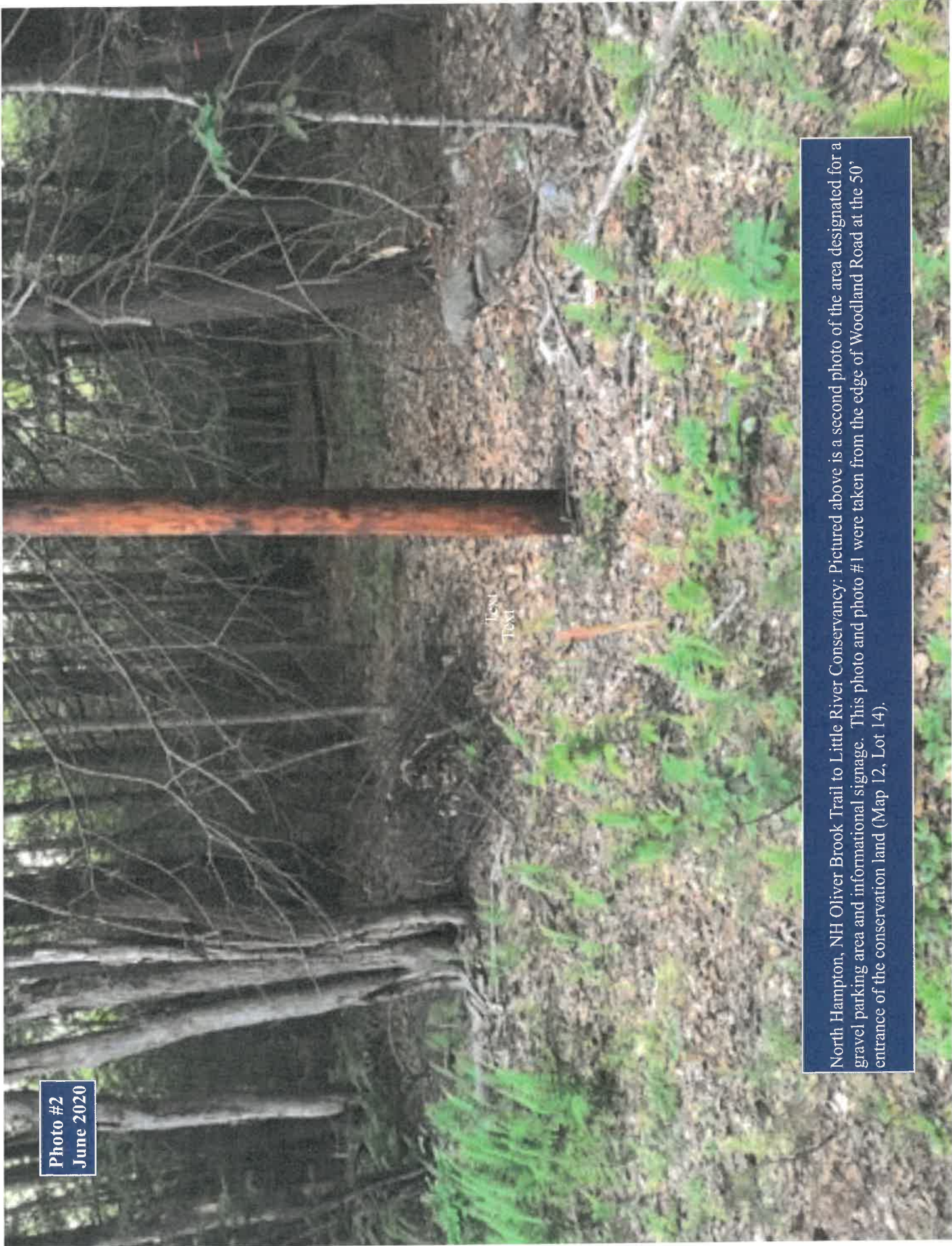


Photo # 3  
June 2020

North Hampton NH Oliver Brook Trail to Little River Conservancy: Pictured above is an area where a segment of the 400-foot-long bog bridge will be constructed to ensure safe passage and to protect wetlands.

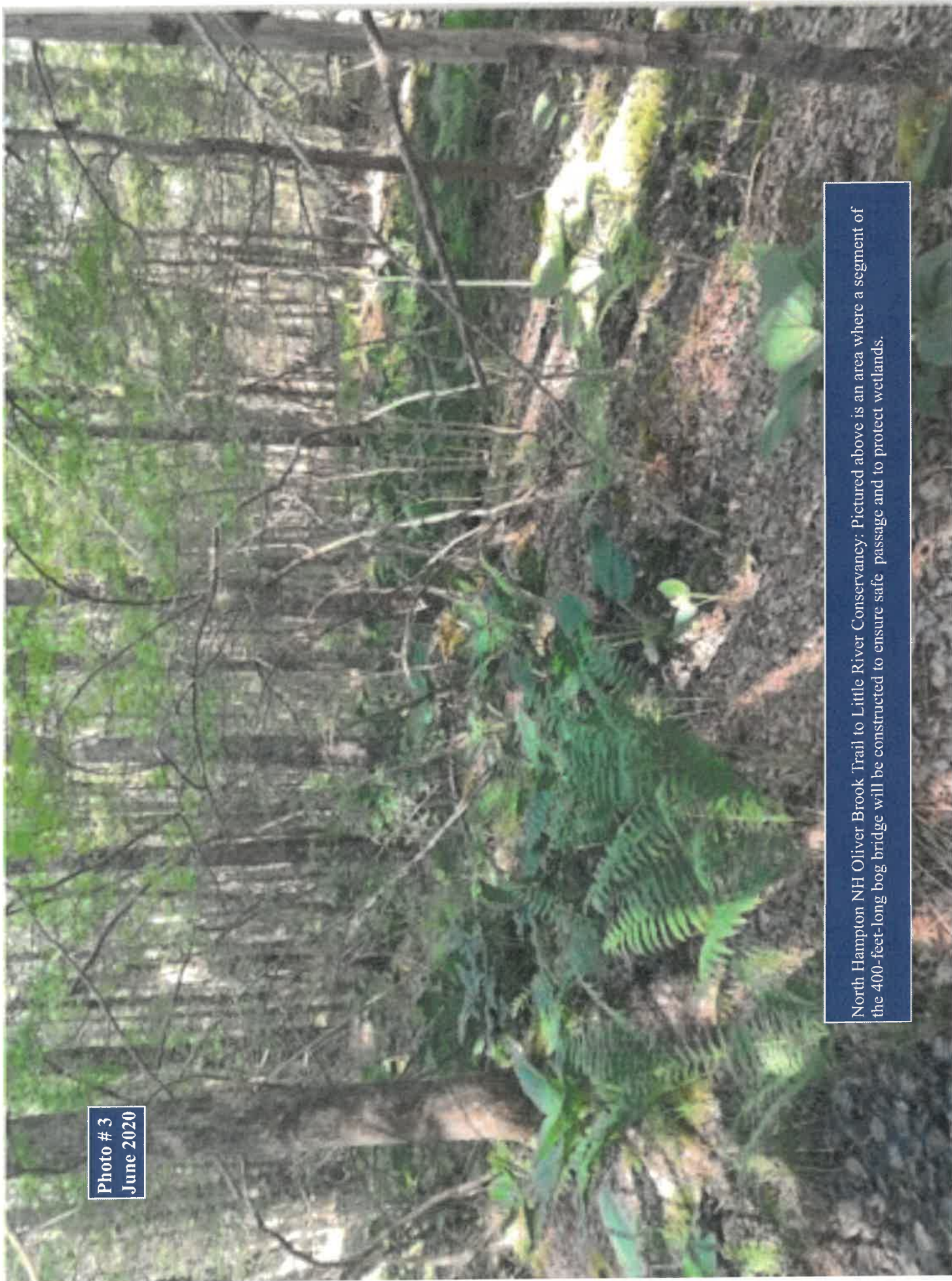


Photo # 4  
June 2020

North Hampton, NH Oliver Brook Trail to Little River Conservancy: Pictured above is an area where a segment of the approximately 50-foot-long bog bridge will be constructed.



Photo # 5  
June 2020

Text

North Hampton, NH Oliver Brook Trail to Little River Conservancy: Pictured above is another area where a segment of the 400-foot-long bog bridge or possibly a segment of boardwalk will be constructed through the skunk cabbage following best management practices.



A photograph of a forest floor. The ground is covered with a thick layer of brown leaves and twigs. Several green ferns are scattered across the forest floor. In the background, there are many trees with thin trunks, some of which are white-barked. Sunlight filters through the trees, creating bright patches on the ground. A dark blue box with white text is in the top left corner.

Photo # 6  
June 2020

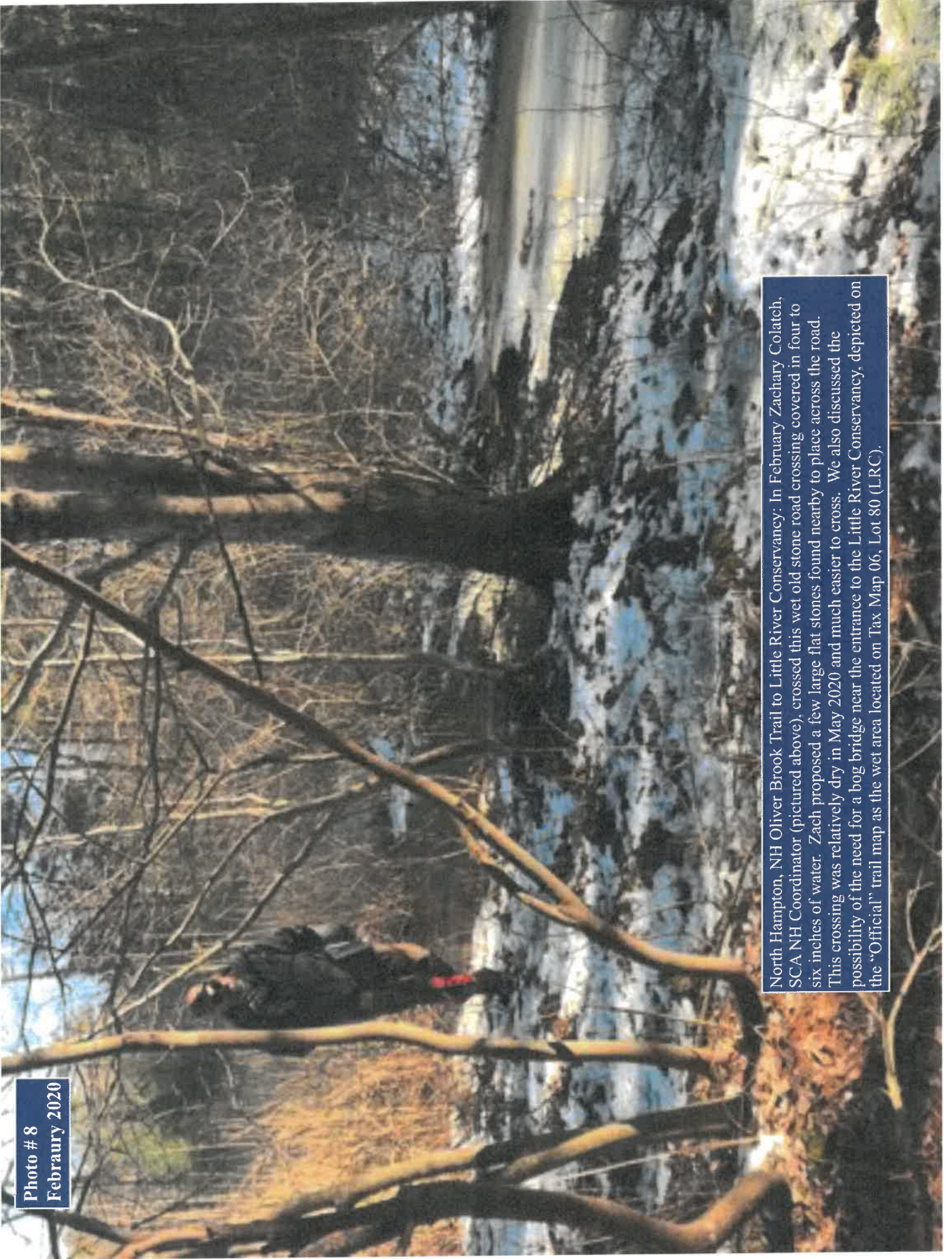
North Hampton, NH Oliver Brook Trail to Little River Conservancy: Pictured above is another area where a segment of the 400-foot-long bog bridge will be constructed leading to higher elevation and less wet terrain towards the Little River Conservancy.

Photo # 7  
May 2020

North Hampton, NH Oliver Brook Trail to Little River Conservancy: Pictured below is the new Oliver Brook crossing as depicted on the "Official" trail map and where the SCA NH Coordinator proposes the construction of a 10-foot long bridge



Photo # 8  
February 2020

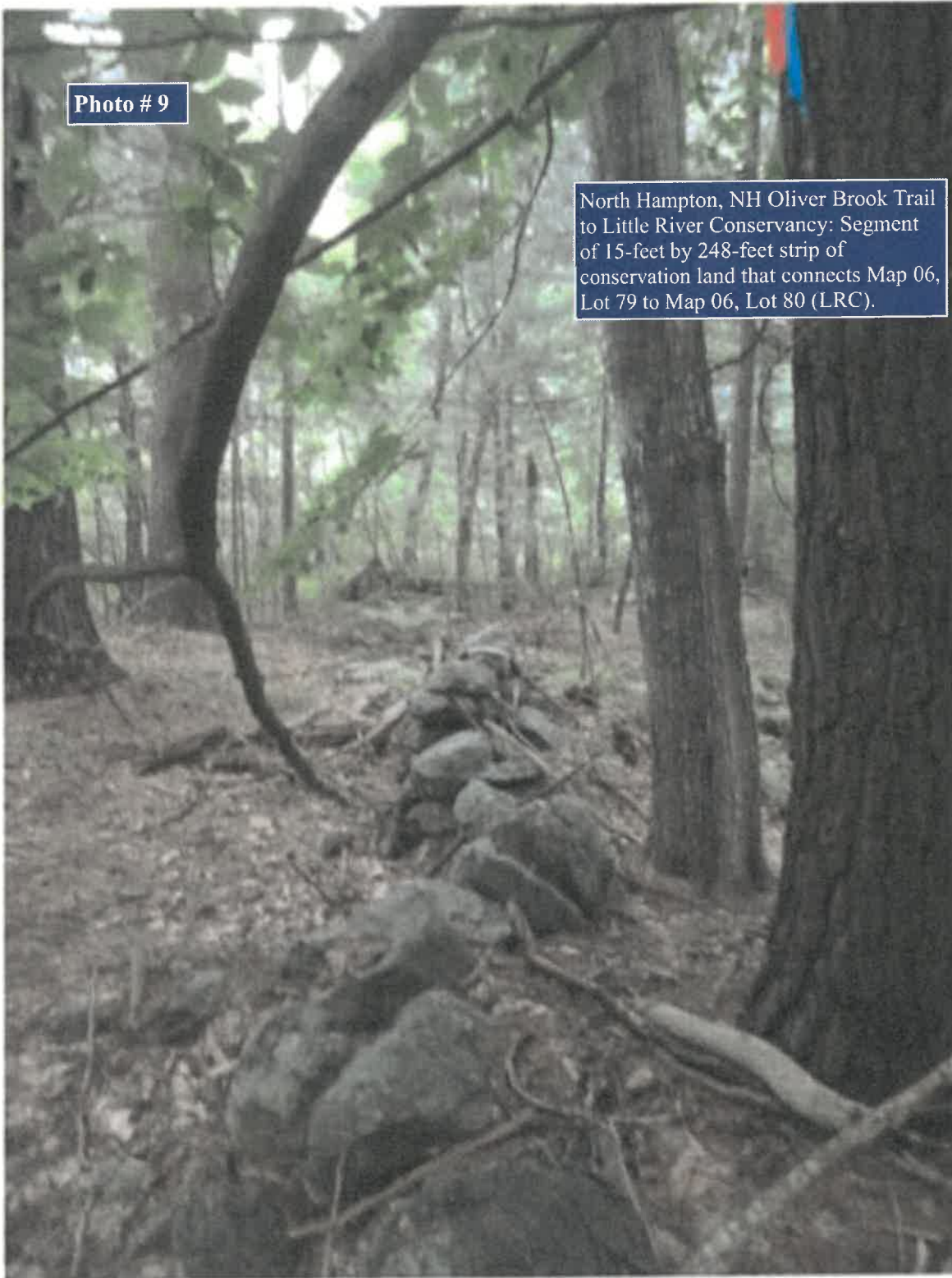


North Hampton, NH Oliver Brook Trail to Little River Conservancy: In February Zachary Colatch, SCA NH Coordinator (pictured above), crossed this wet old stone road crossing covered in four to six inches of water. Zach proposed a few large flat stones found nearby to place across the road. This crossing was relatively dry in May 2020 and much easier to cross. We also discussed the possibility of the need for a bog bridge near the entrance to the Little River Conservancy, depicted on the "Official" trail map as the wet area located on Tax Map 06, Lot 80 (LRC).

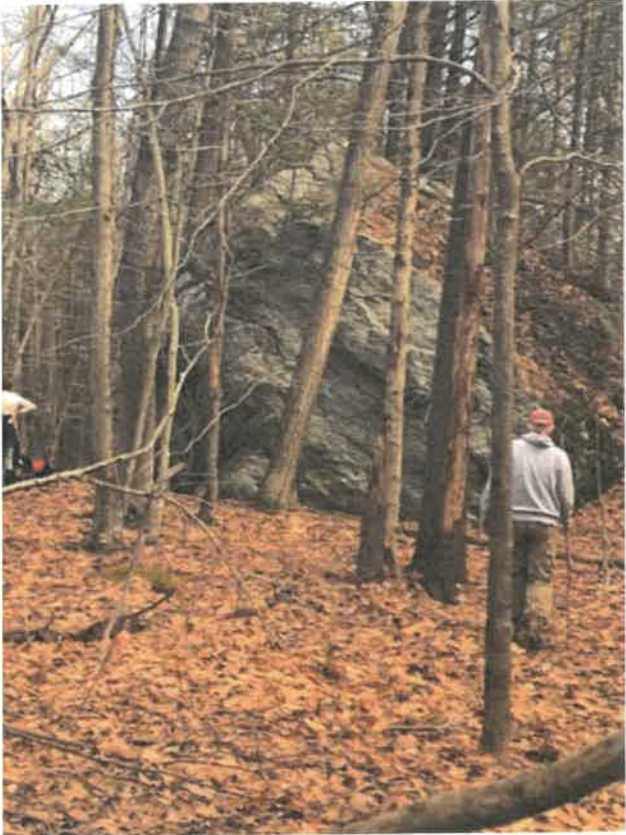


Photo # 9

North Hampton, NH Oliver Brook Trail to Little River Conservancy: Segment of 15-foot by 248-foot strip of conservation land that connects Map 06, Lot 79 to Map 06, Lot 80 (LRC).



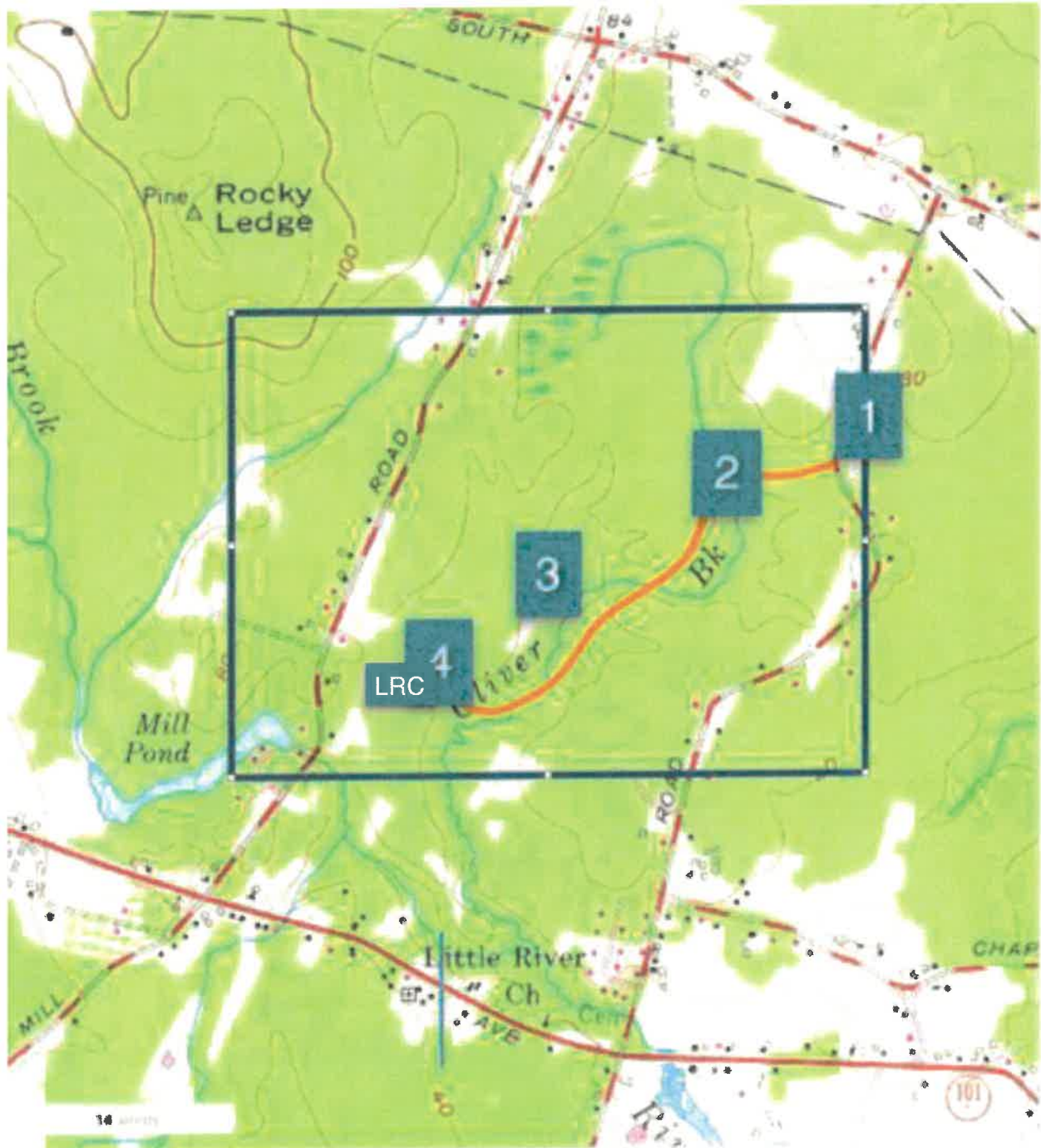
Little River Conservancy



## North Hampton NH Topographical Map: Oliver Brook Trail to Little River Conservancy (LRC)

### Orange Line: Approximate Location of Trail

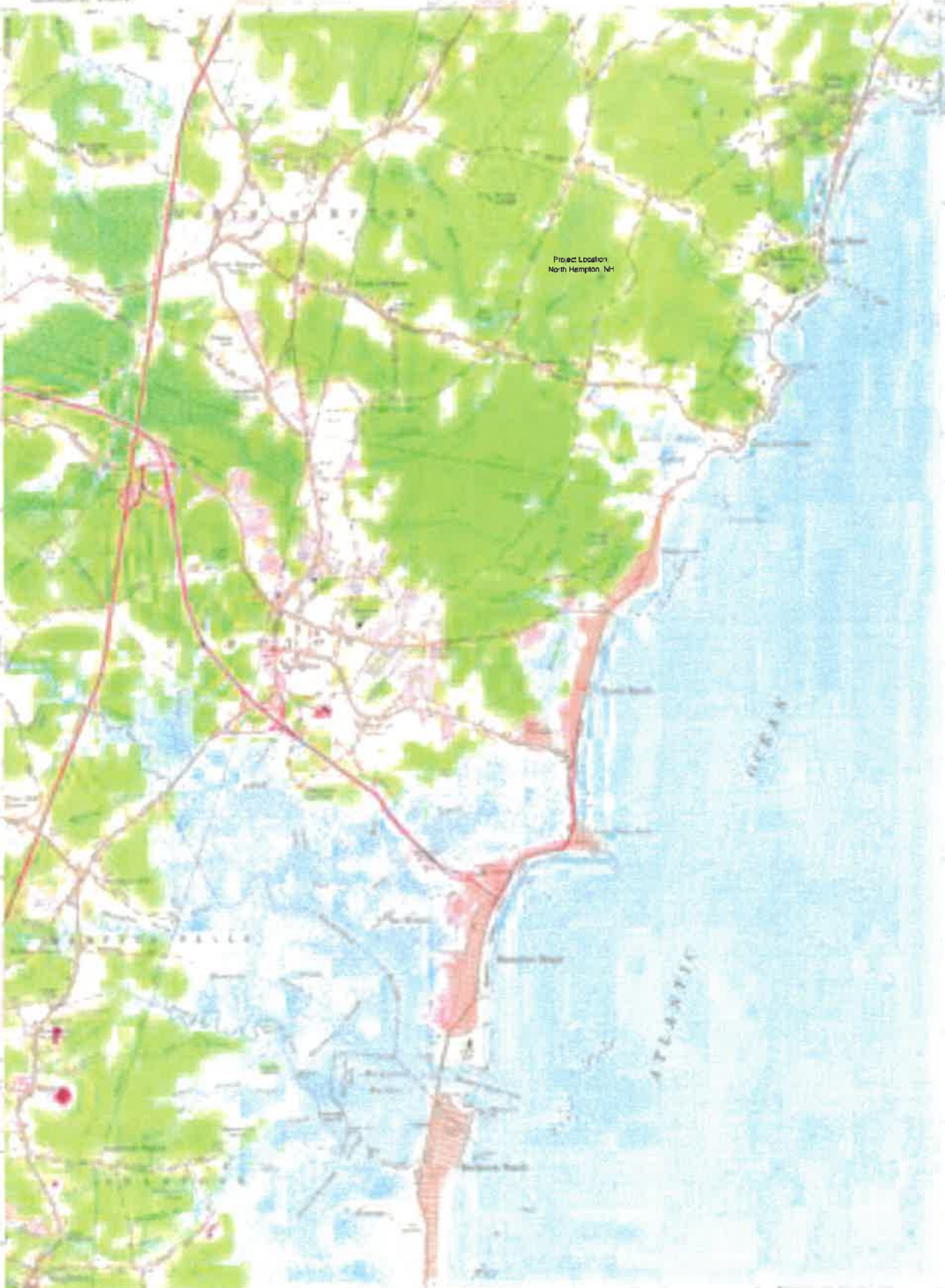
- #1: Oliver Brook Trail Entrance off Woodland Road
- #2: Bog Bridge Crossing (400') and Boardwalk (50')
- #3: Oliver Brook Bridge (10')
- #4: Stone Crossing over stone road



UNITED STATES  
DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT

NORTH CAROLINA  
COUNTY OF WASHINGTON  
TOWN OF NORTHAMPTON

SECTION 36  
TOWNSHIP 10 NORTH  
RANGE 10 WEST



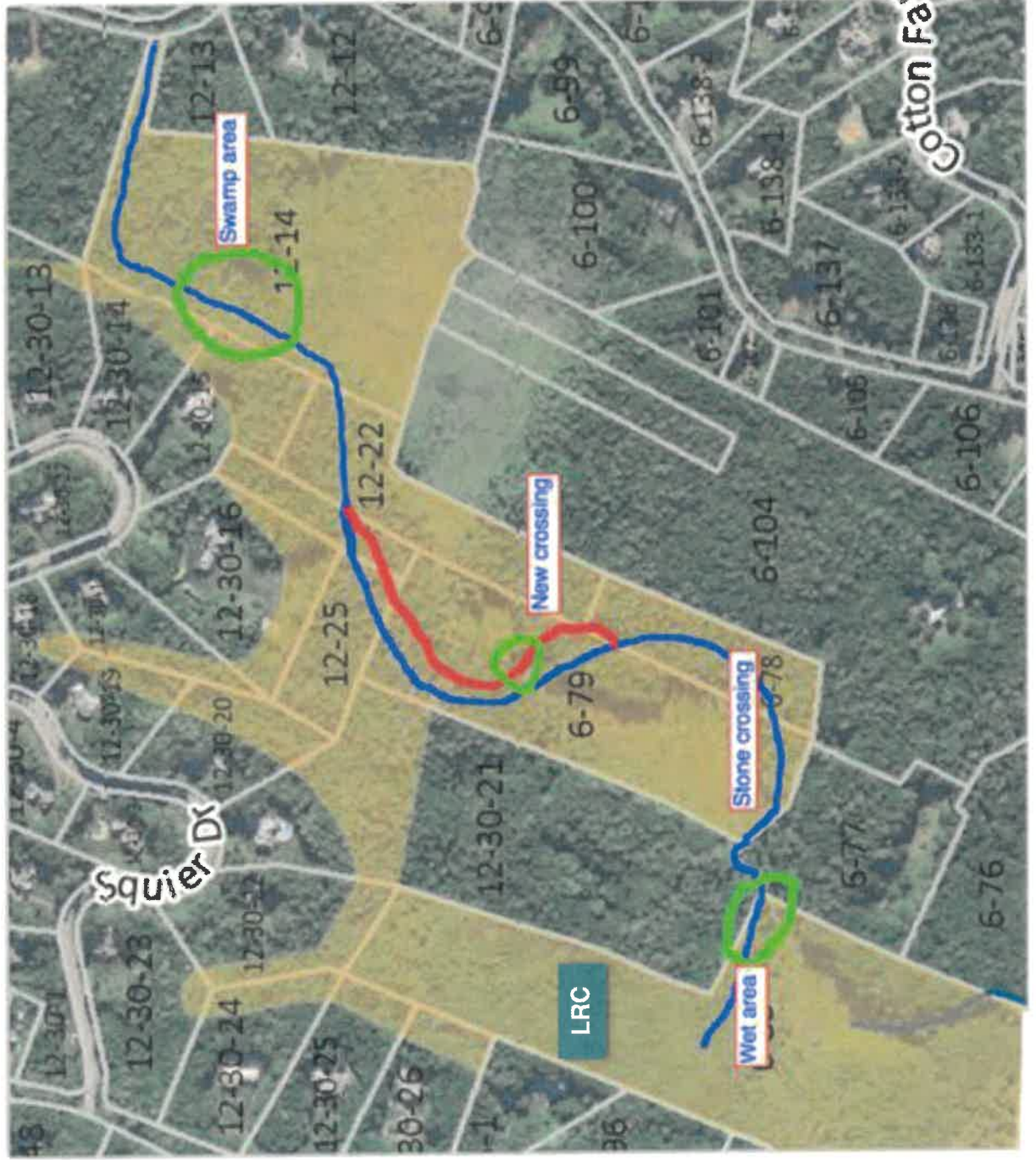
Project Location  
Northampton, NH

Map of the State of North Carolina  
Showing the location of the project area  
in the State of North Carolina  
The map is based on the 1980  
USGS Topographic Map of  
Northampton, North Carolina  
The map is based on the 1980  
USGS Topographic Map of  
Northampton, North Carolina  
The map is based on the 1980  
USGS Topographic Map of  
Northampton, North Carolina

Scale: 1 inch = 1 mile  
North

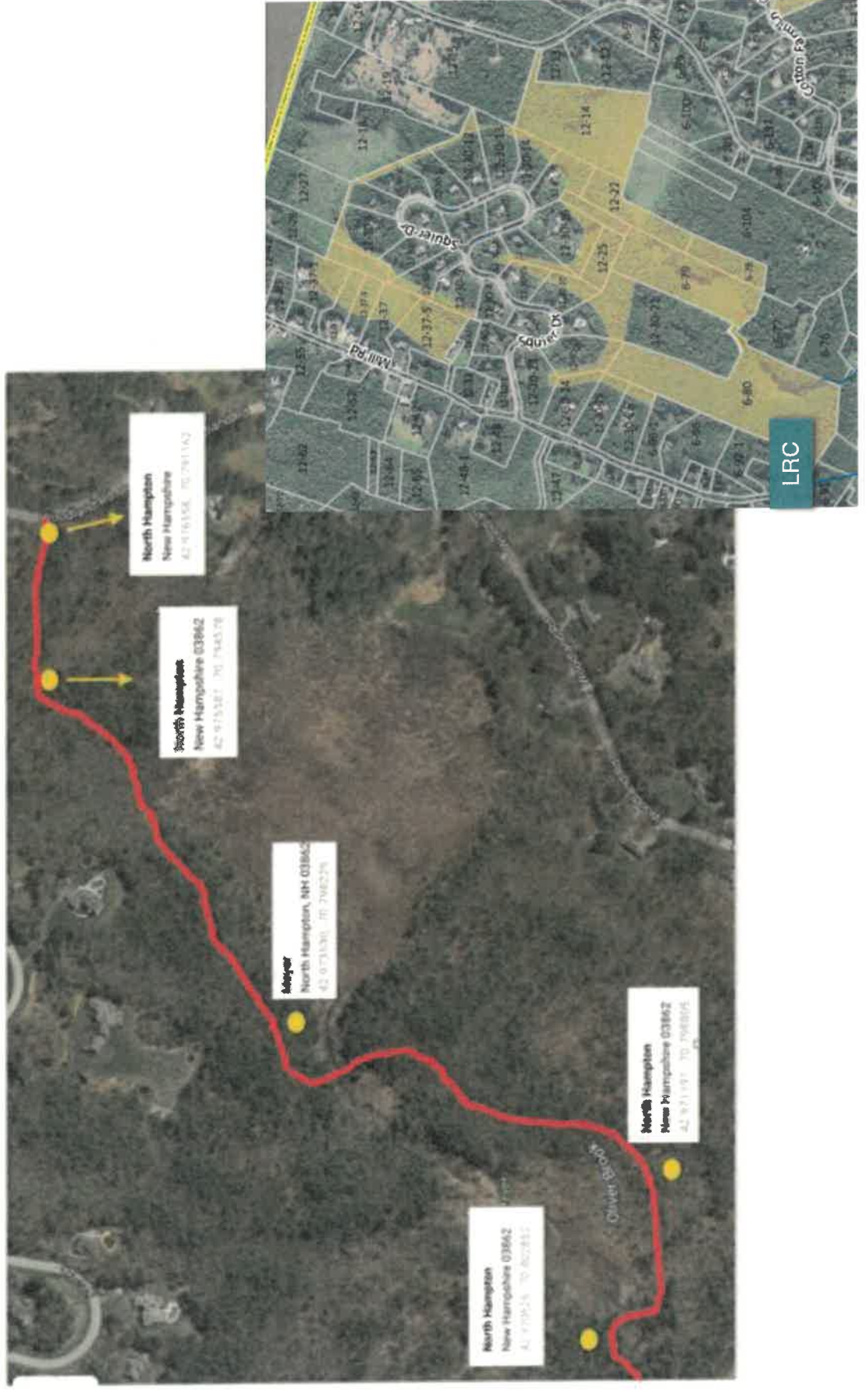
Map of the State of North Carolina  
Showing the location of the project area  
in the State of North Carolina  
The map is based on the 1980  
USGS Topographic Map of  
Northampton, North Carolina  
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USGS Topographic Map of  
Northampton, North Carolina  
The map is based on the 1980  
USGS Topographic Map of  
Northampton, North Carolina

Proposed "Official" Oliver Brook Trail to Little River Conservancy (LRC) Map, North Hampton, NH 03862  
Please note that the Town owns a strip of land between Tap Map 6, Lot 80 and Tax Map 6, Lot 79 that is not depicted on the tax map below.



## GPS Coordinates for Oliver Brook Trail to the Little River Conservancy (LRC), North Hampton, NH

Please note that Meyer property as labeled by Google Maps is owned by the Town of North Hampton, NH  
Insert below depicts the Tax Maps for the Town-owned conservation parcels for proposed Oliver Brook Trail.  
Little River Conservancy, Map 6, Lot 80





## New Hampshire Natural Heritage Bureau

---

**To:** Lisa Wilson  
233 Atlantic Avenue  
North Hampton, NH 03862

**Date:** 6/18/2020

**From:** NH Natural Heritage Bureau

**Re:** Review by NH Natural Heritage Bureau of request dated 6/18/2020

VALID ONLY FOR NOTIFICATION OR MINIMUM EXPEDITED APPLICATIONS SUBMITTED TO  
THE NHDES WETLANDS BUREAU

NHB File ID: NHB20-1808

Applicant: Lisa Wilson, Chair, North  
Hampton Conservation Commission

**Location:** Tax Map(s)/Lot(s): Map 12: Lots, 14, 22, 25, 30- 21; Map 6: Lots,  
78,79, 80  
North Hampton

**Project Description:** The North Hampton Conservation Commission proposes to construct a 1.4 mile hiking trail on Town-owned conservation land from Woodland Road entering from Map 12, Lot 14 to Map 6, Lot 80 Little River Conservancy, LRC), which is a 24 acres conservation parcel donated to the Town in 2018. The SCA Corps of New Hampshire has reviewed the trail project located in the vicinity of Oliver Brook and agreed to do the work to complete the project. The SCA Corps proposes a trail which may include the construction of bog bridges across wetlands areas to reach the LRC. In 2019 the Town acquired a 15 feet by 248 feet strip of conservation land on lot 12-30-21 to access Map 6, Lot 80 from Map 6, Lot 79.

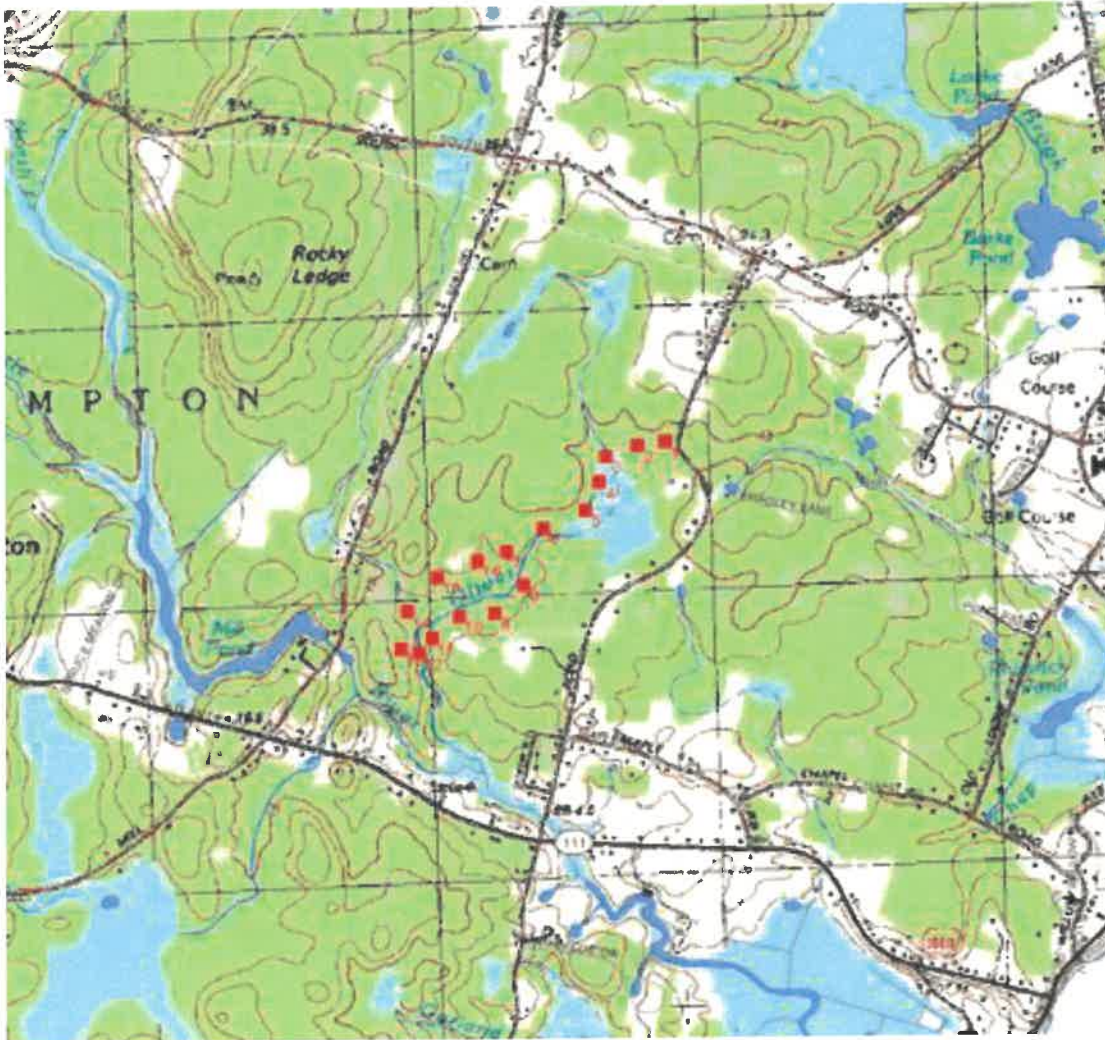
The NH Natural Heritage database has been checked for records of rare species and exemplary natural communities near the area mapped below. The species considered include those listed as Threatened or Endangered by either the state of New Hampshire or the federal government. We currently have no recorded occurrences for sensitive species near this project area.

A negative result (no record in our database) does not mean that a sensitive species is not present. Our data can only tell you of known occurrences, based on information gathered by qualified biologists and reported to our office. However, many areas have never been surveyed, or have only been surveyed for certain species. An on-site survey would provide better information on what species and communities are indeed present.

This report is valid through 6/17/2021.



MAP OF PROJECT BOUNDARIES FOR NHB FILE ID: NHB20-1808







**STATE OF NEW HAMPSHIRE**  
 Department of Natural and Cultural Resources  
 Division of Parks and Recreation  
 Bureau of Trails



**RECREATIONAL TRAILS PROGRAM  
 PUBLIC LANDOWNER PERMISSION FORM**

This form must be submitted with original signatures to the Bureau of Trails and cannot be reused.

For the purpose of receiving RTP funding from the Bureau of Trails, any and all projects funded by the RTP Program on public property must have prior written approval by the land manager before any work is initiated. This form can be used for federal, state, county and municipal properties. This form is not valid for private land. Grant approval by the Bureau of Trails DOES NOT constitute consent by a landowner or land manager for any work to commence.

Sponsor Organization: North Hampton Conservation Commission  
 Project name: Oliver Brook Trail to Little River Conservancy  
 Project Administrator Name: Lisa J. Wilson Date: 06 / 09 / 20

List the landowner to the property where the project named above will be taking place (Ex: NH Bureau of Trails, NH Forest and Lands, NH Parks and Recreation, NH Water Resources, NH Fish and Game, US Forest Service, US Army Corps of Engineers, etc.). If project is on multiple parcels of public lands, use a new landowner permission form for every landowner.

Name of public land (if applicable): Town of North Hampton, NH  
 Contact person for public land/land manager: Lisa J. Wilson, Chair  
 Title of contact person for public land/land manager: North Hampton Conservation Commission  
 Best method of contact for land manager (ex: phone number w/ area code/ mailing address/ email address):  
603 964 2124 or text cell 603 918 8208

Sponsoring organization has informed land manager of project scope for above named project. Consent is hereby given from land manager for work to take place on above named public property.

Signature (Land Manager): Lisa J. Wilson Date: 06 / 09 / 20  
 (Not valid unless signed) (Not valid unless dated)



STATE OF NEW HAMPSHIRE  
 Department of Natural and Cultural Resources  
 Division of Parks and Recreation  
 Bureau of Trails



RECREATIONAL TRAILS PROGRAM  
 PROJECT ADMINISTRATOR'S AUTHORIZATION

This form must be submitted with original signature to the Bureau of Trails and cannot be reused.

Project Administrator (type or print full name) Lisa J. Wilson

The person who is named above has been appointed as Recreational Trails Program Project Administrator. This person is authorized to enter into Recreational Trails Programs contracts and agreements with the State of New Hampshire, Bureau of Trails and accept monies granted and received in compliance with the application, contract or agreement.

The Project Administrator is the only person authorized to submit billing requests for reimbursement of funds. The Project Administrator shall be responsible for compliance with all aspects of the project and shall submit the required project reports/updates as specified in the contract or agreement.

I hereby verify that the person named as Project Administrator, above, is fully authorized to act on behalf of the (print name of organization) Town of North Hampton Conservation Commission organization or political

subdivision to submit a grant request for the project named: Oliver Brook Trail to Little River Conservancy

Michael J. Tully

Interim Town Administrator

Print Name (person giving project administrator authorization on behalf of organization)

Title in organization

Date: 06 12 20

Signature (person giving project administrator authorization on behalf of organization)

PROJECT ADMINISTRATOR INFORMATION, to be filled out by the Project Administrator ONLY

Lisa J. Wilson

Date: 06 09 20

Print Name

Signature (not valid unless signed)

lsajwilson@comcast.net

Email (required, primary form of contact with Bureau of Trails)

603 964 2124

603 918 8208

Phone (secondary form of contact)

Alternate phone (if necessary)

233 Atlantic Avenue

North Hampton

NH

03862

Organization Mailing Address

City/Town

State

Zip Code

New Hampshire Bureau of Trails  
RTP Coordinator  
172 Pembroke Road  
Concord, NH 03301

June 19, 2020

Dear RTP Coordinator:

I serve as Chair of the North Hampton Heritage Commission. Because of the pandemic, we have not been meeting regularly but as Chair of the Commission, I am confident that support of this application would be wholeheartedly approved. Therefore, I want to express my support for the Town of North Hampton's Conservation Commission grant application to the NH Bureau of Trails to construct a 1.4 mile trail to the Little River Conservancy.

North Hampton is a Town that takes pride in and respects its natural and cultural resources. One of the goals of future Heritage Commission efforts is to work with the Conservation Commission to complete an inventory of historic stone walls. During a recent site walk, Conservation Commission members discovered an old stone road and had also observed historic stone walls along the trail to the Little River Conservancy.

The Little River Conservancy land abuts two historic properties that date back to the 1800's. Now that the Town has acquired public access to the property, the general public will have the chance to experience this undisturbed natural acreage and stonewalls in the vicinity of the historic structures. These historic properties along with their geographic descriptions are documented and posted on the Town's website. This town-wide area survey replete with photos of each historic property was made possible by a grant funded by the U.S. Department of Interior, National Park Service, through the New Hampshire Division of Historic Resources.

The construction of this trail will allow the public the opportunity to better experience North Hampton's rich culture, heritage and natural landscapes.

I fully support the efforts of the Conservation Commission to build this trail for the community and general public.

Thank you for your consideration

Sincerely,



Donna Etela, Chair  
North Hampton Heritage Commission



MUNICIPAL OFFICES  
233 ATLANTIC AVENUE  
NORTH HAMPTON, NH 03862

TEL: (603) 964-8087

FAX: (603) 964-1514

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
OFFICE OF THE SELECT BOARD

June 15, 2020

Town of North Hampton  
Office of the Select Board  
233 Atlantic Avenue  
North Hampton, NH 03862

New Hampshire Bureau of Trails  
Recreational Trail Program Coordinator  
172 Pembroke Road  
Concord, NH 03301

**Re: North Hampton Select Board support of Oliver Brook Trail project**

Dear Project Administrator.

The North Hampton Select Board voted unanimously on June 8, 2020 in favor of the North Hampton Conservation Commission's application for a grant to support the Oliver Brook Trail project. Award of this grant will allow the Conservation Commission to preserve ecologically sensitive sections of land while providing the community with a valuable recreational resource.

The North Hampton Conservation Commission, governing body, and residents have a long history of stewardship of natural resources. More than 1600 acres of important land and wetlands are currently protected by conservation in North Hampton.

JOE MANZI  
RECREATION DIRECTOR

[jmanzi@northhampton-nh.gov](mailto:jmanzi@northhampton-nh.gov)

TEL: (603) 964-3170



MUNICIPAL OFFICES  
233 ATLANTIC AVENUE  
NORTH HAMPTON, NH 03862

TEL: (603) 964-8087  
FAX: (603) 964-1514

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
RECREATION DEPARTMENT

June 22, 2020

To the New Hampshire Bureau of Trails  
RTP Coordinator  
172 Pembroke Road  
Concord, NH 03301

Dear RTP Coordinator,

On behalf of the North Hampton Recreation Department I am writing to express my support for the application by the North Hampton Conservation Commission to the New Hampshire Bureau of Trails for a grant to build a trail to the Little River Conservancy.

A trail along Oliver Brook would provide access to the natural features of the conservation land. Families, students, and seniors will be better able to hike the land and the trail to the existing conservation land. A well-marked and accessible trail will become an invaluable educational and recreational resource located within the Little River water shed.

It would be very beneficial to the Town of North Hampton to have this trail funded with a federal grant from the New Hampshire Recreational Trails Program Grant and we will be very grateful for your support.

Sincerely,

Joe Manzi, Parks and Recreation Director

By securing this grant the North Hampton Conservation Commission will continue to fulfill its mission to protect our natural resources and provide our community the opportunity to enjoy our land and wetlands in their natural state.

Regards.

Jim Maggiore

Larry Miller

James Sununu

Cc: Lisa Wilson, Chair, North Hampton Conservation Commission  
Michael Tully, Interim Town Administrator

## Quotes about the Oliver Brook Trail to Little River Conservancy Project

"North Hampton residents take great pride in preserving the Town's natural resources and have voted to conserve hundreds of acres of land through the *North Hampton forever* program. One of the principle objectives of the acquisition program was to provide residents with opportunities to the natural resources the Town has conserved. This trail will become one of one the best recreational resources for residents of North Hampton as well as visitors to the Town."

— *Nancy Monaghan, Vice Chair, North Hampton Planning Board: Chair, Capital Improvement Committee*

The Oliver Brook trail educates residents about the benefits of wetlands along its mile long path and will give residents a chance to see nature in action in how wetlands are turned into the headwaters of the Little River. The Trail provides a unique opportunity for residents to observe an island of natural habitat undisturbed by development.

— *Andy Vorkink, Conservation Easement Subcommittee Chair, North Hampton Conservation Commission*

My grandparents bought the property at 123 Mil Rd in the mid fifties. Every summer with siblings, cousins, and friends, I roamed those woods, and we climbed all over "the Big Rock" —our fort, our castle, the centerpiece of all our adventures. I was happy to donate the land to the town of North Hampton so that others could enjoy the beautiful woods and meet "the Big Rock" which, I am sure, still casts its magical spell.

— LWH

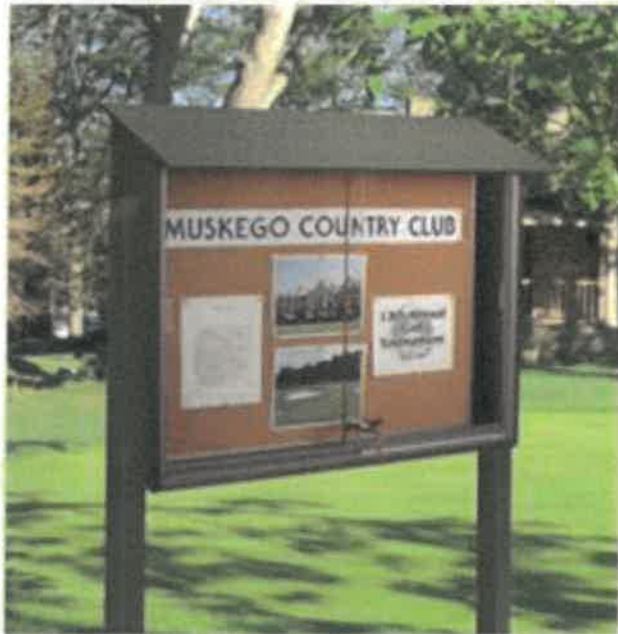
— *Lida Wendover Higginson donated the Little River Conservancy in memory of her grandmother Lida*



Outdoor Message Center



Community Message Board



Golf Course Message Board



Outdoor Message Center



MICHAEL J. TULLY  
TOWN ADMINISTRATOR  
  
mtully@northhampton-nh.gov



MUNICIPAL OFFICES  
233 ATLANTIC AVENUE  
NORTH HAMPTON, NH 03862

TEL: (603) 964-8087  
FAX: (603) 964-1514

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
OFFICE *of the* TOWN ADMINISTRATOR

**MINUTES OF PRIOR MEETINGS**



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

4 **January 11, 2021 7:00 PM**

5 ***DRAFT MINUTES***

6  
7 MEMBERS PRESENT: Vice Chairman James Sununu, Selectman Larry Miller

8 VIA ZOOM: Chairman Jim Maggiore

9  
10 ALSO PRESENT: Town Administrator Michael Tully, Town Moderator Bobbi Burns, Police Chief Kathryn  
11 Mone, Fire Chief Jason Lajoie

12  
13 **AGENDA**

14  
15 Vice-Chair James Sununu welcomed everyone to the January 11, 2021 Regular Select Board Meeting and  
16 called the meeting to order at 7:05 pm, followed by the Pledge of Allegiance.

17  
18 Vice-Chair Sununu said the first of the Non-Public Meetings scheduled for this evening was cancelled  
19 and asked for a motion to seal the minutes of the other two sessions.

20  
21 **Motion:** To seal the minutes of January 11, 2021 Non-Public Meeting Session II.

22 **Motioned:** Chairman Maggiore

23 **Seconded:** Selectman Miller

24 **Roll-Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

25 *Motion approved by a vote of 3-0*

26  
27 **Motion:** To seal the minutes of January 11, 2021 Non-Public Meeting Session III.

28 **Motioned:** Selectman Miller

29 **Seconded:** Chairman Maggiore

30 **Roll-Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

31 *Motion approved by a vote of 3-0*

32  
33  
34  
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.***

37

Select Board Regular Meeting  
January 11, 2021

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

41  
42 **First Public Comment Session**

43 **Phone: 603-758-1447; Email: [imaggiore@northhampton-nh.gov](mailto:imaggiore@northhampton-nh.gov)**

44  
45 **No public comments.**

46  
47 **Consent Calendar**

- 48 7.1 Payroll Manifest of December 30, 2020 in the amount of \$73,003.69  
49 7.2 Payroll Manifest of January 7, 2021 in the amount of \$85,288.84  
50 7.3 Accounts Payable Manifest of January 7, 2021 in the amount of \$227,865.79  
51 7.4 Elderly Tax Deferral Application

52  
53 **Motion:** To approve the Consent Calendar as presented

54 **Motioned:** Selectman Miller

55 **Seconded:** Chairman Maggione

56 **Roll Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggione-aye

57 **Motion approved by a vote of 3-0**

58  
59 **Correspondence** – No Items

60  
61 **Committee Updates**

62  
63 Selectman Miller said the *Economic Development Committee* has no scheduled meeting unless posted for  
64 February when Ironwood will come back. Town Administrator Tully said it was not yet posted but was  
65 being planned for the first week in February.

66  
67 Chairman Maggione said the *Heritage Commission* has not met since the last Select Board meeting nor has  
68 the *Water Commission*.

69  
70 Selectman Miller said the *Budget Committee* has not met since the last Select Board meeting and the  
71 Public Hearing is scheduled for next week on January 19, 2021; Budget Committee will meet here with  
72 COVID distancing.

73  
74 Vice-Chair Sununu said the *Rails to Trails Committee* has not met since the last meeting but will be meeting  
75 the first week of February.

76  
77 **Public Hearing**

78 Purpose of Public Hearing is to accept unanticipated revenue in the amount of \$10,258.89 from the CARES  
79 Act Fund for aid for the Primary and General Elections in 2020.

80  
81 ***NOTICE OF PUBLIC HEARING:*** North Hampton Select Board Notice is hereby given that in accordance with the  
82 requirements of RSA Chapter 31:95-b III (a) that a public hearing of the Select Board will be held on the  
83 11<sup>th</sup> day of January 2021 at 7 pm at the North Hampton Town Hall located at 21 Atlantic Avenue, North  
84 Hampton, New Hampshire. The purpose of the hearing is to consider acceptance of the following

Select Board Regular Meeting  
January 11, 2021

85 *unanticipated revenues: Acceptance of funds in the amount of \$10,258.89 from the CARES Act Fund for*  
86 *aid for the Primary and General elections in 2020.*

87

88 Vice-Chair Sununu opened the Public Hearing to public comment.

89

90 Town Moderator Bobbi Burns said the State gave towns a flat rate for every absentee ballot over and  
91 above normal rates which covered all costs incurred. Selectman Miller asked if they would receive the  
92 funds in this fiscal year and could use them to purchase voting machines. Town Moderator Burns said the  
93 State has not yet approved the new machines but if approved this year the machines could be purchased.

94

95 Vice-Chair Sununu closed the Public Hearing at 7:14 pm.

96

97 **Motion:** To accept the funds in the amount of \$10,258.89 from the CARES Act Fund for aid for the Primary  
98 and General elections in 2020.

99 **Motioned:** Chairman Maggiore

100 **Seconded:** Selectman Miller

101 **Roll Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

102 *Motion approved by a vote of 3-0*

103

104 **Report of the Town Administrator**

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

106

107 Report from December 29, 2020 through January 8, 2021 – Financial: 49% of Budget remaining with 25  
108 weeks left in FY2021; Town Offices/Chevalier Building interviews with firms held January 7<sup>th</sup>, on agenda  
109 for next meeting; Recreation: Director Manzi adding programs held at recreation space with all expenses  
110 for December covered; Tentative agreement with International Association of Firefighters Local 3211;  
111 highway speed sign requested by Board was installed; Philbrick Pond: still waiting on language for  
112 maintenance.

113

114 Selectman Miller asked what needed to be done to make the State understand they were not going to  
115 maintain Philbrick Pond so they could get it done. Town Administrator Tully said he has tried many aspects  
116 and suggested they wait until they have the actual language in hand. Vice-Chair Sununu said COVID-19  
117 vaccines have been made available to the Town's first responders.

118

119 Chairman Maggiore asked about the transition for the new Ambulance. Chief Jason Lajoie said the  
120 Ambulance is scheduled to be delivered January 22<sup>nd</sup> and some equipment from the existing Ambulance  
121 will be transferred. A preliminary date has been scheduled for State Inspection and they are working with  
122 the State on a provisional license. During the transition, a paramedic will be on duty, advanced life support  
123 equipment is already on the Fire Engine, and Hampton and Rye will be notified for possible backup  
124 hospital transport.

125

126 **Items Left on the Table**

127

128 **NEW BUSINESS**

129

130 **13.1 Discussion of Deliberative Session**

131

132 Town Administrator Tully said Plan HB1129 came out regarding the ability to run a virtual meeting for  
133 Town Deliberative Session, but they have come up with a way to hold the session safely and it is scheduled  
134 for February 6, 2021.

135  
136 Town Moderator Burns said they rejected using HB1129 and came up with a way to hold a traditional  
137 Deliberative Session and make accommodations for COVID-19. She said this year Deliberative Session will  
138 be held in the School gym and they are not anticipating as many people as last year. There will be 6-foot  
139 spacing between chairs, doors will be left open for air flow, voters check-in will be in the lobby, and masks  
140 are strongly recommended. The Governor's Emergency Order #74 mandating masks will expire at the end  
141 of January and is expected to be re-issued. There will be a special area for voters not wearing masks and  
142 the microphone will be sanitized between speakers.

143  
144 Town Moderator Burns said New Hampshire Law does not allow virtual attendees to propose  
145 amendments or vote virtually; the Budget Committee and the Select Board can vote in their respective  
146 sessions but not in deliberative over a Zoom call. She recommended people be allowed to submit  
147 questions/comments via email; Warrants covering candidates running and Zoning Articles are moved to  
148 the end of the meeting. She said this Select Board meeting serves as the first-level communication; there  
149 is a contingency plan in place to moderate via Zoom if necessary or Judge Sharon DeVries will stand in;  
150 per RSA 44:4 they can postpone on a 72-hour basis until the following Saturday.

151  
152 **13.2 Discussion of Warrant Articles**

153  
154 Vice-Chair Sununu said he would read the title of each article, the amount involved, and highlight the  
155 recommendations; *Warrant Articles not yet numbered.*

156  
157 1. FY2022 Town Operating Budget of \$7,682,313 vs. Default Budget of \$7,774,158 should Warrant be  
158 rejected. Recommended by Select Board 3-0 and by Budget Committee 8-0.

159  
160 2. Proposed Fire Collective Bargaining Agreement – not yet considered by Budget Committee or Select  
161 Board.

162  
163 3. Lease Purchase of DPW Medium-Duty Truck in amount of \$90,000; first year's payment of \$18,000  
164 raised through taxation; recommended by Select Board 3-0, not yet reviewed by Budget Committee.

165  
166 4. Purchase of Automated Fingerprint Scanner for Police Department in amount of \$15,000;  
167 recommended by Select Board 3-0, not yet reviewed by Budget Committee.

168  
169 5. Annual Road Resurfacing Article appropriating \$240,000 with \$30,000 from Municipal Transportation  
170 Improvement Fund and \$210,000 through taxation; recommended by Select Board 3-0, not yet reviewed  
171 by Budget Committee.

172  
173 6. Paving at the Recycling Center in amount of \$33,000 through taxation; recommended by Select Board  
174 3-0, not yet taken up by Budget Committee.

175  
176 7. Contribution to Earned Time Settlement Capital Reserve Fund in amount of \$20,000 through taxation;  
177 recommended by Select Board 3-0, to be taken up by Budget Committee.

178

179 8. Contribution to Coakley Landfill Capital Reserve Fund in amount of \$75,000 through taxation;  
180 recommended by Select Board 3-0, not yet taken up by Budget Committee.

181  
182 9. Establishment of a Town Land Environmental Remediation Capital Reserve Fund to raise and  
183 appropriate \$34,500 for said fund.

184  
185 Town Administrator Tully said the \$34,500 is the cost for the firm to assist with the PFAS Investigation  
186 required by DES and is only for the study and not for any remediation required afterward. He said the  
187 Board needs to decide whether to support the Capital Reserve Account and the amount of money to put  
188 in it. Selectman Miller said this is an unknown situation and suggested funding from taxation rather than  
189 fund balance.

190  
191 Chairman Maggiore said he was concerned that the Warrant might be defeated, and they would not have  
192 the funds to do it. Town Administrator Tully said per Finance Director Cornwell, you would not be saying  
193 "no" to the money but rather to the fund. Vice-Chair Sununu said this Warrant does not address the  
194 specific project we are doing but establishes a fund for the general purpose of environmental remediation  
195 funded through taxation; probably prudent to go forward with this for this year and hold until the results  
196 of the study and DES requirements

197  
198 **Motion:** To approve the Warrant Article to establish the Town Land Environmental Remediation Capital  
199 Reserve Fund under provisions of RSA 35:1 for remediation to Town-owned land, costs related thereto,  
200 and to raise and appropriate through taxation the sum of \$34,500 for deposit into the Fund and to name  
201 Select Board as agents to expend from the fund and strike the last sentence.

202 **Motioned:** Vice-Chair Sununu

203 **Seconded:** Selectman Miller

204 **Roll Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

205 *Motion approved by a vote of 3-0*

206

207 **13.3 Discussion of Tentative Agreement between the Town of North Hampton and the New Hampshire**  
208 **Professional Firefighters Local 3211**

209

210 Town Administrator Tully said the Town has been working since September to make sure a new  
211 Firefighter's Contract is in place on July 1, 2021 and Mr. Maggiore was chosen by the Board to sit in on  
212 discussions. He said the idea behind the negotiations is to ensure Fire employees have a livable wage  
213 which is affordable to taxpayers. He said they negotiated a 3-year contract with a 2.5% increase each year.  
214 Current employees are paying 15% for Health Insurance with the Town paying 85%; in year 2 will go to  
215 83%/17%, and year 3 to 82%/18%; were able to negotiate a progressive Health Insurance buyout program  
216 benefitting members who buy out with more savings to the Town.

217

218 Chairman Maggiore said the Contract was negotiated in good faith and is mutually beneficial with  
219 employees compensated appropriately and fairly and he supports the Warrant enthusiastically. Selectman  
220 Miller said the contract is tentative; Chairman Maggiore said yes, it is pending the Select Board vote  
221 tonight and the support of the Firefighter's Union. Vice-Chair Sununu suggested 2 votes: (1) to approve  
222 the CBA agreement and (2) to approve actual language of Warrant.

223

224 **Motion:** To approve the Proposed Collective Bargaining Agreement between the Town of North Hampton  
225 and the International Firefighters Association Local 3211 as presented.

226 **Motioned:** Chairman Maggiore

227 **Seconded:** Selectman Miller  
228 **Roll Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye  
229 *Motion approved by a vote of 3-0*

230  
231 **Proposed Fire Department Collective Bargaining Agreement Warrant Article:**

232 *To see if the Town will vote to approve the cost items included in a three-year collective bargaining agreement*  
233 *reached between the Select Board and the International Firefighters Association Local 3211 which calls for the*  
234 *following increases in salaries, fringe and other cost items at the current staffing level: FY2022: Total cost \$1,456,727*  
235 *with increase of \$24,243; FY2023: Total cost \$1,515,762,727 with increase of \$3,103; FY2024: Total cost \$1,607,419*  
236 *with increase of \$4,380.*

237 *And further, to see if the Town will vote to raise and appropriate through taxation the sum of Twenty-four*  
238 *Thousand Two Hundred Forty-three Dollars (\$24,243) for FY2022? Said sum representing the additional costs*  
239 *attributable to the increase in salaries, fringe and other cost items required in year one of the new agreement over*  
240 *those that would be paid at current staffing levels under the existing agreement. Shall the Town, if this Article XXXX*  
241 *is defeated, authorize the governing body to call one special meeting, at its option, to address this Article XXXX cost*  
242 *items only?*

243  
244 **Motion:** To accept the Proposed Fire Department Collective Bargaining Agreement Warrant Article as  
245 presented.

246 **Motioned:** Chairman Maggiore

247 **Seconded:** Selectman Miller

248 **Roll Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

249 *Motion approved by a vote of 3-0*

250  
251 **13.4 Discussion of Public Information Session on Climate Ready North Hampton and Little Boar's Head**

252  
253 Town Administrator Tully said North Hampton and Little Boar's Head are developing Adaptation Chapters  
254 for their Master Plans and a Zoom Session will be held on January 28, 2021 to hear latest science and get  
255 ideas on how they will prepare for this; pre-registration is requested for the Zoom Session.

256  
257 **13.5 Open Sealed Bids on 2007 Chevrolet Tahoe**

258  
259 Town Administrator Tully said the 2007 Chevrolet Tahoe was put out for bid and 2 responses were  
260 received: offer of \$3,175 from a Town resident and an offer of \$3,499.32 from Asian Auto. He said this  
261 vehicle is a retired Fire Department vehicle and equipment will be taken out and installed in the used  
262 Police Cruiser with less maintenance costs going forward.

263  
264 **Motion:** Move to accept the bid of \$3,499.32 from Asian Auto for the 2007 Chevrolet Tahoe.

265 **Motioned:** Chairman Maggiore

266 **Seconded:** Selectman Miller

267  
268 Town Administrator Tully asked that the Board give him permission to move on to the next bid should this  
269 bid be refused; the Board was in agreement.

270  
271 **Roll Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

272 *Motion approved by a vote of 3-0*

273

274 **MINTES OF PRIOR MEETINGS**

275

Select Board Regular Meeting  
January 11, 2021

276 **Approval of the Workshop Meeting Minutes of December 22, 2020**

277 **Motion:** To approve the Workshop Meeting Minutes of December 22, 2020 as presented.

278 **Motioned:** Selectman Miller

279 **Seconded:** Chairman Maggiore

280 **Roll Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

281 *Motion approved by a vote of 3-0*

282

283 **Approval of the Regular Meeting Minutes of December 28, 2020**

284 **Motion:** To approve the Regular Meeting Minutes of December 28, 2020 as presented.

285 **Motioned:** Selectman Miller

286 **Seconded:** Chairman Maggiore

287 **Roll Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

288 *Motion approved by a vote of 3-0*

289

290 **Approval of the Non-Public Meeting Minutes of December 28, 2020**

291  
292 Approval of December 28, 2021 Non-Public Meeting Minutes *deferred* to the next Select Board Meeting.

293

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

295

296 Chairman Maggiore said they might want to determine who is going to move, second, and speak to  
297 Warrant Articles at Deliberative. Vice-Chair Sununu suggested they wait until after the Budget Committee  
298 Public Hearing on January 19, 2021. The Board was in agreement.

299

300 **Second Public Comment Session**

301 *Phone: 603-758-1447; Email: [jmaggiore@northhampton-nh.gov](mailto:jmaggiore@northhampton-nh.gov)*

302

303 No public comments.

304

305 **Next Regular Meeting:** January 25, 2020

306

307 **Adjournment**

308

309 Vice-Chair Sununu adjourned the meeting at 8:05 pm.

310

311 Respectfully submitted,

312

313 Patricia Denmark, Recording Secretary

314

315