



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
NORTH HAMPTON SELECT BOARD

NOTICE OF PUBLIC MEETING  
MONDAY, MAY 23, 2022

NORTH HAMPTON TOWN OFFICES  
233 ATLANTIC AVENUE  
5:15 O'CLOCK P.M.

NORTH HAMPTON TOWN OFFICES  
NON-PUBLIC SESSION I  
233 ATLANTIC AVENUE  
5:16 O'CLOCK P.M.

NORTH HAMPTON TOWN OFFICES  
NON-PUBLIC SESSION II  
233 ATLANTIC AVENUE  
5:45 O'CLOCK P.M.

NORTH HAMPTON TOWN OFFICES  
NON-PUBLIC SESSION III  
233 ATLANTIC AVENUE  
6:15 O'CLOCK P.M.

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

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 [JSUNUNU@NORTHHAMPTON-NH.GOV](mailto:JSUNUNU@NORTHHAMPTON-NH.GOV) AND YOUR EMAIL WILL BE READ ALOUD DURING THE MEETING.

1. 5:15PM Call to Order by the Chair
2. 5:16PM Non-Public Session I Pursuant to RSA 91-A:3 II (a,b)

3. **5:45PM Non-Public Session II Pursuant to RSA 91-A:3II (a,b)**
4. **6:15 PM Non-Public Session III Pursuant to RSA 91-A:3II (e)**
5. **7:00 Return to Public Session**
6. **Pledge of Allegiance**
7. **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.
8. **Consent Calendar**
  - 8.1 Payroll Manifest of April 28, 2022, in the amount of \$75,852.07
  - 8.2 Payroll Manifest of May 5, 2022, in the amount of \$251,124.04
  - 8.3 Payroll Manifest of May 12, 2022, in the amount of \$76,171.65
  - 8.4 Payroll Manifest of May 19, 2022, in the amount of \$77,492.44
  - 8.5 Accounts Payable Manifest of April 28, 2022, in the amount of \$71,807.41
  - 8.6 Accounts Payable Manifest of May 12, 2022, in the amount of \$78,925.15
  - 8.7 Approval of Veterans Tax Credits
  - 8.8 Approval of Elderly Exemptions
  - 8.9 Cemetery Deeds
9. **Correspondence**
  - 9.1 Correspondence from Hamptons Post 35
10. **Committee Updates**
  - 10.1 Heritage Commission
  - 10.2 Water Commission
  - 10.3 Rails to Trails
  - 10.4 Budget Committee
11. **Report of the Town Administrator**
  - 11.1 General Report
12. **Items Left on the Table**
13. **New Business**
  - 13.1 Swearing in Ceremony for Sergeant James Mascioli
  - 13.2 Presentation on Trees at North Hampton School – Rebecca Carlson
  - 13.3 Appointments to Capital Improvements Plan
  - 13.4 Appointments to Recreation Commission
  - 13.5 Discussion of Bandstand Committee Request for Trailer at Town Common
  - 13.6 Municipal Buildings Project Update
14. **Minutes of Prior Meetings**
  - 14.1 Approval of Regular Meeting Minutes of April 25, 2022
  - 14.2 Approval of Meeting Minutes of May 16, 2022
15. **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

**16. Second Public Comment Session**  
See Item 7, above

**17. Adjournment**

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

**CONSENT CALENDAR**

TOWN ADMINISTRATOR  
MICHAEL TULLY

MTULLY@NORTHHAMPTON-NH.GOV



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**C O N S E N T   C A L E N D A R**

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**TO:** SELECT BOARD  
**FROM:** MICHAEL TULLY, TOWN ADMINISTRATOR  
**SUBJECT:** CONSENT CALENDAR FOR SELECT BOARD MEETING 05/23/2022  
**DATE:** 05/20/2022

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**The following actions are for the approval of the Select Board:**

**Consent Calendar**

- 8.1 Payroll Manifest of April 28, 2022, in the amount of \$75,852.07
- 8.2 Payroll Manifest of May 5, 2022, in the amount of \$251,124.04
- 8.3 Payroll Manifest of May 12, 2022, in the amount of \$76,171.65
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- 8.7 Approval of Veterans Tax Credits
- 8.8 Approval of Elderly Exemptions
- 8.9 Cemetery Deeds

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
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**CORRESPONDENCE**



**Hamptons Post 35**

**G. Berkley Bennett, Jr, Commander**

Select Board and Town Administrator  
Town of North Hampton  
233 Atlantic Avenue  
North Hampton, NH 03862

April 26, 2022

Dear Select Board and Town Administrator,

The Hamptons American Legion Post 35 invites your group to participate in the Memorial Day Parade and exercises, Monday, May 30, 2022.

The day's events will start with a parade at 10:00 am. The parade will start from the Citizen's Bank building on Lafayette Road and proceed north on Lafayette, then east on Atlantic Avenue ending at the Town Offices. A memorial service will take place in front of the Town Clerks Office immediately following the parade.

Seacoast services and parades are scheduled as follows:

- 8:00 am Hampton Beach Marine Memorial-Lady by the Sea
- 9:00 am Hampton Falls – Weare Common
- **10:00 am North Hampton Parade**
- 11:30 am Hampton Parade

Sincerely,

Berk Bennett  
Commander  
American Legion Post 35  
berk.bennett@gmail.com

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
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**COMMITTEE UPDATES**



MICHAEL J. TULLY  
TOWN ADMINISTRATOR

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  
233 Atlantic Avenue  
North Hampton, NH 03862  
mtully@northhampton-nh.gov  
Tel: (603) 964-8087  
Fax: (603) 964-1514



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

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**TOWN ADMINISTRATOR'S REPORT**  
**MAY 23, 2022 SELECT BOARD MEETING**

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**REPORTING PERIOD**

The reporting period is from April 26, 2022 through May 20, 2022

**Finance**

Financially we are in good shape with 12% of the budget remaining with 6 weeks remaining in the fiscal year

**Police**

Over the last few weeks the police department has participated in extra patrols targeting Texting and Driving, these patrols have been funded by a grant. We were able to make 34 traffic stops thanks to this funding. The spring season has brought out complaints of speeders from neighborhoods all over Town, the police department continues to be proactive in enforcement efforts and urges everyone to drive safely and to call us to report dangerous driving.

**Fire**

The Fire Department has given a conditional offer of employment to fill an open position. The background is currently being completed and the Chief anticipates bringing the employee in front of the Board when it is completed.

## **Facilities**

*Town Hall.* Nothing new to report. I met with Mr. Schnitzler on the work requested by the Heritage Commission. He does not have an interest in completing the work, though, he is working on a contact that may assist us with the fire doors. He stated the basement sheetrock is a very difficult and time consuming job which will require electricians and plumbers to reroute wires and piping. We will also look into a type of drop ceiling and whether that would provide fire protection. This option will take away headroom in the already tight space. This project is on hold until funding is determined.

*New Town Office/Fire/Police Buildings.* We have signed a lease to secure 34 Lafayette Road as temporary quarters for Fire and Police during the build. The lease is for 18 months with an option to extend if required. I have forwarded to the Board a resume in response to the Clerk of the Works RFP which was posted.

*Stone Building.* The contractor has scheduled the flashing repair for the third week of June. This could change depending on weather.

*Town Office/Chevalier Building.* Nothing new to report. We have had issues with the heating system in the Town Office. The building Inspector has been able to restart the system and we will continue to limp it through the spring.

## **Recreation**

The Dearborn Park fertilization program has begun. John Hubbard gave the department a generous donation to purchase a new home plate and set of bases. The irrigation will began on April 28<sup>th</sup>. St. Thomas is once again renting our courts for the spring High School tennis season, and Pickle Ball began the first week of May.

The Memorial Day BBQ will be held after the parade on Memorial Day May 30<sup>th</sup>.

The seniors program continues to hold monthly luncheons the 3<sup>rd</sup> Tuesday of the month at the REC as well as weekly coffees on Thursday mornings.

We have reached agreement with Lafayette Crossing to continue our use of the space through June 15<sup>th</sup> of 2023.

Director Manzi has interviewed approximately 20 candidates for positions primarily in our summer camp and has hired a youth program coordinator.

Old Home Day is scheduled for August 13<sup>th</sup> 2022 (The second Saturday in August)

## **Building Department**

Resumes for the position of building Inspector have been forwarded to the Board. Members have review the submissions and I have scheduled interviews.

## Highway

The Department of Public Works is busy with spring clean-ups of Town properties and roads. Paving has begun on Deer Run and Buckskin.

Director Hubbard is still looking for part-time help for 8 to 24 hours per week at the Recycling Center. This is perfect for a retired person, call the town offices or DPW for applications or additional info.

## Projects

*Route 1 Culvert.* I have requested the report from DOT on the condition of the culvert and expect to receive it soon.

*PFAS Investigation.* Nothing new to report. The grant application has been completed and submitted to the State. I will keep the Board up to date with any information I receive back.

*Telephone System/Communications.* The new phone system is installed, we had a few bumps in the road during the installation period but it has smoothed out. We are still working on a punch list of smaller issues.

*Trash Collection.* Nothing new to report. I have been researching the positives, negatives and possibilities of the Town going out to bid for Town-wide trash collection. This would mean the price will be included in the tax rate paid by residents. Initial research shows the overall cost could be less to each resident. I am waiting on current customer information and will bring it forward for a discussion as soon as the initial information gathering is completed.

*Revaluation.* Nothing new to report. The RFP for the 2023 revaluation has been uploaded to the website and has been sent out to several companies. I will let the Board know when all responses are in.

*Cell Tower.* Nothing new to report. Work continues in the search for a suitable location for a cell tower. I will brief the Board when the issue requires action on their part.

*Walkway Project.* Nothing new to report. This project will be completed after the buildings have been constructed. This alleviates the chance of damage during construction.

*Coakley Landfill Group.* I was on the call for the May 13<sup>th</sup> Coakley meeting. The next meeting is scheduled for June 16<sup>th</sup>, I plan to attend.

*Junkyard Closures and/or New Problems:* Nothing new to report. We are seeing some improvement with vehicles pulling off of Route 1 for deliveries. The Police have visited dealerships in Town and have issued Summonses to violators.

*Rails to Trails.* Mr. Sununu is scheduled a meeting for May 18<sup>th</sup> to update the committee on work being performed with RPC.

*Old Locke Road Grant.* Nothing new to report. The grant application has been completed and submitted to the State. I will keep the Board updated with any developments.

*Tree Cutting.* There is an item on the agenda with a presentation from Becca Carlson of NHS.

*Seacoast Private Well Initiative.* Nothing new to report. I attended a meeting with NHDES on April 5<sup>th</sup> to discuss North Hampton being involved in the Seacoast Private Well Initiative. The program will consist of private well owners receiving their drinking well water tested for contaminants free of charge as well as education opportunities for remediation. Initially PFAS testing was not included, I have requested to NHDES that PFAS testing be included in the final program. They are investigating cost ramifications. The program should begin with outreach this spring/early summer with testing, late summer and a wrap up with education in the fall.

*Meeting Schedule:* Our next regularly scheduled meeting is on June 13, 2022.

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



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**ITEMS LEFT ON THE TABLE**

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

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



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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
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**NEW BUSINESS**

## Janet Facella

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**From:** Rick Milner  
**Sent:** Tuesday, May 3, 2022 4:25 PM  
**To:** Michael Tully; Janet Facella  
**Subject:** CIP committee members  
**Attachments:** cipcommittee2010.pdf

Hi Mike,

1. Based on research that Jan and I did, the CIP committee was made independent of the Planning Board at 2010 Town Vote (Article 8, pages 19-20 of 2010 Town Report). Therefore, according to RSA 674:5 and the Town Article, the governing body, the Select Board, appoints the members based on the criteria included in the RSA and the Town Article.
2. I suggest that the Select Board place the official appointment of CIP Committee members on the next agenda. See below for Planning Board recommendations.
3. Once nominees listed below are officially appointed, I will prepare their oath of office documents for Select Board members' signatures.

CIP Planning Board representative – Nancy Monaghan, 1 year term  
CIP Citizen Representative – Cynthia Swank, 3 year term

Thank you,  
Rick Milner  
Planning & Zoning Administrator  
Town of North Hampton, NH  
[rmilner@northhampton-nh.gov](mailto:rmilner@northhampton-nh.gov)  
603-964-8650





**Oath of Office**

*Town of North Hampton*

I, **Cynthia Swank** do solemnly and sincerely swear and affirm that I will bear faith and true allegiance to the United States of America and the state of New Hampshire and will support the constitution thereof. So, help me God.

I, **Cynthia Swank** do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent upon me as **Capital Improvement Plan Committee Member Citizen Representative for the Planning Board**, for a term of **Three (3) years**, according to the best of my abilities, agreeably to the rules and regulations of this Constitution and the Laws of the State of New Hampshire. So, help me God.

(Any person who is scrupulous of swearing may omit the word "swear" and likewise the words, "So help me God," adding instead, "This I do under the pains and penalties of perjury.")

\_\_\_\_\_  
(Election Official/Appointee Signature) (Date)

\_\_\_\_\_  
Sworn Before: Moderator, Town Clerk, Selectman or Justice of the Peace – Signature RSA 42:2 Sworn Before: Print Name

-----  
All individuals appointed to fill vacant elected positions must run for the office at the following election to complete the established term.

Elected \_\_\_\_\_ Appointed \_\_\_\_\_ (If appointed: Need election official title and signature below.)  
(Please circle one.)

Term Expires: 3 / \_\_\_\_ / 2023 Date Appointed: 5/23/22

Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_ E-Mail: \_\_\_\_\_

Appointed by: \_\_\_\_\_  
(Signature) (Title)

Appointed by: \_\_\_\_\_  
(Signature) (Title)

Appointed by: \_\_\_\_\_  
(Signature) (Title)



**Oath of Office**

***Town of North Hampton***

I, **Nancy Monaghan** do solemnly and sincerely swear and affirm that I will bear faith and true allegiance to the United States of America and the state of New Hampshire and will support the constitution thereof. So, help me God.

I, **Nancy Monaghan** do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent upon me as **Capital Improvement Plan Committee Member Representative for the Planning Board**, for a term of **One (1) year**, according to the best of my abilities, agreeably to the rules and regulations of this Constitution and the Laws of the State of New Hampshire. So, help me God.

(Any person who is scrupulous of swearing may omit the word "swear" and likewise the words, "So help me God," adding instead, "This I do under the pains and penalties of perjury.")

\_\_\_\_\_  
(Election Official/Appointee Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
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Elected            Appointed            (If appointed: Need election official title and signature below.)  
(Please circle one.)

Term Expires:   3   /      / 2023

Date Appointed: 5/23/22

Phone: (      )      -     

E-Mail: \_\_\_\_\_

Appointed by: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Appointed by: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Appointed by: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

North Hampton first adopted a Master Plan in 1967. The first CIP Committee was created as a subcommittee of the Planning Board by a vote of the legislative body in March 1988.

Subsequently, at the Town Meeting of 2010 the legislative body voted to create a Capital Improvements Plan (CIP) Committee that was independent of the Planning Board and composed of one appointed member each from the Select Board, Budget Committee, Planning Board and School Board, and one at-large citizen member each is appointed by the Select Board, Planning Board and Budget Committee. The Town Administrator is the committee's adjutant. A warrant article approved in 2015 added one Library Trustee as a statutory member of the CIP Committee.

To see if the Town, having a Master Plan first adopted by the Planning Board in 1967, will vote to authorize the governing body (the Select Board) to appoint a capital improvement program committee to prepare, recommend, and from time to time recommend amendments to a program of municipal capital improvements projected over a period of at least 6 years, in accordance with RSA 674:5. This committee shall be made up of the following members:

One member of the Select Board, nominated by the Select Board; one member of the Planning Board, nominated by the Planning Board; one member of the Municipal Budget Committee, nominated by the Municipal Budget Committee; one member of the North Hampton School Board, nominated by the North Hampton School Board.

Each such member of the Select Board, Planning Board, Municipal Budget Committee, and North Hampton School Board shall serve for a period of one year, and may be reappointed so long as they continue to serve on the Board or Committee from which they were appointed.

Three members of the public, not currently serving on any of the aforementioned boards or committees and selected from a pool of respondents to public notice of the positions:

- One to be nominated by the Planning Board; one to be nominated by the Municipal Budget Committee, and one to be nominated by the Select Board.
- They shall be appointed initially to terms of one for one year, one for two years and one for three years. After which, they shall each be appointed for a term of three years.

The committee shall elect from its membership a chair and vice chair, each for a term of one year. This committee will replace the Planning Board as the municipal committee responsible for annually recommending and amending the capital improvement plan ("CIP").

Staff support for the Committee shall consist of the Town Administrator and a similar representative from the School Board, and they shall be responsible for ensuring that the Committee receives all information required to fulfill its duties in a timely manner.

*Recommended by the Planning Board 4-1. Recommended by the Select Board 3-0.*

## Joe Manzi

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**From:** Martin [REDACTED]  
**Sent:** Monday, May 9, 2022 1:23 PM  
**To:** Joe Manzi  
**Subject:** Re: update on rec term expirations

Mr Manzi,

I would like to seek reappointment to the Recreation Commission. It has been a pleasure to serve with you and the other members of the Commission.

Thank you,  
Martin *Manzi*

On May 9, 2022, at 12:44, Joe Manzi <jmanzi@northhampton-nh.gov> wrote:

Joe Manzi, Director  
North Hampton Parks and Recreation  
233 Atlantic Avenue  
North Hampton NH 03862-02352  
Summer Camp and Before and After School phone line and Rec 570-8169  
Office 603-964-3170  
Fax 603-964-1514  
Town Website northhampton-nh.gov  
Program registrations at northhamptonnh.recdesk.com  
Like North Hampton NH Recreation on Facebook

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**From:** Joe Manzi  
**Sent:** Tuesday, May 3, 2022 10:41 AM  
**Subject:** update on rec term expirations

Hi Jane, Willow, Marty

As long as I am not speaking for you, can you send me a brief email stating that you wish to continue on the Recreation Commission for another three year term?

Thank You

Joe Manzi, Director  
North Hampton Parks and Recreation  
233 Atlantic Avenue  
North Hampton NH 03862-02352  
Summer Camp and Before and After School phone line and Rec 570-8169  
Office 603-964-3170  
Fax 603-964-1514  
Town Website northhampton-nh.gov

## Joe Manzi

---

**From:** Joe Manzi  
**Sent:** Tuesday, May 3, 2022 1:14 PM  
**Cc:** Joe Manzi

Good morning Joe,

I want to advise you that I would like to continue as a member of the Commission for another term

Jane Morse

Hello Joe,

I wish to continue my role on the Recreation Comm for another 3 year term.

Thank you!

Willow Foley

Licensed Realtor

Aland Realty

**Email:** [wfoley@alandrealty.com](mailto:wfoley@alandrealty.com)

**Cell:** 603.531.9993 | **Office:** 603-501-0463 x730

Joe Manzi, Director

North Hampton Parks and Recreation

233 Atlantic Avenue

North Hampton NH 03862-02352

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Program registrations at [northhamptonnh.recdesk.com](http://northhamptonnh.recdesk.com)

Like North Hampton NH Recreation on Facebook



**Oath of Office**

*Town of North Hampton*

I, **Jane Morse** do solemnly and sincerely swear and affirm that I will bear faith and true allegiance to the United States of America and the state of New Hampshire and will support the constitution thereof. So, help me God.

I, **Jane Morse** do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent upon me as **Recreation Commission Member**, for a term of **Three (3) years**, according to the best of my abilities, agreeably to the rules and regulations of this Constitution and the Laws of the State of New Hampshire. So, help me God.

(Any person who is scrupulous of swearing may omit the word "swear" and likewise the words, "So help me God," adding instead, "This I do under the pains and penalties of perjury.")

\_\_\_\_\_  
(Election Official/Appointee Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Sworn Before: Moderator, Town Clerk, Selectman or  
Justice of the Peace – Signature RSA 42:2

\_\_\_\_\_  
Sworn Before: Print Name

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Elected            Appointed            (If appointed: Need election official title and signature below.)  
(Please circle one.)

Term Expires:   3   /        /  2025 

Date Appointed: 5/23/22

Phone: (        )        -       

E-Mail: \_\_\_\_\_

Appointed by: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Appointed by: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Appointed by: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)



**Oath of Office**

***Town of North Hampton***

I, **Willow Foley** do solemnly and sincerely swear and affirm that I will bear faith and true allegiance to the United States of America and the state of New Hampshire and will support the constitution thereof. So, help me God.

I, **Willow Foley** do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent upon me as **Recreation Commission Member**, for a term of **Three (3) years**, according to the best of my abilities, agreeably to the rules and regulations of this Constitution and the Laws of the State of New Hampshire. So, help me God.

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\_\_\_\_\_  
(Election Official/Appointee Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Sworn Before: Moderator, Town Clerk, Selectman or  
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(Please circle one.)

Term Expires:   3   /      / 2025

Date Appointed: 5/23/22

Phone: (      )      -     

E-Mail: \_\_\_\_\_

Appointed by: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Appointed by: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Appointed by: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)



**Oath of Office**

***Town of North Hampton***

I, **Martin Tavitian** do solemnly and sincerely swear and affirm that I will bear faith and true allegiance to the United States of America and the state of New Hampshire and will support the constitution thereof. So, help me God.

I, **Martin Tavitan** do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent upon me as **Recreation Commission Member**, for a term of **Three (3) years**, according to the best of my abilities, agreeably to the rules and regulations of this Constitution and the Laws of the State of New Hampshire. So, help me God.

(Any person who is scrupulous of swearing may omit the word "swear" and likewise the words, "So help me God," adding instead, "This I do under the pains and penalties of perjury.")

\_\_\_\_\_  
(Election Official/Appointee Signature) (Date)

\_\_\_\_\_  
Sworn Before: Moderator, Town Clerk, Selectman or Justice of the Peace – Signature RSA 42:2 Sworn Before: Print Name

-----  
All individuals appointed to fill vacant elected positions must run for the office at the following election to complete the established term.

Elected \_\_\_\_\_ Appointed \_\_\_\_\_ (If appointed: Need election official title and signature below.)  
(Please circle one.)

Term Expires:   3   /    /   2025   Date Appointed:   5/23/22  

Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-Mail: \_\_\_\_\_

Appointed by: \_\_\_\_\_  
(Signature) (Title)

Appointed by: \_\_\_\_\_  
(Signature) (Title)

Appointed by: \_\_\_\_\_  
(Signature) (Title)



## Janet Facella

---

**From:** [REDACTED]  
**Sent:** Monday, May 16, 2022 9:41 AM  
**To:** Janet Facella  
**Subject:** Bandstand Trailer

Hi Jan,

Would you forward to Mike please?

The trailer is 8-9 feet and would be parked under the trees on the Post Road side where we serve the food. It will be most helpful to us to be able to park it there.

Thanks,

Delores









Sent from my iPhone

MICHAEL J. TULLY  
TOWN ADMINISTRATOR  
[mtully@northhampton-nh.gov](mailto: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 **APRIL 25, 2022 7:00 PM**

**NORTH HAMPTON TOWN HALL**

5 **DRAFT MINUTES**

6  
7 **SELECT BOARD MEMBERS PRESENT:** Chairman James Sununu, Vice Chairman Jim Maggiore, Selectman  
8 Jonathan Pinette

9 **ALSO PRESENT:** Town Administrator Michael Tully, Building Inspector Travis Murray

10  
11 **AGENDA**

12  
13 Chairman James Sununu welcomed everyone to the North Hampton Select Board Meeting for Monday,  
14 April 25, 2022 and called the meeting to order at 7:03 pm, followed by the Pledge of Allegiance

15  
16 **First Public Comment Session**

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

18  
19 No public comment.

20  
21 **Consent Calendar**

- 22 4.1 Payroll Manifest of April 14, 2022 in the amount of \$76,770.75  
23 4.2 Payroll Manifest of April 7, 2022 in the amount of \$74,523.07  
24 4.3 Accounts Payable Manifest of March 31, 2022 in the amount of \$1,068,656.55  
25 4.4 Approval of Veterans Credit

26  
27 **Motion:** To approve Consent Calendar items 4.1-4.4 as presented.

28 **Motioned:** Selectman Pinette

29 **Seconded:** Vice-Chair Maggiore

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

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

35  
36 **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  
37 **DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North**  
38 **Hampton, New Hampshire 03862.**

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**Correspondence**

**Committee Updates**

Vice-Chair Maggiore said under New Business is an update from the *Heritage Commission* and an economic update on the *Water Commission*.

Chairman Sununu said there is no update on *Rails to Trails Committee*, meeting will be held in May; *Budget Committee* had organizational meeting and reappointed Rick Stanton as Chairman and members to CIP; next meeting in May.

**Report of the Town Administrator**

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

Report from April 12 – April 22, 2022: Finance 20% of Budget remaining with 10 weeks left in fiscal year; Police extra patrols targeting texting and driving through grant funds; Fire Department interviews being held to fill vacancy; Recreation obtained new lease for Lafayette Crossing; temporary employee secured to continue Building Inspections; RFP for Town Revaluation posted; Route 1 culvert flooding during April 19<sup>th</sup> rains inspected by Town Administrator Tully and Bryan Schutt from DOT; telephones porting process ongoing; Olde Locke Road grant application submitted.

Town Administrator Tully said Becca Carlson from the School will be coming to the Select Board in May to describe an educational program related to the tree cuttings. Chairman Sununu asked how long the RFP for the reval will be open, and Town Administrator Tully said about 30 days.

**Items Left on the Table – None**

**NEW BUSINESS**

**9.1 Appointments to Conservation Commission**

Chairman Sununu read a letter received from Lisa Wilson, Chair of the Conservation Commission in full requesting the following appointments to the Commission: Kathy Grant, Philip Thayer, and Dave Cicalone as Regular Members and David McGilvary as an Alternate Member, all for a 3-year term expiring 2025.

**Motion:** To appoint Kathy Grant, Philip Thayer, Dave Cicalone as regular members to the Conservation Commission for 3-year terms expiring 2025, and David McGilvary as an Alternate for the same 3-year term to expire in 2025.

**Motioned:** Vice-Chair Maggiore

**Seconded:** Selectman Pinette

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

**9.2 Update on Fish House Septic Systems**

Town Administrator Tully said discussions were held last summer regarding problems with bacteria at the Beach, and they came up with the idea for the Building Inspector to check septic for fish houses and contact those property owners. Research was done going back on deeds with DES records, and Travis Murray is here to provide an update on that project before he leaves.

86 Travis Murray said there are 12 fish houses and he researched deed records from NHDES, and found all  
87 but 3 have acceptable holding tanks; 2 of the 3 owners got back to him and are working with a septic  
88 designer, and one owner has not responded. He said he and the Town Administrator met with Kevin  
89 Kaveny, Compliance Supervisor & Subsurface Director for NHDES, down at the beach.

90

91 Mr. Murray said if you do not have an acceptable holding tank you cannot have water connected to your  
92 place of business and going forward the Town could shut off the water to that last establishment. Town  
93 Administrator Tully said they would continue to try to make contact with the one owner. Chairman  
94 Sununu asked the timeframe for the 2 parties that are cooperating to install holding tanks, and Mr. Murray  
95 said in about 1 ½ months or under. He said the design goes to NHDES for approval and is stamped and  
96 returned to the Town.

97

98 Chairman Sununu asked that they wait a little longer for responses but if a holding tank is required the  
99 Board should make sure that happens; Rick Milner will send out a letter this week to the last resident;  
100 NHDES said they will support the Town any way then can but will not take the lead on this. He said it is  
101 very difficult to determine what is causing the elevated bacteria counts at the Beaches. Mr. Murray said  
102 he and the Town Administrator walked the whole area at low tide and found no pipes coming straight out  
103 as reported by residents.

104

### 105 **9.3 Earth Day/Town-Wide Cleanup Recap**

106 Town Administrator Tully said they started around 8:00 am and had about 65% of roads in Town covered  
107 by people volunteering to pick up trash; WIN Waste also brought a team of their employees and some  
108 equipment. Extensive work was also done on School grounds through cooperation with the School, and  
109 music provided by 98.5. He said he and Director Hubbard filled a dump truck with trash from the roadside,  
110 with more picked up the following Monday, and thanked everyone who participated to make the day  
111 successful.

112

### 113 **Correspondence from Heritage Commission**

114 Chairman Sununu said there was one late agenda item and read a letter from Heritage Commission Chair  
115 Donna Etela requesting the following appointments to the Heritage Commission: Susan McCullom-Barry  
116 as Alternate for a 1-year term, and John Celay as Alternate for a 1-year term.

117

118 **Motion:** To approve the appointment of Susan McCullom-Barry and John Celay as Alternate members to  
119 the Heritage Commission for 1-year terms expiring 2023.

120 **Motioned:** Vice-Chair Maggiore

121 **Seconded:** Selectman Pinette

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

123

### 124 **MINUTES OF PRIOR MEETINGS**

125

#### 126 **10.1 Approval of Regular Meeting Minutes of April 11, 2022**

#### 127 **10.2 Approval of Non-Public Meeting Minutes of April 11, 2022**

128

129 **Motion:** To accept the Regular Meeting Minutes and the Non-Public Meeting Minutes of April 11, 2022.

130 **Motioned:** Selectman Pinette

131 **Seconded:** Vice-Chair Maggiore

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

133



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

135 Selectman Pinette said the CIP Committee organizational meeting will be held this Friday at 8:30 am.

136

137 Town Administrator Tully said the Bandstand Committee is setting up for the Summer Concert Series and  
138 asked if they could leave the grills used at these events inside a parked trailer on the site. Selectman  
139 Pinette suggested parking the trailer near two large pine trees by the outhouses.

140

141 **Second Public Comment Session**

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

143

144 Town Administrator Tully received a public comment from Kathleen Kilgore stating that Hampton has dogs  
145 on the beach and does not have issues with beach bacteria. Town Administrator Tully said they did not  
146 cite that as the cause but it could be something that small; DES said we have the outlet of Little River that  
147 collects everything and comes out at the beach, and Rye has a similar situation at Wallis Sands.

148

149 Vice-Chair Maggiore said on Earth Day he heard that despite the Charles River being much cleaner in the  
150 last 20 years, they cannot mitigate animal waste coming from stormwater runoff.

151

152 **Next Regular Meeting:** May 9, 2022.

153

154 **Adjournment**

Chairman Sununu adjourned the meeting at 7:36 pm.

155

156 Respectfully submitted,

157 Patricia Denmark, Recording Secretary



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
NORTH HAMPTON SELECT BOARD  
DRAFT MINUTES

NOTICE OF PUBLIC MEETING  
MONDAY, MAY 16, 2022

NORTH HAMPTON TOWN OFFICES  
REGULAR SESSION  
233 ATLANTIC AVENUE  
10:00 O'CLOCK A.M.

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18 **1. 10:00AM Call to Order by the Chair**

19 Chair Sununu called the meeting to order at 10:10AM.

20  
21 Those in attendance were Selectman Maggiore, Town Administrator Tully, Finance Director Cornwell, and  
22 via ZOOM, Selectman Pinette.

23  
24 **Motion by Selectman Maggiore to allow Selectman Pinette to participate in the meeting remotely.**  
25 **Seconded by Chair Sununu. Motion carries 2-0.**

26  
27 **2. First Public Comment Session**

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

34  
35 **3. New Business**

36 3.1 Consideration of Bond Paperwork for Municipal Complex

37 Finance Director Cornwell discussed the bond documents that the Select Board need to vote on and sign.  
38 He stated the loan agreement will be a guaranteed maximum rate amount of 6%, but could come in at 3-  
39 4%. The bond sale will be on June 7, 2022, with funding available by July 5 or July 6, 2022.

40  
41 Selectman Pinette noted with interest rates climbing, the board was wise to take advantage of the rates now.

42  
43 **Motion by Selectman Maggiore to authorize the Town to enter into the Loan Agreement in the**  
44 **amount of \$9,307,965 at a rate not to exceed 6% per annum. Roll call vote: Sununu, aye; Maggiore,**  
45 **aye; Pinette, aye. Motion carries 3-0.**  
46

47 Finance Director Cornwell next explained the Resolution of the Select Board that needed to be signed as  
48 well as the Post-Issuance Tax Compliance Policy and Procedures for Tax-Exempt Obligations that required  
49 the Select Board's approval.  
50

51 **Motion by Selectman Maggiore Whereas the Town of North Hampton, New Hampshire (the**  
52 **"Town") from time to time, on a tax-exempt basis, issues (i) bonds and bond anticipation notes to**  
53 **finance capital projects, (ii) tax anticipation notes to pay the Town's maintenance and operation**  
54 **expenses and (iii) municipal leases to finance the lease-purchase of certain equipment, all pursuant to**  
55 **the provisions of New Hampshire Chapter 33, as amended;**  
56

57 **Whereas, the federal income tax laws included in the Internal Revenue Code of 1986, as amended**  
58 **(the "Code"), requires that issuers of tax-exempt debt comply with certain post-issuance**  
59 **requirements set forth in the Code;**  
60

61 **Whereas, for purposes of maximizing the likelihood that the Town complies with such requirements**  
62 **of the Code, the Board of Selectmen of the Town (the "Board") desires to adopt the Post-Issuance**  
63 **Tax Compliance Policies and Procedures, attached hereto as Exhibit A;**  
64

65 **Now therefore be it resolved by the Board as follows:**  
66

67 **That the Post-Issuance Tax Compliance Policies and Procedures, attached hereto as Exhibit A are**  
68 **hereby approved.**  
69

70 **That the Board hereby names Ryan Cornwell as the "Coordinator" under the Post-Issuance Tax**  
71 **Compliance Policies and Procedures and that the Ryan Cornwell has accepted such nomination.**  
72

73 **That this resolution shall take effect from after its adoption. Seconded by Selectman Pinette.**  
74

75 **Roll call vote: Sununu, aye; Maggiore, aye; Pinette, aye.**  
76  
77

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

79 The Board reserves the right to take action on any item relative to the prudential administration of the Town's  
80 affairs, which circumstances may require  
81

82 **5. Second Public Comment Session**

83 See Item 2, above  
84

85 **6. Adjournment**  
86

87 Meeting adjourned at 10:30AM.  
88

89 Respectfully,  
90 Janet L. Facella  
91  
92  
93