



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

**NOTICE OF PUBLIC MEETING
WEDNESDAY MAY 27, 2020**

6:00 O'CLOCK P.M.

**NORTH HAMPTON TOWN EXECUTIVE OFFICES
NON-PUBLIC SESSION
233 ATLANTIC AVENUE
6:01 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 IMAGGIORE@NORTHHAMPTON-NH.GOV AND YOUR EMAIL WILL BE READ ALOUD DURING THE MEETING.

1. 6:00PM Call to Order by the Chair

2. 6:01PM Non-Public Session Pursuant to RSA 91-A:3 II (c)

3. 7:00PM Return to Public Session & 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 May 14, 2020 in the amount of \$222,526.14
- 5.2 Payroll Manifest of May 21, 2020 in the amount of \$98,629.67
- 5.3 Accounts Payable Manifest of May 14, 2020 in the amount of \$70,029.62
- 5.4 Reconsideration of Lien Execution Approvals of 2019 Unpaid Taxes
- 5.5 Approval of Abatement Application
- 5.6 Approval of Exempt Religious/Charitable/Educational Exemptions
- 5.7 Approval of Veteran Tax Credit
- 5.8 Approval of Notice of Intent to Cut Wood & Timber
- 5.9 Approval of Forest Fire Warden/Deputy Reappointments

6. Correspondence

- 6.1 Correspondence from Senator Tom Sherman

7. Committee Updates

- 7.1 Economic Development Committee
- 7.2 Heritage Commission
- 7.3 Water Commission
- 7.4 Budget Committee

8. Report of the Interim Town Administrator

- 8.1 General Report

9. Items Left on the Table

10. New Business

- 10.1 Appointments to Agriculture Commission
- 10.2 Appointments to Conservation Commission
- 10.3 Acceptance of CARES Act Funds Pursuant to RSA 21-P:43 in the amount of \$108,038
- 10.4 Update on Stay at Home Order 2.0 - Restaurants
- 10.5 Discussion of Heritage Commission Image File Status
- 10.6 Discussion of Beach Reopening

11. Minutes of Prior Meetings

- 11.1 Approval of Regular Meeting Minutes of May 11, 2020
- 11.2 Approval of Non-Public Meeting Minutes of May 11, 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

TOWN ADMINISTRATOR
BRYAN KAENRATH

BKAENRATH@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

C O N S E N T C A L E N D A R

TO: SELECT BOARD
FROM: MICHAEL TULLY, INTERIM TOWN ADMINISTRATOR
SUBJECT: CONSENT CALENDAR FOR SELECT BOARD MEETING 05/27/2020
DATE: 05/22/2020

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

Consent Calendar

Payroll Manifest of May 14, 2020 in the amount of \$222,526.14
Payroll Manifest of May 21, 2020 in the amount of \$98,629.67
Accounts Payable Manifest of May 14, 2020 in the amount of \$70,029.62
Reconsideration of Lien Execution Approvals of 2019 Unpaid Taxes
Approval of Abatement Application
Approval of Exempt Religious/Charitable/Educational Exemptions
Approval of Veteran Tax Credit
Approval of Notice of Intent to Cut Wood & Timber
Approval of Forest Fire Warden/Deputy Reappointments



STATE OF NEW HAMPSHIRE
 DEPARTMENT OF NATURAL AND CULTURAL RESOURCES
DIVISION OF FORESTS AND LANDS
 172 Pembroke Road, Concord, New Hampshire 03301

603-271-2214
 FAX: 603-271-6488
 www.nhdfi.org

To: Town Selectmen and Wardens
 CC: Forest Rangers
 From: Steven Sherman, Chief, NH Forest Protection Bureau
 Subject: **2021 Forest Fire Warden/Deputy Reappointment Forms**

Enclosed please find the forms to recommend your Town Forest Fire Warden, Deputy Wardens and Issuing Agents for reappointment to their respective positions.

Please notice under the reappoint column you need to only write NO if you are removing an individual. There is also a new column for Wardens to certify that individuals have participated in training in the last 3 years. Please check the box if the individual has taken wildland fire training (including law updates) locally or at a Forest Protection Bureau training.

For the appointment of a new Warden, Deputy Warden or Issuing Agent, please attach the appropriate completed forms, which are located in the Warden's Manual, or available on our website at <https://www.nh.gov/nhdfi/community/fire-warden-information/warden-forms-and-information.htm>

If your town has Federal Excess Personal Property (FEPP) thru the Division of Forests and Lands, enclosed is your renewal agreement. Please sign and return with your appointment paperwork. If you have any questions or concerns regarding the reappointment of these individuals, please contact your Forest Ranger through the Concord Office at 603-271-2214.

Once you have completed the attached form and any new appointment forms, please have the Board of Selectmen sign and return to us the documentation confirming their support of the Warden's recommendations.

**All Documents must be signed by the Warden and Selectmen and returned to the Division
 No Later Than June 1st, 2020.**
 The documents may be mailed to:
 NH Division of Forests and Lands
 Forest Protection Bureau
 172 Pembroke RD
 Concord NH 03301

Thank you for your ongoing support and partnership with our agency to prevent, detect and suppress wildfires in your community. If you have questions, or we can assist you in some way, please do not hesitate to contact us.

Enc: Reappointment Forms



State of New Hampshire
 Department of Natural and Cultural Resources
 Division of Forests and Lands
FOREST PROTECTION BUREAU

DEPUTY FOREST FIRE WARDEN APPOINTMENT FORM

Date	/ /	Town	District
------	-----	------	----------

CANDIDATE INFORMATION

Name			
Mailing Address			
E-mail Address			
Home Phone	() -	Cell Phone	() -
Work Phone	() -	Date of Birth	/ /

By signing below, I understand and agree to being recommended for appointment to the position of Deputy Forest Fire Warden, and furthermore, that any vehicle plate, ID card and/or other equipment issued to me by the state of New Hampshire is the property of the state of New Hampshire and will be returned at the conclusion of my appointment, as determined by the Director of the Division of Forests & Lands

Candidate Signature	/ / Date
---------------------	-------------

MUNICIPALITY RECOMMENDATION

By signing below, the Forest Fire Warden, Selectmen/Mayor/Town/City/Manager recommend the above named person for appointment by the Director of the Division of Forests and Lands

Candidate Authorized to Issue: **Fire Permits** **Official Warnings**

Forest Fire Warden Signature	/ / Date
Chairperson, Mayor, Town/City Manager Signature	/ / Date
Selectman Signature	/ / Date
Selectman Signature	/ / Date

DELETE PREVIOUS APPOINTMENT OF	
--------------------------------	--

DIVISION APPROVAL

Forest Ranger Signature	/ / Date
Director, NH Division of Forests and Lands Signature	/ / Date

State of New Hampshire
 Department of Natural and Cultural Resources
 Division of Forests and Lands
FOREST PROTECTION BUREAU

ISSUING AGENT APPOINTMENT FORM (To issue fire permits only)					
Date	/	/	Town		District
CANDIDATE INFORMATION					
Name					
Mailing Address					
E-mail Address					
Home Phone	()	-	Cell Phone	()	-
Work Phone	()	-	Date of Birth	/	/
<i>By signing below, I understand and agree to being recommended for appointment to the position of Issuing Agent, and furthermore, that any ID card and/or other equipment issued to me by the state of New Hampshire is the property of the state of New Hampshire and will be returned at the conclusion of my appointment, as determined by the Director of the Division of Forests & Lands</i>					
Candidate Signature					/ / Date

MUNICIPALITY RECOMMENDATION	
<i>By signing below, the Forest Fire Warden recommends the above named person for appointment by the Director of the Division of Forests and Lands</i>	
Forest Fire Warden Signature	/ / Date
DELETE PREVIOUS APPOINTMENT OF	

DIVISION APPROVAL	
Forest Ranger Signature	/ / Date
Director, NH Division of Forests and Lands Signature	/ / Date

Janet Facella

From: Jim Maggiore
Sent: Friday, May 15, 2020 10:03 AM
To: Michael Tully
Cc: Janet Facella
Subject: Fw: CARES Act Municipal and County Aid Letter
Attachments: CARES Act Municipal and County Aid Letter for Sen. Sherman.docx

Mike and Jan.

We should include this in the next regular SB meeting communications.

Thanks.

Jim

From: Monica Cooper <Monica.Cooper@leg.state.nh.us> on behalf of Tom Sherman <Tom.Sherman@leg.state.nh.us>
Sent: Thursday, May 14, 2020 2:29 PM
To: Jim Maggiore <jmaggiore@northhampton-nh.gov>
Subject: CARES Act Municipal and County Aid Letter

[EXTERNAL SENDER]

Good Afternoon Chairman Maggiore,

Please see the attached letter from Senator Sherman regarding funding to municipalities and counties from the Federal CARES Act.

Sincerely,

Monica Cooper

Legislative Aide
Senator Jon Morgan
Senator Tom Sherman
Senate Health and Human Services Committee
State House 107
603-271-8631
Monica.Cooper@leg.state.nh.us



STATE OF NEW HAMPSHIRE

OFFICE OF SENATOR TOM SHERMAN

State House Room 107, 107 N Main St., Concord, NH 03303

May 14th, 2020

Chairman Jim Maggiore
North Hampton Select Board
233 Atlantic Avenue
North Hampton, NH 03862

Dear Chairman Maggiore,

In this time of crisis, it has been incredibly encouraging to see how the residents, businesses, public officials, and North Hampton's employees have stepped up to support one another. As your state senator I know you've taken on additional costs related to education, public safety, emergency services, and public services. North Hampton's acts of humanity should not spark additional costs to property taxpayers or leave you unable to provide necessary services.

Fortunately, on May 4th, after weeks of advocacy from the State Senate, the state of New Hampshire announced that \$40 million of federal CARES Act funds would be used for municipal and county grants to defray the costs of COVID-19, amounting to \$32 million to municipalities and \$8 million to counties.

I'm pleased to share that North Hampton has been allocated \$108,038. In addition, Rockingham County has been allocated \$7,286,670 in coronavirus relief fund payments to local governments. All allocations can be viewed [here](#) (link).

These federal funds can cover eligible COVID-19-related expenses incurred between March 1 and August 31st, 2020. Full guidance of eligible costs can be found [here](#). These include, but are not limited to, increased welfare costs, interest on tax anticipation notes or other short-term borrowing, new telework costs for remote municipal operations, and municipal building modifications and cleaning.

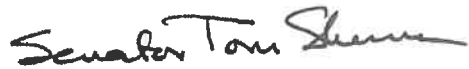
I want to highlight that while these relief funds have been allocated to North Hampton, action must be taken to receive the funds. Each local government must submit a signed grant agreement to the Governor's Office for Emergency Relief & Recovery (GOFERR) to be eligible. Furthermore, local governments must submit reimbursement requests to GOFERR by email. You can find these forms and additional guidance on the GOFERR website (www.goferr.nh.gov). If you have any questions, please email municipalities@goferr.nh.gov or reach out to our office at monica.cooper@leg.state.nh.us.

While this round of municipal and county aid represents critical relief for local governments as they grapple with the impacts of COVID-19, I know additional support will likely be needed. I

am committed to continuing to advocate for the needs of North Hampton and Rockingham County, please don't hesitate to reach out to my office if you have any additional concerns.

New Hampshire cities, towns, and counties are providing crucial services to Granite Staters right now who have been impacted by the coronavirus pandemic. Thank you for all you are doing.

With warm regards,

A handwritten signature in black ink that reads "Senator Tom Sherman". The signature is written in a cursive style with a long, sweeping underline.

Senator Tom Sherman
NH State Senate District 24
Cell: 603-828-9620
Office: 603-271-8631
Email: tom.sherman@leg.state.nh.us

Michael J. Tully
Interim 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

TOWN ADMINISTRATOR'S REPORT
MAY 27, 2020 SELECT BOARD MEETING

REPORTING PERIOD

The reporting period is from May 12 through May 22, 2020

Finance

Currently we are in good financial shape with 6 weeks left in the current fiscal year we have approximately 14% of budget remaining. As we move into June emergent spending rules will be relaxed so Department heads may continue with planned purchases for their departments before the end of the year.

Police

The Police Chief has been spending a large amount of time handling the many challenges that arise from a possible beach opening. State and local officials have been working on a plan to present to the governor advising him of some of the concerns various communities have. The department is also running a hiring process to fill an open position and will bring a candidate forward as the process permits.

Fire

The Department, in conjunction with the Building Inspector Travis Murray, has been working to enact the recent outdoor dining permit approved by the Select Board on May 11th. Businesses are submitting plans with various opening dates and employees have been performing inspections. This is a fluid situation where employees are thinking outside the box to assist financially strapped businesses to move forward. Not every restaurant set up will look the same but in the end safety of staff and visitors is a prime concern as we move through the process.

Facilities

Town Hall. I followed up with AW Therrian regarding the roof on the clock tower. They should have a quote for me by next week. I was also able to find two more roofing companies who do copper. I have been unable to get a call back from either of them but will continue trying. Mr. Schnitzler has continued with his work on the front of the building and we will bid the paint work after he is finished.

The Library. Nothing new to report - The Library bond application has been submitted to the bond bank in order to secure our spot in the July bond sale. We are working with Devine, Millimet and Branch as bond counsel and that paperwork will be submitted to them shortly. We are investigating the feasibility of moving the generously donated playground equipment to Dearborn Park.

Stone Building. Nothing new to report.

Town Office/Chevalier Building. Director Hubbard has met with another contractor and is waiting on the quote to be returned. We will bring quotes forward to the board when the package is together.

Recreation

Director Manzi has been developing rules and working on signage for the opening of Dearborn Park which will occur on Wednesday next week. He has also been in touch with Rec Directors around the State in researching options for summer camp. We expect protective measures to come down from the State soon and will make decisions at that point on what summer camp, if possible, will look like.

Projects

Telephone System/Communications. Nothing new to report. We have reached out to MD Com to discuss options with our aging phone system. One option, which is less expensive is to replace the "brain" of the system but continue to utilize the older hardware which is in good condition. I will make the Board aware of options as we move forward.

Cell Tower. The cell tower working group has been put on hold until further notice.

Regionalization. Nothing new to report.

Coronavirus. Town officials are working with businesses in the area at we assist in the reopening by following guidelines from the Governors Stay at Home 2.0 initiative. It is important to realize that not every situation is the same, though we are committed to working together in bringing business back online. Currently we are working on a phased plan to reopen the Town services though at this point services are being provided to the public and I see no reason to make changes to the system without significant gain to be had. I am following other communities and their actions and will bring a plan forward to the Board when it is feasible. We are working on opportunities for reimbursement from the Federal Government and State for Corona related costs. A motion from the Board at the meeting in new business will assist us in that task.

Coakley Landfill Group. The last meeting for the Coakley Landfill Group was May 6, 2020 and was held by conference call.

Junkyard Closures and/or New Problems: Nothing new to report.

Economic Development. Nothing new to report. The Hampton Area Chamber of Commerce is has decided to put their regional Economic Development Coordinator position on hold until further notice. I will keep in touch with them and bring it forward to the Board when they are ready to move forward.

Beach Stickers. Beach stickers have been selling quickly as residents are looking forward to the beaches opening sometime in the future. Residents purchasing sticker do so knowing the beaches are currently closed and they are non-refundable.

Rails to Trails. Correspondence from the State on the rail trail was forwarded to the Rail Trail Committee

Public Works. The brush dump and recycling are open with regular hours at this point. Please practice social distancing when utilizing the services to assist us in protecting the Town employees who are working there. Director Hubbard and his crew have been busy with spring cleanups as well as plantings.

Community Outreach. TA's open office hours are suspended at this time due to the public building being closed to the public. I would encourage anyone who would like to discuss an issue to call me at 964-8087 so that we may discuss it.

Philbrick Study Report. Funding will be the largest hurdle for this project. The group has been watching for grants to apply for and I just forwarded a possible opportunity this week.

Document Management System. Nothing new to report – RICOH agreed that the project was to be put on hold at this time while the Town Offices are closed to the public.

Meeting Schedule: Our next regularly scheduled meeting is on June 8, 2020.

**Town of North Hampton
Conservation Commission
233 Atlantic Avenue
North Hampton, New Hampshire 03862**



Conservation Commission Members

Lisa Wilson, Chair
Kathy Grant, Vice Chair
Phil Thayer, Andy Vorkink,
Lauri Etela, Frank Arcidiacono
Alternate Members
Allyson Ryder, Audrey Priors

May 20, 2020

To the Select Board:

On behalf of the Conservation Commission I ask that the Select Board consider the following candidates for appointment and reappointment to the Commission. During the May 12, 2020 meeting the Commission voted unanimously to recommend:

David Cicalone: Appointment as an Alternate Member for a two-years term to expire in 2022. (Mr. Cicalone currently serves as a Water Commissioner; he has a graduate degree in earth and hydrologic science and is a certified geologist in Maine and New Hampshire.)

Allyson Ryder: Reappointment as an Alternate Member for a three-years term to expire in 2023.

Audrey Prior: Appointment as a Regular Member for a one-year term to expire in 2021. Ms. Prior has been serving as Alternate Member and has volunteered to serve the remainder of a vacancy for a regular member position which was due to expire in 2021.

Lauri Etela: Reappointment as a Regular Member for a three-years term to expire in 2023.

Lisa Wilson: Reappointment as a Regular Member for a three-years term to expire in 2023.

The candidates who are seeking reappointments to the Commission are passionate about preserving North Hampton's natural resources and wish to continue the work of the Commission. Mr. Cicalone's background in hydrology will be an asset to the Commission, especially during its review of wetlands permit applications and its work to protect the Town's water resources.

Thank you for your consideration.

Respectfully submitted,

Lisa J. Wilson, Chair, North Hampton Conservation Commission

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

To **David Ciccalone** of North Hampton in the County of Rockingham, WHEREAS, there is a vacancy in the office of an alternate to the Conservation Commission, in said town and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said **David Ciccalone** as an alternate to the **Conservation Commission** and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such Office, until another person shall be chosen and qualified in your stead.

Given under our hands this _____ Term expiration date March 2022

James Maggiore

Larry Miller

James Sununu

OATH OF OFFICE

I, **David Ciccalone**, of North Hampton do solemnly swear, 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, **David Ciccalone**, do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent on me as an alternate to the **Conservation Commission** according to the best of my abilities, agreeably to the rules and regulations of this Constitution and laws of the State of New Hampshire, So help me God.

STATE OF NEW HAMPSHIRE

Rockingham ss. On the _____ day of _____ 20 .

Personally appeared the above named, **David Ciccalone** who took and subscribed the foregoing oath. Before me,

Date

Town Clerk

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

To **Allyson Ryder** of North Hampton in the County of Rockingham, WHEREAS, there is a vacancy in the office of an alternate to the Conservation Commission, in said town and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said **Allyson Ryder** as an alternate to the **Conservation Commission** and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such Office, until another person shall be chosen and qualified in your stead.

Given under our hands this _____ Term expiration date March 2023

James Maggiore

Larry Miller

James Sununu

OATH OF OFFICE

I, **Allyson Ryder**, of North Hampton do solemnly swear, 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, **Allyson Ryder**, do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent on me as an alternate to the **Conservation Commission** according to the best of my abilities, agreeably to the rules and regulations of this Constitution and laws of the State of New Hampshire, So help me God.

STATE OF NEW HAMPSHIRE

Rockingham ss. On the _____ day of _____ 20 .

Personally appeared the above named, **Allyson Ryder** who took and subscribed the foregoing oath. Before me,

Date

Town Clerk

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

To **Audrey Prior** of North Hampton in the County of Rockingham, WHEREAS, there is a vacancy in the office of a member to the Conservation Commission, in said town and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said **Audrey Prior** as a member to the **Conservation Commission** and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such Office, until another person shall be chosen and qualified in your stead.

Given under our hands this _____

Term expiration date March 2023

James Maggiore

Larry Miller

James Sununu

OATH OF OFFICE

I, **Audrey Prior**, of North Hampton do solemnly swear, 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, **Audrey Prior**, do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member to the **Conservation Commission** according to the best of my abilities, agreeably to the rules and regulations of this Constitution and laws of the State of New Hampshire, So help me God.

STATE OF NEW HAMPSHIRE

Rockingham ss. On the _____ day of _____ 20 .

Personally appeared the above named, **Audrey Prior** who took and subscribed the foregoing oath. Before me,

Date

Town Clerk

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

To **Lauri Etela** of North Hampton in the County of Rockingham, WHEREAS, there is a vacancy in the **Conservation Commission**, in said town and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said **Lauri Etela** as a **Conservation Commission Member** and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such Office, until another person shall be chosen and qualified in your stead.

Given under our hands this _____

James Maggiore

Term expiration date: March, 2023

Larry Miller

James Sununu

OATH OF OFFICE

I, **Lauri Etela** of North Hampton do solemnly swear, 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, **Lauri Etela** do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent on me as a **Conservation Commission member** according to the best of my abilities, agreeably to the rules and regulations of this Constitution and laws of the State of New Hampshire, So help me God.

STATE OF NEW HAMPSHIRE

Rockingham ss. On the _____ day of _____ 20 .

Personally appeared the above named, **Lauri Etela**, who took and subscribed the foregoing oath.
Before me,

Date

Town Clerk

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

To **Lisa Wilson** of North Hampton in the County of Rockingham, WHEREAS, there is a vacancy in the office of a member to the Conservation Commission, in said town and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said **Lisa Wilson** as a member to the **Conservation Commission** and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such Office, until another person shall be chosen and qualified in your stead.

Given under our hands this _____ Term expiration date March 2023

James Maggiore

Larry Miller

James Sununu

OATH OF OFFICE

I, **Lisa Wilson**, of North Hampton do solemnly swear, 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, **Lisa Wilson**, do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member to the **Conservation Commission** according to the best of my abilities, agreeably to the rules and regulations of this Constitution and laws of the State of New Hampshire, So help me God.

STATE OF NEW HAMPSHIRE

Rockingham ss. On the _____ day of _____ 20 .

Personally appeared the above named, **Lisa Wilson** who took and subscribed the foregoing oath.
Before me,

Date

Town Clerk

Janet Facella

From: Michael Tully
Sent: Wednesday, May 20, 2020 11:51 AM
To: STEVEN BURNS
Cc: Janet Facella
Subject: RE: agricultural com membership

Bobbi,

I will put the appointments on the next Select Board agenda.

Thank you,

Michael J. Tully
Interim Town Administrator
Town of North Hampton, NH
mtully@northhampton-nh.gov
(603) 964-8087

From: STEVEN BURNS <burns119@comcast.net>
Sent: Wednesday, May 20, 2020 10:54 AM
To: Michael Tully <mtully@northhampton-nh.gov>
Subject: agricultural com membership

[EXTERNAL SENDER]

Hi Mike. I hope that all is well with you.

Ag finally met on Monday. The group recommends Dieter Ebert and Phil Thayer to fill the 2 full time slots. They also voted to recommend Diana Padulo to fill the alternate slot, but she backed out the following day. Can you see if the BOS will approve the 2? We are again looking for the alternate slot, but have a couple of possibilities.

Audrey Prior was elected chair and Joan Ganotis vice-chair. I've already told Jan and asked her if I need to let anyone else know.

Cindy Jenkins no longer wants to be on the board since she stays in Wolfboro all the time. However, she will continue to be involved with the Community Garden.

I attached the minutes which cover this, in case you wanted them.

I think that's it.

Thanks.
Bobbi

North Hampton Agricultural Commission

Meeting Minutes: 5/18/20 DRAFT

Present: Dieter Ebert (Chair), Audrey Prior (Vice-Chair), Hank Bradt, Joan Ganotis, Cindy Jenkins, Lisa Cote (alternate), Bobbi Burns (non member, secretary), Diana Padulo (member of the public), and Phil Thayer (member of the public)

Absent: Walter Nordstrom (alternate)

Opened meeting at 6:03 p.m. which occurred at Governor Dale Farm

Previous Meeting Minutes

Motion: Approve minutes from 2/18/20

1st: J. Ganotis

2nd: A. Prior

Motion passed, 5:0

Membership → D. Ebert expressed willingness to renew membership. P. Thayer and D. Padulo each introduced themselves and expressed interest in becoming members. P. Thayer has extensive farming and animal husbandry experience. C. Jenkins re-assured the group that she will remain actively involved in the Community Garden, but simply doesn't want to attend all meetings.

Motion: Recommend P. Thayer for the open position and D. Padulo for the alternate position.

1st: A. Prior

2nd: H. Brandt

Motion passed, 5:0

Motion: Elect A. Prior as chair and J. Ganotis as vice-chair

1st: D. Ebert

2nd: H. Brandt

Motion passed; 6:0

Community Garden– All gardens are reserved. Rules and waivers went out and were returned. 14 gardeners have yet to pay. 1 gardener questioned the validity of the contract, but issue was resolved.

C. Jenkins will speak with the town about removing a rock and debris pile. A gardener has offered to keep a small tractor at the site in order to mow between gardens. He is working with the town to ensure town liability issues are solved.

Discussed using the area below the gardens. P. Thayer suggested planting sunflowers. P. Thayer and B. Burns will investigate feasibility and cost with the minimum goal being a test plot.

Motion: Approve up to \$300 for sunflower garden

1st: D. Ebert

2nd: A. Prior

Motion passed: 6:0

Old Home Day – Discussed postponing the Barn Tour and Talk until next year. Decision will be made next month. J. Ganotis has secured approval to visit the selected barns.

Coastal Adaptation Master Plan – The state requested a representative.

Motion: Nominate A. Prior

1st: D. Ebert

2nd: J. Ganotis

Motion passed: 6:0

North Hampton Agricultural Commission

Land Use Summit – Normally it occurs in June, but it appears that it is being postponed.

Adjournment

Motion: Adjourn at 7:08 p.m.

1st: J. Ganotis

2nd: L. Cote

Motion passed, 6:0

Submitted by B. Burns. Next Meeting: Monday, June 15, 2020; 6 p.m.; Governor Dale Farm

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

To **Dieter Ebert** of North Hampton in the County of Rockingham, WHEREAS, there is a vacancy in the office of the Agriculture Commission, in said town and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said **Dieter Ebert** as a member to the **Agriculture Commission** and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such Office, until another person shall be chosen and qualified in your stead.

Given under our hands this _____ Term expiration date March 2023

James Maggiore

Larry Miller

James Sununu

OATH OF OFFICE

I, **Dieter Ebert**, of North Hampton do solemnly swear, 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, **Dieter Ebert**, do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member to the **Agriculture Commission** according to the best of my abilities, agreeably to the rules and regulations of this Constitution and laws of the State of New Hampshire, So help me God.

STATE OF NEW HAMPSHIRE

Rockingham ss. On the _____ day of _____ 20 .

Personally appeared the above named, **Dieter Ebert** who took and subscribed the foregoing oath.
Before me,

Date

Town Clerk

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

To **Phil Thayer** of North Hampton in the County of Rockingham, WHEREAS, there is a vacancy in the office of the Agriculture Commission, in said town and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said **Phil Thayer** as an member to the **Agriculture Commission** and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such Office, until another person shall be chosen and qualified in your stead.

Given under our hands this _____ Term expiration date March 2023

James Maggiore

Larry Miller

James Sununu

OATH OF OFFICE

I, **Phil Thayer**, of North Hampton do solemnly swear, 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, **Phil Thayer**, do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member to the **Agriculture Commission** according to the best of my abilities, agreeably to the rules and regulations of this Constitution and laws of the State of New Hampshire, So help me God.

STATE OF NEW HAMPSHIRE

Rockingham ss. On the _____ day of _____ 20 .

Personally appeared the above named, **Phil Thayer** who took and subscribed the foregoing oath.
Before me,

Date

Town Clerk



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

4 **MAY 11, 2020 7:00 PM**

5 **NORTH HAMPTON TOWN HALL**

6 ***DRAFT MINUTES***

7
8 **SELECT BOARD MEMBERS PRESENT:** Chairman Jim Maggiore, Vice Chairman James Sununu, Selectman
9 Larry Miller

10
11 **ALSO PRESENT:** Interim Town Administrator Michael Tully, Police Chief Kathryn Mone, Finance Director
12 Ryan Cornwell (via Zoom)

13
14 **AGENDA**

15
16 Chairman Jim Maggiore welcomed everyone to the May 11, 2020 North Hampton Select Board Meeting
17 and called the meeting to order at 7:02 pm, followed by the Pledge of Allegiance.

18
19 Chairman Maggiore said they were coming from a Non-Public Meeting where one motion was made, vote
20 was unanimous, and the Town Administrator will act on the intent.

21
22 **Motion:** To seal the minutes of the Non-Public Session of May, 11 2020.

23 **Motioned:** Vice-Chair Sununu

24 **Seconded:** Selectman Miller

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

26
27 **First Period of Public Comment**

28 *Call 603-758-1447 for Public Comments or access via Zoom*

29 *Email Chairman Maggiore at: jmaggiore@northhampton-nh.gov and email will be read aloud at the*
30 *meeting.*

31
32 No public comments.

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

38 **A recording of the meeting can be found at: 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 **Consent Calendar**

- 43 5.1 Payroll Manifest of April 23, 2020 in the amount of \$66,642.57
44 5.2 Payroll Manifest of April 30, 2020 in the amount of \$62,572.55
45 5.3 Payroll Manifest of May 7, 2020 in the amount of \$70,716.39
46 5.4 Accounts Payable Manifest of April 30, 2020 in the amount of \$59,594.28
47 5.5 Lien Execution Approvals of 2019 Unpaid Taxes
48 5.6 Approval of Abatement Application
49 5.7 Approval of Abatement Application
50 5.8 Approval of Abatement Application
51 5.9 Approval of Abatement Application
52 5.10 Approval of Abatement Application
53 5.11 Approval of Abatement Application

54

55 **Motion:** To approve the Consent Calendar as presented.

56 **Motioned:** Selectman Miller

57 **Seconded:** Vice-Chair Sununu

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

59

60 **Correspondence**

61 *Copies of all Correspondence will be attached to these minutes.*

62

63 **6.1 Correspondence from State of New Hampshire Department of Transportation**

64 *Dated April 28, 2020 from Shelley Winters, Administrator, Bureau of Rail & Transit; correspondence read*
65 *in full*

66

67 Enclosed copy of the New Hampshire Seacoast Greenway Rail Trail agreement which will not take effect
68 until completion of construction anticipated to be fall 2023. Currently no agreements exist between DOT
69 and the 5 Hampton branch communities governing use of the corridor and it remains State owned. To
70 utilize the Rail Trail from now until construction (beginning September 2021), all 5 communities must sign
71 and enter into new short-term agreements providing insurance and indemnification of the State. If all 5
72 do not sign the new agreements, the corridor will remain closed to the general public.

73

74 **Discussion:** Vice-Chair Sununu asked if any of the other communities have expressed interest in entering
75 into one of these short-term agreements. Interim Town Administrator Tully suggested forwarding the
76 letter to Mr. Hillier for the Rail Trail Committee and having them reach out to other communities.
77 Selectman Miller said if they do provide security it will be at the Town's expense, and he convinced the
78 Board not to touch it because it is polluted. Chairman Maggiore said he would follow up with Shelley
79 Winters and ask Interim Town Administrator Tully to include Scott Bogle.

80

81 Selectman Miller said on the Lien List page 2 they do not want to put a lien on the the 2 lots in Coakley
82 Landfill as they do not want to own that land or claim the title to it. He asked the Board to reconsider their
83 motion and remove item 5.5 from the Consent Calendar.

84

85 **Motion:** To *reconsider* the motion on the *Consent Calendar* previously approved.

86 **Motion:** Vice-Chair Sununu
87 **Seconded:** Selectman Miller
88 **Vote:** Motion to reconsider approved by a vote of 3-0

89
90 **Motion:** To approve the Consent Calendar as presented with the exception of 5.5 Lien Execution
91 Approvals, page 2, removing approval to put liens on Coakley Landfill lots.

92 **Motioned:** Selectman Miller
93 **Seconded:** Vice-Chair Sununu
94 **Vote:** Motion approved by a vote of 3-0

95
96 **Committee Updates**

97
98 Chairman Maggiore said he received a note from the Chairman of the *Heritage Commission* to consider
99 appointments to the North Hampton Heritage Commission, and read the memo in full.
100 **Candidates:** Donna Etela, 3-year term expiring 2023; Vicki Jones, 3-year term expiring 2023; Jane Robie,
101 1-year term as Alternate expiring 2021.

102
103 **Motion:** To approve the slate of candidates as read in memo from Chair dated March 18, 2020.
104 **Motioned:** Vice-Chair Sununu
105 **Seconded:** Selectman Miller
106 **Vote:** Motion approved by a vote of 3-0

107
108 **Report of the Interim Town Administrator**

109 *A copy of the Report of the Interim Town Administrator will be attached to these minutes.*
110

111 **Report April 21 to May 8, 2020:** Interim Town Administrator Tully stated that the Town was currently in
112 good financial shape with 9 weeks left in the current fiscal year and approximately 18% of the Budget
113 remaining; the Police Chief submitted a Grant for a mobile messaging board and hired John Monaghan as
114 part-time temporary employee.

115
116 Town Hall Clock Tower roof replacement will be either rubber or copper; copper more appropriate for
117 Historic Building; working with A.W. Therrien. Town Office Building siding quotes coming in higher than
118 expected. Selectman Miller asked about the trim boards for the Town Office Building and requested they
119 use only AZEK to avoid rot; Interim Town Administrator Tully said he would update any prior quotes to
120 AZEK only; no objections by the Board. Library Bond Application submitted to Bond Bank; better idea on
121 rates in June. Conference calls with leadership continuing daily on coronavirus.

122
123 Town Administrator Tully said stipends have come through for first responders, Fire & Police, and said he
124 the funds can be accepted under RSA 21-P:43 and asked the Board to give the Town Administrator
125 permission to move forward and accept the stipend funds as received.

126
127 **Motion:** To authorize the Town Administrator to accept stipend funds under RSA 21-P:43.
128 **Motioned:** Vice-Chair Sununu
129 **Seconded:** Selectman Miller
130 **Vote:** Motion approved by a vote of 3-0

131

132 Questions for Town Administrator: Chairman Maggiore said with regard to A. W. Therrien the Board
133 should consider whether the Clock Tower roof should be sole-sourced or they should comply with the
134 Town's purchasing policy. Interim Town Administrator Tully said not many roofing contractors would
135 qualify for the work but he would try to get more bids; the Board agreed by consensus for the Town
136 Administrator to do more research. Chairman Maggiore asked Chief Mone for more information about
137 the Town Messaging Board.

138
139 Police Chief Kathryn Mone said the mobile message boards on Route 1-A are currently rented by the State,
140 and this would be one they could tow to certain areas of the Town and update according to changing
141 emergency orders.

142
143 Chairman Maggiore said the next meeting is scheduled for May 25, Memorial Day, and asked if the Board
144 wanted to meet that week. Interim Town Administrator Tully said he would check the Town Calendar for
145 available dates.

146
147 **Items left on the Table**

148

149 **NEW BUSINESS**

150

151 **10.1 Hampton Area Chamber of Commerce** – John Nyhan, President (by Zoom)

152

153 Hampton Area Chamber of Commerce President John Nyhan said the chamber represents 5 Seacoast
154 communities from Hampton to Rye, with over 500 businesses, non-profits, and individual members. He
155 said since mid-March the Area Chamber has been working to help communities fight Covid-19. He said
156 they are now operating with a budget of 58% less, including staff; a Facebook group page, HACOC-Helping
157 Each Other, has been set up for questions and sharing information at the local, regional, and State and
158 Federal level; the Chamber is also involved in community projects.

159

160 Mr. Nyhan said they have advocated for area businesses applying insurance claims for financial support
161 from their insurance carriers, and they are working with the US Chamber in Congress and the insurance
162 industry on how to help small businesses. He said businesses have also applied to the Paycheck Protection
163 Program (PPP), but the current guidelines require the 75% that be spent on payroll within an 8-week
164 window to have the loan forgiven. Otherwise the loan becomes a loan that needs to be paid back in 2
165 years, and he said they are working to extend the 8-week period to 16 weeks.

166

167 Mr. Nyhan said Unemployment does help a lot of people but does not help the business owner bring back
168 staff because of the \$600 stipend they are now getting from the Federal Government. He said they are
169 making too much money on unemployment to go back to work and the Chamber is trying to work with
170 the Department of Labor & Unemployment to make sure guidelines are in place. He said he is one of 19
171 on the Governor's Reopening Task Force and a member of several sub-committees, and is working to
172 represent the 5 seacoast communities.

173

174 Mr. Nyhan said he is also co-leader of a Task Force to open up Hampton Beach, and they are
175 recommending a very phased approach. He said the report is available online, and his email is:
176 john@hamptonchamber.com. The Hampton Police Chief has also reached out to area Chiefs of Police to
177 talk about traffic patterns and traffic flow, and create a plan that works for all Seacoast communities. He

178 said the Town of Hampton has asked the Chamber to coordinate with its restaurants with a detailed
179 explanation for outdoor dining and options to expand on their property.
180

181 Chairman Maggiore said Interim town Administrator Tully came up with the idea of a permit for outdoor
182 restaurants as relates to the Governor's guidelines, and said he hoped the boards could work together to
183 avoid any problems between towns, and asked that the Board move up the discussion of outdoor dining
184 spaces.
185

186 10.3 Discussion of Outdoor Dining Spaces per Stay at Home 2.0 Order

187
188 Interim Town Administrator Tully said the Governor's 2.0 Order gives permission to restaurants to open
189 with outside venues with significant rules and procedures in place. He said the Order does not change the
190 Site Plan regulations and many businesses do not have the ability to operate with outside seating and
191 other may want a bigger area than approved for to make this successful.
192

193 Interim Town Administrator Tully said he came up with the idea of doing a Temporary Permit which will
194 apply to any business who does not currently have outdoor seating or wishes to expand space. Permits
195 would be set up for every 30 days and require a plan be given to the Health Officer/Building Inspector and
196 reviewed by the Fire Chief to ensure protection of diners. If the Governor's order is taken back, restaurants
197 will have 14 days to revert to their former situations. He said they need a plan that memorializes the Site
198 Plan restrictions in place then relaxing them to work with businesses to get back on track and start
199 rebuilding our community. He said he developed a letter to go out to area businesses with a temporary
200 seating permit authorization and a copy of COVID-19 guidelines.
201

202 Discussion: Selectman Miller asked if this would be for any business with seating for any purpose, and
203 Interim Town Administrator Tully said it would. Vice-Chair Sununu said they should be doing all they can
204 to help businesses open up and make sure it is done safely. Chairman Maggiore said this did come up at
205 the last Planning Board Meeting, and he also reached out to NHMA.
206

207 Mr. Nyhan added that the New Hampshire Liquor Commission (NHLC) will allow an extension of business
208 liquor licenses to an expanded area as long as it is somewhat attached to the building; applications for
209 extensions can be made on the NHLC website and reply is automatic, and can be used as proof to show
210 an Inspector. Chairman Maggiore said that was included in the permit.
211

212 **Motion:** To approve the letter to area businesses with permit application as presented.

213 **Motioned:** Vice-Chair Sununu

214 **Seconded:** Selectman Miller

215 **Vote:** Motion approved 3-0
216

217 10.2 Discussion of FY2022 Budget Forecast

218
219 Interim Town Administrator Tully said there were a lot of questions at the beginning of the pandemic
220 about how it would affect the Town's Budget moving forward. He said it was important to look forward
221 to the next Budget and where they see increases and look ahead to tax bills going out in June and what
222 position the Town will be in if they don't collect all the revenues. He said in June he and Finance Director
223 Ryan Cornwell will start tracking when they get money in to be able to follow the percentages going
224 forward. He said Mr. Cornwell is on Zoom now and will go over the numbers, how he arrived at those
225 numbers, and what position he sees the Town in and when it becomes a problem.

226
227
228
229
230
231
232
233
234
235
236
237
238
239
240
241
242
243
244
245
246
247
248
249
250
251
252
253
254
255
256
257
258
259
260
261
262
263
264
265
266
267
268
269
270
271
272
273

Finance Director Cornwell said he was asked to calculate what the effect of reduced property tax collections from the upcoming tax levy would be over the next 6 months. He said in the formula used by Bond Counsel for evaluating whether a Town is in need of a Tax Anticipation Note (TAN), he provided several cash flow sheets with collection ratios of 100% to 50% to illustrate the impact of ratios on cash flow. Under "Actual Estimated Receipts" the collection ratio of property taxes is shown as well as Motor Vehicle, Building Permits, etc., with only property taxes changing from one scenario to the next; other numbers are estimated expenditures and revenues other than tax collection. Conservatively speaking expenditures would likely be elevated some and other revenues reduced a few percentage points.

Finance Director Cornwell said the Tax Amendment won't be done until sometime later this month by the Tax Collector's Office, and they cannot reasonably anticipate what the level of collection will be at this point. Traditionally the Town collects 96% of tax commitment by August 1st, 3%-4% of actual levy in May, and by July 1st 49% of total levy. He said there is no reason to believe tax collection will be lower than in the mid-80s considering North Hampton demographics and it is important to see what happens in June. He said even with 50% of normal returns through June, they would still have cash flow available to consider short-term financing without having an interruption in paying bills and should not have a problem in the short term.

10.4 Discussion of Goal Setting Date

Interim Town Administrator Tully asked if the Board wanted to set a lunch workshop or discuss goals before a regular meeting. Selectman Miller said the room upstairs is too small for social distancing and asked if they could do it here. Interim Town Administrator Tully said they can have Department Heads by Zoom, and said he would sent out dates towards the last week of May. Chairman Maggiore asked that he send out a copy of Select Board Goals from last year.

Approval of the Regular Meeting Minutes of April 20, 2020

Motion: To approve the Regular Meeting Minutes of April 20, 2020 as presented.

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

Approval of the Meeting Minutes of the Non-Public Session of April 20, 2020

Motion: To approve Non-Public Session Minutes of April 20, 2020 as presented.

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

Any other Item that may Legally Come before the Board

Chairman Maggiore raised the issue of a process for hiring the new Town Administrator, first posting the job and then coming up with a process to go through the interview. He asked for a consensus of the Board to have Interim Town Administrator Tully post that job then discuss how to structure the process and how long to post the position. Interim Town Administrator Tully said posting is generally 2 to 4 weeks, and

274 Chairman Maggiore asked that a draft of the job description be sent to Board members for response and
275 suggestions. Vice-Chair Sununu felt the job should be posted for 4 weeks given the current circumstances.
276

277 **Second Public Comment Session**

278 *Call 603-758-1447 for Public Comments or via Zoom*
279

280 Glenn Miller of 83 South Road said at the last Select Board Meeting the Board approved a letter to be sent
281 to Library Trustees concerning the use of Capital Research Funds and asked if it had been sent. Chairman
282 Maggiore said a motion was made but did not know that there was a letter to be sent. Interim Town
283 Administrator Tully said he thought it was a recommendation from the Select Board to Library Trustee.
284 Mr. Miller asked how the Board was conveying that vote to the Trustees, and they were aware of this but
285 are not taking any action until they receive the request.
286

287 Chairman Maggiore said the Board would make sure a communication is sent and asked Interim Town
288 Administrator Tully to put together a letter to Library Trustees.
289

290 **Next Meeting:** To be determined.
291

292 **Adjournment**

293
294 Chairman Maggiore adjourned the meeting at 8:28 pm.
295

296 Respectfully submitted,
297

298 Patricia Denmark, Recording Secretary
299
300
301
302