



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

**NOTICE OF PUBLIC MEETING
MONDAY, JUNE 8, 2020**

6:15 O'CLOCK P.M.

**NORTH HAMPTON TOWN EXECUTIVE OFFICES
NON-PUBLIC SESSION I
233 ATLANTIC AVENUE
6:16 O'CLOCK P.M.**

**NORTH HAMPTON TOWN EXECUTIVE OFFICES
NON-PUBLIC SESSION II
233 ATLANTIC AVENUE
6:40 O'CLOCK P.M.**

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

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

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

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

North Hampton TV22 is inviting you to a scheduled Zoom meeting.

Topic: Select Board Meeting

Time: Jun 8, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83810959858?pwd=dXFLbVluUHRHa2VrbTQ3MnV0Znp3dz09>

Meeting ID: 838 1095 9858

Password: 700425

One tap mobile

+16465588656,,83810959858#,,1#,700425# US (New York)

+13017158592,,83810959858#,,1#,700425# US (Germantown)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 838 1095 9858

Password: 700425

Find your local number: <https://us02web.zoom.us/j/keC8KU87Cn>

1. **6:15PM Call to Order by the Chair**

2. **6:16PM Non-Public Session I Pursuant to RSA 91-A:3 II (e)**

3. **6:40PM Non-Public Session II Pursuant to RSA 91-A:3 II (c)**

4. **7:00PM Return to Public Session & Pledge of Allegiance**

5. **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.

6. **Consent Calendar**

6.1 Payroll Manifest of May 28, 2020 in the amount of \$72,909.41

6.2 Payroll Manifest of June 4, 2020 in the amount of \$100,763.94

6.3 Accounts Payable Manifest of May 28, 2020 in the amount of \$1,094,337.36

6.4 Accounts Payable Manifest of May 28, 2020 in the amount of \$3,333.33

6.5 Signature of Cemetery Deed

6.6 Approval of Abatement Application

6.7 Approval of Notice of Intent to Cut Wood & Timber

7. **Correspondence**

7.1 No Items

8. Committee Updates

- 8.1 Economic Development Committee
- 8.2 Heritage Commission
- 8.3 Water Commission
- 8.4 Budget Committee

9. Report of the Interim Town Administrator

- 9.1 General Report

10. Items Left on the Table

11. New Business

- 11.1 Aquarion Water Company Quarterly Report
- 11.2 Discussion of Conservation Commission Grant Application
- 11.3 Review of Rockingham Planning Commission Correspondence
 - 11.3.1 Discussion of Library Construction Documents Reviewed by Town Engineer
- 11.4 Stipend for Treasurer
- 11.5 Completion of Library Bond Agreement
- 11.6 Code Enforcement Policy Discussion

12. Minutes of Prior Meetings

- 12.1 Approval of Regular Meeting Minutes of May 20, 2020
- 12.2 Approval of Non-Public Meeting Minutes of May 20, 2020
- 12.3 Approval of Workshop Meeting Minutes of May 27, 2020
- 12.4 Approval of Regular Meeting Minutes of May 27, 2020

13. 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

14. Second Public Comment Session

See Item 5, above

15. Adjournment

INTERIM TOWN ADMINISTRATOR
MICHAEL TULLY

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

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 06/08/2020
DATE: 06/05/2020

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

Consent Calendar

Payroll Manifest of May 28, 2020 in the amount of \$72,909.41
Payroll Manifest of June 4, 2020 in the amount of \$100,763.94
Accounts Payable Manifest of May 28, 2020 in the amount of \$1,094,337.36
Accounts Payable Manifest of May 28, 2020 in the amount of \$3,333.33
Signature of Cemetery Deed
Approval of Abatement Application
Approval of Notice of Intent to Cut Wood & Timber

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
JUNE 8, 2020 SELECT BOARD MEETING

REPORTING PERIOD

The reporting period is from May 28 through June 8, 2020

Finance

Currently we are in good financial shape with 4 weeks left in the current fiscal year we have approximately 8% 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 awaiting word on the grant submitted for the sign board. This equipment will be useful in our current situation with the beaches and in future emergency situations to get messages out to the public. The beaches have been open for a week. So far there have been minor traffic issues, a handful of complaints, though parking issues have been troublesome. Her staff will deal with issues as they arise.

Fire

The Department has retired Car 2, the deputy's vehicle, due to extensive work required and on the advice of our mechanic we utilize. We will be redeploying a retired Police Cruiser to be used for the time being. We have discovered, to our dismay, that our emergency dispatch software service has been discontinued. We are working with PCG to gain the time required to research new systems that could be purchased.

Facilities

Town Hall. I have received one quote for the bell tower roof. I found two other companies that do copper roofing and was able to meet with one on Thursday, a quote should follow. The third company is on a job up north and stated they will contact me as soon as feasible. The Board should be prepared for a much higher quote than originally anticipated. Both contractors who have looked at the job stated the bell would need to be jacked up off the roof for the job to be completed. This procedure drives the price much higher.

The Library. Tonight's Agenda contains the bond contract that needs to be signed and returned in order to move forward with the bond. Director Hubbard has been working on the Homestead property and will be removing the swing set soon. That equipment will be stored and erected in the fall at 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 working tirelessly to try to think of options for summer camp. Most municipalities have cancelled their summer camps. Joe will be making a final announcement next week on the program for the summer.

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. Chief Mone has been working with state and local officials on the beach reopening. The Town is working on a phased reopening plan which will begin with the Town Clerk/Tax Collectors Office within the next two weeks.

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. Chief Mone was able to save all of our resident leased spaces at the beach during the reopening.

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. Plans are being developed along with anticipated costs. Grant opportunities are being researched. The group agrees a public meeting with the plans should be held if the Board decides to move forward with the project. I will have a presentation for the Board set up over the summer months

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 22, 2020.

July 2020 Sale Schedule

NHMBB New Hampshire Municipal Bond Bank

MAY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	31	31	

AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

*Red Indicates Holidays

Friday, May 8th	All Applications Due
Friday, May 8th	Determine Maximum Loan Rates
Friday, May 8th	Notify Bond Counsels of Identity of Governmental Units and Amount and Purposes of Municipal Bonds
Friday, May 8th	Notify State Treasurer if Interested in State of NH Bond for Reserve Fund
Tuesday, May 12th	All Legal Information from Participants Due to Their Bond Counsel
Tuesday, May 19th	Bond Bank Board Reviews Applications and Mails Loan Agreements to Bond Counsels
Friday, May 22 nd	Bond Counsels Mail Loan Agreements to Governmental Units and Clear Debt Schedules with the Bond Bank
Friday, May 22 nd	Bond Counsels Send Preliminary Opinions to Ratings Agencies and the Bond Bank
June 8 – 12 th	Calls with Ratings Agencies
Friday, June 19 th	Deadline for Meeting of the Participants Governing Board for the Certificate of Vote
Monday, June 22 nd	Loan Agreements Returned to Bond Bank
Wednesday, June 24 th	Preliminary Official Statements Mailed
Tuesday, July 14 th	Sale
Friday, July 17 th	Bond Counsels Mail Bonds to Governmental Units
Tuesday, July 28 th	Participants Return Bonds to Bond Counsel
Friday, July 31 st	Bond Counsels Mail Bonds to Locke Lord, LLC
August 11 – 12 th	Pre-Closing and Closing – Bond Proceeds Wired to Participants on August 12, 2020
Wednesday, August 12 th	Date of NHMBB Bonds and Interest Start Date
February 15, 2021	First Interest Payment
August 15, 2021	First Principal and Interest Payment

TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
(the "Issuer")

CERTIFICATE OF VOTE REGARDING AUTHORIZATION
OF BONDS AND APPROVAL OF
LOAN AGREEMENT WITH THE NEW HAMPSHIRE MUNICIPAL BOND BANK

I, the undersigned Clerk of the Issuer, hereby certify that a meeting of the Governing Board of Issuer (the "Board") was held on _____. A quorum of the Board was in attendance and voting throughout.

I further certify that there are no vacancies on the Board, that all of the members of the Board were duly notified of the time, place and purposes of said meeting, including as one of the purposes the authorization of bonds and the approval of a Loan Agreement between the New Hampshire Municipal Bond Bank (the "Bond Bank") and the Issuer.

I further certify that the following is a true copy of resolutions unanimously adopted at said meeting:

RESOLVED: That under and pursuant to the Municipal Finance Act, Chapter 33, N.H.R.S.A., as amended, the New Hampshire Municipal Bond Bank Law, Chapter 35-A, N.H.R.S.A., as amended, and other laws in addition thereto, and to votes of the Issuer duly adopted on March 10, 2020 under Article 9 of the Warrant for such annual meeting of the Issuer there be and hereby is authorized the issuance of a \$2,275,000 Bond of the Issuer (the "Bond") which is being issued by the Issuer for the purpose of financing the design and construction of the new North Hampton Public Library.

The Bond shall be dated as of its date of issuance, shall be in such numbers and denominations as the purchaser shall request, shall mature in accordance with the schedule set forth in Exhibit A to a certain Loan Agreement hereinafter described (the "Loan Agreement"), shall bear a net interest cost rate (as defined in the Loan Agreement) of three percent (3.00%) per annum or such lesser amount as may be determined by a majority of the Board. The Bond shall be substantially in the form set forth as Exhibit B to the Loan Agreement and otherwise shall be issued in such manner and form as the signatories shall approve by their execution thereof.

RESOLVED: That the Bond shall be sold to the Bond Bank at the par value thereof plus any applicable premium.

RESOLVED: That in order to evidence the sale of the Bond, the Treasurer of Issuer and a member of the Board are authorized and directed to execute, attest and deliver, in the name and on behalf of the Issuer, a Loan Agreement in substantially the form submitted to this meeting, which is hereby

approved, with such changes therein not inconsistent with this vote and approved by the officers executing the same on behalf of the Issuer. The approval of such changes by said officers shall be conclusively evidenced by the execution of the Loan Agreement by such officers.

RESOLVED: That all things heretofore done and all action heretofore taken by the Issuer and its officers and agents in its authorization of the project to be financed by the Bond are hereby ratified, approved and confirmed.

RESOLVED: That the Clerk and the signers of the Bond are each hereby authorized to take any and all action necessary and convenient to carry out the provisions of this vote, including delivering the Bond against payment therefor.

RESOLVED: That the useful life of the project being financed is in excess of twenty-five (25) years.

I further certify that said meeting was open to the public; the aforesaid vote was not taken by secret ballot nor in executive session; that the votes were taken by roll call if the meeting was held remotely/virtually and in accordance with Governor's Order #12; that notice of the time and place of said meeting was posted in at least two (2) appropriate public places within the territorial limits of the Issuer, or published in a newspaper of general circulation in said area, at least twenty-four (24) hours, excluding Sundays and legal holidays, before said meeting; that no deliberations or actions with respect to the vote were taken in executive session; and that the minutes of said meeting have been promptly recorded and have been or will be made open to inspection within one hundred forty-four (144) hours of said meeting, all in accordance with Chapter 91-A, N.H.R.S.A., as amended.

I further certify that the above vote has not been amended or rescinded and remains in full force and effect as of this date.

WITNESS my hand and seal of the Issuer this _____ day of _____, 2020.

CLERK OF ISSUER

(SEAL)

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L O A N A G R E E M E N T

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AGREEMENT, dated the 14th day of July, 2020 between the New Hampshire Municipal Bond Bank, a public body corporate and politic constituted as an instrumentality of the State of New Hampshire exercising public and essential governmental functions (hereinafter referred to as the "Bank"), created pursuant to the provisions of Chapter 35-A of the New Hampshire Revised Statutes Annotated, as amended (hereinafter referred to as the "Act"), having its principal place of business in Concord, New Hampshire, and **Town of North Hampton** (hereinafter referred to as the "Governmental Unit"):

W I T N E S S E T H :

WHEREAS, pursuant to the Act, the Bank is authorized to loan money (hereinafter referred to as the "Loans") to the Governmental Unit and the Governmental Unit is authorized to contract with the Bank with respect to such Loans to be evidenced by its municipal bonds (as defined in the Act) to be purchased by the Bank; and

WHEREAS, the Governmental Unit has requested a loan from the Bank in the amount of **\$2,275,000** (hereinafter referred to as the "Loan") and, to evidence the indebtedness to be incurred thereby, has duly authorized the issuance of its bonds in at least that principal amount (the "Municipal Bonds"), which Municipal Bonds are to be purchased by the Bank in accordance with this Loan Agreement; and

WHEREAS, the Bank has adopted or will adopt a General Bond Resolution (hereinafter referred to as the "Bond Resolution") authorizing the issuance of its bonds from time to time, a portion of the proceeds of which will be expended for the purpose of making the Loan, and will adopt a resolution authorizing the making of the Loan to the Governmental Unit by the purchase of the Municipal Bonds,

NOW, THEREFORE, the parties agree:

1. The following words or terms used herein shall have the following meanings:

(a) "Fees and Charges" shall mean all fees and charges authorized to be charged by the Bank for the use of its services or facilities pursuant to paragraph VIII of Section 6 of the Act.

(b) "Governmental Unit's Allocable Proportion" shall mean the proportionate amount of the total requirement in respect of which the term is used, determined by the ratio that the Loan then outstanding bears to the total of all Loans which are then outstanding, as certified by the Bank.

(c) "Loan Obligation" shall mean that amount of bonds issued by the Bank which is equal to the principal amount of the Municipal Bonds outstanding.

(d) "Maximum Interest Cost Rate" shall mean an interest cost rate 3.00% per centum per annum.

(e) "Municipal Bonds Interest Payments" shall mean the amount to be paid by the Governmental Unit pursuant to this Loan Agreement representing interest due or to become due on its Municipal Bonds.

(f) "Municipal Bonds Principal Payments" shall mean the amount to be paid by the Governmental Unit pursuant to this Loan Agreement representing principal due or to become due on its Municipal Bonds.

2. The Bank hereby agrees to make the Loan and the Governmental Unit hereby agrees to accept the Loan and to sell to the Bank the Municipal Bonds in the principal amount of the Loan. The Municipal Bonds shall bear interest from the date of their delivery to the Bank at such rate or rates per annum as will result in an interest cost rate to the Governmental Unit of the Maximum Interest Cost Rate (as calculated by the "Interest Cost Per Annum" method) or at rates per annum as will result in a lesser interest cost rate to the Governmental Unit as determined by the Bank. The interest cost rate for purposes of this Loan Agreement will be computed as if the Municipal Bonds bore interest from the delivery date of the Bank's bonds, and without regard to Sections 4 and 5 hereof which require that Governmental Unit make funds available to the Bank for the payment of principal and interest at least thirty (30) calendar days (inclusive of Saturdays, Sundays and holidays) prior to each respective principal and interest payment date. Subject to any applicable legal limitations, the rate or rates of interest borne by the Municipal Bonds shall be not less than the rate or rates of interest borne by the bonds issued by the Bank (for corresponding maturities) the proceeds of sale of which were used to make the Loan and to purchase the Municipal Bonds. Notwithstanding the above, the obligation of the Bank to make the Loan shall be conditioned upon receipt by the Bank of the proceeds of bonds issued by the Bank both for the purposes set forth herein and to create the reserves required by the Bond Resolution.

3. The Governmental Unit has duly adopted or will adopt all necessary votes and resolutions and has taken or will take all proceedings required by law to enable it to enter into this Loan Agreement and issue its Municipal Bonds for purchase by the Bank.

4. The Municipal Bonds Interest Payments shall be not less than the total amount of interest the Bank is required to pay on the Loan Obligation and shall be scheduled by the Bank in such manner and at such times as to provide funds sufficient to pay interest as the same becomes due on the Loan Obligation and the Governmental Unit shall make such funds available to the Bank at least thirty (30) calendar days (inclusive of Saturdays, Sundays and holidays) prior to each interest payment date.

5. The Municipal Bonds Principal Payments shall be scheduled by the Bank in such manner and at such times as to provide funds sufficient to pay the principal of the Loan Obligation as the same matures (based upon the maturity schedule provided by and for the Governmental Unit and appended hereto as Exhibit A) and the Governmental Unit shall make such funds available to the Bank at at least thirty (30) calendar days (inclusive of Saturdays, Sundays and holidays) prior to each principal payment date.

6. The Governmental Unit agrees to be obligated to pay Fees and Charges to the Bank. Such Fees and Charges, if any, collected from the Governmental Unit shall be in an amount sufficient, together with the Governmental Unit's Allocable Proportion of other monies available therefore, including any grants made by the United States of America or any agency or instrumentality thereof or by the State or any agency or instrumentality thereof, to pay on a semi-annual basis:

(a) as the same becomes due, the Governmental Unit's Allocable Proportion of the administrative expenses of the Bank; and

(b) as the same becomes due, the Governmental Unit's Allocable Proportion of the fees and expenses of the trustee and paying agents for the bonds of the Bank.

7. The Governmental Unit agrees to be obligated to make the Municipal Bonds Principal Payments scheduled by the Bank on an annual basis and agrees to be obligated to make the Municipal Bonds Interest Payments scheduled by the Bank and to pay any Fees and Charges imposed by the Bank on a semi-annual basis.

8. The Governmental Unit agrees that any loan agreements previously entered into between the Bank and the Governmental Unit in connection with loan obligations previously undertaken and presently outstanding between the Bank and the Governmental Unit, are hereby amended so as to provide that the Governmental Unit shall make such funds available to the Bank with respect to the payment of interest and principal of each such loan obligation, if any, at least thirty (30) calendar days (inclusive of Saturdays, Sundays and holidays) prior to each interest or principal payment date pertaining thereto.

9. The Bank shall not sell and the Governmental Unit shall not redeem prior to maturity any of the Municipal Bonds with respect to which the Loan is made by the Bank prior to the date on which all outstanding bonds issued by the Bank with respect to such Loan are redeemable, and in the event of any sale or redemption prior to maturity of such Municipal Bonds thereafter, the same shall be in an amount equal to the aggregate of (i) the principal amount of the Loan Obligation so to be redeemed, (ii) the interest to accrue on the Loan Obligation so to be redeemed to the next redemption date thereof not previously paid, (iii) the applicable premium, if any, payable on the Loan Obligation so to be redeemed, (iv) the costs and expenses of the Bank in effecting the redemption of the Loan Obligation, and (v) at the direction of the Bank, an amount equal to the proportionate amount of bonds so to be redeemed which were issued by the Bank with respect to the Loan Obligation and necessary to fund a portion of the reserve fund authorized by Section 11 of the Act, less the amount of monies or investments available for withdrawal from such reserve fund and for application to the redemption of such bonds issued by the Bank in accordance with the terms and provisions of the Bond Resolution, as determined by the Bank; provided, however, that, in the event the Loan Obligation has been refunded and the refunding bonds issued by the Bank were issued in a principal amount in excess of or less than the Loan Obligation remaining unpaid at the date of issuance of such refunding bonds, the amount which the Governmental Unit shall be obligated to pay under item (i) hereof shall be the amount set forth in the resolution of the Bank. In the event the Loan Obligation has been refunded and the interest the Bank is required to pay on the refunding bonds is less than the interest the Bank was required to pay on such Loan Obligation, the amount which the Governmental Unit shall be obligated to pay under item (ii) above shall be the amount of interest set forth in the resolution

of the Bank. In no event shall any such sale or redemption of Municipal Bonds be affected without the prior written agreement and consent of both parties hereto.

10. Simultaneously with the delivery to the Bank of the Municipal Bonds, which Municipal Bonds shall be in a form acceptable to the Bank, the Governmental Unit shall furnish to the Bank an opinion of bond counsel satisfactory to the Bank which shall set forth among other things, the unqualified approval of said Municipal Bonds then being delivered to the Bank and that said Municipal Bonds will constitute valid general obligations of the Governmental Unit as required by the Act. The Governmental Unit shall bear the cost of such opinion.

11. The Governmental Unit shall be obligated to notify the Bank and the corporate trust office of the trustee for the bonds of the Bank in writing at least 30 days prior to each interest payment date of the name of the official of the Governmental Unit to whom invoices for the payment of interest and principal should be addressed.

12. The Governmental Unit and the Bank agree that the Municipal Bonds Principal Payments, the Municipal Bonds Interest Payments and the Municipal Bonds or a portion thereof may be pledged or assigned by the Bank under and pursuant to the Bond Resolution.

13. The Governmental Unit agrees upon surrender to it of the Municipal Bonds by the Bank it will, at the option of the Bank, cause there to be delivered to the Bank either registered or coupon Municipal Bonds as the case may be.

14. Prior to payment of the amount of the Loan, or any portion thereof, and the delivery of the Governmental Unit's Municipal Bonds to the Bank or its designee, the Bank shall have the right to cancel all or any part of its obligations hereunder if:

(a) any representation made by the Governmental Unit to the Bank in connection with application for Bank assistance shall be incorrect or incomplete in any material respect; or

(b) the Governmental Unit has violated commitments made by it in its application and supporting document or has violated any of the terms of this Loan Agreement.

15. (a). The Governmental Unit agrees to furnish to the Bank annually as long as any of the Municipal Bonds remain outstanding such financial reports, audit reports and other financial information as the Bank may reasonably require.

(b). So long as the Governmental Unit shall constitute an obligated person within the meaning of S.E.C. Rule 15c2-12 (the "Rule") as in effect from time to time, the Governmental Unit agrees to furnish to the Bank (1) such financial information and operating data with respect to the Governmental Unit at such times and in such forms as the Bank shall reasonably request in order to comply with the provisions of the Rule, (2) when and if available, the Governmental Unit agrees promptly to provide the Bank with its audited financial statements for each fiscal year and (3) the Governmental Unit agrees to provide to the Bank in a timely manner, notice of any of the following events with respect to the Municipal Bonds, if material:

- (a) Principal and interest payment delinquencies.
- (b) Non-payment related defaults, if material.
- (c) Unscheduled draws on debt service reserves reflecting financial difficulties.
- (d) Unscheduled draws on credit enhancements reflecting financial difficulties.
- (e) Substitution of credit or liquidity providers, or their failure to perform.
- (f) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Municipal Bonds, or other material events affecting the tax-exempt status of the Municipal Bonds.
- (g) Modifications to rights of the beneficial owners of the Municipal Bonds, if material.
- (h) Bond calls, if material, and tender offers.
- (i) Defeasance of the Municipal Bonds or any portion thereof.
- (j) Release, substitution or sale of property securing repayment of the Municipal Bonds, if material.
- (k) Rating changes.
- (l) Bankruptcy, insolvency, receivership or similar event of the Government Unit.
- (m) The consummation of a merger, consolidation, or acquisition involving the Government Unit or the sale of all or substantially all of the assets of the Government Unit, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material.
- (n) Appointment of a successor or additional trustee or the change of name of a trustee, if material.
- (o) Incurrence of a financial obligation of the Obligated Person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the Obligated Person, any of which affect Owners of the Notes, if material; and
- (p) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the Obligated Person, any of which reflect financial difficulties.

The Governmental Unit agrees that from time to time it will also provide notice to the Bank of the occurrence of other events, in addition to those listed above, if such other event is material with respect to the Municipal Bonds.

The Governmental Unit will provide, in a timely manner, to the Bank, notice of a failure to satisfy the requirements of this Section.

The intent of the Governmental Unit's undertaking pursuant to this Section is to facilitate the Bank's ability to comply with the requirements of the Rule. Accordingly, the Governmental Unit agrees to provide the Bank with any additional information the Bank may reasonably require in order to comply with the requirements of the Rule, as in effect from time to time.

To the extent the Rule no longer requires issuers of municipal securities to provide all or any portion of the information the Governmental Unit has agreed to provide pursuant to this Section, the obligation of the Governmental Unit to provide such information pursuant to this Section also shall cease immediately.

The sole remedy available to the Bank or to any other person for the failure of the Governmental Unit to comply with any provision of this Section shall be an action for specific performance of the Governmental Unit's obligations under this Section.

16. The Governmental Unit shall not take, or permit to be taken, any action or actions that would cause any Municipal Bond to be an "arbitrage bond" within the meaning of Section 148 of the Internal Revenue Code of 1986, as from time to time in effect (the "Code") or a "private activity bond" within the meaning of Section 141(a) of the Code or that would cause any Municipal Bond to be "federally guaranteed" within the meaning of Section 149(b) of the Code, or that would otherwise cause interest on the Municipal Bonds to become included in gross income of the recipient thereof for the purpose of federal income taxation.

The Governmental Unit shall at all times do and perform all acts and things permitted by law and necessary or desirable in order to assure that interest paid by the Governmental Unit on the Municipal Bonds shall be excluded from gross income of the recipient thereof for the purpose of federal income taxation under any valid provision of law and to assure that the Municipal Bonds shall not be "private activity bonds" within the meaning of Section 141(a) of the Code, including the preparation and filing of any statements required to be filed by the Governmental Unit in order to maintain such exclusion.

17. If any provision of this Loan Agreement shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect any of the remaining provisions of this Loan Agreement and this Loan Agreement shall be construed and enforced as if such invalid or unenforceable provision had not been contained herein.

18. This Loan Agreement may be executed in one or more counterparts, any of which shall be regarded for all purposes as an original and all of which constitute but one and the same instrument. Each party agrees that it will execute any and all documents or other instruments, and take such other actions as may be necessary to give effect to the terms of this Loan Agreement.

19. No waiver by either party of any term or conditions of this Loan Agreement shall be deemed or construed as a waiver of any other terms or conditions, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether of the same or of a different section, subsection, paragraph, clause, phrase, or other provision of this Loan Agreement.

20. This Loan Agreement merges and supersedes all prior negotiations, representations, and agreements between the parties hereto relating to the subject matter hereof and constitutes the entire agreement between the parties hereto in respect hereof.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

NEW HAMPSHIRE MUNICIPAL BOND BANK

Attest:

By _____
Secretary, NHMBB

(NHMBB SEAL)

By _____
Chairman, NHMBB Board of Directors

Attest:

By _____
Member, Board of Selectmen

By _____
Town Clerk

By _____
Town Treasurer

(Town SEAL)

**EXHIBIT A
MATURITY SCHEDULE
Town of North Hampton
Governmental Unit's Bonds**

Due	Principal Amount
8/15/2021	95,000
8/15/2022	100,000
8/15/2023	100,000
8/15/2024	100,000
8/15/2025	100,000
8/15/2026	105,000
8/15/2027	105,000
8/15/2028	110,000
8/15/2029	110,000
8/15/2030	110,000
8/15/2031	115,000
8/15/2032	115,000
8/15/2033	120,000
8/15/2034	120,000
8/15/2035	125,000
8/15/2036	125,000
8/15/2037	125,000
8/15/2038	130,000
8/15/2039	130,000
8/15/2040	135,000
8/15/2041	
8/15/2042	
8/15/2043	
8/15/2044	
8/15/2045	
Total Proceeds	2,275,000

Memo To: Town of North Hampton Planning Board
From: Jennifer Rowden, Senior Planner, Rockingham Planning Commission
Date: June 1, 2020
Subject: North Hampton Library Proposal Review

Rockingham Planning Commission (RPC) has received the site plan proposal for the new North Hampton Library to be located at 239 Atlantic Avenue. As a "governmental use" this site plan proposal is not subject to local land use ordinances per RSA 674:54; however, the North Hampton Planning Board may issue written comment about the compliance of the proposal with typical land use regulations. If the Planning Board chooses to conduct a public hearing on this proposal, it must be held within 30 days of receiving the notice of the proposal (notice was given on May 20, 2020).

The following includes a review of the land use regulations (zoning and site plan regulations) that the proposal does not adhere to. However, this review does not include comments on engineering design aspects of regulations (parking lot design, stormwater system design, septic facilities, etc.) as those should be completed by a licensed engineer.

1. **Setbacks** (ZO 203.1): The proposed building and is located partially within the 30-foot front-yard setback of the site along Atlantic Avenue and a series of concrete pads (that are considered structures) are located within the 30-foot setback on Alden Avenue. There appears to also be a dumpster pad (not labeled) on the rear of the property located within the 25-foot rear-yard setback.
2. **Maximum Lot Coverage** (ZO 203.1): The site is current covered by 2% impervious coverage, primarily from the driveway of the previously existing building. The proposed 12,000 square foot building, patio, driveway, parking, and sidewalks will result in 53.65% impervious coverage. In the R-1 zoning district, the maximum lot coverage for a lot of less than two acres is 35%.
3. **Landscaping** (SPR X.C.): A limited amount of information was provided regarding the landscaping design of the site, with a note of page C1.2 on the plan stating eight trees of a species to be determined by owner will be installed. It is recommended that a more detailed landscaping plan be developed that adheres to the provisions of SPR X.C to ensure considerations of screening, not impeded traffic safety, reduce impact on utilities, and general aesthetics with abutting parcels.
4. **Snow Storage** (SPR X.D): Snow storage is not depicted on this proposal. While adequate room appear to be available on the site, it is recommended that the location be depicted to ensure no negative impacts occur from storage locations.
5. **Architectural Standards** (SPR X.E): The information supplied for architectural design of the proposal appears to be compliant with the site plan regulations. However, some information such as floor plans and lighting information has not been supplied. It is recommended that a lighting plan be developed to that complies with the outdoor lighting ordinance (ZO 305) to ensure lighting does not spill onto adjacent roadways or neighboring properties, provides adequate lighting is using parking at neighboring Town facilities.
6. **Stormwater Management** (SPR X.F): As noted previously, local land use regulations are not required to be followed for this proposal, however, all applicable state and federal regulations must be followed. North Hampton's stormwater regulations were updated in 2017 to comply with the federal MS4 Stormwater Permit requirements issued by the Environmental Protection Agency. Under the MS4 Permit, North Hampton is required to manage stormwater runoff from municipally owned properties, including the site of this proposal. It is strongly recommended that the Town ensure that the stormwater management system offered in this proposal complies with the site plan regulations. The majority of these regulations are

engineering in nature and should be reviewed by a licensed engineer. The following are some of the components of the stormwater plan information that do not meet the site plan regulations:

- a. **Pervious Pavement (SPR X.F.3.c.xv.):** Currently, traditional pavement is proposed on this site while regulations require pervious pavement unless impractical. The use of this site may lend itself to the use of pervious pavement. If combined with an educational sign about stormwater the Town could take credit for both installation of the pervious pavement and count the outreach every year as required by the MS4 Permit.
 - b. **Operation and Maintenance Requirements (SPR X.F.7):** No operation and maintenance information has been provided for the stormwater drainage system. The maintenance of these systems is critical for their long-term function of treating stormwater. Having the detail of these operations must also be included in the MS4 Permit requirement of a Stormwater Pollution Prevention Plan (SWPPP) for all municipal facilities.
7. **Parking Requirements (SPR XII):** The proposed site provides 18 parking spaces, including two ADA spaces. A use of this type would typically require 1 space per 300 square feet of building under site plan regulations; for the 12,000 sq. foot building proposed this would require 40 parking spaces. It is understood that there will remain existing parking opportunities on neighboring municipal facilities. It is recommended that the Planning Board consider how the other municipal spaces are used during the day, evening, and weekend timeframes to evaluate if 18 spaces is sufficient for the majority of uses at the library or if spillover parking will be routinely needed.
8. **Utilities:** On Sheet 1, General Note 1.6 states that the library is to be served by "city water". This presumably refers to service by Aquarian Water Company. It is recommended that a letter from Aquarian Water Company be obtained stating that it is able to service the new building.

If the Board has any questions, please feel free to contact me.



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

4 **MAY 20, 2020 10:00 AM**
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

12
13 **AGENDA**

14
15 Chairman Jim Maggiore welcomed everyone to the May 20, 2020 North Hampton Select Board Meeting
16 and called the meeting to order at 10:00 am, followed by the Pledge of Allegiance.

17
18 Chairman Maggiore said the purpose of this meeting is to discuss the New Hampshire Guidance for
19 Seacoast Phase I. He said he received a phone call from Senator Tom Sherman about this reopening guide
20 being circulated to the 5 Seacoast communities on a plan for what each community might be able to
21 implement once the beaches are open.

22
23 **First Public Comment Session**

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

25
26 **NEW BUSINESS**

27
28 **4.1 Review of Correspondence Received Regarding Re-Opening of Beaches**

29
30 Chairman Maggiore said the correspondence was from John Nyhan of the Reopening Task Force asking
31 that the Board review it and provide comments. Vice-Chair Sununu said what they are proposing would
32 be pretty straightforward from the Town's perspective. Selectman Miller said Chief Mone is responsible
33 for security on the State Beach, and asked her about keeping parking at 50% capacity.

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

38
39 ***A recording of the meeting can be found at: http://www.nhballstreams.com/towns/north_hampton_nh, and a***
40 ***DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North***
41 ***Hampton, New Hampshire 03862.***

Select Board Regular Meeting
May 20, 2020

42

43 Police Chief Kathryn Mone said the Parks Department would divide the spaces in the parking lot with the
44 State would responsible for enforcement there, and that Town spots would not be affected. Selectman
45 Miller said the State would then maintain the lot spaces and Chief Mone would enforce compliance. Chief
46 Mone said the State has a plan that people would reserve the limited spots. Vice-Chair Sununu said he
47 understood that half of the parking spaces in the lot will be physically blocked, and Chief Mone reiterated
48 that those spaces would need to be reserved.

49

50 Selectman Miller said no dropping off will be permitted and asked how that would be enforced. Chief
51 Mone said she would ask the Board for things the Police Department might need to do if the Board decides
52 to endorse this. She said they are actively fielding calls with questions already and calls would probably
53 increase with people citing offenders. She said it would be a challenge manpower-wise, and they are
54 looking to do some scheduling changes to watch for violations and deal with complaints.

55

56 Police Chief Mone said State Police had been helping with enforcement on Route 1A and hopefully the
57 Town could recoup Federal funding if they need to hire officers, or hire a parking enforcement person.
58 She said she would like some coordination on how violations would be enforced and having Park Staff
59 enforcing would be critical to the plan. She said communications for Route 1A transition to the next phase
60 are critical, as well as making sure those conversations happen before any recommendations for Phase II.

61

62 Chairman Maggiore asked Chief Mone about any changes she might make to the language in the
63 document. Vice-Chair Sununu said North Hampton has the most clear-cut scenario of all the towns, and
64 the document covers everything. He said Chief Mone can document things the Board needs to request
65 from the State, and determine what they would anticipate in terms of manpower or resources ahead of
66 this. Selectman Miller said Chief Mone would want a minimum of someone to monitor the compliance
67 with parking not in the State lots. He said they are not going to allow parking on any side roads so they
68 are talking about someone working fulltime; the Town does not have that person and it can't be a Police
69 Officer.

70

71 Police Chief Mone said she would expect a parking enforcement person, either someone working
72 overtime for us or an outside person paid a Detail rate by the Town. Selectman Miller said they could only
73 give tickets to enforce, and Chief Mone said they could also do towing and mark the area as a tow zone
74 which would still require a parking enforcement person. Chairman Maggiore said the document says
75 "appropriate signage" would be needed; Chief Mone said if the State is planning coordination does that
76 mean they will provide additional signage and resources; when they say "coordinated effort with town
77 safety officials" they need to be more specific so she will know who is going to reach out to her to
78 coordinate that.

79

80 Selectman Miller said they are asking that the Town make sure no buses come by to drop people off, but
81 they cannot stop people walking in. So they have two things, no buses and prevent people from parking
82 on roadways. He said the Town does not have the tools or the manpower, they do not have the money,
83 and it is not their responsibility, and he will not say "yes" to this until they know how they are going to do
84 it. Chairman Maggiore said he is comfortable saying that the Board has questions about the document
85 and would like those questions answered.

86

87 Chairman Maggiore asked Chief Mone if she was planning on sending comments to Mr. Nyhan about
88 signage, staff, enforcement, and parking. Chief Mone said if the Board wanted to let her know what
89 standards they could meet and what the compromise is, but she would not want the other towns to move

90 forward and find North Hampton had abstained. If the residents want the beach open would that hold
91 without us or her putting forward criteria that we are all conscionable with having the beach opened; or
92 if the Board wanted to tell her what kinds of money or allowances or changes they are interested in
93 looking at in order to be supportive of opening the beach at some point, or at what point the Town would
94 be ready to say yes this will work for us or will not work unless you give us certain supports.

95
96 Selectman Miller asked Chief Mone what she needed to do the job of maintaining compliance with no
97 parking on Route 1A or side streets, making sure buses do not drop people off, and how many man-hours
98 she would need for that and how much signage will cost. He said the Town does not have the staff, the
99 money in the Budget, nor the means to shut off the flow of people. Chairman Maggiore said if they could
100 put that summary together for the Reopening Task Force that is what they are looking for, and they could
101 get it to them by the end of the day. He said they do not need a vote, otherwise they might be held
102 responsible for enforcing something they cannot.

103
104 Police Chief Mone asked if there would be a point when the Board would be willing to support extra
105 expenditures if this moves through despite their efforts; Selectman Miller said not for him. Vice-Chair
106 Sununu said if the State controls the opening of the beach and says the beach is open, they will have to
107 figure out how to enforce the best they can, which may require an expense. Chairman Maggiore said they
108 need to hire a person at "x" number of hours to do this and who is going to pay for that; if they say the
109 Town of North Hampton it would come back to the Board for a vote to say they do not have the capacity
110 to enforce these rules; then come up with a policy and have a practical discussion about that.

111
112 Chairman Maggiore asked Chief Mone to put something together and send it to John Nyhan, with a copy
113 to the Select Board. He said Senator Sherman is calling tomorrow morning and he will express the
114 concerns of the Board.

115

116 **Any other Item that may Legally Come before the Board**

117

118 **Second Public Comment Session**

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

120

121 **Adjournment**

122

123 Chairman Maggiore adjourned the meeting at 10:28 am.

124

125 Respectfully submitted,

126

127 Patricia Denmark, Recording Secretary

128

129

130

131



1
2 **TOWN OF NORTH HAMPTON, NEW HAMPSHIRE**
3 **SELECT BOARD GOAL-SETTING WORKSHOP**

4 **MAY 27, 2020 12:00 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, Finance Director Ryan Cornwell, Police Chief
12 Kathryn Mone, Deputy Fire Chief Jason Lajoie, Administrative Assistant Jan Facella, Recreation Director
13 Joe Manzi (via Zoom)

14
15 **AGENDA**

16
17 Chairman Jim Maggiore welcomed everyone to the May 27, 2020 North Hampton Select Board Workshop
18 Session to discuss Goals for the FY2020/2021 year, and called the meeting to order at 12:22 pm, followed
19 by the Pledge of Allegiance.

20
21 **NEW BUSINESS**

22
23 **2.1 Select Board Goals FY2020/2021**

24
25 **FINANCE – Ryan Cornwell**

26 Channel 22 Employees on Payroll: Put Channel 22 employees on payroll; working on others

27 Review Grant Fund to Identify Funding Sources: Review existing Grant Account and determine source of
28 funds and specifics of where it has to go

29 Excel Training/Reference Guide: Quick-reference guide for employees with Excel formulas

30 Attend Conference & Seminars: Hopefully restore scheduling for next year

31 Establish Library Capital Project Fund: For Library Building Project to separately account for monies coming
32 in or going out of Fund; other funding sources and expenditures going forward will be in this Fund; closes
33 when project completed and any leftover funds re-appropriated

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

Select Board Regular Meeting
May 20, 2020

42 Working with New Treasurer: New Treasurer Angela Blatus taking over accounts; discuss stipends at next
43 meeting to pay Treasurer

44 Remote Laptop for Finance: Need to replace laptop borrowed from Town Clerk during pandemic

45

46 **INFORMATION TECHNOLOGY (IT) – Michael Tully**

47 Continue User Replacement Program: Through PCG replacing high-end users first (Ryan Cornwell)

48 Explore Phone System Upgrades: Phones at end of lifespan; started with MDCOM but sidetracked; review
49 cost-benefit options

50 Document Management System: Stopped due to pandemic; working with RICOH to set up

51 Looking into Automated Phone: Look into utilizing the technology

52 Cash Receipting Module: Look into module for direct input into Finance system to replace cash receipts

53 Cyber Security Assessment: Do a hybrid with PCG to look at Town system for weaknesses

54 Channel 22 Equipment Upgrades: Goal to move into CIP and Budget process to monitor income and
55 spending; equipment needs replacement

56 Overhaul Town Website: Improve Town Website; make changes for Document Management System

57

58 **TOWN CLERK/TAX COLLECTOR - Sue Buchanan**

59 Update Retained Ballots Downstairs: Destroy files not needed due to limited storage available

60 Professionally Clean Basement: To protect stored documents

61 Reorganize Attic: Move some files to basement to free up space

62 Caller ID on Phone: Town Clerk caller ID not working; restore feature

63 Clean Air Ducts: Need to be cleaned

64 Safe that Works: Current safe difficult to use

65 Binding Town Reports & Town Books

66 Birds on Font Steps: Problems with birds; possible use of hose for spraying; other thoughts/ideas

67

68 **POLICE DEPARTMENT – Chief Kathryn Mone**

69 Training Plan in Place: Continue training goal

70 Update Policy Manual: Continue updating; no Deputy Chief at this time

71 Hire Open Positions: In progress now for new officer

72 Implement Personnel Evaluations: Working on with staff

73 Long-Term Solution for Firing Range: Currently no place to practice for qualification; need a permanent
74 solution

75

76 **FACILITIES – John Hubbard & Michael Tully**

77 Library Building: John Hubbard will be in charge to work with Library Trustees if they need anything from
78 the Town

79 Fund Article of New Town Offices: Depends on what we see financially in summer and fall

80 Siding on Town Office Building: Waiting on third quote; cost higher than expected; possibly fund from
81 Capital Reserve Account; on list for next year

82 Yearly Town Hall Assessment/Town Clerk Building: John Schnitzler completed Phase 2 of plan,
83 recommended catwalk and insulation upstairs; steeple roof and Clock Tower still to be done; idea to have
84 Mr. Schnitzler assess Town Hall yearly;

85 Buildings/Generators to Natural Gas: Have line into Fire Department; need to work with contractors to
86 change each system to natural gas

87 Expand Heating at Recycling Center: Only small office space heated; Mr. Hubbard looking at heating
88 system to reduce chill in building

Select Board Regular Meeting
May 20, 2020

- 89 Assess New Town Office Space: Look at space needed in old Library building for Town Offices; look at
90 providing some storage space
91 Determine Fire Department 2nd Floor Feasibility: Fire Department will need an elevator and determine if
92 a second floor can be added
93
94 **FIRE DEPARTMENT – Michael Tully**
95 Fire/EMS PSAs to Educate Public: John Savastano and staff providing more Public Service Announcements
96 Reestablish Regional Training Post Pandemic: Deputy Lajoie working with Rye and Greenland Fire Chiefs
97 to set up regional shift training town-to-town; restart program
98 Assess Dispatch Upgrades: Fire Department Dispatch needs updating; Capital Reserve Fund started this
99 year; need to assess costs to change outright or transfer dispatch somewhere else
100 Investigate Emergency Software Packages: Use software to keep and pull data; look at other packages
101 that work better for department
102 Expand Mutual Aid Agreement with Rye: Work closely with Rye Fire Chief sharing equipment; Rye
103 purchasing new Ladder Truck; continue discussing mutual aid agreement for cost savings and better
104 service
105 Remote Laptop for Deputy Fire Chief: Important for everybody to have the ability to work out of office
106
107 **DEPARTMENT OF PUBLIC WORKS – John Hubbard**
108 Complete Several Drainage Projects: Projects already planned, some dealing with MS4 Stormwater
109 Implement Year 9 of DPW Road Maintenance Plan: Warrant Article yearly for road improvements
110 Continue Implementation of MS4 Stormwater Requirements (Year 5): Requirements get harder yearly;
111 waiting on some Year 4 requirements; need Public Hearing for July; Mr. Hubbard to look at funding
112 Continue with Winnicut Road Drainage Issues: Dredging is a difficult project; looking at other ways to solve
113 problems; possible use of culverts as workaround
114
115 **LBH – Michael Tully**
116 Clarify Town Building Inspector Role: North Hampton Building Inspector assists with things in LBH;
117 possibility of lawsuit as LBH has separate zoning rules; need to clarify role of North Hampton Building
118 Inspector in LBH; look into tax revenues
119 Annual Meeting with Select Board: Set up annual meeting
120
121 **TOWN ADMINISTRATION – Michael Tully**
122 Cell Tower Working Group: Restart working group
123 Document Management System: Work with Ricoh
124 Street/Trash Clean-up: Have trustees pick up trash on streets for \$30/day; Public Works will pick up bags
125 Channel 22 to CIP/Budget: Work on moving Channel 22 Budget to CIP this fall
126 Facilities Guide: Put together a book listing each building and all its systems and maintenance information
127
128 **COMMUNICATIONS – Michael Tully**
129 Monitor Minutes Clerk Salary: Follow through to end of year to know spending in that area
130 Town-Wide PSAs
131
132 **RECREATION – Joe Manzi**
133 New Location for Ice Rink: Need to locate a new space for Ice rink; cannot use tennis courts
134 New Location for Playground: Donated equipment on Homestead Property needs to be moved; best
135 location Dearborn Park; working with Primex on location

Select Board Regular Meeting
May 20, 2020

- 136 Irrigation for Dearborn Park: Explore irrigation system for park for maintenance moving forward;
- 137 investigate moving funds approved for irrigation system on Homestead Property to Recreation
- 138 Develop Programs at Centennial Hall: Working with Marcy McCann and Friends of Centennial Hall on
- 139 agreement for Town utilization of space; continue into next year
- 140 Restart Before/After School Programs: Programs cancelled; waiting for guidance on summer camps
- 141 reopening; possible plan for Summer Camp hybrid; programming up and running by fall
- 142 Expand Scholarship/Fundraising through Rec Commission
- 143 Continue Department Collaborations: Continue to work with other departments increase Town
- 144 programming
- 145 Update Policy Manual: Update policies for employees and people using services

146
147 **Motion:** To accept the Select Board Goals as presented.

148 **Motioned:** Vice-Chair Sununu

149 **Seconded:** Selectman Miller

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

151
152 Chairman Maggiore thanked everyone who collaborated on this and said it gives Department Heads the
153 ability to move forward with these goals.

154
155 **Any Other Item that may legally come before the Board**

156
157 **Adjournment**

158
159 Chairman Maggiore adjourned the meeting at 1:14 pm.

160
161 Respectfully submitted,

162
163 Patricia Denmark, Recording Secretary

164
165
166
167



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

4 **MAY 27, 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
12

13 **AGENDA**

14
15 Chairman Jim Maggiore welcomed everyone to the May 27, 2020 North Hampton Regular Select Board
16 Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

17
18 Chairman Maggiore said they were coming out of Non-Public, no motions made, intent to seal minutes.
19

20 **Motion:** To seal the minutes of the Non-Public Session of May 27, 2020.

21 **Motioned:** Selectman Miller

22 **Seconded:** Vice-Chair Sununu

23 **Vote:** Motion approved by a vote of 3-0
24

25 **First Public Comment Session**

26 *Call 603-758-1447 for Public Comments or access via Zoom; email: jmaggiore@northhampton-nh.gov*
27

28 No Public Comments.
29
30
31

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

34
35 ***A recording of the meeting can be found at: http://www.townhallstreams.com/towns/north_hampton_nh, and a***
36 ***DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North***
37 ***Hampton, New Hampshire 03862.***
38
39

40 **Consent Calendar**

- 41 5.1 Payroll Manifest of May 14, 2020 in the amount of \$222,526.14
- 42 5.2 Payroll Manifest of May 21, 2020 in the amount of \$98,629.67
- 43 5.3 Accounts Payable Manifest of May 14, 2020 in the amount of \$70,029.62
- 44 5.4 Reconsideration of Lien Execution Approvals of 2019 Unpaid Taxes
- 45 5.5 Approval of Abatement Application
- 46 5.6 Approval of Exempt Religious/Charitable/Educational Exemptions
- 47 5.7 Approval of Veteran Tax Credit
- 48 5.8 Approval of Notice of Intent to Cut Wood & Timber
- 49 5.9 Approval of Forest Fire Warden/Deputy Reappointments

50
51 **Discussion:** Selectman Miller said he had no candidates in his packet for Fire Warden Appointments.
52 Interim Town Administrator Tully said fulltime employees are appointed as Deputy Wardens to be able to
53 give permits. He said they are unable to give classes now and are just reappointing the ones that have
54 already completed the class and will do the rest later.

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

57 **Motioned:** Vice-Chair Sununu

58 **Seconded:** Selectman Miller

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

60

61 **Correspondence**

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

63

64 **6.1 Correspondence from Senator Tom Sherman**

65 *Letter dated May 4, 2020; correspondence read in full*

66

67 On May 14, 2020 New Hampshire announced that \$40 Mil of Federal CARES Act Funds would be available
68 for municipalities and county grants to defray COVID-19 costs: \$32 Mil to municipalities and \$8,000 to
69 counties, with North Hampton allocated \$108,038. In addition Rockingham County has been allocated
70 \$7,286,670 in coronavirus relief payments to local governments. Expenditures between March 1, 2020
71 and August 31, 2020 can be covered. To receive funds each local government must submit a signed
72 agreement to the Governor's Office for Emergency Relief & Recovery (GOFERR), and submit
73 reimbursement requests to GOFERR by email.

74

75 **Committee Updates**

76

77 Selectman Miller stated that the *Economic Development Committee* has not met.

78

79 Chairman Maggiore said the *Heritage Commission* has met and one of their actions is an agenda item
80 under New Business. The *Water Commission* has not met.

81

82 Selectman Miller said the *Budget Committee* met and elected Jonathan Pinette as Chairman and Brian
83 Goode as Vice Chairman. The next meeting will be in July.

84

85 **Report of the Interim Town Administrator**

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

87

88 Report for May 12 through May 22, 2020

89
90 Interim Town Administrator Michael Tully said with 6 weeks remaining in the current fiscal year, 14% of
91 the Budget remains. In June Department Heads will start relaxing emergent spending restrictions to make
92 planned purchases. The Police Chief is dealing with the Beach Reopening set for June 1st; Fire Department
93 and Building Inspector working on outdoor dining approval permits; Town Hall needs a clock tower roof
94 and work on clock itself (possibly D'Avanza Clock Repair).

95
96 Interim Town Administrator Tully said the Library Bond Application was sent with approval in back. The
97 contract was received to be ready for Select Board signatures at June 8, 2020 Meeting. The Bond is
98 currently structured in 20-year term with guaranteed maximum interest of 3%; saves \$200,000 in a 10-
99 year term versus a 30-year term. Recreation is working on opening Dearborn Park.

100

101 Items left on the Table

102

103 **NEW BUSINESS**

104

105 10.1 Appointments to Agricultural Commission

106

107 Nominations for Agricultural Commission Members:

108 Dieter Ebert and Phil Thayer as Regular Members for 3-year terms to expire in March 2023

109 Audrey Prior elected Chairman and Joan Ganotis Vice-Chairman; still need an Alternate Member

110

111 **Motion:** To approve the appointments of Dieter Ebert and Phil Thayer as members of the Agricultural
112 Commission as recommended with terms to expire March 2023.

113 **Motioned:** Vice-Chair Sununu

114 **Seconded:** Selectman Miller

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

116

117 10.2 Appointments to Conservation Commission

118

119 Nominations for Conservation Commission Members:

120 David Cicalone – Alternate Member for 2-year term to expire in 2022

121 Allyson Ryder – Alternate Member for 3-year term to expire in 2023

122 Audrey Prior – Regular Member for 1-year term to expire in 2021

123 Lauri Etela – Regular Member for 3-year term to expire in 2023

124 Lisa Wilson – Regular Member for 3-year term to expire in 2023

125

126 **Motion:** To approve all Conservation Commission candidates as listed on the May 20, 2020
127 recommendation.

128 **Motioned:** Selectman Miller

129 **Seconded:** Vice-Chair Sununu

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

131

132 10.3 Acceptance of CARES Act Funds Pursuant to RSA 21-P:43 in the amount of \$108,038

133

134 Interim Town Administrator Tully asked for a motion to accept the CARES Act Funding under RSA 21-P:43
135 to recoup some COVID-19 costs; they also have FEMA. He said paperwork for the grant can be taken care
136 of completely by the Select Board or by a person so designated who must be named in the motion.
137

138 Discussion: Selectman Miller asked the time period to spend the funds. Interim Town Administrator Tully
139 said March 1st through August 31st and the Town can already have spent the funds but it depends on what
140 is acceptable and they must apply through FEMA first. CARES will pick up the 25% FEMA does not fund as
141 well as things they refuse.
142

143 **Motion:** Move that whereas the Town of North Hampton under authority of RSA 21-P:43 accept CARES
144 Act Funds from the State of New Hampshire in the amount of \$108,038; further that the Select Board
145 empower Interim Town Administrator Michael J. Tully as a designated signing authority for the Town of
146 North Hampton in pursuit of these funds.

147 **Motioned:** Chairman Maggiore

148 **Seconded:** Vice-Chair Sununu

149 **Vote:** Motion approved by a vote of 3-0
150

151 10.4 Update on Stay at Home Order 2.0 – Restaurants

152

153 Interim Town Administrator Tully said he has been working with Deputy Lajoie, Chief Mone, and the
154 Building Inspector with businesses to do whatever they can to get them open and offering space. He said
155 they have worked with 6 or 7 businesses and said they are having a tough time getting employees back.
156

157 10.5 Discussion of Heritage Commission Image File Status

158

159 Chairman Maggiore said Heritage Commission documents compiled over many years are mostly stored
160 on personal computers and the Commission is hoping to make them available on the Town website. The
161 Commission spoke last year with PCG but the project was not in their scope of work and sent them to
162 CivicPlus Technical Support, who does the Town Website but the project was too big of a job for them.
163 The Heritage Commission found 3 different quotes and chose PastPerfect, recommending the Starter Pack
164 for \$375.00 plus an annual maintenance and support package of \$745.00. The \$375.00 could come from
165 the Document Management Fund with the \$745.00 annual fee as part of the Budget.
166

167 Discussion: Selectman Miller asked who was going to put this information into the system, and Chairman
168 Maggiore said the company would be responsible for collecting the information and working with the
169 Town to integrate it into the Town Website. Selectman Miller said it was not a lot of money to solve an
170 important problem.
171

172 **Motion:** Move the Select Board accept the recommendation of the Heritage Commission to hire
173 PastPerfect to gather Heritage Commission information from personal computers and bring the material
174 to a single web-hosted place and do that through a Starter Pack at a cost of \$375.00 to be taken from the
175 IT Fund, and to create a line in the Annual Operating Budget under Heritage Commission for the \$745.00
176 annual hosting/maintenance and support fee.

177 **Motioned:** Chairman Maggiore

178 **Seconded:** Vice-Chair Sununu

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

181 10.6 Discussion of Beach Reopening

182
183 Vice-Chair Sununu said he took part in a call hosted by Senator Tom Sherman about the Beach Reopening
184 scheduled for June 1, 2020. He said key points are: restricting Public Parking lots to 50% and North
185 Hampton leased spaces available. Interim Town Administrator Tully said there was no final determination
186 on the Town’s residential spaces, and said Chief Mone is working on signage to prevent parking on North
187 Hampton side streets and Route 1A. Vice-Chair Sununu said the call covered mostly parking and
188 enforcement, how this will be managed, and John Nyhan is setting up an advisory group on this; still an
189 evolving situation.

190
191 Police Chief Kathryn Mone provided the final draft on the State Website for Seacoast Beaches, and said
192 North Hampton will be keeping all Town parking spaces. She said there was a call Tuesday with area chiefs,
193 NHDOT, Safety Commissioner, State Police, and the Parks Director to get the plan in place, with
194 enforcement still one of the biggest issues. She said she is waiting to hear on staffing levels of the Parks
195 Department and whether they will be enforcing or relying on Police Departments, and said they do have
196 a significant commitment from State Police.

197
198 Police Chief Mone said one of the main goals is to limit parking and limit people coming. She said the
199 signage and blockades on Route 1A will stay in place; an additional sign to start no parking further down
200 was ordered; Director Hubbard will post more signs. She said the Town will stay with a \$100.00 fine for
201 parking in beach spots and \$50.00 fine for the rest, with ticketing the most efficient way. She said
202 tomorrow through Labor Day the State will put in a new traffic pattern in Hampton, similar to what they
203 do for the Seafood Festival.

204
205 Police Chief Mone said she would need signatures on a Memorandum of Agreement (MOA) between the
206 Town and State Parks, giving Police and Fire the ability to enforce Park Rules; the money would go into
207 the Town General Fund; agreement is for 3 years.

208
209 Discussion: Selectman Miller asked if they were in agreement with Rye on how to handle Bass Beach
210 where the towns come together. Chief Mone said everything there is closed down for no parking and they
211 are in constant communication with Rye Police about ticketing and education. Chairman Maggiore asked
212 if the MOA gives North Hampton sole ticketing authority, and Chief Mone said it does not.

213
214 Chief Money said she received preliminary approval for the mobile signboard grant for Town messaging.
215 Interim Town Administrator Tully said it is important to mention that the public realizes this is a fluid
216 situation opening back up.

217
218 **Motion:** Move that the Select Board vote to support the MOA which Chief Mone has presented to us.

219 **Motioned:** Selectman Miller

220 **Seconded:** Vice-Chair Sununu

221 **Vote:** Motion approved 3-0

222
223 **Minutes of Prior Meetings**

224
225 **Approval of the Regular Meeting Minutes of May 11, 2020**

226 **Motion:** To approve the Minutes of the Regular Meeting of May 11, 2020.

227 **Motioned:** Vice-Chair Sununu

228 **Seconded:** Selectman Miller

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

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Approval of Non-Public Meeting Minutes of May 11, 2020

Motion: To approve the Minutes of the Non-Public Meeting of May 11, 2020.

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

Second Public Comment Session

Call 603-758-1447 for Public Comments or access via Zoom; email: jmaggiore@northhampton-nh.gov

No Public Comments

Adjournment

Chairman Maggiore adjourned the meeting at 7:59 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary