



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
NORTH HAMPTON SELECT BOARD

NOTICE OF PUBLIC MEETING  
MONDAY, JULY 12, 2021

NORTH HAMPTON EXECUTIVE OFFICES  
NON-PUBLIC SESSION  
233 ATLANTIC AVENUE  
6:30 O'CLOCK P.M.

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

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

1. **6:30 P.M. Call to Order by the Chair**
2. **6:31 P.M. Non-Public Session Pursuant to RSA 91-A:3 II (a,c)**
3. **7:00 P.M. Return to Public Session and Pledge of Allegiance**
4. **First Public Comment Session**  
Public Comment is an opportunity for residents to ask questions, request information and make comments on issues facing the Town. Individuals will be given not more than three (3) minutes to speak, and people who have already spoken will be asked to wait until everyone has had the chance to speak once. The total time devoted to this agenda item is fifteen (15) minutes. Individuals who are not able to speak during the First Public Comment Session will be given first opportunity to speak during the Second Public Comment Session at the end of the Meeting.
5. **Consent Calendar**
  - 5.1 Payroll Manifest of July 1, 2021, in the amount of \$92,324.66
  - 5.2 Payroll Manifest of July 8, 2021, in the amount of \$90,789.15
  - 5.3 Accounts Payable Manifest of July 1, 2021, in the amount of \$1,394,430.08
  - 5.4 Accounts Payable Manifest of July 8, 2021, in the amount of \$121,753.80
  - 5.5 Abatement Applications
6. **Correspondence**

7. **Committee Update**
  - 7.1 Heritage Commission
  - 7.2 Water Commission
  - 7.3 Rails to Trails Committee
  - 7.4 Budget Committee
  - 7.5 Capital Improvements Committee
8. **Report of the Town Administrator**
9. **Items Left on the Table**
10. **New Business**
  - 10.1 Update on Open Positions for the Capital Improvements Committee and Building Committee
11. **Minutes of Prior Meetings**
  - 11.1 Approval of Non-Public Meeting Minutes of June 28, 2021
  - 11.2 Approval of Regular Meeting Minutes of June 28, 2021
12. **Any Other Item that may legally come before the Board**

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

See Item 4, above
14. **Adjournment**

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



MUNICIPAL OFFICES  
233 ATLANTIC AVENUE  
NORTH HAMPTON, NH 03862

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

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

**CONSENT CALENDAR**

TOWN ADMINISTRATOR  
MICHAEL TULLY

MTULLY@NORTHHAMPTON-NH.GOV



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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
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CONSENT CALENDAR

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**TO:** SELECT BOARD  
**FROM:** MICHAEL TULLY, TOWN ADMINISTRATOR  
**SUBJECT:** CONSENT CALENDAR FOR SELECT BOARD MEETING 07/12/2021  
**DATE:** 07/09/2021

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

**Consent Calendar**

- 5.1 Payroll Manifest of July 1, 2021, in the amount of \$92,324.66
- 5.2 Payroll Manifest of July 8, 2021, in the amount of \$90,789.15
- 5.3 Accounts Payable Manifest of July 1, 2021, in the amount of \$1,394,430.08
- 5.4 Accounts Payable Manifest of July 8, 2021, in the amount of \$121,753.80
- 5.5 Abatement Applications

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



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

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



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

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



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

**REPORT OF THE TOWN ADMINISTRATOR**

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
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**ITEMS LEFT ON THE TABLE**



MICHAEL J. TULLY  
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



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

**NEW BUSINESS**

RECEIVED

JUL -2 2021

July 2, 2021

To: Michael Tully, TA

From: Jeff Hillier

RE: CIP

Dear Mike,

I understand there is an opening on CIP. I ask that my name be considered for that position.

Having served on many town committees and commissions during my 50+ years in town, I think that I can bring a good deal of municipal experience to this most important group. In addition, much of my time in public education was involved with long range improvements: planning, constructing, and administering new school buildings.

I would be honored to be given the opportunity to be a part of planning for North Hampton's future.

Thank you very much,



Jeffrey A. Hillier  
3 Glendale Rd.

## Janet Facella

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**From:** Michael Tully  
**Sent:** Wednesday, July 7, 2021 3:02 PM  
**To:** Janet Facella  
**Subject:** Fwd: CIP Position  
**Attachments:** CIPConsiderationRequest2021.pdf

Sent via the Samsung Galaxy S9, an AT&T 5G Evolution capable smartphone  
Get [Outlook for Android](#)

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**From:** kathy@thegrants.com <kathy@thegrants.com>  
**Sent:** Friday, July 2, 2021 10:21:38 AM  
**To:** Michael Tully <mtully@northhampton-nh.gov>  
**Subject:** CIP Position

Hi, Mike,

I'd like to be considered for the open seat on the CIP.

Please see my attached letter.

Thank you.

Kathy Grant

Michael Tully  
Town Administrator  
233 Atlantic Avenue  
North Hampton, NH 03862

Kathy J Grant  
66 Lovering Road  
North Hampton, NH 03862

2 July 2021

Dear Mike and the Select Board,

I am writing to request that I be considered for the open seat on the Capital Improvements Plan Committee (CIP) for the remainder of the current term.

I have lived in North Hampton for almost thirty years, where my husband and I have raised our kids. I understand that the Town must find a balance between the needs and wants of the citizens, staff and other concerned parties. I care about the future of the Town.

I have been on the Conservation Commission for several terms, recently as the Vice Chair. I concentrate on keeping the database of the Town's conserved properties and maintaining the walking trails on some of those properties.

In my past life I was a software engineer. The work required an analytical focus on the requirements for the end products, prioritizing competing requests and ensuring that the different parts of the system would come together into a cohesive whole. The work taught me the importance of critical thinking, organization and teamwork.

I respectfully request your consideration for the CIP position.

Thank you for your time.

Sincerely,

*Kathy J. Grant*

Kathy J Grant

Sent via email

MICHAEL J. TULLY  
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE  
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**MINUTES OF PRIOR MEETINGS**



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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

NORTH HAMPTON SELECT BOARD MEETING

JUNE 28, 2021 7:00 PM

NORTH HAMPTON TOWN HALL

*DRAFT MINUTES*

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

ALSO PRESENT: Town Administrator Michael Tully, Channel 22 Director John Savastano

**AGENDA**

Chairman Jim Maggiore welcomed everyone to the June 28, 2021 North Hampton Select Board Meeting and called the meeting to order at 7:05 pm, followed by the Pledge of Allegiance.

Chairman Maggiore said they had 3 sessions of Non-Public with intent to seal all

**Motion:** To seal the Meeting Minutes of Non-Public Sessions I, II, and III of June 28, 2021.

**Motioned:** Vice-Chair Sununu

**Seconded:** Selectman Pinette

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

**First Public Comment Session**

*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:*

*Call 603-758-1447; email [jmaggiore@northhampton-nh.gov](mailto:jmaggiore@northhampton-nh.gov)*

Kathleen Kilgore of 220 Atlantic Avenue said driving north from Hampton before reaching Atlantic Avenue there used to be a blue sign indicating where the Library was located which is no longer posted and asked why it was removed. Town Administrator Tully said we did not take it down and do not have the right to put signs on State property and said he would speak to Brian Schutt of DOT.

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

***A recording of the meeting can be found at: [http://www.townhallstreams.com/towns/north\\_hampton\\_nh](http://www.townhallstreams.com/towns/north_hampton_nh), and a DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North Hampton, New Hampshire 03862.***

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**Consent Calendar**

- 7.1 Payroll Manifest of June 17, 2021 in the amount of \$121,431.79
- 7.2 Payroll Manifest of June 3, 2021 in the amount of \$95,246.04
- 7.3 Accounts Payable Manifest of June 24, 2021 in the amount of \$622,332.03
- 7.4 Cemetery Deeds
- 7.5 Abatement Application

**Motion:** To approve the Consent Calendar, items 7.1 – 7.5, as presented.

**Motioned:** Selectman Pinette

**Seconded:** Vice Sununu

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

**Correspondence**

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

8.1 Correspondence from David Norton. Mr. Norton expressed concern about 2 residents: (1) at 97 Mill Road with overflowing dumpster on front lawn, and (2) a trailer with an older vehicle parked roadside at 110 Atlantic Avenue in front of their house.

Town Administrator Tully said he already forwarded the letter to the Code Enforcement Officer.

8.2 Correspondence from Sue Champagne. Chairman Maggiore read the letter in full. Ms. Champagne said she spoke with Town Administrator Michael Tully about her concerns regarding an increase in leased parking spaces near Castaway Road as well as more rocks painted “private property”. She said she has been going to the beach for over 60 years and feels expanding leased spaces to side roads is unacceptable. She hoped the Town would consider public use of those spaces so the beauty and tranquility of the New Hampshire shoreline will be available for all to enjoy.

Town Administrator Tully said some of the painted rocks may be in a State right-of-way and some may be private property. He said her greatest concern is if leased spaces continue to increase people outside our community will not be able to enjoy what we have to offer.

Vice-Chair Sununu said it is always a balance, and he is comfortable right now with the current balance. Chairman Maggiore said we will continue to take this under advisement.

8.3 Correspondence from Phil Wilson. Chairman Maggiore said this correspondence was addressed to him, but Mr. Wilson wanted it to be an official communication to the Select Board, and read the letter in full.

Mr. Wilson said he and his wife Lisa received acknowledgement of receipt of their “donation of \$5,000 on May 3, 2021 to the Walkway Committee for construction of a walkway in front of the Town Clerk/Tax Collector’s building”. The letter conveying the donation stated that it was “for the Walkway Project, proposed by the Walkway Committee to be overseen by the Heritage Commission” and was a restricted gift to the Town for a specific project.

Mr. Wilson said we now understand that the Select Board materially altered this project from the description on which their donation was based and that others may have decided not to fulfill their

86 commitments to the project. He said they were not notified of the proposed changes nor offered the  
87 opportunity to reconsider and asked for an explanation of the changes and how the funds raised to  
88 support the project will be used.

89  
90 Chairman Maggiore said he drafted a letter of response for the Board to consider which includes motions  
91 made in the Walkway Committee Meeting, motions here, and our intent based on those public meetings.  
92 He asked that they hold off discussion until the agenda item.

93  
94 **Committee Updates**

95 Chairman Maggiore said the *Heritage Commission* had to cancel their last meeting and did not meet. He  
96 said the *Water Commission* continues to work on ongoing consideration of cases.

97  
98 Vice-Chair Sununu said the *Rails to Trails Committee* has not met as they are meeting every other month  
99 and the next meeting is in July. He said the *Budget Committee* has not met and there is nothing to report.

100  
101 Selectman Pinette said the *CIP Committee* essentially confirmed the next meeting dates as Friday August  
102 6<sup>th</sup> at 8:30 am and September 16, 2021.

103  
104 **Report of the Town Administrator**

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

106  
107 **Report June 15 through June 25, 2021:** Finance: 3% of Budget remaining and 1.5 weeks left in fiscal year;  
108 \$5.00 permits available for yard sales; Fire Department reminds residents to make sure they have working  
109 smoke detectors; sealed bids for Ladder Truck to Select Board by July 16<sup>th</sup>; Library project on schedule;  
110 Ricci Construction working on preliminary design for Town offices/Chevalier Building with input from  
111 departments; replacements for Dearborn Park on order; Summer Camp up and running; Town employees  
112 working to solve an issue with a business on Route 1; tree pruning completed at Bandstand.

113  
114 Town Administrator Tully said he has been asked to serve on a Steering Committee for Coastal Land Use  
115 Guide to work on a grant-funded project which will assist communities in adapting to Climate Change.

116  
117 **Items Left on the Table – None**

118  
119 **NEW BUSINESS**

120  
121 **12.1 Discussion of Letter to State of New Hampshire Regarding Voting Machines**

122 Town Moderator Bobbi Burns said the NH Secretary of State has indicated that there had not been  
123 sufficient demand for voting machines from towns, which was hard to believe after working worked with  
124 the State on this for years. She decided it made sense to officially send a letter to the Secretary of State  
125 to let them know Voting Machines are a high priority as current machines are at the end of their life. She  
126 said she and Sue wanted to ask the Select Board if they also wanted to sign off on this letter.

127  
128 Vice-Chair Sununu said he would be happy to sign on to that and recommended they communicate this  
129 to neighboring towns to see if they will do the same. Ms. Burns said she would also send this out to the  
130 Moderator Forum.

131  
132 The Select Board agreed to sign on by consensus.

133



134 **12.2 Discussion of Capital Improvement Committee Position**

135 Town Administrator Tully said the CIP Committee is made up of appointed members and public members,  
136 and one public member is appointed by the Select Board; that member, Charles Gallant, has recently been  
137 appointed to the Budget Committee and the Warrant states that citizen members should not be involved  
138 in other committees. As a result, the Select Board will need to appoint a new citizen representative.

139  
140 Vice-Chair Sununu said he was happy to have a citizen member on CIP but also happy to have him on the  
141 Budget Committee, those 2 things are in conflict, and the Select Board will need to redo the process.  
142 Selectman Pinette agreed and added that Mr. Gallant brings a lot to the table for CIP and will be a huge  
143 benefit to the Budget Committee.

144  
145 Chairman Maggiore agreed and asked about the next CIP meeting; Selectman Pinette said there will be a  
146 meeting with Department Heads on July 23<sup>rd</sup> from 8:30 am to noon, then meeting August 6<sup>th</sup> and  
147 September 16<sup>th</sup>. Town Administrator Tully said he would advertise and have a list to the Select Board for  
148 their first meeting in July.

149  
150 **Motion:** To ask for the resignation of Mr. Charles Gallant from CIP as Select Board representative, Town  
151 Administrator to follow through and advertise, newly appointed representative to serve the remainder of  
152 this Term. Also to thank Mr. Gallant for his service on CIP.

153 **Motioned:** Selectman Pinette

154 **Seconded:** Vice-Chair Sununu

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

156

157 **12.3 Discussion of Walkway Donations**

158 Chairman Maggiore addressed the letter read earlier from Mr. Phil Wilson expressing concerns about  
159 whether there was a material change made to the Walkway Project as proposed. He said between the  
160 time of the Walkway Committee meeting and the Select Board meeting several concerns were raised that  
161 would not allow them to move ahead with the Walkway due to the timing of the driveway cut for the  
162 Library, and they decided to move ahead with the Walkway and put the Sidewalk piece aside for now.

163  
164 Chairman Maggiore said any monies received for the project through donations would go into the  
165 Heritage Fund to hold for that purpose. Anyone who made donations to the Town who now feels  
166 uncomfortable can contact the Town Administrator to have their funds returned.

167  
168 Town Administrator Tully agreed and said if anyone who donated has an issue to let him know and he will  
169 return their donation. Chairman Maggiore said that is in the letter synopsis and he will send it to Mr.  
170 Wilson if the Board approves.

171  
172 Vice-Chair Sununu said he was happy with the draft letter, and it was approved by consensus of the Select  
173 Board.

174

175 **12.4 Discussion of Building Committee**

176 Town Administrator Tully said regarding the Fire and Police Stations and Town Offices some boards have  
177 decided to have a Building Committee and asked if the Select Board would like to move forward on a  
178 Building Committee, how they would like it structured, and if they would like him to move forward in  
179 getting volunteers for the Board to choose from.

180

Select Board Regular Meeting  
June 28, 2021

181 Vice-Chair Sununu said he was in favor of having a Building Committee and said the Design Team has been  
182 researching the history, the property itself, and the needs from various departments we would have to  
183 accommodate with new buildings. He said having people outside of that would only facilitate things and  
184 more input would be helpful and positive. He said it would be good as an advisory board and did not need  
185 to be large.

186  
187 Selectman Pinette asked if they wanted people with specific backgrounds, and Vice-Chair Sununu felt that  
188 would certainly be helpful. Town Administrator Tully agreed and said he would look for 3 members for  
189 the Building Committee. Selectman Pinette said input from neighboring communities on their municipal  
190 buildings would also be helpful.

191  
192 Chairman Maggiore said Town Administrator Tully suggested a Sub-Committee of the Select Board of 3  
193 members and said they could post for the committee and either create a specific charge or rely on them  
194 to provide their expertise. Vice-Chair Sununu asked that volunteers also provide a little background along  
195 with their interest.

196  
197 The Select Board agreed to proceed with the Building Committee by consensus.

198

199 **MINUTES OF PRIOR MEETINGS**

200

201 **Approval of Non-Public Meeting Minutes of June 14, 2021**

202 **Motion:** To approve Non-Public Meeting Minutes of June 14, 2021 as presented.

203 **Motioned:** Vice-Chair Sununu

204 **Seconded:** Selectman Pinette

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

206

207 **Approval of the Regular Meeting Minutes of June 14, 2021**

208 **Motion:** To approve the Regular Meeting Minutes of June 14, 2021 as presented.

209 **Motioned:** Vice-Chair Sununu

210 **Seconded:** Selectman Pinette

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

212

213 **Approval of Non-Public Meeting Minutes of June 23, 2021;**

214 **Approval of the Regular Meeting Minutes of June 23, 2021**

215 **Motion:** To approve the Non-Public and Regular Meeting Minutes of June 23, 2021 as presented.

216 **Motioned:** Vice-Chair Sununu

217 **Seconded:** Selectman Pinette

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

219

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

221 Chairman Maggiore said at the last meeting Aquarion stated that the area was approaching a concerning  
222 level of drought conditions. As of June 21, 2021 all Aquarion customers in Hampton, North Hampton, and  
223 Rye are required to observe mandatory watering restrictions as low ground water levels are reducing  
224 production capacity. Town Administrator Tully said the information was already posted.

225

226 Chairman Maggiore also provided an update on the Dog Park Committee and said after many years of  
227 trying to find a spot for the park the Committee has decided to go into quiet until something comes up  
228 and to notify them if we hear anything.

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**Second Public Comment Session**

*Call 603-758-1447; email [jmaggiore@northhampton-nh.gov](mailto:jmaggiore@northhampton-nh.gov)*

Channel 22 Director John Savastano said the new system is underway and things are running smoothly. He said he is now experimenting with the TV schedule and with having multiple screens at the same time. He said he will update the Message Board with a crawler across the screen and next week Centennial Hall will be getting a small camera that overlooks the Village Green with time, temperature, and welcome.

John Savastano of Woodland Road said he agreed with Mr. Sununu that everyone is very comfortable with the way the parking situation is right now. He said a lot of people get up early, enjoy the beach and leave, and there are spaces for other townspeople.

**Next Regular Meeting:** July 14, 2021

**Adjournment**

Chairman Maggiore adjourned the meeting at 7:50 pm and wished everyone a safe 4<sup>th</sup> of July.

Respectfully submitted,

Patricia Denmark, Recording Secretary