



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
NORTH HAMPTON SELECT BOARD

NOTICE OF PUBLIC MEETING
MONDAY, AUGUST 28, 2023

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 JPINETTE@NORTHHAMPTON-NH.GOV AND YOUR EMAIL WILL BE READ ALOUD DURING THE MEETING.

1. Call to Order By Chair and Pledge of Allegiance

2. 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.

3. Consent Calendar

- 3.1 Payroll Manifest of August 17, 2023, in the amount of \$80,885.01
- 3.2 Payroll Manifest of August 24, 2023, in the amount of \$82,438.81
- 3.3 Accounts Payable Manifest of August 17, 2023, in the amount of \$2,253,289.25
- 3.4 Applications for Tax Exemptions

4. Correspondence

5. Committee Update

- 5.1 Heritage Commission
- 5.2 Water Commission
- 5.3 Rails to Trails Committee
- 5.4 Budget Committee
- 5.5 Capital Improvements Committee

6. **Report of the Town Administrator**

7. **Items Left on the**

8. **New Business**

8.1 Discussion of Highway Block Grant

8.2 Discussion of Voting Machine Funding

8.3 Discussion of South Road Cemetery Wall

8.4 Building Update

9. **Minutes of Prior Meetings**

9.1 Approval of Minutes of Regular Meeting of August 14, 2023

9.2 Approval of Minutes of Non-Public Session of August 14, 2023

10. **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.

11. **Second Public Comment Session**

See Item 2, above

12. **Adjournment**

MICHAEL J. TULLY
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



MUNICIPAL OFFICES
237A 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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C O N S E N T C A L E N D A R

TO: SELECT BOARD
FROM: MICHAEL TULLY, TOWN ADMINISTRATOR
SUBJECT: CONSENT CALENDAR FOR SELECT BOARD MEETING 08/28/2023
DATE: 08/25/2023

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

Consent Calendar

- 3.1 Payroll Manifest of August 17, 2023, in the amount of \$80,885.01
- 3.2 Payroll Manifest of August 24, 2023, in the amount of \$82,438.81
- 3.3 Accounts Payable Manifest of August 17, 2023, in the amount of \$2,253,289.25
- 3.4 Applications for Tax Exemptions

MICHAEL J. TULLY
TOWN ADMINISTRATOR

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CORRESPONDENCE

MICHAEL J. TULLY
TOWN ADMINISTRATOR

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COMMITTEE UPDATES

MICHAEL J. TULLY
TOWN ADMINISTRATOR

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

REPORT OF THE TOWN ADMINISTRATOR

Michael J. Tully
Town Administrator

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



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

TOWN ADMINISTRATOR'S REPORT
AUGUST 28, 2023 SELECT BOARD MEETING

REPORTING PERIOD

The reporting period is from August 15, 2023 through August 25, 2023

Finance

FY23 has ended. The books will be closed at the end of August and preparations will begin for the audit.

Police

Chief Labarge is designing a community project revolving around cruiser design. He will be presenting it to the Board in September.

The Department is running a process involving a candidate for an officer's position. In addition they are searching for part time officers to assist with shift coverage.

Fire

The department will be posting to fill the open Deputy Chief's position. Training equipment has been purchased for the new station and employees are starting to prepare for the upcoming move.

Facilities

Town Hall. Nothing new to report. The handicap ramp is still accessible on the rear of the building. Residents can drive to the rear of the building by the ramp for access. I asked Ricci Construction to create a ramp from the dirt to the pavement and that has been completed.

New Town Office/Fire/Police Buildings. There is an item on the agenda for a building update with Marc Jobin

Stone Building. Nothing new to report. Mr. Schnitzler completed the re-screening of the front doors as well as the repairs to the eye brow windows. The next project will be a small repair to damaged trim on the west side of the building which will probably occur this fall.

Recreation

Plans for the afterschool program for the school year are well underway.

Chief Labarge will be speaking at a coffee with seniors event in September.

First annual North Hampton Parks and Recreation Golf Tournament will be held at the Sagamore Golf Club on Wednesday September 13th.

Highway

The Highway Department has finished paving projects and has been working on maintenance issues. In addition, they assisted the Library with landscaping.

An equipment trailer was hit by a motorist and the trailer has been totaled by our insurance company. Director Hubbard will be pricing out a new trailer.

Projects

Route 1 Culvert. Nothing new to report. I monitored the culvert and water flow through the last few heavy rain storms. The culvert handled the volume better than I had anticipated. Communication with a landowner affected occurred this week.

PFAS Investigation. Work continues on the easement required for the water line. I will keep the board updated on any changes.

Police/Highway/Fire Negotiations. Nothing new to report. Fire negotiations have begun in anticipation of a warrant article being drafted this fall.

Philbrick Pond. Nothing new to report. I have been working with the Conservation Commission and the Nature Conservancy in applying for a grant to increase the health of the Marsh. I will keep the Board updated on the results.

Revaluation. I am looking to schedule MRI in September for a presentation to the Board on the new assessments. I will keep the Chair updated on when the date is set.

Community Power Aggregation. The committee has scheduled a meeting for August 31st at 6 pm at the Town Office.

Cell Tower. Nothing new to report. There has been an application for a tower submitted to the Planning Board for a rear lot on Mill Road North. The application is being scheduled for review at the September Planning Board meeting.

Walkway Project. The walkway plan has been slightly adjusted and will go out for bid soon with the remainder of the stone work required for the complex.

Coakley Landfill Group. I have an email in to the Executive Assistant for the CLG for the next meeting date. I will keep the Board updated. I have also inquired on when further signage will be posted in the area of the rail trail near Coakley.

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

Channel 22. Nothing new to report. Mr. Savastano is working on a plan for HD on our town Channel. I will ask him to present to the Board as the plan comes to fruition.

Rails to Trails. A poll is out to schedule the next meeting for the group.

Route 95 Exit 2 Bridge. Nothing new to report. This project has started and will be running until November. The detour over 111 and 151 will be utilized for approximately 6 nights between now and November from 9pm to 5am while lane changes are happening during the project. The signs will be covered when not being utilized.

Meeting Schedule: The board's next meeting is scheduled for September 11th.

MICHAEL J. TULLY
TOWN ADMINISTRATOR

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

MICHAEL J. TULLY
TOWN ADMINISTRATOR

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NEW BUSINESS

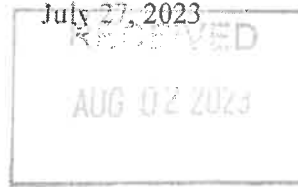


THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Commissioner

Jonathan Pinette, Chair of Selectboard
Town of North Hampton
237a Atlantic Avenue
North Hampton, NH 03862



David Rodrigue, P.E.
Assistant Commissioner
Andre Briere, Colonel, USAF (RET)
Deputy Commissioner

**Re: North Hampton Highway Block Grant Aid – in Accordance with RSA 235:23
Payment for Maintenance, Construction and Reconstruction of Class IV and V Highways**

Dear Mr. Pinette:

The following is notification of State Highway Block Grant Aid available to your town in State Fiscal Year 2024 (July 1, 2023 thru June 30, 2024) based on estimated revenues through June 30, 2023. The Block Grant Aid payment includes highway revenue from Senate Bill (SB) 367 that was effective July 1, 2014. The total could possibly change based on final audited State Fiscal Year 2023 revenues. The resulting adjustment will be reflected in the April payment. Funding is anticipated to be available upon the availability and continued appropriation of funds in the future operating budget.

State Highway Block Grant Aid anticipated to be available to the Town of North Hampton during Fiscal Year 2024 (July 1, 2023 to June 30, 2024) is as follows:

July 2023 Actual Payment:	\$30,538.72
October 2023 Actual Payment:	\$30,538.72
January 2024 Actual Payment:	\$20,359.15
April 2024 Estimated Payment:	\$20,359.14

TOTAL FOR FY 2024: \$101,795.73

In generalized terms and in accordance with statutory provisions for distribution of Apportionment "A" and SB 367 funds, a disbursement is made of approximately \$1,463 for each mile of Class IV and Class V highway inventoried by each municipality and approximately \$13 for each person residing in a municipality based on the state planning estimate of population. Apportionment "B" is distributed this year to 14 small towns under a somewhat more complicated formula as specified in RSA 235:23, which recognizes the economics of maintaining their Class V highway mileage when considered in relationship to their equalized valuation tax base.

Please contact us at 271-3344 if you have any questions.

Sincerely,

C. R. Willeke

C. R. Willeke, PE
Municipal Highways Engineer
Bureau of Planning and Community Assistance

CRW/dmp

OFFICE OF THE SELECT BOARD

JONATHAN PINETTE, CHAIR

JAMES MAGGIORE, VICE CHAIR

JAMES SUNUNU, MEMBER



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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
OFFICE *of the* SELECT BOARD

August 28, 2023

The Honorable Senator Debra Altschiller, District 24
The Honorable Representative Jim Maggiore, District 23
The Honorable Representative Peggy Balboni, District 38

Re: New Voting Machines

To the members of the General Court representing the citizens of North Hampton:

We are writing regarding the upcoming decisions that will be made to replace all the electronic voting machines currently used in the State of New Hampshire.

Although we agree that upgrades are sorely needed (and long overdue), we feel very strongly that the resources required to purchase these units should come from state and federal funds. Accordingly, we respectfully request that the Legislature designate an alternative revenue source other than property taxes to be raised by cities and towns for the purchase of these state mandated voting machines.

Your consideration of this plea is greatly appreciated.

Sincerely,

Jonathan Pinette, Chair

James Sununu, Vice Chair

Jim Maggiore, Member

North Hampton Select Board

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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**

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AUGUST 14, 2023 7:00 PM

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NORTH HAMPTON TOWN HALL

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DRAFT MINUTES

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

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ALSO PRESENT: Town Administrator Michael Tully

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Chairman Pinette welcomed everyone to the Select Board Regular Meeting of August 14, 2023 and called the meeting to order at 7:05 pm, followed by the Pledge of Allegiance; coming from a Non-Public Session.

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Motion: To seal the Non-Public Meeting Minutes of August 14, 2023.

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Motioned: Selectman Maggiore

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Seconded: Vice-Chair Sununu

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Vote: Motion approved 3-0

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Joint Budget Committee Meeting

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Vice-Chair Sununu said the meeting did not get posted on time and will be held at the next Select Board Meeting of August 28, 2023.

28
29

First Public Comment Session

30
31

Phone: 603-758-1447

32
33

No Public Comments.

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Consent Calendar

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6.1 Payroll Manifest of July 27, 2023 in the amount of \$86,707.06

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6.2 Payroll Manifest of August 3, 2023 in the amount of \$82,488.31

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6.3 Accounts Payable Manifest of July 20, 2023 in the amount of \$2,163,023,86

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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.

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A recording of the meeting can be found at: 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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- 6.4 Accounts Payable Manifest of August 3, 2023 in the amount of \$288,136.59
- 6.5 Cemetery Deed

Motion: To approve Consent Calendar items 6.1 – 6.5 as presented.

Motioned: Vice-Chair Sununu

Seconded: Selectman Maggiore

Vote: Motion approved 3-0

Correspondence

Town Administrator Tully suggested the correspondence for NHDOT Block Grant Funds received be tabled and put back on agenda for next meeting as Director John Hubbard was not available this evening. He also recommended the Board reconsider and move to Item 11.1 Swearing-in of Police Chief.

11.1 Swearing in of Police Chief Robert C. LaBarge, Jr.

Town Administrator Tully read the Oath of Office to Police Chief Robert C. LaBarge, Jr. for his Swearing-in and his daughter Allison did the pinning of the badge.

Police Chief Robert C. LaBarge, Jr. thanked the Select Board and Town Administrator for entrusting him to lead the Police Department forward and focus on the future and thanked everyone for coming out tonight. He said this is a team sport working together with every other town in the community to ensure Public Safety; the Police Department Staff are dedicated and performing at their best. He said he is looking forward to the future and to serving the Town.

Chairman Pinette recessed the meeting for a 10-15-minute break and reconvened at 7:21 pm.

Committee Updates

Selectman Maggiore said the *Heritage Commission* has not met since last meeting and will not meet in August; Sub-Committee for Demolition Review for barn approved. *Water Commission* has not met.

Vice-Chair Sununu said *Rails to Trails Committee* has not met. *Budget Committee* Joint Meeting August 28th to cover Little Boar’s Head Budget.

Chairman Pinette said *CIP Committee* has not met; CIP findings forwarded electronically to Select Board and Budget Committee.

Report of the Town Administrator

Period July 25 – August 11, 2023:

Police Chief Robert C. LaBarge, Jr. started work on creating a plan to move the Police Department forward and fill open positions; two officers completing field training; Fire Department looking to fill open position; basement fire due to lightning, citizen had to drive to center of town to get 911 service; Rec: great turnout for Old Home Day; Director Hubbard working to include 2 more parking spaces where construction trailers are now; PFAS had on-site meeting, working with truck company on easement; Director Savastano working on plan for Channel 22 to be HD; Community Power Aggregation waiting to hear back from people to set public meeting.

85 Vice-Chair Sununu asked if the stone wall project was complete; Town Administrator Tully said he had not
86 gotten the final word. Vice-Chair Sununu said DOT is primarily working in Greenland now on the Rail Trail
87 and will come back to put the final stone-dust compacted surface on the trail by fall. He said discussions
88 are continuing for Trail access with DOT and WS Development in Lafayette Plaza for potential designated
89 parking.

90

91 **Items Left on the Table**

92

93 **NEW BUSINESS**

94

95 **11.2 Acceptance of Police Department Traffic Safety Grant**

96 Town Administrator Tully said the Police Department applied for and received a Highway Safety Grant of
97 \$8,200 for speeding/DWI patrols and meeting minutes need to show Board's acceptance and permission
98 for myself and Lieutenant Russell to finish and sign the paperwork to move forward.

99

100 **Motion:** To accept the Police Department Safety Grant of \$8,200.

101 **Motioned:** Selectman Maggiore

102 **Seconded:** Vice-Chair Sununu

103

104 Town Administrator Tully asked that the Board add permission for himself and Lieutenant Russell to
105 complete and sign the paperwork to move forward with the grant.

106

107 **Amended Motion:** To accept the Police Department Safety Grant of \$8,200 and give permission to Town
108 Administrator Tully and Lieutenant Russell to complete and sign paperwork to move forward.

109 **Motioned:** Selectman Maggiore

110 **Seconded:** Vice-Chair Sununu

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

112

113 **11.3 Building Update**

114 Town Administrator Tully said the building is really coming together; siding and trim being done, garage
115 doors to be put in soon; septic in back has been put in; all electrical and rooted irrigation systems to be
116 put in. Next taking down most telephone poles on the site and moving underground which will require a
117 shut-down of 2 days near end of August; sheet-rockers now in building; on budget and on schedule.

118

119 Vice-Chair Sununu said there is a second letter in the packet for a large DOT highway grant to rebuild the
120 seawall and asking for a letter of support by August 18, 2023.

121

122 **MINUTES OF PRIOR MEETINGS**

123

124 **11.1 Approval of Minutes of Regular Meeting of July 24, 2023**

125

126 **Motion:** To approve the Regular Meeting Minutes of July 24, 2023 as presented.

127 **Motioned:** Vice-Chair Sununu

128 **Seconded:** Selectman Maggiore

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

130

130 **11.2 Approval of Minutes of Non-Public Session of July 24, 2023**

131

131 **Motion:** To approve the Minutes of the Non-Public Session of July 24, 2023.

Select Board Regular Meeting
August 14, 2023

132 **Motioned:** Vice-Chair Sununu

133 **Seconded:** Selectman Maggiore

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

135

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

137

138 **Second Public Comment Session**

139 *Phone: 603-758-1447*

140 No Public Comments.

141

142 **Next Regular Meeting:** August 28, 2023

143

144 **ADJOURNMENT**

145

146 Chairman Pinette adjourned the meeting at 7:41 pm.

147

148 Respectfully submitted,

149 Patricia Denmark, Recording Secretary