



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

**NOTICE OF PUBLIC MEETING
MONDAY, OCTOBER 24, 2022**

**NORTH HAMPTON TOWN OFFICES
NON-PUBLIC SESSION I
233 ATLANTIC AVENUE
5:00 O'CLOCK P.M.**

**NORTH HAMPTON TOWN OFFICES
NON-PUBLIC SESSION II
233 ATLANTIC AVENUE
5:30 O'CLOCK P.M.**

**NORTH HAMPTON TOWN OFFICES
NON-PUBLIC SESSION III
6:00 O'CLOCK P.M.**

**NORTH HAMPTON TOWN OFFICES
NON-PUBLIC SESSION IV
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 JSUNUNU@NORTHHAMPTON-NH.GOV AND YOUR EMAIL WILL BE READ ALOUD DURING THE MEETING.

1. Call to Order
2. Non-Public Session I Pursuant to RSA 91-A:3 II (a)
3. Non-Public Session II Pursuant to RSA 91-A:3 II (a)

4. **Non-Public Session III Pursuant to RSA 91-A:3 II (a)**

5. **Non-Public Session IV Pursuant to RSA 91-A:3 II (e)**

6. **Return to Public Session and Pledge of Allegiance**

7. **First Public Comment Session**

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

8. **Consent Calendar**

8.1 Payroll Manifest of October 6, 2022, in the amount of \$264,294.35

8.2 Payroll Manifest of October 13, 2022, in the amount of \$76,314.89

8.3 Accounts Payable Manifest of October 13, 2022, in the amount of \$315,561.99

8.4 Payroll Manifest of October 20, 2022, in the amount of \$78,119.08

9. **Correspondence**

10. **Committee Update**

10.1 Heritage Commission

10.2 Water Commission

10.3 Rails to Trails Committee

10.4 Budget Committee

11. **Report of the Town Administrator**

12. **Items Left on the Table**

13. **New Business**

13.1 Swearing in of Firefighter Gabriel Burgess-Labonte

13.2 Update on Building Project

13.3 Aquarion Water Quarterly Update

13.4 Acceptance of Donations from North Hampton Firefighters Association

13.5 Discussion of FY24 Budget

14. **Minutes of Prior Meetings**

14.1 Approval of Regular Meeting Minutes of October 3, 2022

14.2 Approval of Non-Public Session I & II Minutes of October 3, 2022

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

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

16. **Second Public Comment Session**

See Item 7, above

17. **Adjournment**

Michael J. Tully
Town Administrator

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
OCTOBER 24, 2022 SELECT BOARD MEETING

REPORTING PERIOD

The reporting period is from October 4, 2022 through October 21, 2022

Finance

Financially we are running at 70% of the budget remaining with 37 weeks remaining in the fiscal year. The Board has a budget discussion on the agenda for this meeting.

Police

The Chief has been working to secure a new 2022 cruiser for the department. The department is also running a process to fill two open positions in the department.

Fire

The Fire Department has submitted a grant application to NH-HSEM for the purchase of the generator for the new Fire /Police complex. We will keep the Board aware of any developments.

Facilities

Town Hall. Insulation in the roof has been scheduled for October 25th.

New Town Office/Fire/Police Buildings. There is an item on the agenda for a project update.

Stone Building. Mr. Schnitzler has begun working on the window in the attic of the Town Clerk's building. This will be an ongoing project as time in his schedule allows. The chimney flashing has been completed, though we still have a small leak. I have reached out to the contractor to get that taken care of.

Town Office/Chevalier Building. Nothing new to report.

Recreation

Registration for the Outreach ski program is ongoing, there will be coach bus providing transportation. Trips are scheduled for February and March

The after School program is in full swing and has had 81 unique users so far this school year.

Thanksgiving PASA Lunch is scheduled for November 15th.

No School Day trip is planned for November 8th (Voting Day)

Highway

All paving work has been completed with the exception of shoulder work which will be completed this fall. Crews will be starting fall clean-ups on Town properties.

After the resignation of an employee we are seeking 2 people at Recycling. Saturdays 8 Hrs. at the Brush Facility and 16-24 Hrs. a week at the Recycling Center.

Projects

Route 1 Culvert. We had further flooding issues after the rains this past weekend. I made contact with DOT who determined there was another sink hole which caused the culvert to restrict water flow. They will be filling the sink hole and working on clearing the culvert.

PFAS Investigation. The final grant agreement has been submitted to NHDES, we will start the water line project as soon as we have permission. Water samples will be taken in the next two weeks as part of the ongoing investigation.

Revaluation. The contract has been signed with MRI and the work will begin shortly.

Cell Tower. Work continues in the search for a suitable location for a cell tower. I will brief the Board when the issue requires action on their part.

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

Coakley Landfill Group. The group has their next scheduled meeting on November 21st, 2022. I plan to be in attendance.

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

Rails to Trails. NH-DOT held an informational meeting at the school. Attendance was high and the public had the opportunity to comment and discuss concerns.

Seacoast Private Well Initiative. Nothing new to report. North Hampton will be collaborating with Exeter for our area of the well testing. The first testing meeting was held in Madbury in early October. Our meeting will be scheduled in January instead of December to account for additional time needed by the lab to process samples. I will update the Board when I have a firm date.

Route 95 Exit 2 Bridge. Nothing new to report. NHDOT has begun mobilizing equipment on the exit 2 bridge which will include decking upgrades this fall. Please be cautious of workers in the roadway when traveling in that area.

Meeting Schedule: Our next regularly scheduled meeting is on November 14, 2022.



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

4
5

OCTOBER 3, 2022 7:00 PM

6

NORTH HAMPTON TOWN HALL

7

DRAFT MINUTES

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

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EXCUSED: Selectman Jonathan Pinette

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ALSO PRESENT: Town Administrator Michael Tully, Police Chief Kathryn Mone, School Superintendent Meredith Nadeau, School Board Chair Danielle Strater, Channel 22 Director John Savastano

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Chairman James Sununu welcomed everyone to the Select Board Meeting of October 3, 2022 and called the meeting to order at 7:03 pm followed by the Pledge of Allegiance; Selectman Pinette absent this evening.

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Motion: To seal the minutes of Non-Public Sessions I and II of October 3, 2022.

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Motioned: Vice-Chair Maggiore

21

Seconded: Chairman Sununu

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Vote: Motion approved by a vote of 2-0

23

First Public Comment Session

24

Call 603-758-1447 or email: jsununu@northhampton-nh.gov

25

No Public Comments.

26

Consent Calendar

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6.1 Payroll Manifest of September 8, 2022 in the amount of \$234,669.12

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6.2 Payroll Manifest of September 15, 2022 in the amount of \$82,704.40

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6.3 Payroll Manifest of September 22, 2022 in the amount of \$87,522.46

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6.4 Payroll Manifest of September 29, 2022 in the amount of \$85,020.59

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6.5 Accounts Payable Manifest of September 15, 2022 in the amount of \$101,248.74

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6.6 Accounts Payable Manifest of September 29, 2022 in the amount of \$1,306,553.77

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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 0386.

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Motion: To approve the Consent Calendar as presented.

Motioned: Vice-Chair Maggiore

Seconded: Chairman Sununu

Vote: Motion approved by a vote of 2-0

Correspondence – None

Committee Updates

Vice-Chair Maggiore said he was unable to attend the last *Heritage Commission* Meeting as he was in session with the Legislature; no updates for *Water Commission*.

Chairman Sununu said there are 2 upcoming meetings for *Rails to Trails*: (1) Presentation of NHDOT October 13, 2022 at 5:00 pm and North Hampton School; (2) New Hampshire Greenway Design Workshop in conjunction with RPC and National Rail Service at Town Hall October 21, 2022 from 11:30 am to 1:00 pm; *Budget Committee* has not met.

CIP Committee report under New Business.

Report of the Town Administrator

A copy of the Report of the Town Administrator, September 12–September 30, 2022, will be attached to these minutes.

Finance: 78% of Budget remaining with 40 weeks left in fiscal year; Board needs to set up 2 Budget Workshops for October; Budget Committee meets on October 31, 2022 to discuss year-end and defaults; Police Department transferring to Block 5 for internet security and working to secure a new cruiser; MRI forwarding contract for Reval; test wells for Coakley.

Items Left on the Table – None

NEW BUSINESS

11.1 Discussion of School Resource Officer

School Superintendent Nadeau, School Board Chairman Danielle Strater and Police Chief Kathryn Mone.

Town Administrator Tully said the school contacted Chief Mone, looking to put together an MOU for a police employee to be in the school as a parttime School Resource Officer (SRO), with Chief Mone using her current staff starting at 12 hours/month paid with school funding. He said the Board needs to discuss the future direction, costs involved, responsibility for costs and timeline going forward, the ultimate plan for future and the MOU for the 12 hours.

School Superintendent Meredith Nadeau said in June the School Board discussed the possibility of an SRO based on feedback following the incident in Uvalde TX, and discussions began with Chief Mone; funding was identified that could be made available for some overtime. She said a preliminary MOU was drafted which is intended for this fiscal year for an SRO to be available 12 hours per month, as determined by Chief Mone when she has staff available.

85 Superintendent Nadeau said the hope would be that for the beginning of the next fiscal year to have a
86 fulltime SRO with the Select Board and the School Board determining dividing the cost of a fulltime Police
87 Officer. The position would be allocated to the School during School hours, then available to the Police
88 Department at other times. She said if the School Board agrees there would have to be an agreement on
89 division of costs and would then move forward in form of a Warrant Article to voters.

90
91 Police Chief Kathryn Mone said for the following fiscal year her hope would be to hire an additional Police
92 Officer. Vice-Chair Maggiore said the Board needs to consider all the details that go into that, and said the
93 MOU implies under 3.1 that this is a fulltime officer. Superintendent Nadeau said the MOU is designed for
94 this current fiscal year and would be overtime hours as allocated by the Chief from existing staff.

95
96 Chairman Sununu said one issue with an SRO is finding the right officer for the job. Chief Mone said
97 priorities would be our patrol staff. Chief Mone said she met last week with the School Board Chairman
98 and the Superintendent to go over a job description which would answer all questions. She said it would
99 be a policy under her domain and a policy of the SAU merged together and would be open for review.

100
101 Chairman Sununu said the Boad needs to approve this agreement to move forward for this year and put
102 something together intended as a Warrant Article. School Board Chair Danielle Strater asked if it made
103 sense to have a work session; Chairman Sununu suggested he meet with Chief Mone and the School Board
104 and start joint discussions when Budget Season begins.

105
106 **Motion:** To approve the MOU for the School Resource Officer agreement as presented in our packets.

107 **Motioned:** Vice-Chair Maggiore

108 **Seconded:** Chairman Sununu

109 **Vote:** Motion approved by a vote of 2-0

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111 **11.2 Update on Building Project**

112 Clerk of the Works Marc Jobin said the contract with Ricci has been executed and he has executed
113 contracts with sub-contractors and vendors, getting materials and scheduling out project. Demolition of
114 old library building done; starting interior wall framing for offices; outside excavated for addition; project
115 scheduled for completion in December. Relocated Septic line and water line into existing building; force
116 main to new leach field to be done after completion of addition.

117
118 Chairman Sununu asked about the septic and retaining wall in back; Mr. Jobin said that will be addressed
119 after the old Fire Station comes down and site contactor fully mobilizes on rest of site. Vice-Chair Maggiore
120 said the Heritage Commission asked him to take pictures inside the Fire Station before it comes down and
121 will coordinate with Town Administrator Tully and Mr. Jobin.

122
123 **11.3 Acceptance of Capital Improvements Plan for FY2024–FY2029**

124 Chairman Sununu read the letter from CIP Chairman Nancy Monaghan in full, writing on behalf of the
125 Capital Improvements Plan Committee, submitting the CIP report for FY2024-2029. She said the
126 committee met and reviewed all projects in July proposed by Fire, Police, and Public Works, as well as
127 Town Administration and the North Hampton School; North Hampton Library has no capital projects for
128 the 6 years of this report. The CIP Committee prioritized 9 projects totaling \$875,000; \$305,000 from
129 Capital Reserves with remaining \$520,000 paid through taxation. Project details were provided with costs
130 and funding sources and schedules were provided.

131
132 **11.4 Discussion of Coalition Communities 2.0**

133 Chairman Sununu said there are questions about following up with Coalition Communities on staying
134 focused on the mission to monitor for any significant changes in Statewide Education Property Tax
135 recommendations made by a committee report which proposed dramatic changes to the tax and how it
136 is applied to various towns. The proposal would have drastically impacted North Hampton with a 7-figure
137 increase going back to "donor towns" and the coalition was put together to monitor any legislation on
138 that issue.

139

140 Vice-Chair Maggiore said the bills for these proposals did not have any traction in the legislature and said
141 even with changes in the legislature he did not expect any draconian measures. Chairman Sununu listed
142 the website: www.coalitioncommunities.com for anyone interested. Costs for North Hampton are around
143 \$2,200-\$2,400.

144

145 **Motion:** To approve the agreement with Coalition Communities and authorize Town Administrator Tully
146 to sign onto the agreement.

147 **Motioned:** Vice-Chair Maggiore

148 **Seconded:** Chairman Sununu

149 **Vote:** Motion approved by a vote of 2-0

150

151 **11.5 Consideration of Channel 22 Tricaster Replacement**

152 Town Administrator Tully said this piece of equipment broke 2 weeks ago and fixing it would require an
153 upgrade to newer software unsupported by the manufacturer.

154

155 Channel 22 Director John Savastano said he called the vendor who said the problem was with the main
156 processing core and has to do with the Windows support. It would have cost \$1,000 to repair with no
157 guarantees and the vendor suggested the buy-back program. Director Savastano said replacement with
158 the Tricaster TC410 Plus is \$9,875 less a trade-in value of \$2,350; the total cost with hardware came to
159 \$9,340 installed.

160

161 Town Administrator Tully said the money is already in the Capital Reserves which is the agent to expend
162 and was included in CIP starting last year.

163

164 **Motion:** To approve the purchase for the Tricaster TC410 Plus at a price not to exceed \$9,500 and
165 authorize Town Administrator Michael Tully and/or Channel 22 Program Director John Savastano to sign
166 the necessary documents.

167 **Motioned:** Vice-Chair Maggiore

168 **Seconded:** Chairman Sununu

169 **Vote:** Motion approved by a vote of 2-0

170

171 **11.6 Consideration of Police Department Grant Agreement**

172 Chief Mone said this is an offer from the Office of Highway Safety of New Hampshire of \$8,200 in extra
173 patrol monies for speed enforcement and DWI enforcement with specific rules which gives the Police
174 Department 150 hours of an additional patrol person.

175

176 **Motion:** That the Town of North Hampton NH under the authority of NH RSA-21-P:43 accept funds from
177 the Office of Highway Safety Grant Funding in the amount of \$8,200. Further, the Select Board empowers
178 Town Administrator Michael Tully and Police Chief Kathryn Mone as designated signing authorities in the
179 Town of North Hampton in pursuit of these funds.

180 **Motioned:** Vice-Chair Maggiore

Select Board Regular Meeting
October 3, 2022

181 **Seconded:** Chairman Sununu
182 **Vote:** Motion approved by a vote of 2-0

183
184 **11.7 Consideration of Recreation Commission Member**
185

186 **Motion:** To confirm Kathy Lochiatto as a Member of the Recreation Commission.

187 **Motioned:** Vice-Chair Maggiore

188 **Seconded:** Chairman Sununu

189 **Vote:** Motion approved by a vote of 2-0

190

191 **11.8 Consideration of Nomination to the Transportation Advisory Committee (TAC)**

192 Vice-Chair Maggiore said under the auspices of RPC and the Municipal Planning Authority they have the
193 Transportation Committee (TAC) which reviews the highway and transportation issues that govern our
194 area; the current resident is willing to step aside and there are two nominations to consider.

195

196 Chairman Sununu read both letters in full, from Brendan Fennell and Shep Kroner.

197

198 **Motion:** To nominate Shep Kroner for the position of TAC representative

199 **Motioned:** Chairman Sununu

200 **Seconded:** Vice-Chair Maggiore

201 **Vote:** Motion approved by a vote of 2-0

202

203 **MINUTES OF PRIOR MEETINGS**

204

205 **12.1 Approval of Regular Meeting Minutes of September 12, 2022**

206

207 **Motion:** To approve the Regular Meeting Minutes of September 12, 2022 as presented.

208 **Motioned:** Vice-Chair Maggiore

209 **Seconded:** Chairman Sununu

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

211

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

213

214 **Second Public Comment Session**

215 *Call 603-758-1447 or email: jsununu@northhampton-nh.gov*

216

217 Superintendent Nadeau said the School Board is hosting an opportunity for community members to come
218 together tomorrow evening to help develop "Portrait of a Learner" about what we want our graduates to
219 know and do as we move forward into the future for our School District; 5:30 pm at Winnacunnet High
220 School.

221

222 **Next Regular Meeting:** October 24, 2022

223

224 **Adjournment**

Chairman Sununu adjourned the meeting at 8:02 pm.

225

226 Respectfully submitted,

227 Patricia Denmark, Recording Secretary