



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

**NOTICE OF PUBLIC MEETING
MONDAY, JUNE 26, 2023**

**NORTH HAMPTON TOWN OFFICES
NON-PUBLIC SESSION I
237A ATLANTIC AVENUE
6:00 O'CLOCK P.M.**

**NORTH HAMPTON TOWN OFFICES
NON-PUBLIC SESSION II
237A 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 JPINETTE@NORTHHAMPTON-NH.GOV AND YOUR EMAIL WILL BE READ ALOUD DURING THE MEETING.

1. **Call to Order By Chair**
2. **Non-Public Session I Pursuant to RSA 91-A:3 II (b)**
3. **Non-Public Session II Pursuant to RSA 91-A:3 II (c)**
4. **Return to Public Session and 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 June 15, 2023, in the amount of \$103,976.04

6.2 Payroll Manifest of June 22, 2023, in the amount of \$86,608.37

6.3 Accounts Payable Manifest of June 22, 2023, in the amount of \$656,830.28

7. Correspondence

7.1 Correspondence from Lori Cotter

8. Committee Update

8.1 Heritage Commission

8.2 Water Commission

8.3 Rails to Trails Committee

8.4 Budget Committee

8.5 Capital Improvements Committee

9. Report of the Town Administrator

10. Items Left on the Table

11. New Business

11.1 Building Project Update

11.2 Appointment of Library Trustee to Capital Improvement Committee

11.3 Discussion of Community Aggregation

12. Minutes of Prior Meetings

12.1 Approval of Minutes of Regular Meeting of June 12, 2023

12.2 Approval of Non-Public Minutes of June 12, 2023

12.3 Approval of Non-Public Minutes of June 21, 2023

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

MICHAEL J. TULLY
TOWN ADMINISTRATOR

mtully@northhampton-nh.gov



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

CONSENT CALENDAR

TOWN ADMINISTRATOR
MICHAEL TULLY

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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, TOWN ADMINISTRATOR
SUBJECT: CONSENT CALENDAR FOR SELECT BOARD MEETING 06/26/2023
DATE: 06/23/2023

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

Consent Calendar

- 6.1 Payroll Manifest of June 15, 2023, in the amount of \$103,976.04
- 6.2 Payroll Manifest of June 22, 2023, in the amount of \$86,608.37
- 6.3 Accounts Payable Manifest of June 22, 2023, in the amount of \$656,830.28

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

CORRESPONDENCE

168 Mill Rd
North Hampton, NH

June 12, 2023

Mr. Jonathan Pinette, Chair
North Hampton Select Board
Atlantic Ave
North Hampton, NH

Dear Mr. Pinette:

Our public safety in the Town of North Hampton has reached a crucial stage. Several factors appear to be involved, and talks about money and salary incentives as well as retention packages have been discussed. But one of the questions that many of us have is this truly about money?

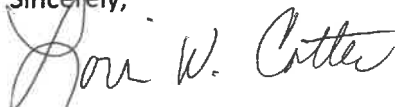
There have been discussions about a "toxic work environment," but we have been told that is simply not true. This has been by word of mouth, and there seems to be no hard evidence to back this statement up.

We would like the Board to initiate, as soon as possible, a survey that will anonymously ask town employees about their work environment. If there is truly no toxic work environment, than this will show in the answers. It will be one way we, as a town, can put our minds at ease, before spending more money on retention packages. I ask that this not be done through MRI, and the Select Board retains the services of this company, and not the Town Administrator.

Please add this to your correspondence.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Lori W. Cotter".

Lori W Cotter

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

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

TOWN ADMINISTRATOR'S REPORT
JUNE 26, 2023 SELECT BOARD MEETING

REPORTING PERIOD

The reporting period is from June 13, 2023 through June 23, 2023

Finance

Financially we are running at 5% of the budget remaining with 2 weeks remaining in the fiscal year.

Police

Dylan Spence graduated from the Police Academy on June 16th and has begun his field training.

The Police Chief search has continued and I expect to make an announcement regarding the new addition to our team in the near future.

Fire

The fire department has been busy conducting life safety inspections out in the community. Thank you to Lt. Martin Tavitian for his Fire Prevention efforts and working alongside with our Code Enforcement/Building Inspector, Jared Shaheen on getting these completed.

The department is still seeking qualified candidates for the upcoming open firefighter's position. Like many departments statewide, there is a very limited number of interested or even qualified applicants applying to these open positions. The chief remains optimistic that a suitable candidate will apply in time.

The fire chief has also working to complete the department's upcoming CIP for FY2025-2030.

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.

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

Summer Camp started Monday June 19th, welcoming 67 children in the first week. Adult co-ed softball also began June 20th with approximately 100 players this year in addition, t-ball/ soccer program began Wednesday June 21st.

Family fun night will be held Friday night June 30th.

Old Home Day kickoff is August 11th at Centennial Hall with Old Home Day including fireworks display on August 12th.

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 continued to Process and transport recycling materials to market. In addition, Highway employees continue to augment recycling staff while cleaning up after bulky goods day and maintaining the brush facility.

Routine maintenance activities on town properties have continued including tree trimming, etc. to set up the town common. Preparing Dearborn Park for summer activities has also been a priority including repair of water bubbler, installing water meters at Dearborn Park, Town Farm, and Town Common.

Special projects have included repair of wash out and damage to headwalls on Appledore Ave. and Prepare damaged LBH sidewalk on Rt1A for repair.

Projects

Route 1 Culvert. Nothing new to report. The culvert had a difficult time keeping up with the 2 inches of rain received last weekend. I was in touch with District 6 and monitoring the issue. The water backed up on area properties and took approximately 36 hours to recede.

PFAS Investigation. Our consultant is continuing work on the project, the first payment was made from the PFAS remediation fund grant we received.

Police/Highway/Fire Negotiations. Through their attorney the Firefighters Union has stated they will not be available to meet before July 19th. I will keep the Board updated on available dates.

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. MRI will be joining us at the next Select Board meeting for a review of the reval with the Board.

Community Power Aggregation. There is an item on the agenda to discuss.

Cell Tower. Nothing new to report.

Walkway Project. Nothing new to report. I met with Lauri Etela and Ricci to go over the plan for the walkway. We may be able to get it completed with other stonework this summer.

Coakley Landfill Group. There has been a meeting scheduled for June 21st. I was unable to attend due to another commitment, though, I asked Jan to attend in my place. I will get the minutes up on the site when available.

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

Floodplain Regulations Grant. Nothing new to report. We have received a \$12k grant to update floodplain regulations in our community. The grant has no required match and the project will be completed with no cost to the tax payers.

Rails to Trails. Progress is moving quickly. I met with contractors who stated they will soon be entering from Breakfast Hill Road to continue with the base of the trail. I did receive a call with concerns of noise and dust that I am handling.

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 July 10th.

MICHAEL J. TULLY
TOWN ADMINISTRATOR

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

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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
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NEW BUSINESS



Oath of Office

Town of North Hampton

I, **Jacqueline Brandt** do solemnly and sincerely swear and affirm that I will bear faith and true allegiance to the United States of America and the state of New Hampshire and will support the constitution thereof. So, help me God.

I, **Jacqueline Brandt** do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent upon me as **Capital Improvement Plan Member Representative for the Library**, for a term of **One (1) year**, according to the best of my abilities, agreeably to the rules and regulations of this Constitution and the Laws of the State of New Hampshire. So, help me God.

(Any person who is scrupulous of swearing may omit the word "swear" and likewise the words, "So help me God," adding instead, "This I do under the pains and penalties of perjury.")

(Election Official/Appointee Signature)

(Date)

Sworn Before: Moderator, Town Clerk, Selectman or
Justice of the Peace – Signature RSA 42:2

Sworn Before: Print Name

All individuals appointed to fill vacant elected positions must run for the office at the following election to complete the established term.

Elected Appointed (If appointed: Need election official title and signature below.)
(Please circle one.)

Term Expires: 3 / / 2024

Date Appointed: 6/26/2023

Phone: (____) _____ - _____

E-Mail: _____

Appointed by: _____
(Signature)

(Title)

Appointed by: _____
(Signature)

(Title)

Appointed by: _____
(Signature)

(Title)

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TOWN OF NORTH HAMPTON, NEW HAMPSHIRE
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MINUTES OF PRIOR MEETINGS



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

4 **JUNE 12, 2023 7:00 PM**

5 **NORTH HAMPTON TOWN HALL**

6 ***DRAFT MINUTES***

7
8 **SELECT BOARD MEMBERS PRESENT:** Chairman Jonathan Pinette, Vice-Chairman James Sununu, Selectman
9 James Maggiore

10 **ALSO PRESENT:** Town Administrator Michael Tully
11

12 Chairman Pinette welcomed everyone to the Select Board Regular Meeting of June 12, 2023 and called
13 the meeting to order at 7:03 pm, followed by the Pledge of Allegiance. Board just coming from Non-Public,
14 no need to seal minutes.

15
16 **First Public Comment Session**
17

18 **Lori Cotter** of 168 Mill Road raised two issues: (1) Response to request to form Citizens Committee for
19 Cell Tower; (2) Dire situation of North Hampton Police Department. Ms. Cotter requested an outside
20 police survey and did not believe wages were the issue.
21

22 Town Administrator Tully said the Board has not determined that a committee should be set up and is
23 waiting on a piece of property coming forward with an application for a Cell Tower. Vice-Chair Sununu
24 said for the Police Department the main concern voiced was wages, which had fallen behind surrounding
25 communities, and he did not see the need for a company to come in and do an anonymous survey.
26

27 **Ann Marie Banfield** of 7 Highland Drive stated that the Police situation has caused a lot of people to lose
28 confidence, and suggested providing documentation showing that the concern was wages to the public.
29 She also asked who the Police Chief reports to. Chairman Pinette said the Police Chief reports to the Town
30 Administrator who reports to the Board.
31

32
33 ***Disclaimer –These minutes are prepared by the Recording Secretary within five (5) business days as required by***
34 ***NH RSA 91-A:2, II. They will not be finalized until approved by majority vote of the Select Board.***
35

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

Select Board Regular Meeting

June 12, 2023

39

40 **Consent Calendar**

41 5.1 Payroll Manifest of June 1, 2023 in the amount of \$100,956.29

42 5.2 Payroll Manifest of June 8, 2023 in the amount of \$205,304.05

43 5.3 Accounts Payable Manifest of May 25, 2023 in the amount of \$1,833,057.19

44 5.4 Accounts Payable Manifest of June 8, 2023 in the amount of \$228,479.26

45 5.5 Abatement Applications

46 5.6 Notice of Intent to Cut Wood or Timber

47

48 **Motion:** To approve Payroll Manifest item 5.1 as presented.

49 **Motioned:** Selectman Maggiore

50 **Seconded:** Vice-Chair Sununu

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

52

53 **Motion:** To approve Payroll Manifest item 5.2 as presented.

54 **Motioned:** Selectman Maggiore

55 **Seconded:** Vice-Chair Sununu

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

57

58 **Motion:** To approve Accounts Payable Manifest item 5.3 as read.

59 **Motioned:** Vice-Chair Sununu

60 **Seconded:** Selectman Maggiore

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

62

63 **Motion:** To approve Accounts Payable Manifest item 5.4 as presented.

64 **Motioned:** Vice-Chair Sununu

65 **Seconded:** Selectman Maggiore

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

67

68 **Motion:** To approve Consent Calendar item 5.5 Abatement Applications as presented.

69 **Motioned:** Vice-Chair Sununu

70 **Seconded:** Selectman Maggiore

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

72

73 **Motion:** To approve item Consent Calendar item 5.6 Notice of Intent to Cut Wood or Timber as presented.

74 **Motioned:** Vice-Chair Sununu

75 **Seconded:** Selectman Maggiore

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

77

78 **Correspondence** – None

79

80 **Committee Updates**

81 Selectman Maggiore said the *Heritage Commission* will be meeting this Friday; the last meeting was
82 routine. *Water Commission* no updates.

83

84 Vice-Chair Sununu said *Rails to Trails Committee* has not met since last meeting, nor has the *Budget*
85 *Committee*.

86

87 Chairman Pinette said the *Capital Improvements Committee* (CIP) met briefly last week; will be meeting
88 6/23/2023, 7/14/2023, and 7/21/2023.

89

90 **Report of the Town Administrator**

91 Period: May 23 – June 9, 2023: Finance at 7% of Budget with 3 weeks left in FY; Police Department has
92 given 2 conditional offers of employment; Dylan Spence to graduate from Police Academy June 16 and
93 begin field training; Fire Department running process to fill FF position and Deputy Fire Chief position;
94 Rochester Fire Truck being stored in extra bay and will be returned when new engine arrives; Rec
95 organizing a Golf Tournament fund raiser; first Family Fun Night June 23 at Dearborn Park; Old Home Day
96 second Saturday in August with 5K race; Highway Hazardous Waste Day tentatively scheduled for
97 September 16, with roadwork to start in July; Town Revaluation in final review stage (MRI).

98

99 **Items Left on the Table**

100

101 **NEW BUSINESS**

102

103 **10.1 Discussion of Police Department and Department of Public Works Negotiations**

104 Vice-Chair Sununu said Police Union and DPW employees are covered under the same contract; Warrant
105 for contract passed in 2022 and took effect July 1, 2022. With the recent departure of officers for better
106 wages, and sign-on bonuses for experienced officers, an agreement was made to reopen negotiations.
107 Negotiations over last 3 weeks focused on 3 particular items: (1) Wage scale which was bumped up by
108 \$4.81/hour; monitoring to continue; (2) Retention Bonus of \$4,000 for current employees with agreement
109 to stay at least 1 year; (3) Referral Bonus of \$2,000 to an employee who refers a qualified officer. Town
110 Administrator Tully said there will be an amended agreement to the original contract.

111

112 Selectman Maggiore asked about the one year of service required with the retention bonus; Vice-Chair
113 Sununu said if they do not stay, they will have to pay it back. Town Administrator Tully said the Board will
114 be seeing this again with the Fire Department and said they are looking to keep employees in the middle
115 of the wage scale; may also offer referral bonuses for Paramedics. Vice-Chair Sununu said even getting
116 applicants is difficult in this very competitive environment.

117

118 **Motion:** To approve the Police Union Agreement as stated for the wage increases, retention bouses, and
119 recruiting bonuses.

120 **Motioned:** Vice-Chair Sununu

121 **Seconded:** Selectman Maggiore

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

123

124 **10.2 Discussion of Rail Trail**

125 Vice-Chair Sununu said the Committee has not met but a lot of progress is being made on the trail with
126 DOT ahead of schedule; met with DOT at trail to address questions; DOT asked to remove all remaining
127 railroad ties and complete State right-of-way as requested due to physical and environmental hazard
128 concerns; discussed whether or not properly grading shoulders will cause drainage issues. North Hampton
129 will take over maintenance once the State has finished trail construction per MOU; trail to be raised near
130 Coakley to put in drainage structures due to water concerns.

131

132 Selectman Maggiore said he imagines Primex would agree with the terms of removing any liabilities; Town
133 Administrator Tully said the land will belong to the State but the Town will be in charge of maintaining it.

134 Selectman Maggiore said 4 years ago the Heritage Commission met with DOT and got permission to put
135 in a pocket park. Town Administrator Tully said he spoke with Donna Etela and as soon as DOT has a date
136 and time, they will take out that piece of the bridge; might want to speak with Director Hubbard about
137 any work needing to be done there. He said the Town will have first refusal of property which may be
138 needed for maintenance of the trail, and he has gotten inquiries from businesses who wish to purchase
139 property.

140

141 **10.3 Building Project Update**

142 Town Administrator Tully said the siding is being done, trim is done, and they are pushing to the inside;
143 sprinkler system, electricity, and plumbing conduits being directed to different grass areas; first course of
144 paving to hopefully start soon; roofs are done and project is going well. Marc Jobin will provide an update
145 at the next meeting.

146

147 **10.4 Discussion and Update on Police Chief Process**

148 Town Administrator Tully said MRI received 32 applications/resumes for the position of Police Chief,
149 narrowed it down to 12, had phone interviews with 8, and narrowed down to 4 left in the process. A panel
150 was instituted for Wednesday made up of employees and members of the public (10 people) to review
151 candidates, reporting back to the Select Board.

152

153 **MINUTES OF PRIOR MEETINGS**

154 **10.1 Approval of Minutes of Regular Meeting of May 22, 2023**

155 **Motion:** To approve the Regular Meeting Minutes of May 22, 2023 as presented.

156 **Motioned:** Vice-Chair Sununu

157 **Seconded:** Selectman Maggiore

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

159

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

161 Town Administrator Tully said there are 2 very large, beautiful trees on the other side of the Tax Collector's
162 building with one back toward Town Offices. Some branches fell and damaged a vehicle last year and
163 there are concerns of branches possibly breaking a window in the Stone Building. He said Director
164 Hubbard would like to see that one tree removed and wanted to warn the Board of that possibility in the
165 future.

166

167 Selectman Maggiore asked if Tree Warden John Cafarella could look at the tree; Town Administrator Tully
168 said he is not the Town's official tree warden but he did look at the tree and suggested pruning certain
169 areas and said there is still some life left in the tree, but there are distressed areas.

170

171 **Kirstin Larsen Schultz** asked about members of the public being on the hiring panel for the Police Chief
172 and asked who the members were and how they were selected. Vice-Chair Sununu said the Police Chief
173 and the Town Administrator put a list of people together and asked them to be on the committee after
174 the Board agreed to let them select the panel. He said members of the public selected were Cheryl
175 Kasztejna, Joe LeClaire, Lisa Paquette, and Steve Burns.

176

177 **Second Public Comment Session**

178 No Public Comments.

179

180 **Next Regular Meeting:** June 26, 2023

Select Board Regular Meeting
June 12, 2023

181

Chairman Pinette adjourned the meeting at 7:45 pm.

182

183 Respectfully submitted,

184 Patricia Denmark, Recording Secretary