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

4 **JUNE 22, 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 June 22, 2020 North Hampton Regular Select Board
16 Meeting and called the meeting to order at 7:10 pm, followed by the Pledge of Allegiance.

17
18 Chairman Maggiore said they were coming out of 2 Non-Public Sessions: no action in the first session but
19 intent to seal; 2 different motions in second session, both approved unanimously and Town Administrator
20 will act on the intent.

21
22 **Motion:** To Seal the Meeting Minutes of Non-Public Session I pursuant to RSA 91-A:3 II (b,c) of June 22,
23 2020.

24 **Motioned:** Selectman Miller

25 **Seconded:** Vice-Chair Sununu

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

27
28 **Motion:** To Seal the Meeting Minutes of Non-Public Session II pursuant to RSA 91-A:3 II (a,c) of June 22,
29 2020.

30 **Motioned:** Selectman Miller

31 **Seconded:** Vice-Chair Sununu

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

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

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

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First Public Comment Session

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

No Public Comments.

Consent Calendar

- 6.1 Payroll Manifest of June 11, 2020 in the amount of \$238,356.03
- 6.2 Payroll Manifest of June 18, 2020 in the amount of \$84,181.41
- 6.3 Accounts Payable Manifest of June 11, 2020 in the amount of \$83,879.36
- 6.4 Accounts Payable Manifest of June 11, 2020 in the amount of \$284,078.00
- 6.5 Approval of Current Use Application
- 6.6 Approval of Abatement Application
- 6.7 Approval of Notices of Intent to Cut Wood & Timber

Motion: To approve the Consent Calendar as presented.

Motioned: Selectman Miller

Seconded: Vice-Chair Sununu

Vote: Motion approved by a vote of 3-0

Correspondence

Copies of all Correspondence will be attached to these minutes.

Request from US Census Bureau for Facility Use, dated June 18, 2020: from Matthew Allen Ramsay, Census Clerk Field Division-Concord

Chairman Maggiore said the email came in this morning through website asking for 1 or 2 rooms to train US Census Enumerators to conduct the 2020 Census, from Tuesday, August 4 through Saturday, August 8, 2020 from 8:00 am to 1:00 pm. Interim Town Administrator said it could either be done in Town Hall or the Mary Herbert Conference Room; the Mary Herbert Conference Room was approved by consensus.

Committee Updates

Selectman Miller said the *Economic Development Committee* has not met.

Chairman Maggiore said the *Heritage Commission* did not meet this month, nor did the *Water Commission*.

Selectman Miller said the *Budget Committee* will probably not meet until August.

Report of the Interim Town Administrator

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

Report Period for June 9 – June 19, 2020: Interim Town Administrator Michael Tully said the Town is in good shape financially with about 2 week left in the current fiscal year and 4% of the Budget remaining. He said Emergency Departments are constantly assessing the changing conditions in an effort to restore services, and will be the last buildings reopened. He said Chief Mone was successful in getting the \$15,000

87 grant for the sign board; Deputy Lajoie is meeting with vendors and researching emergency reporting
88 software for the Fire Department to replace their current program which is no longer supported.
89

90 Interim Town Administrator Tully said the Library Bond was approved by the Select Board on June 15,
91 2020 and hand-delivered to Concord by Administrative Assistant Jan Facella, and they are all set with the
92 Bond Bank and Bond Counsel. He said the Town and School collaborated to create a plan for a modified
93 Summer Camp beginning July 6, 2020; contact Joe Manzi at 603-964-3170 to sign up; Dearborn Park
94 reopened. He said the Town Clerk's Office has reopened following safety guidelines and Town Offices will
95 open on June 29, 2020 with guidelines and social distancing using stairs as entry and elevator as exit.
96

97 Interim Town Administrator Tully said Beach Stickers are sold out and an email was received asking the
98 Board to review the policy. Chairman Maggiore suggested talking to the State about increasing the
99 number of spots allocated to the Town. Interim Town Administrator Tully said conversations are ongoing
100 of Office Staff possibly taking over Beach Stickers. He said NHDOT will give a presentation on the North
101 Road Bridge Project sometime this summer.
102

103 Items left on the Table

104 **NEW BUSINESS**

105 11.1 Discussion of Town Hall Roof Bids

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107
108
109 Interim Town Administrator Tully said the Town Hall Roof just below the Bell Tower needs to be replaced,
110 with either copper or rolled rubber roofing; copper having a 100-year lifespan and rolled rubber 20 years.
111 He said quotes are higher than anticipated and 2 of 3 bids have been received: (1) from A W Therrien
112 Company, Inc. at \$49,280, including jacking up the Bell Tower and sliding the copper roofing underneath;
113 Mr. Schnitzler would do trimming; (2) M J Murphy & Sons, Inc. at \$42,525 to do roof but not engineering
114 or lift of Bell Tower.
115

116 Interim Town Administrator Tully said Therrien was suggested by Phil Davanza, and said the Town does
117 have money left from Mr. Schnitzler's work on the Town Hall in the Capital Reserve Account. He asked if
118 the Board wanted to wait for the 3rd estimate or try to find another. Selectman Miller said the 2nd bid does
119 not include lifting the Bell Tower, puts a limit on the staging, and costs more after 28 days. Vice-Chair
120 Sununu asked about corner posts mentioned in the first bid, and Interim Town Administrator Tully said
121 there are posts of trim that go up, and Schnitzler will remove the trim after the staging is up and trim
122 would go over the flashing.
123

124 Interim Town Administrator Tully said the Bell cannot be replaced and he wants to make sure this is done
125 the right way. Chairman Maggiore said that is a Paul Revere Bell in the Tower. Vice-Chair Sununu asked
126 about the 3rd company and Interim Town Administrator Tully said it is a small company still tied up with a
127 job, and they have been unable to come look at the job.
128

129 **Motion:** To accept the bid from A W Therrien Company, Inc. for \$49,280 total job.

130 **Motioned:** Selectman Miller

131 **Seconded:** Vice-Chair Sununu
132

133 Discussion: Vice-Chair Sununu said the 2nd bid mentioned 16-oz versus 20-oz copper with a \$1,000
134 difference in price, and suggested asking Therrien for justification for using 20-oz copper. Interim Town

135 Administrator Tully said Murphy & Sons told him the thicker the copper the longer its lifespan, and
136 suggesting talking with A W Therrien to see if that is an option they will offer.

137

138 Selectman Miller withdrew his motion and Vice-Chair Sununu withdrew his second.

139

140 **Motion:** To allow the Town Administrator to work with A W Therrien that the Select Board accepts the
141 quote dated May 28, 2020 for \$49,280, and use additional monies for 20-oz copper if available at a number
142 not to exceed \$50,300 (with additional copper at 20 ounces).

143 **Motioned:** Vice-Chair Sununu

144 **Seconded:** Selectman Miller

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

146

147 Chairman Maggiore asked the Town Administrator to send copies of the bids to the Heritage Commission
148 and keep them updated.

149

150 **11.2 Discussion and Approval of Renewal of Municipal Resources Inc. Assessing Contract**

151

152 Interim Town Administrator Tully said he received notification last week from Municipal Resources Inc.
153 (MRI) that the Town contract for their assessing services would expire June 20, 2020. He suggested the
154 Board contract for 3 years or 1 year to get through this year, then do an RFP or stay with MRI. Selectman
155 Miller said North Hampton is one of their oldest assessing clients, and Interim Town Administrator Tully
156 said in his experience they have a great working relationship with MRI and they are responsive. Chairman
157 Maggiore said there would be no increases with the 3-year contract and a 2% increase with the one-year.

158

159 Vice-Chair Sununu said he was reluctant to give out \$60,000/yr contract without seeing another proposal
160 for comparison. Selectman Miller suggested checking with communities not currently using MRI and find
161 out who services them. Chairman Maggiore said the Board will be meeting again before the end of the
162 year and asked the Town Administrator to get more information.

163

164 **Motion:** To put 11.2 Discussion and Approval of Renewal of Municipal Resources Inc. Assessing Contract
165 on the table until sometime before June 30, 2020.

166 **Motioned:** Chairman Maggiore

167 **Seconded:** Vice-Chair Sununu

168 **Vote:** Motion approve by a vote of 3-0

169

170 **11.3 Discussion of Draft Letter to North Hampton Public Library Trustees**

171

172 Chairman Maggiore said in the last few weeks the Library Trustees have provided all information including
173 plans, construction plans, Stormwater plans, and a construction schedule, and have a date for a Public
174 Hearing this Thursday, June 25, 2020. He said the Zoom meeting would be run by Library Trustees and the
175 Select Board will be meeting in this room. He said most other boards and committees have been notified
176 to post quorum notices, but the Public Hearing portion will be run by Library Trustees. Interim Town
177 Administrator Tully said Town Hall will be open but people are encouraged to stay home

178

179 Chairman Maggiore asked if the Board would indulge sending this letter to Library Trustees, clarifying the
180 format that this is a Public Hearing being held by Library Trustees and designees for presentation of design
181 and construction plans for the new Library, the Select Board is welcome to hold a meeting, and quorums
182 of other boards may be present. He said there are also a number of clarifying questions that need to be

183 answered about process and procedures, how to present their legal opinion for RSA 674:54 II and the
184 Town Engineer's Report, and if questions come in for the Select Board can they engage in that
185 conversation.

186
187 Vice-Chair Sununu said the letter should absolutely go out to the Library Trustees to clarify the process
188 and format ahead of time to make things run as smoothly as possible. Selectman Miller asked how this
189 letter coincides with the letter of June 18, 2020, and Chairman Maggiore said what they were looking for
190 in the June 18th letter is incorporated because it covers what was in question from the Planning Board and
191 Select Board meetings, and they are looking for a Public Hearing that complies with guidelines.

192
193 Selectman Miller asked what plan they had to attenuate something they did not want. Vice-Chair Sununu
194 said the RSA outlines what can and cannot be done and on what timeline. He said government use does
195 not have to comply with zoning ordinances, but there are requirements to be followed and it is incumbent
196 on the Select Board to make sure the Town is in compliance; the guidelines allow 30 days after the hearing
197 for written comments. He said he will raise objections to anything he does not like personally, but as a
198 Board do not have that authority. He said things not under compliance and in the Town Engineer's Report
199 mention other situations under which we should not be issuing a Building Permit.

200
201 Selectman Miller asked if they would be willing to not issue a Building Permit, and Vice-Chair Sununu said
202 absolutely until statutory requirements are met. Interim Town Administrator Tully said he spoke with Mrs.
203 Kilgore and she believes they are going to be in compliance with the work they have to do before that
204 date. He asked the Board if they would take a vote to release the Legal Opinion on that to be shared.

205
206 **Motion:** To allow the Town Administrator to release the Legal Opinion from DCM Environmental & Land
207 Law regarding RSA 674:54.

208 **Motioned:** Chairman Maggiore

209 **Seconded:** Vice-Chair Sununu

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

211
212 The Select Board agreed by consensus to send both letters dated June 18, 2020 and June 22, 2020, as well
213 as the Town Engineer's Report. Interim Town Administrator Tully said the Town Engineer's report is
214 already on the website and forwarded to Mrs. Kilgore.

215
216 **11.4 Review of Town Engineer Report of North Hampton Public Library Plans**

217
218 Chairman Maggiore said the report is from their Town Engineer, Steven V. Keach. Vice-Chair Sununu
219 summarized the report as a review of all plans and information received to date forwarded to the Town
220 Engineer, as well as the letter from Rockingham Planning Commission (RPC), and points out a number of
221 questions or points raised in that letter and in the Engineer's own analysis of those plans and raises a
222 number of issues or questions that in his view should be addressed, clarified, or corrected for plans, and
223 some additional mitigation for Stormwater that should probably be undertaken to be in compliance with
224 MS4.

225
226 Selectman Miller asked that each member of the Planning Board and Jenn Rowden receive their own copy
227 of this by email. Interim Town Administrator Tully said it would take care of it.

228
229 **Minutes of Prior Meetings**

230

231 **Approval of the Regular Meeting Minutes of June 8, 2020**

232 **Motion:** To approve the Minutes of the Regular Meeting of June 8, 2020.

233 **Motioned:** Vice-Chair Sununu

234 **Seconded:** Selectman Miller

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

236

237 **Approval of Non-Public Meeting Minutes of June 8, 2020**

238 *Non-Public Minutes of June 8, 2020 tabled until July 13th meeting.*

239

240 **Approval of Non-Public Meeting Minutes of June 16, 2020**

241 *Non-Public Minutes of June 16, 2020 tabled until July 13th meeting.*

242

243 **Any other Item that may legally come before the Board**

244

245 **Second Public Comment Session**

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

247

248 George Chauncey of Hobbs Road said he is in 100% agreement that copper is the best way to go for the
249 Bell Tower, but they need to be careful how they proceed on this project as lifting the Bell Tower is not a
250 simple thing to do. He said the Tower is made up of three (3) sections: the lower section mounts it to the
251 Town Hall roof; the middle section actually houses the Bell sitting on a rugged frame of 6x6 timbers; the
252 top section holds the clock mechanism and Clock.

253

254 Mr. Chauncey said to lift the steeple they would have to disconnect shafts that come up from the lower
255 section that drive the bell as well as the clock faces. He felt this needed to be really studied or serious
256 damage could be done. He said the framing up there is in excellent condition for its age, but disconnecting
257 will not be a simple process, and suggested getting a group together to really discuss this before they
258 decide to lift it to see if it is feasible.

259

260 Chairman Maggiore suggested they supply Therrien with information from the restoration of the Town
261 Hall building. Interim Town Administrator Tully suggested having the builder come in and talk about how
262 they are going to do this so they feel secure. Selectman Miller pointed out that this was a very small piece
263 of metal.

264

265 **Next Regular Meeting:** July 13, 2020

266

267 **Adjournment**

268

269 Chairman Maggiore adjourned the meeting at 8:18 pm.

270

271 Respectfully submitted,

272

273 Patricia Denmark, Recording Secretary

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