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

4 **SEPTEMBER 14, 2020 7:00 PM**

5 **NORTH HAMPTON TOWN HALL**

6 ***DRAFT MINUTES***

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8 **SELECT BOARD MEMBERS PRESENT:** Vice Chairman James Sununu, Selectman Larry Miller

9 **VIA ZOOM:** Chairman Jim Maggiore

10 **ALSO PRESENT:** Town Administrator Michael Tully, Police Chief Kathryn Mone, Recreation Director Joe  
11 Manzi

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13 **AGENDA**

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15 Vice-Chairman James Sununu welcomed everyone to the September 14, 2020 North Hampton Regular  
16 Select Board Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

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18 Vice-Chair Sununu stated that Chairman Maggiore was on the road and would be joining the meeting via  
19 Zoom, and asked for a motion to allow Jim Maggiore to take part in the meeting electronically.

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21 **Motion:** To allow James Maggiore to take part in the meeting electronically.

22 **Motioned:** Selectman Miller

23 **Seconded:** Vice-Chair Sununu

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

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26 **First Public Comment Session**

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

28  
29 No Public Comments.

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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.***

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36 ***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***  
37 ***DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North***  
38 ***Hampton, New Hampshire 03862.***

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**Consent Calendar**

- 6.1 Payroll Manifest of August 27, 2020 in the amount of \$80,204.69
- 6.2 Payroll Manifest of September 3, 2020 in the amount of \$84,000.57
- 6.3 Payroll Manifest of September 10, 2020 in the amount of \$326,225.26
- 6.4 Accounts Payable Manifest of September 3, 2020 in the amount of \$100,005.87
- 6.5 Veterans Credit

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**Motion:** To approve the Consent Calendar as presented.

**Motioned:** Chairman Maggiore

**Seconded:** Selectman Miller

**Roll-Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye  
*Motion approved by a vote of 3-0*

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**Correspondence** – No Items

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

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**Committee Updates**

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Selectman Miller said the *Economic Development Committee (EDC)* met on September 2, 2020 for the Ironwood Presentation and all members of the Committee received a copy of the slide-deck. The next EDC meeting will be held on September 22, 2020 at 5 pm in Town Hall.

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Chairman Maggiore said the *Heritage Commission* had one meeting and will have another this week, but nothing new to report to the Select Board. He said for the *Water Commission*, there is a non-meeting coming up and he will report as required.

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Selectman Miller said the *Budget Committee* will meet on September 21, 2020 at 6:30 pm.

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Vice-Chair Sununu said the *CIP Committee* will be meeting later this month to complete its report, and they will have something for the Select Board and Budget Committee in October

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**Report of the Town Administrator**

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

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Report period August 25, 2020 to September 11, 2020: Town Administrator Tully said Finance is currently putting the Budget together, and the Select Board Budget Workshop will be held in late September. The Fire Chief position has been filled and Deputy Lajoie is now setting up the new Dispatch software. The new Deputy Police Chief has been hired and new cruisers are expected in October. Town Hall is 2 weeks out from start of Bell Tower Roof project; Stone Building to be inspected in spring; documents for Town Office/Chevalier Building siding project signed; Recreation: no after-school program; MDCOM waiting on follow-up information for Telephone System; one company making a Cell Tower plan for North Hampton.

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Town Administrator Tully said there have been complaints about a commercial business on Route 1 and a neighborhood meeting has been set up and the Building Inspector is investigating the company's scope of work. He said EDC hosted Ironwood and plans a Work Session for September 22, 2020; for Beaches, all traffic devices have been removed from Route 1A and parking is back to normal; a citizen idea will be

87 brought forward to add resident-only parking spaces in North Hampton at the cut-off road at Ocean  
88 Boulevard that goes into Rye.

89  
90 Selectman Miller asked if parking is now allowed on Route 1A, and Police Chief Kathryn Mone said the  
91 State is now allowing parking there but the no-parking areas there prior to COVID-19 are still in effect.  
92 Selectman Miller asked if they were talking about the triangle on the North Hampton/Rye town line, and  
93 Town Administrator Tully said he will propose to the Board to make that section in North Hampton  
94 Resident Parking for those who want to walk on the beach. Police Chief Mone said they will be putting a  
95 plan in place for it to be well marked and duly enforced.

96  
97 Rails to Trails Committee: Town Administrator Tully said due to inactivity the Rails to Trails Committee  
98 members all need to be sworn in again, and asked if the Select Board wished to put a cap on the number  
99 of members for that Committee, and may want to add an EDC member. Vice-Chair Sununu said he felt it  
100 was always more productive to have a manageable number of committee members.

101  
102 Chairman Maggiore said the Rail Trail Committee is currently 2 people, and said Scott Bogle of Rockingham  
103 Planning Commission (RPC) prefers not to make the Rail Trail Committee non-profit and keep it small,  
104 because the Seacoast Greenway vision is to have 1 manageable non-profit group, rather than many small  
105 ones, that can act in the best interests of the entire Trail with representatives from each community. He  
106 recommended a Committee of 3 or 5 members, and said he has the name of someone who would be an  
107 ideal fit for the Rail Trail Committee and is anxious to be a member.

108  
109 **Motion:** Move that the Select Board set the number of members on the *Rails to Trails Committee* to seven  
110 (7) members.

111 **Motioned:** Selectman Miller

112 **Seconded:** Chairman Maggiore

113 **Roll-Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

114 *Motion approved by a vote of 3-0*

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## 116 Items Left on the Table

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## 118 **NEW BUSINESS**

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### 120 11.1 Announcement of New Fire Chief and New Deputy Police Chief

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122 Vice-Chair Sununu said he was pleased to announce the hiring of Jason Lajoie as our new Fire Chief, and  
123 the hiring of Frank Daly III as our new Deputy Police Chief. He congratulated Jason Lajoie and Frank Daly  
124 and said the swearing-in will be held at a later date.

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### 126 11.2 Trick or Treat in North Hampton

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128 Recreation Director Joe Manzi said they have a partnership with the Fire Department for an event  
129 scheduled during that evening and he has been gathering information. He said he met with all neighboring  
130 recreation departments, spoke with Chief Mone, and said Primex will go with local policy decision and  
131 give their guidelines and recommended avoiding events. He said things can be put in place to make it  
132 manageable, and he wants to be able to tell people the Select Board is aware and will be making  
133 recommendations, with specific guidelines for giving out candy and social distancing. He said he will also  
134 be attending a conference with NHMA on September 30<sup>th</sup> and they will be addressing the whole issue.

135  
136 Vice-Chair Sununu said aside from the event at the Fire House, the only other Town involvement has been  
137 announcing the date and time window. He said residents and parents can make sensible choices on how  
138 to be safe. Chairman Maggiore said he would be happy to make a motion to empower Mr. Manzi to move  
139 ahead with necessary precautions so the Town of North Hampton can have Trick or Treat. Mr. Manzi said  
140 he would like to come back with specific North Hampton guidelines for Trick or Treat for Select Board  
141 review, and said he hopes everyone adheres to them to make the safest night possible.

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143 **11.3 Discussion of Request for Proposals Received for Assessing Services**

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145 Town Administrator Tully said Jan Facella put in a lot of time on this and the RPC was sent to 24 different  
146 companies, got responses from 2, and only 1 applies to what the Town needs. First company was  
147 Municipal Resources Inc. (MRI) and second company was George E. Sansoucy LLC, who provided a  
148 segregated bid for utility property only.

149  
150 Vice-Chair Sununu said the Town now has MRI and it was not a matter of being unhappy with their  
151 services, but making sure we are doing our due diligence. Town Administrator Tully said one company  
152 offered services if the Town changed software which would be an added expense. Board members were  
153 surprised at the lack of response and bids.

154  
155 **Motion:** To accept the bid for Assessing Services from Municipal Resources Inc. (MRI) and have the Town  
156 Administrator complete proper contract paperwork.

157 **Motioned:** Chairman Maggiore

158 **Seconded:** Selectman Miller

159 Roll-Call Vote: James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

160 *Motion approved by a vote of 3-0*

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162 **11.4 Correspondence from Select Board to Rockingham Planning Commission (RPC)**

163 *A copy of the draft correspondence from Select Board to RPC is attached to these minutes.*

164  
165 Vice-Chair Sununu said a letter from the Town of North Hampton to Tim Roache, RPC Executive Director,  
166 was drafted about North Hampton's portion of the Rail Trail. Town Administrator Tully said Scott Bogle  
167 reached out to him and Mr. Maggiore, wanting to complete all sections of the Rail Trail as more work was  
168 needed on the Hampton Falls/Seabrook Section and they were looking for letters of support from towns  
169 along the Trail. He said that letter was drafted, and if the Board agrees we can make a motion to agree  
170 and sign that paperwork.

171  
172 Vice-Chair Sununu read the letter in full. Selectman Miller asked at what point the environmental study  
173 of the corridor would start, and Town Administrator Tully said it was to start this fall but he did not have  
174 confirmation of that.

175  
176 **Motion:** That the Select Board sign the letter dated September 14, 2020, as read by Mr. Sununu, in  
177 support of the development of the Rail Trail.

178 **Motioned:** Selectman Miller

179 **Seconded:** Chairman Maggiore

180 **Roll-Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

181 *Motion approved by a vote of 3-0*

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183 **11.5 Discussion of Request for Proposals for Design-Build Service of Municipal Buildings**

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185 Vice-Chair Sununu said they discussed embarking on this project at one of the last Select Board meetings  
186 and the Town Administrator has been putting together an RFP and researching past efforts. Town  
187 Administrator Tully said he put together an RFP from past Design-Build services for municipal buildings,  
188 along with due dates, and attached 9 pieces of information. He said he wanted to get this out to the public  
189 and the Select Board for review over the next 2 weeks and make suggestions, then make changes and  
190 adjust dates accordingly at the next meeting, and possibly have proposals back by end of January for the  
191 Board to be able to make decisions for Warrant Articles.

192  
193 Vice-Chair Sununu said he reviewed the document quickly and would appreciate having more time.  
194 Selectman Miller said for the public, we are talking about options to develop the old Library once empty,  
195 and options for the Safety Complex as it exists today. Chairman Maggiore said he read the documents  
196 quickly and gave suggestions to the Town Administrator.

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198 **11.6 Discussion of Next Recipient of the Boston Post Cane**

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200 Vice-Chair Sununu said North Hampton's oldest resident, Ruth Griffen aged 100, passed away recently,  
201 and said the Boston Post Cane is presented to the oldest living resident in North Hampton. He said  
202 guidelines were developed in 2007 on how the Town identifies that person.

203  
204 Town Administrator Tully again thanked Jan Facella for all her work, and said the process was put together  
205 in 2007 from various notes, and said the Board just has to say they would like to move forward with that  
206 process. It was the consensus of the Select Board to move forward with the process to identify the next  
207 recipient of the Boston Post Cane.

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209 **MINUTES OF PRIOR MEETINGS**

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211 **Approval of the Regular Meeting Minutes of August 24, 2020**

212 **Motion:** To approve the Minutes of the Regular Meeting of August 24, 2020 as presented.

213 **Motioned:** Selectman Miller

214 **Seconded:** Vice-Chair Sununu

215 **Roll-Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-aye

216 *Motion approved by a vote of 3-0*

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218 **Approval of the Minutes of Non-Public Session I of August 24, 2020**

219 **Motion:** To approve the Minutes of Non-Public Session I of August 24, 2020 as presented.

220 **Motioned:** Selectman Miller

221 **Seconded:** Vice-Chair Sununu

222 **Roll-Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-abstain

223 *Motion approved by a vote of 2-0, with 1 abstention*

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225 **Approval of the Minutes of Non-Public Session II of August 24, 2020**

226 **Motion:** To approve the Minutes of Non-Public Session II of August 24, 2020 as presented.

227 **Motioned:** Selectman Miller

228 **Seconded:** Vice-Chair Sununu

229 **Roll-Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-abstain

230 *Motion approved by a vote of 2-0, with 1 abstention*

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**Approval of the Minutes of the Non-Public Session of September 3, 2020**

**Motion:** To approve the Minutes of the Non-Public Session of September 3, 2020 as presented.

**Motioned:** Selectman Miller

**Seconded:** Vice-Chair Sununu

**Roll-Call Vote:** James Sununu-aye, Larry Miller-aye, Jim Maggiore-abstain

*Motion approved by a vote of 2-0, with 1 abstention*

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

**Second Public Comment Session**

Call 603-758-1447 for Public Comments; or email: [jsununu@northhampton-nh.gov](mailto:jsununu@northhampton-nh.gov)

Arthur Nate of 34 Pine Road said he was calling to congratulate Jason Lajoie as Fire Chief and Frank Daly as Deputy Police Chief. He said it was important as they are our first responders with a 24/7 job, and thanked them for taking on the responsibilities.

Kathleen Kilgore of 220 Atlantic Avenue congratulated Jason Lajoie on being the Town's next Fire Chief and thanked Town Administrator Tully for working with Jason. She said she hoped he would be able to pick someone who complements him the way he complemented Mr. Tully. She also welcomed Frank Daly and said he comes highly recommended from Seacoast Area Chiefs. She encouraged the Select Board to work with the State to move the Rail Trail forward as quickly as possible.

**Next Regular Meeting:** September 28, 2020 at 7:00 pm in Town Hall.

**Adjournment**

Selectman Miller made a motion to adjourn and Vice-Chairman Sununu adjourned the meeting at 8:54 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary