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

4 **FEBRUARY 22, 2021 7:00 PM**

5 **DRAFT MINUTES**

6
7 MEMBERS PRESENT: Chairman Jim Maggiore, Selectman Larry Miller
8 VIA ZOOM: Vice Chairman James Sununu
9

10 ALSO PRESENT: Town Administrator Michael Tully, Conservation Commission Chair Lisa Wilson,
11 Conservation Commission Easement Sub-Committee Chair Andrew Vorkink, Channel 22 Director John
12 Savastano
13

14 **AGENDA**

15
16 Chairman Jim Maggiore welcomed everyone to the February 22, 2021 Regular Select Board Meeting and
17 called the meeting to order at 7:03 pm, followed by the Pledge of Allegiance.
18

19 **Motion:** Under RSA 91-A:1 (III) to allow a member of the Select Board to participate electronically.

20 **Motioned:** Chairman Maggiore

21 **Seconded:** Selectman Miller

22 **Vote:** Motion approved by a vote of 2-0
23

24 Chairman Maggiore said the Board was coming from a Non-Public Session with 1 motion made,
25 unanimous, Town Administrator to act on intent.
26

27 **First Public Comment Session**

28 *Phone: 603-758-1447; Email: jmaggiore@northhampton-nh.gov*
29

30 Bill Kibby said he is running for the Select Board in the Town Election and encouraged everyone to come
31 out and vote for all candidates, March 9, 2021 at 8:00 am in the School Gymnasium. He listed his main
32 concerns and said he was immediately concerned about the SWEPT Funding.
33
34
35

36 ***Disclaimer –These minutes are prepared by the Recording Secretary within five (5) business days as required by***
37 ***NH RSA 91-A:2, II. They will not be finalized until approved by majority vote of the Select Board.***
38

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

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Consent Calendar

- 5.1 Payroll Manifest of February 11, 2021, in the amount of \$219,586.57
- 5.2 Payroll Manifest of February 18, 2021, in the amount of \$73,115.35
- 5.3 Accounts Payable Manifest of February 18, 2021 in the amount of \$1,228,001.57
- 5.4 Veteran Tax Credit

Motion: To approve the Consent Calendar as presented.

Motioned: Selectman Miller

Seconded: Vice-Chair Sununu

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

Motion approved by a vote of 3-0

Correspondence – No items

Committee Updates

Selectman Miller said the next *Economic Development Committee* meeting will be Wednesday, February 24, 2021, to approve the language for a report to be sent to the Select Board.

Chairman Maggiore said the *Heritage Commission* met and discussed the Walkway Committee for redesigning the oval in front of the Town Clerk’s Office and improving it for walkability, being done in conjunction with the new Library to reduce traffic in that area. He said Donna Etela and Cynthia Swank have signed on.

Town Administrator Tully said a resident and Mrs. Kilgore (Library Representative) have also signed up and there is one open position left. He said he planned on DPW Director Hubbard helping out with preparation. Selectman Miller asked if green space will be part of the design; Vice-Chair Sununu said it is worth discussing what plan will take place and what makes the most long-term sense for the Town.

Chairman Maggiore said the *Water Commission* has not met since our last meeting.

Vice-Chair Sununu said the *Rails to Trails Committee* met and reviewed updates; not a lot of new developments; working on issues tasked with and waiting to hear from the State.

Public Hearing

To consider whether the Town Should acquire 39 acres of conservation land to be donated to the Town of North Hampton by Walter E. Nordstrom of Fishers, Indiana. Select Board approval will be subject to approval by the Zoning Board of Adjustment of variance requests necessary to subdivide the 42-acre lot located at Map 17, Lot 71. Subdivision of the property is necessary to create a 2.6-acre building lot in the southern portion of the lot to enable the Town to own the conservation land, provide public access, and to limit impacts to wetlands located within the headwaters of the Little River.

Conditional Use Permits and waivers to the Town of North Hampton Subdivision Regulations have been obtained from the Planning Board for the proposed w2.6-acre building lot and subdivision of the property.

Conservation Commission Chair Lisa Wilson said Mr. Nordstrom wants to donate, with public access to the Town of North Hampton, 39 pristine acres of forest and wetlands in the Little River headwaters, and wishes to name the conservation land: Nordstrom Elzroth Woods. She said the land is critical to protect

91 the course of Little River, help safeguard critical Town water supplies, and recharge the aquifer. Any
92 development in this area will increase impervious surfaces and further degrade this water body which
93 runs to the Atlantic Ocean. Select Board approval is subject to Zoning Board approval of variance requests
94 regarding road frontage.

95
96 Selectman Miller asked if this parcel abuts other conservation land; Ms. Wilson said it was in close
97 proximity to the Forest Hills property and other conservation land. She reviewed the tax information
98 including the appraised value of the 42 acres, the value of North Road properties, and potential tax
99 revenue from the 2.6-acre buildable lot. She said the land is valuable for protection of pristine
100 unfragmented forest land, wetlands, and drinking water resources in the headwaters of Little River.

101
102 Chairman Maggiore opened the Public Hearing to Public Comment at 7:26 pm.

103
104 Bill Kibby asked where the community access point would be; Ms. Wilson said there is a 45-foot wide,
105 290-foot-long access off North Road. Chairman Maggiore said he would leave the Public Hearing open and
106 asked for Board member comments/questions.

107
108 Vice-Chair Sununu said he would like to hear what the Zoning Board has to say and what they decide
109 before taking any Select Board vote; Selectman Miller said he was ready to make a motion for approval.
110 Chairman Maggiore said the Select Board can recess a Public Hearing as long as it is recessed to a "date
111 certain" which would be March 8, 2021 and looked to the Conservation Commission on timing.

112
113 Andy Vorkink, Chairman of the Sub-Committee of the Conservation Commission on Easements said in this
114 particular case 4 Town Boards are involved: Conservation Commission, Select Board, Planning Board, and
115 Zoning Board, and the Zoning Board is scheduled to meet tomorrow. Chairman Maggiore said he was
116 inclined to recess the Public Hearing until a date certain and make a decision on March 8, 2021. Vice-Chair
117 Sununu said he would like more time to consider waiving current-use fees.

118
119 Chairman Maggiore said the Public Hearing will be recessed until March 8, 2021 a date certain; all Select
120 Board members were in agreement.

121
122 **Report of the Town Administrator**

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

124
125 Report from February 9 through February 19, 2021 - Finance in good shape with 39% of Budget remaining
126 and 20 weeks left in the Fiscal Year; Select Board researching firms for RFP for Town facilities; following
127 suitable leads for placement of a cellphone tower. Next Coakley Meeting March 3, 2021 at 9:30 am; also
128 a Coalition Communities meeting a 9:00 am regarding School issues which Vice-Chair Sununu agreed to
129 sit in on. DPW: 42% of budget remaining for winter materials, 33% for snow plowing.

130
131 **Items Left on the Table**

132
133 **10.1 Timber Tax for North Hampton School Property**

134
135 Chairman Maggiore said Mr. Miller raised questions about what the residual stand would look like on that
136 property. He said Mr. Nate Corbran described the types of trees, marked boundaries, provided photos
137 and overlay, what will be left after trimming, and his intent which is to remove diseased trees and dead
138 trees and improve forest aesthetic.

139
140 **Motion:** To approve the Timber Tax for North Hampton School Property as presented on form with scope
141 of work.

142 **Motion:** Selectman Miller

143 **Seconded:** Vice-Chair Sununu

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

146
147 Town Administrator Tully said the income of approximately \$10,000 to \$15,000 will come to the Town
148 through the School.

149
150 **NEW BUSINESS**

151
152 **11.1 NHBA Update** – Kirsten Larsen Schultz

153
154 Kirsten Larsen Schultz said one of the goals of the North Hampton Business Association (NHBA) for 2021
155 is to better communicate with member businesses and share their feedback with the Select Board. She
156 said several businesses closed in the last year, a few moved in, and a few were ready to move in. The
157 biggest business challenges are lack of workforce and signage to comply with Signage Ordinances.

158
159 Ms. Schultz said the NHBA is glad to again host the Town’s annual Candidates Forum, which this year will
160 feature only the Water Commission, Budget Committee, and Select Board held via Zoom on March 4, 2021
161 at 7:00 pm and broadcast on Channel 22.

162
163 **11.2 Discussion of NHDOT’s Letter MOU for Philbrick Pond**

164
165 Town Administrator Tully said NHDOT sees themselves as not responsible for any of the project except
166 the roadway and culvert underneath and we see ourselves the same way with the Town maintaining the
167 Cobble Weir being replaced and no other responsibilities. He said he is working with Frank Arcidiacono
168 from the Conservation Commission on edits.

169
170 Vice-Chair Sununu said it was an improvement but wanted to know potential maintenance issues with the
171 concrete slab. Town Administrator Tully said Craig Musselman, who worked with the Town on the grants,
172 does not foresee a lot of maintenance on the concrete slab. Chairman Maggiore said the Conservation
173 Commission has scheduled a meeting off-schedule this week to discuss this.

174
175 Ms. Wilson of the Conservation Commission said they have spoken at length with Mr. Musselman, and he
176 said it is a 2-foot concrete slab installed below grade and he does not anticipate any maintenance issues.
177 She asked for some direction from the Select Board as to what our purpose is, to see if the Town wanted
178 the Conservation Commission to take over and provide maintenance.

179
180 Chairman Maggiore said the Conservation Commission will then discuss the idea of assuming
181 responsibility of the maintenance of that area (concrete slab) as a way to move this project forward. He
182 said the Town received approximately \$120,000 in Grant Funds and would like to see this settled now to
183 be on schedule for work that needs to be done. Selectman Miller said they need to approve this project
184 before the election.

185

186 Mr. Vorkink said at the Conservation Commission meeting on Thursday a motion will be introduced that
187 should this project be approved by the Select Board, the Conservation Commission will agree, on behalf
188 of the Town, to be responsible for assuming whatever maintenance is required on this construction
189 activity, and said they are looking for Select Board guidance before making that decision.
190

191 Chairman Maggiore said if the Select Board approved the project, the Conservation Commission would
192 take up a motion to assume responsibility for maintenance; if successful we would move forward; if not
193 the Board could again take up consideration of this motion to approve at the next meeting. Town
194 Administrator Tully said if the Board approves the project tonight, they will not be approving any changes
195 to the NHDOT MOU; at next meeting if the Board wants to make changes to the wording, they will need
196 to vote to approve the wording, or instruct him to use his best judgment to make changes needed.
197

198 Selectman Miller said he was fine with that as long as it reflects the intent of all parties involved. Town
199 Administrator Tully said right now they have an agreement with the owner not to work in summer with
200 heavy equipment, and the project has to be done in a certain amount of time before grant money starts
201 expiring.
202

203 **Motion:** To approve the Philbrick Pond Project for the Cobble Weir as we understand it.

204 **Motioned:** Chairman Maggiore

205 **Seconded:** Selectman Miller
206

207 Town Administrator Tully said if they get the answer back from the Conservation Commission they can sit
208 down and figure out the wording changes and sign the MOU and submit.
209

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

211 *Motion approved by a vote of 3-0*
212

213 **11.3 Discussion of RFP for Town Buildings**

214
215 Chairman Maggiore said the Select Board had been in consideration of an RFP for construction/rebuilding
216 for Municipal Facilities including function of Town Administration, Fire, and Police. He said the Town
217 received bids from 6 different companies and had met several times in Non-Public to review and discuss.
218

219 Selectman Miller felt finding an evaluation of what we have and what we can and cannot do is more
220 important than first going to a design from an architectural firm. Vice-Chair Sununu said 6 different groups
221 came in with proposals and were interviewed; there were obvious overlaps in the proposals; different
222 price points for the initial phase of the project to work out needs and uses and move that to a design, with
223 the hope of getting a Warrant Article on the Ballot. He said his preferred firm is a known quantity the
224 Town can work productively with to come up with the best possible solution and price for what they
225 decide to do to bring the project up to the standards and quality desired. Chairman Maggiore agreed and
226 said the company the Board has chosen is Richie Construction, working with TW Design.
227

228 **Motion:** That the Select Board authorize the Town Administrator to discuss and negotiate a final
229 agreement to bring back to the Board to engage Richie Construction to be the principal firm to initiate a
230 review and design of North Hampton Town Campus buildings.

231 **Motioned:** Vice-Chair Sununu

232 **Seconded:** Selectman Miller

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

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

235

236 **11.4 Channel 22 Equipment Replacement**

237

238 Town Administrator Tully said the CASTUS System was brought to CIP as needing replacement this year
239 out of the Channel 22 Capital Reserve Fund; the system stores programs and does everything needed to
240 run Channel 22 and program shows to play. He recommended the Board purchase this piece of equipment
241 and start employee training.

242

243 Selectman Miller asked the implementation time, and Town Administrator Tully said training time could
244 be several months and the equipment is ready to purchase immediately; the in-stock piece of equipment
245 available has more memory and no charge for extras. The price is \$14,662; \$15,000 planned in CIP.

246

247 **Motion:** To approve the purchase of the CASTUS System as presented up to the amount of \$15,000 to be
248 purchased from the Channel 22 Capital Reserve Fund as presented.

249 **Motioned:** Vice-Chair Sununu

250 **Seconded:** Selectman Miller

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

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

253

254 **MINTES OF PRIOR MEETINGS**

255

256 **Approval of the Regular Meeting Minutes of February 8, 2021**

257 **Motion:** To approve the Regular Meeting Minutes of February 8, 2021 as presented.

258 **Motioned:** Vice-Chair Sununu

259 **Seconded:** Selectman Miller

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

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

262

263 **Approval of the Non-Public Meeting Minutes of February 8, 2021**

264 **Motion:** To approve the Non-Public Meeting Minutes of February 8, 2021 as presented.

265 **Motioned:** Vice-Chair Sununu

266 **Seconded:** Selectman Miller

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

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

269

270 **Approval of the Non-Public Meeting Minutes of February 16, 2021**

271 **Motion:** To approve the Non-Public Meeting Minutes of February 16, 2021 as presented.

272 **Motioned:** Vice-Chair Sununu

273 **Seconded:** Selectman Miller

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

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

276

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

278

279 **Second Public Comment Session**

280 *Phone: 603-758-1447; Email: jmaggiore@northhampton-nh.gov*

281

Select Board Regular Meeting
February 22, 2021

282 No public comments.

283

284 **Next Regular Meeting:** March 8, 2021

285

286 **Adjournment**

287

288 Chairman Maggiore adjourned the meeting at 8:20 pm.

289

290 Respectfully submitted,

291

292 Patricia Denmark, Recording Secretary

293

294

DRAFT