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

4 **OCTOBER 15, 2020 7:00 PM**

5 **NORTH HAMPTON TOWN HALL**

6 ***DRAFT MINUTES***
7

8 MEMBERS PRESENT: Chairman Jim Maggiore, Vice Chairman James Sununu

9 PRESENT VIA ZOOM: Selectman Larry Miller

10 ALSO PRESENT: Town Administrator Michael Tully, Police Chief Kathryn Mone, CIP Committee Chair
11 Nancy Monaghan, Heritage Commission Chair Donna Etela

12
13 LIBRARY TRUSTEES PRESENT: Chairman Kathleen Kilgore, Treasurer Susan Leonardi, Secretary Jacqueline
14 Brandt

15
16 **AGENDA**
17

18 Chairman Jim Maggiore welcomed everyone to the October 15, 2020 Regular Select Board Meeting and
19 called the meeting to order at 7:03 pm, followed by the Pledge of Allegiance.

20
21 Chairman Maggiore said some Library Trustees are here tonight and will open their meeting later.

22
23 **Motion:** To allow Mr. Larry Miller to participate electronically according to RSA 91-A:2 III.

24 **Motioned:** Chairman Maggiore

25 **Seconded:** Vice-Chair Sununu

26 Chairman Maggiore asked Mr. Miller where he was and if there was anyone with him; Mr. Miller said he
27 was alone in a room in his house.

28 **Roll Call Vote:** Jim Maggiore-aye, James Sununu-aye

29 *Motion approved by a vote of 2-0*
30
31

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

34
35 ***A recording of the meeting can be found at: http://www.townhallstreams.com/towns/north_hampton_nh, and a***
36 ***DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North***
37 ***Hampton, New Hampshire 03862.***

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First Public Comment Session

Call 603-758-1447 for Public Comments

George Chauncey of Hobbs Road brought up an item of safety and said there was an accident in the area of the driveway to the Library yesterday and suggested putting a stop sign at the west entrance from the Stone Building and striping the pavement.

Consent Calendar

- 3.1 Payroll Manifest of October 1, 2020 in the amount of \$74,868.36
- 3.2 Payroll Manifest of October 8, 2020 in the amount of \$241,251.93
- 3.3 Accounts Payable Manifest of October 1, 2020 in the amount of \$99,356.37
- 3.4 Cemetery Deed

Motion: To approve the Consent Calendar as presented

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

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

Motion approved by a vote of 3-0

Correspondence

Copies of all Correspondence will be attached to these minutes

Correspondence from Jeff Gutsfield, Colliers Project Leader, Monday, October 5, 2020

Letter addressed the Town's efforts to build a facility to meet the needs of Fire, Police, and Town Administration; Owners Project Management (OPM) works with municipal administrations to help manage and oversee planning, design, and construction projects; offered services.

Correspondence from Rockingham Planning Commission (RPC), sent September 25, 2020

Letter from Richard McDermott stated that due to COVID-19 the annual RPC annual dues for North Hampton will be held flat at \$4,579 and not adjusted for population changes.

Correspondence from Larry Murphy, 91 Post Road, October 11, 2020

Letter addressed the dangers of Route 111 and Route 151 intersection; danger is not with drivers coming down the hill but with drivers approaching the stop sign; offered to serve on any Committee actively addressing possible solutions.

Town Administrator Tully said a sign was installed as pre-warning of a dangerous intersection ahead and the 2 fatalities have been people coming down the hill who have been hit because someone ran a stop sign. He said the warning sign will stay and could be moved temporarily to the stop sign side and then moved back.

Town Administrator Tully explained that the Town submitted a request to the State for a study of the intersection which was refused; after they complained the State met them at the intersection. The Town asked to be part of a trial case in the State of New Hampshire for a lighted stop-sign, and Fire Chief Lajoie is working on another request for a State study of the intersection. Vice-Chair Sununu said the Town is making every effort to get this on the State 10-year Highway Plan, and Senator Sherman set up a meeting

85 to discuss this further. Chairman Maggiore said he reached out to the Governor's Office but has not heard
86 back.

87

88 *Correspondence from NH DOT Bureau of Turnpikes: Rehabilitation of Bridge, October 14, 2020*

89 RE: NH DOT Bureau of Turnpikes Rehabilitation of Bridge #078-070; I-95 exit 2, Ramp B-D over I-95 North
90 Hampton. Environmental documentational request for information, from ACOM, working on behalf of NH
91 DOT on a project to repair North Hampton Bridge #078-070 located on Route I-95 in Hampton at Exit 2
92 interchange 101; projected 18-month construction period. Letter requesting feedback from all parties
93 before construction begins.

94

95 **Committee Updates**

96

97 Selectman Miller said the *Economic Development Committee* met last on October 7th continuing to discuss
98 the on-going project. Next meeting scheduled for November 4, 2020.

99

100 Chairman Maggiore said the *Heritage Commission* met today and voted to pause moving forward with the
101 CLG, deciding to wait on ongoing Library construction and potential for municipal buildings before they
102 move forward. He said there is no update on the *Water Commission* since the last meeting and there is
103 pending litigation. A Non-Public Meeting or Non-Meeting with Counsel will be requested as information
104 is available.

105

106 Selectman Miller said the next meeting of the *Budget Committee* will be November 2, 2020.

107

108 Vice-Chair Sununu said there are no updates for the *CIP Committee*.

109

110 Chairman Maggiore asked for consensus of the Board for a Monday Budget Workshop meeting at 10:00
111 am. Vice-Chair Sununu said as long as there is enough time to answer questions from the first session.
112 Library Trustee Chairman Kathleen Kilgore said she would follow up with Director Grant on the Library
113 questions. Board agreed to the Monday meeting.

114

115 Chairman Maggiore provided a brief update from the IHMA Annual Conference of last week.

116

117 **Report of the Town Administrator**

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

119

120 Town Administrator Tully said the State has requested that the entryway for the new Library be adjusted;
121 item under New Business. Deputy Fire Chief position has closed; EDC formed a Sub-Committee to discuss
122 zoning suggestions by Ironwood; Rails to Trails on agenda to choose members.

123

124 Doing walkthroughs regarding RFP for Fire, Police, Town Administration; multiple vendors concerned
125 there is no money available for designing the system past the "concept" which may seriously limit bids
126 from contractors. Cost estimated at \$20,000-\$30,000 with \$250,000 in Building Capital Reserve Fund.
127 Town Administrator Tully asked if the Board would consider using some of that money after concept
128 chosen to forward the design until the Warrant Article to make sure they get as many bids as possible.
129 The Board agreed by consensus to move forward on funding.

130

131 **Items Left on the Table**

132

133 **NEW BUSINESS**

134

135 **8.1 Discussion of Library Revised Driveway Plan**

136

137 Library Board of Trustees Chairman Kathleen Kilgore called the Library meeting to order at 7:38 pm.
138 Members present: Treasurer Susan Leonardi, Secretary Jacqueline Brandt, and guest speaker Ron
139 Lamarre, architect with Lavallee-Brensinger.

140

141 Chairman Maggiore said the Town received a letter on October 2, 2020 regarding the Library Driveway
142 Permit application and the Board wanted clarity on the letter and help with understanding the plan
143 attached. Ms. Brandt said Library Trustees are working with Ron Lamarre on a plan addressing DOT issues
144 with the driveway, and Mr. Lamarre is working with DOT and Wilcox & Barton to address technical
145 questions.

146

147 Ron Lamarre said due to their design with parking to the rear of the new Library versus parking in front
148 they reached out to DOT who requested a permit for parking in back of the building. DOT flagged moving
149 the entrance uphill which would have removed a whole row of parking. They met on site with DOT to
150 move the entrance uphill then drop the grades down against the road to meet DOT requirements for
151 winter sight lines while keeping the existing line of parking spaces.

152

153 Mr. Lamarre said they came up with the attached plan which DOT signed off on; DOT would like the circle
154 in front of the Stone Building to be one-way so people pulling into the Library from Atlantic Avenue are
155 not meeting people coming out of the Stone Building in the same lane. Curb cuts will remain but be
156 reduced to 30 feet and sliding a little to the left; they are extending the island for a proper curb cut in
157 compliance with DOT. People coming to Stone Building wanting to use the loop will take a right-hand turn
158 and will not be able to come out of the Stone Building; they will be sending Town Administrator Tully a
159 set of updated engineering documents with this change.

160

161 Chairman Maggiore said he send the DOT letter to the Heritage Commission as the Stone Building is on
162 the National Registry as are the monuments in front; the Heritage Commission has been in contact with
163 the New Hampshire Department of Historic Resources. Mr. Lamarre said the monuments would not be
164 touched and everything in the island stays the same.

165

166 Heritage Commission Chair Donna Etela said the Heritage Commission would like to make the loop area
167 in front of the Stone Building pedestrian rather than one-way. She said their biggest concern in the 10-15
168 feet of stone wall that will be destroyed, which is the property line between the State and the Town and
169 cannot be destroyed without permission of both parties. She said their solution would be to move the
170 stone wall to the other side of the entry. She said the Commission wants to make sure every possible
171 precaution will be taken to preserve the Stone Building, the monuments, and the stone wall, which are all
172 on the State and National Registry.

173

174 Discussion: A discussion followed as well as questions from the Board. Vice-Chair Sununu asked again
175 why no effort was made by Trustees to provide advance notice or interact with any department in Town
176 to discuss or collaborate. He asked Mr. Lamarre if this plan goes forward does it fit within your Budget.
177 Mr. Lamarre said he is working with Bonnette Page & Stone (BPS) to get it priced up. Selectman Miller
178 said they will have to pay for it out of the Budget Funds appropriated.

179

180 Mr. Lamarre said moving the wall to the other side of the driveway is a good idea and felt DOT would
181 welcome the idea of no vehicles in front of the Stone Building and making the area pedestrian. Chairman
182 Maggiore said emphatically that he would not support Town use of funds for a DOT project, and as Vice-
183 Chair of the NHMA Board he considers unfunded mandate issues to be paramount to identify and oppose.

184

185 Mr. Lamarre said DOT came to the site to suggest changing the grades out front to be able to keep the
186 row of parking spaces. He said the biggest thing is getting the sight lines to work and make the circle one-
187 way, though pedestrian is an even better idea. He said he will take a look at this with BPS and discuss
188 everything heard here tonight.

189

190 Library Trustee Susan Leonardi asked if Chairman Maggiore meant this change should not be done or that
191 DOT cannot mandate us to do it. Chairman Maggiore said mandating a use on Town-owned property
192 without consultation from the Town and expecting the Town to pay for it is an unfunded mandate. Ms.
193 Leonardi asked the consequences for the Town of not doing this driveway permit.

194

195 Mr. Lamarre said if DOT requires you to do something for your project and you do not do it, they do the
196 work with the owners are responsible for all payments. He said the work would probably get done next
197 spring and they still have time to decide exactly what they are going to do. He suggested thinking about
198 this, have DOT review it, and continue to look at the project and get pricing. He said what they are doing
199 now they consider the least invasive approach, saving the parking and removing as little wall as possible.

200

201 Chairman Maggiore asked about the request for access easement in the letter from DOT, and Mr. Lamarre
202 said the Town cannot grant the Town an easement, and DOT may be talking about utility easements.
203 Chairman Maggiore pointed out that the letter also says any utility work in the right of way will require a
204 separate NH DOT excavation permit. Mr. Lamarre said BPS would get that from DOT.

205

206 Mr. George Chauncey addressed some of the issues raised and said a pedestrian area in front of the Stone
207 Building will make it look better and eliminate a hazard.

208

209 Library Trustees Chairman Kilgore said DOT is saying we need to be aware of safety for traffic entering
210 and leaving, and DOT, the Town, and the Library Trustees all need to work together to figure this out and
211 find out what works. Mr. Lamarre said they will continue to work with DOT to get this to the point where
212 everyone is happy and removing the loop in front of the Stone Building will immediately improve safety.

213

214 Chairman Maggiore asked a Budget question about the Library switching to electric heat in the building
215 which results in a significant increase in the line item requested. There is some discussion of Solar but no
216 plan to help offset costs. Mr. Lamarre said the increase is mostly due to the space going from 5,00 sq ft to
217 about 12,000 sq ft, and said they are working with Revision Energy to get a Power Purchase Agreement.
218 Revision Energy will build it at no cost and will basically own it and do maintenance, and there will have a
219 cost to put it on the project soon.

220

221 Chairman Kilgore closed the Library Trustees Joint Meeting with the Select Board at 8:35 pm.

222

223 *The Select Board Meeting was recessed for 5 minutes and resumed business at approximately 9:00 pm.*

224

225 **8.2 Acceptance of Capital Improvement Plan for FY2022-FY2027**

226

227 CIP Committee Chair Nancy Monaghan presented the Committee's 6-year Capital Report for FY2022-
228 FY2027 and requested the Select Board accept their final report which was received on October 1, 2020.
229 She said CIP recommended 9 projects for FY2022 totaling \$583,000, of which \$406,000 are Warrants
230 (taxable) and the rest Capital Reserve Funds. No Capital proposals from the Library or Fire Department
231 were submitted for FY2022.
232

233 The nine (9) projects prioritized for FY2022 are: (1) School Long-Term Maintenance Warrant - \$65,000; (2)
234 DPW Utility Truck 5-year lease/purchase - \$90,000; (3) Police Cruiser - \$45,000, Capital Reserve Fund; (4)
235 Police Automatic Fingerprint Scanner - \$15,000, taxation; (5) Town Administration Channel 22 Equipment
236 - \$15,000, Capital Reserve Fund; (6) DPW Administration Cemetery Stone Wall - \$50,000, grant efforts; (9)
237 Town Administration Philbrick Pond Annual Road Repair - \$240,000; (7) DPW Recycling Center Paving -
238 \$33,000, taxation Warrant; (8) Town Cobble Weir - \$30,000, grant or taxation.
239

240 Ms. Monaghan reviewed the Capital Projects for all Departments for each of fiscal years 2022 through
241 2027, and a final cumulative chart listing every Capital Project by year with the department and costs for
242 each and totals per year. The second Town Administration project for Philbrick Pond in 2025 is estimated
243 at \$30,000 be; addressing Municipal Buildings will begin in 2023 with renovation of old Library for Town
244 Offices; Fire & Police in 2025 and the RFP is out. The Library presented no Capital Projects for the next 6
245 years and Trustees will reassess after construction completed.
246

247 **Motion:** To accept the CIP Final Report as presented.

248 **Motioned:** Selectman Miller

249 **Seconded:** Vice-Chair Sununu

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

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

253 **8.3 Appointment to Seacoast Drinking Water Commission**

254
255 Chairman Maggiore said the Chair of the Commission, Pat Bushway, from Hampton reached out looking
256 for a representative from North Hampton. The Commission is charged with utilizing and expanding upon
257 existing studies to plan for drought supply issues, discuss Seacoast mutual aid firefighting and
258 emergencies, establish sub-groups as needed, and monitor and review State agencies regarding possible
259 new emerging contaminant threats.
260

261 The Select Board agreed by consensus to solicit volunteers, and Town Administrator Tully said he would
262 include the information in Friday Folders.
263

264 **8.4 Appointments to Rail Trail Committee**

265
266 Chairman Maggiore said the Board decided on a 7-member Rail Trail Committee and to solicit names of
267 interest. Vice-Chair Sununu said he came up with a list of people he would suggest, some from before and
268 some new, and recommended adding a Select Board Representative and Recreation Director Joe Manzi,
269 plus 2 alternates: Select Board Rep, Joe Manzi, Cindy Henry, Carrie Becker, Liam Needham, Jeff Latimer,
270 Tom Argue, with Laurel Lent and Bob Anderson as alternates.
271

272 Selectman Miller agreed and said he liked the mix of people. Vice-Chair Sununu volunteered to be the
273 Select Board Representative.
274

275 **Motion:** To appoint James Sununu, Joe Manzi, Cindy Henry, Carrie Becker, Liam Needham, Jeff Latimer,
276 Tom Argue, with Laurel Lent and Bob Anderson as alternates as members of the Rail Trail Committee.

277 **Motioned:** Selectman Miller

278 **Seconded:** Vice-Chair Sununu

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

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

281

282 Chairman Maggiore said he put together the following charge for the Rail Trail Committee: To work with
283 regional, State, and local agencies to develop a plan for the use of the Rail Trail, which allows for the
284 integration of educational, recreational, and economic opportunities for the Town of North Hampton;
285 ultimately any plan adaptable to similarly integrated plans that may be developed by other Seacoast
286 communities that will also benefit from the use of the Rail Trail, including RPC land the East Coast
287 Greenway.

288

289 There was a consensus of the Board to accept the draft review and adopt at the next regular meeting.

290

291 **8.5 Approval of Request by United Church of Christ to Use Town Green**

292

293 Chairman Maggiore said this has been requested before as well as a request to waive the fees for such
294 use of the Town Green; they have been good tenants with no issues.

295

296 **Motion:** To approve the request by the United Church of Christ to use the Town Green and waive the
297 fees.

298 **Motioned:** Vice-Chair Sununu

299 **Seconded:** Selectman Miller

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

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

302

303 **8.6 Discussion of Preparations for November 3, 2020 Election,**

304

305 Selectman Miller said he thought it would be wise for the Select Board to discuss the November 3, 2020
306 Presidential Election and said it was incumbent on the Board to do everything possible to make sure it
307 runs as smoothly as they can allow it and make sure they do not overlook anything. He said he hoped
308 there would be adequate Police supervision for traffic and people moderation.

309

310 Town Administrator Tully said security questions should be addressed to Chief Mone, and said the
311 Moderator is expecting about 1,000 mailed ballots beforehand. He said there will be 5 lines of voting, with
312 a separate line for first-time voters. The Select Board should be there for the entire day or pick an alternate
313 to stand in. Police Chief Mone said the Attorney General will host a phone call for Police and law
314 enforcement this coming Tuesday and will provide phone numbers to reach the State immediately with
315 concerns at the polls to make sure people vote, rules are followed, and everyone is safe.

316

317 Chairman Maggiore asked the procedure if a poll watcher sees an issue, and Chief Mone said issues should
318 be addressed to the Moderator, and to the Police if there is an imminent safety issue.

319

320 **MINUTES OF PRIOR MEETINGS**

321

322 **Approval of the Regular Meeting Minutes of September 28, 2020**

323 **Motion:** To approve the Regular Meeting Minutes of September 28, 2020 as presented.

324 **Motioned:** Vice-Chair Sununu

325 **Seconded:** Selectman Miller

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

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

328

329 **Approval of the Meeting Minutes of October 1, 2020**

330 **Motion:** To approve the Meeting Minutes of October 1, 2020 as presented.

331 **Motioned:** Vice-Chair Sununu

332 **Seconded:** Selectman Miller

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

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

335

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

337

338 **Second Public Comment Session**

339 *Call 603-758-1447 for Public Comments*

340

341 No members of the Public called in.

342

343 **Next Regular Meeting:** October 26, 2020

344

345 **Adjournment**

346

347 Vice-Chair Sununu made a motion to adjourn, and Chairman Maggiore adjourned the meeting at
348 9:15 pm.

349

350 Respectfully submitted,

351

352 Patricia Denmark, Recording Secretary

353

354