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

5 **DECEMBER 22, 2020 1:00 PM**

6 **NORTH HAMPTON TOWN HALL**

7 ***DRAFT MINUTES***

8
9 MEMBERS PRESENT: Chairman Jim Maggiore, Vice Chairman James Sununu, Selectman Larry Miller

10
11 ALSO PRESENT: Town Administrator Michael Tully, Finance Director Ryan Cornwell, Public Works Director
12 John Hubbard, Rick Stanton

13
14 **AGENDA**

15
16 Chairman Jim Maggiore welcomed everyone to the December 22, 2020 Select Board Workshop Meeting
17 and called the meeting to order at 1:03 pm, followed by the Pledge of Allegiance.

18
19 **NEW BUSINESS**

20
21 **2.1 Discussion and Approval of Warrant Articles**

22
23 Town Administrator Michael Tully said the first Warrant Article is the Town Operating Budget for
24 FY2021/2022 which is \$7,682,313 totaling 3.44% increase after Budget Committee added \$24,999 for
25 Social Services. The increase also includes Debt Service & Principal for the new Library; 3.44% is below the
26 Default at 4.62%; the Budget was appropriated by a vote of 8-1 at the Budget Committee Meeting last
27 night.

28
29 **Motion:** Select Board to recommend the FY2022 Town Operating Budget Warrant Article as presented.

30 **Motioned:** Vice-Chair Sununu

31 **Seconded:** Selectman Miller

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

33
34 Town Administrator Tully said the second Warrant Article is for a Lease/Purchase of a Medium-Duty Truck
35 for \$90,000 by taxation, raising \$18,000 of the cost this year, for the Department of Public Works. This
36 purchase is approved by CIP and on the replacement schedule. Director Hubbard is looking at trading in
37 the current 2011 vehicle for a wing and plow for the new vehicle.

38

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39 **Motion:** That the Select Board recommend the Lease/Purchase of a DPW Medium-Duty Truck Warrant
40 Article as presented.

41 **Motioned:** Vice-Chair Sununu

42 **Seconded:** Selectman Miller

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

44

45 Town Administrator Tully said the next Warrant Article is for yearly Road Resurfacing for Director Hubbard
46 to move forward with required paving; to withdraw \$30,000 from the Municipal Transportation
47 Improvement Capital Reserve Fund and \$210,000 by taxation. This also helps the Town prove they are
48 spending more money towards the Highway Block Grant; \$105,000 received last year plus another
49 \$100,000 from doing more.

50

51 **Motion:** That the Select Board recommend the Road Resurfacing Warrant Article as presented.

52 **Motioned:** Vice-Chair Sununu

53 **Seconded:** Selectman Miller

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

55

56 Town Administrator Tully said the next Warrant Article is for \$33,000 by taxation to Repave the Recycling
57 Center Parking Lot. Public Works Director John Hubbard said the project would involve an overlay of all
58 good pavement, removing broken pavement, and putting in a base and topping the whole lot. Vice-Chair
59 Sununu asked if the traffic flow would be affected, and Director Hubbard said it would not but eventually
60 there will be a change.

61

62 **Motion:** That the Select Board recommend the Paving & Recycling Center Warrant Article as presented.

63 **Motioned:** Selectman Miller

64 **Seconded:** Vice-Chair Sununu

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

66

67 Director Hubbard added that the Truck lease-purchase includes a new plow and sander, is waiting for an
68 estimate on the trade-in, and the Warrant amount will probably be much less.

69

70 Town Administrator Tully said the next Warrant Article is for an Automatic Fingerprint Scanner which
71 updates the situation of officers working with new equipment. It is a piece of equipment Police Chief
72 Mone brought to the CIP and put in the Budget; he asked that it be taken out and put in as a Warrant
73 Article instead and the Board Agreed.

74

75 **Motion:** Move the Select Board recommend the purchase of an Automatic Fingerprint Scanner Warrant
76 Article as presented.

77 **Motioned:** Vice-Chair Sununu

78 **Seconded:** Selectman Miller

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

80

81 Town Administrator Tully said the next Warrant Article is for the Purchase of a Police Cruiser which was
82 approved by CIP. He said he recommends not taking action on it as 2 Police Cruisers were purchased last
83 year and were just recently delivered in December. He said the \$45,000 for this Warrant Article is to be
84 paid out of the Police Detail Revolving Fund, but because of COVID they have not had many details and
85 the fund is low (\$24,000) and would need to be paid through taxation; approved by Chief Mone.

86 *Warrant Article deferred.*

87
88 Town Administrator Tully said the next Warrant Article is to Rebuild the Stone Wall at Center Cemetery
89 after removal of the trees; approved by CIP; Cemetery Superintendent Brian Chevalier will look into
90 possible Grant funding; due to the historic nature of the wall the cost is estimated at \$50,000.

91
92 Vice-Chair Sununu said if there is a possibility of a grant or LCHIP he preferred to wait to see if either is
93 available before moving forward. Town Administrator Tully said he spoke with Marcy McKann of
94 Centennial Hall who offered to work with Brian on an LCHIP application. He said he could invite Brian
95 Chevalier to come to the next Select Board meeting for a quick discussion.
96 *Warrant Article on hold.*

97
98 Town Administrator Tully said the next Warrant Article is for a \$20,000 Contribution to the Earned Time
99 Capital Reserve Fund to be deposited in that fund; gives the Town about 2 years' worth of liability; have
100 \$87,368 anticipated to be payable before July 1, 2022. Finance Director Ryan Cornwell said the Warrant
101 Article is currently written to come from Unassigned Fund Balance which is at 7.1%. Vice-Chair Sununu
102 said he is not in favor of taking anything out of Fund Balance as their target is 8%.

103
104 **Motion:** To recommend the Contribution to the Earned Time Capital Reserve Fund with the amendment
105 that source of funds is taxation rather than Unassigned Fund Balance.

106 **Motioned:** Vice-Chair Sununu

107 **Seconded:** Selectman Miller

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

109

110 Town Administrator Tully said the next Warrant Article is for Contribution to the Coakley Landfill Capital
111 Reserve Fund for \$75,000; fund currently has \$154,000 but payment not made up for this year (average
112 \$50,000-\$52,000). He said there is a yearly liability, and also at any time a new treatment system could
113 be put in and we are sent the bill. He said looking ahead to 2031 when a \$250,000 payment is due, they
114 should divide that into 10 years of \$25,000 payments per year.

115

116 Selectman Miller said if and when remediation required to offset pollution going into Berry's Brook is
117 identified that is above and beyond, and they should start putting money away now. Vice-Chair Sununu
118 agreed on the amount but with funding through taxation.

119

120 **Motion:** That the Select Board recommend a contribution to Coakley Landfill Capital Reserve Fund
121 Warrant Article with amendment that funds come from taxation and not Unassigned Fund Balance.

122 **Motioned:** Vice-Chair Sununu

123 **Seconded:** Selectman Miller

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

125

126 Town Administrator Tully said the next Warrant Article is to establish the Town Land Environmental
127 Remediation Capital Reserve Fund. He said they have the PFAS Investigation coming up and RFPs back
128 deciding on a firm; we have a range and Board has not yet discussed how to fund that; no other account
129 is available for those funds. He said he sees this as an up-and-coming thing on properties and is trying to
130 create a fund that can be used on any Town properties for environmental concerns.

131

132 Vice-Chair Sununu said he does not like the idea of another Capital Reserve Fund, but suggested they
133 divert approving this until discussion on Monday about the RFP put out for remediation for testing
134 required by DES.

135 *Warrant Article deferred.*
136

137 Town Administrator Tully said the next Warrant if for the proposed Fire Department Collective Bargaining
138 Agreement and numbers are not yet available until January 6, 2021. Chairman Maggiore said the next CBA
139 meeting is December 29, 2020 so they cannot discuss this at their next meeting on January 28, 2020.
140

141 Town Administrator Tully said he would also like to talk to the Board about a few Warrant Articles not in
142 the packet: (1) Philbrick Pond for Cobble Weir; have 2 funding mechanisms for the project which should
143 cover the cost; project still waiting for language from DOT re long-term maintenance. (2) No Warrant
144 Article for Building Maintenance Capital Reserve because they have \$300,000, out of which \$50,000 to be
145 paid for the Town Hall roof. Still have work on Clock face but siding is done with no large expenses
146 anticipated.
147

148 Town Administrator Tully said Mr. Miller brought up the old Library if the Select Board planned on doing
149 short-term work there after it is vacated. Vice-Chair Sununu said they want a Warrant Article that will
150 address some of the costs but it is not yet clear how much expense associated with the RFP proposals
151 would come before we come to a Warrant Article and they need to consider where the money is going to
152 come from.
153

154 Town Administrator Tully said it should be split into 2 funds, Building Maintenance Capital Reserve and
155 New Building Capital Reserve to cover design costs. He said there is already a fund established with
156 approximately \$250,000 not for Building Maintenance costs.
157

158 Chairman Maggiore asked how the upkeep of the old Library would be funded. Town Administrator Tully
159 said his plan was to minimally heat it, use for storage, and wait for the decision on Town buildings.
160 Selectman Miller asked that they think about it. Mr. Rick Stanton said they should be careful about
161 changing the purpose because it would provoke the Disabilities Act and require ADA accessible bathrooms
162 and entry.
163

164 **Any Other Item that may legally come before the Board**
165

166 **Next Regular Meeting:** December 28, 2020
167

168 **Adjournment**
169

170 Chairman Maggiore adjourned the meeting at 1:54 pm.
171

172 Respectfully submitted,
173

174 Patricia Denmark, Recording Secretary
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