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

4 **MAY 27, 2020 7:00 PM**

5 **NORTH HAMPTON TOWN HALL**

6 ***DRAFT MINUTES***

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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  
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13 **AGENDA**

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15 Chairman Jim Maggiore welcomed everyone to the May 27, 2020 North Hampton Regular Select Board  
16 Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.  
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18 Chairman Maggiore said they were coming out of Non-Public, no motions made, intent to seal minutes.  
19

20 **Motion:** To seal the minutes of the Non-Public Session of May 27, 2020.

21 **Motioned:** Selectman Miller

22 **Seconded:** Vice-Chair Sununu

23 **Vote:** Motion approved by a vote of 3-0  
24

25 **First Public Comment Session**

26 *Call 603-758-1447 for Public Comments or access via Zoom; email: [jmaggiore@northhampton-nh.gov](mailto:jmaggiore@northhampton-nh.gov)*  
27

28 No Public Comments.  
29  
30  
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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](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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39

40 **Consent Calendar**

- 41 5.1 Payroll Manifest of May 14, 2020 in the amount of \$222,526.14
- 42 5.2 Payroll Manifest of May 21, 2020 in the amount of \$98,629.67
- 43 5.3 Accounts Payable Manifest of May 14, 2020 in the amount of \$70,029.62
- 44 5.4 Reconsideration of Lien Execution Approvals of 2019 Unpaid Taxes
- 45 5.5 Approval of Abatement Application
- 46 5.6 Approval of Exempt Religious/Charitable/Educational Exemptions
- 47 5.7 Approval of Veteran Tax Credit
- 48 5.8 Approval of Notice of Intent to Cut Wood & Timber
- 49 5.9 Approval of Forest Fire Warden/Deputy Reappointments

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51 **Discussion:** Selectman Miller said he had no candidates in his packet for Fire Warden Appointments.  
52 Interim Town Administrator Tully said fulltime employees are appointed as Deputy Wardens to be able to  
53 give permits. He said they are unable to give classes now and are just reappointing the ones that have  
54 already completed the class and will do the rest later.

55

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

57 **Motioned:** Vice-Chair Sununu

58 **Seconded:** Selectman Miller

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

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61 **Correspondence**

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

63

64 **6.1 Correspondence from Senator Tom Sherman**

65 *Letter dated May 4, 2020; correspondence read in full*

66

67 On May 14, 2020 New Hampshire announced that \$40 Mil of Federal CARES Act Funds would be available  
68 for municipalities and county grants to defray COVID-19 costs: \$32 Mil to municipalities and \$8,000 to  
69 counties, with North Hampton allocated \$108,038. In addition Rockingham County has been allocated  
70 \$7,286,670 in coronavirus relief payments to local governments. Expenditures between March 1, 2020  
71 and August 31, 2020 can be covered. To receive funds each local government must submit a signed  
72 agreement to the Governor's Office for Emergency Relief & Recovery (GOFERR), and submit  
73 reimbursement requests to GOFERR by email.

74

75 **Committee Updates**

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77 Selectman Miller stated that the *Economic Development Committee* has not met.

78

79 Chairman Maggiore said the *Heritage Commission* has met and one of their actions is an agenda item  
80 under New Business. The *Water Commission* has not met.

81

82 Selectman Miller said the *Budget Committee* met and elected Jonathan Pinette as Chairman and Brian  
83 Goode as Vice Chairman. The next meeting will be in July.

84

85 **Report of the Interim Town Administrator**

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

87

88 Report for May 12 through May 22, 2020

89  
90 Interim Town Administrator Michael Tully said with 6 weeks remaining in the current fiscal year, 14% of  
91 the Budget remains. In June Department Heads will start relaxing emergent spending restrictions to make  
92 planned purchases. The Police Chief is dealing with the Beach Reopening set for June 1<sup>st</sup>; Fire Department  
93 and Building Inspector working on outdoor dining approval permits; Town Hall needs a clock tower roof  
94 and work on clock itself (possibly D'Avanza Clock Repair).

95  
96 Interim Town Administrator Tully said the Library Bond Application was sent with approval in back. The  
97 contract was received to be ready for Select Board signatures at June 8, 2020 Meeting. The Bond is  
98 currently structured in 20-year term with guaranteed maximum interest of 3%; saves \$200,000 in a 10-  
99 year term versus a 30-year term. Recreation is working on opening Dearborn Park.

100

101 Items left on the Table

102

103 **NEW BUSINESS**

104

105 10.1 Appointments to Agricultural Commission

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107 Nominations for Agricultural Commission Members:

108 Dieter Ebert and Phil Thayer as Regular Members for 3-year terms to expire in March 2023

109 Audrey Prior elected Chairman and Joan Ganotis Vice-Chairman; still need an Alternate Member

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111 **Motion:** To approve the appointments of Dieter Ebert and Phil Thayer as members of the Agricultural  
112 Commission as recommended with terms to expire March 2023.

113 **Motioned:** Vice-Chair Sununu

114 **Seconded:** Selectman Miller

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

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117 10.2 Appointments to Conservation Commission

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119 Nominations for Conservation Commission Members:

120 David Ciccalone – Alternate Member for 2-year term to expire in 2022

121 Allyson Ryder – Alternate Member for 3-year term to expire in 2023

122 Audrey Prior – Regular Member for 1-year term to expire in 2021

123 Lauri Etela – Regular Member for 3-year term to expire in 2023

124 Lisa Wilson – Regular Member for 3-year term to expire in 2023

125

126 **Motion:** To approve all Conservation Commission candidates as listed on the May 20, 2020  
127 recommendation.

128 **Motioned:** Selectman Miller

129 **Seconded:** Vice-Chair Sununu

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

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132 10.3 Acceptance of CARES Act Funds Pursuant to RSA 21-P:43 in the amount of \$108,038

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134 Interim Town Administrator Tully asked for a motion to accept the CARES Act Funding under RSA 21-P:43  
135 to recoup some COVID-19 costs; they also have FEMA. He said paperwork for the grant can be taken care  
136 of completely by the Select Board or by a person so designated who must be named in the motion.

137  
138 Discussion: Selectman Miller asked the time period to spend the funds. Interim Town Administrator Tully  
139 said March 1<sup>st</sup> through August 31<sup>st</sup> and the Town can already have spent the funds but it depends on what  
140 is acceptable and they must apply through FEMA first. CARES will pick up the 25% FEMA does not fund as  
141 well as things they refuse.

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143 **Motion:** Move that whereas the Town of North Hampton under authority of RSA 21-P:43 accept CARES  
144 Act Funds from the State of New Hampshire in the amount of \$108,038; further that the Select Board  
145 empower Interim Town Administrator Michael J. Tully as a designated signing authority for the Town of  
146 North Hampton in pursuit of these funds.

147 **Motioned:** Chairman Maggioro

148 **Seconded:** Vice-Chair Sununu

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

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#### 151 10.4 Update on Stay at Home Order 2.0 – Restaurants

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153 Interim Town Administrator Tully said he has been working with Deputy Lajoie, Chief Mone, and the  
154 Building Inspector with businesses to do whatever they can to get them open and offering space. He said  
155 they have worked with 6 or 7 businesses and said they are having a tough time getting employees back.

156

#### 157 10.5 Discussion of Heritage Commission Image File Status

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159 Chairman Maggioro said Heritage Commission documents compiled over many years are mostly stored  
160 on personal computers and the Commission is hoping to make them available on the Town website. The  
161 Commission spoke last year with PCG but the project was not in their scope of work and sent them to  
162 CivicPlus Technical Support, who does the Town Website but the project was too big of a job for them.  
163 The Heritage Commission found 3 different quotes and chose PastPerfect, recommending the Starter Pack  
164 for \$375.00 plus an annual maintenance and support package of \$745.00. The \$375.00 could come from  
165 the Document Management Fund with the \$745.00 annual fee as part of the Budget.

166

167 Discussion: Selectman Miller asked who was going to put this information into the system, and Chairman  
168 Maggioro said the company would be responsible for collecting the information and working with the  
169 Town to integrate it into the Town Website. Selectman Miller said it was not a lot of money to solve an  
170 important problem.

171

172 **Motion:** Move the Select Board accept the recommendation of the Heritage Commission to hire  
173 PastPerfect to gather Heritage Commission information from personal computers and bring the material  
174 to a single web-hosted place and do that through a Starter Pack at a cost of \$375.00 to be taken from the  
175 IT Fund, and to create a line in the Annual Operating Budget under Heritage Commission for the \$745.00  
176 annual hosting/maintenance and support fee.

177 **Motioned:** Chairman Maggioro

178 **Seconded:** Vice-Chair Sununu

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

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#### 181 10.6 Discussion of Beach Reopening

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Vice-Chair Sununu said he took part in a call hosted by Senator Tom Sherman about the Beach Reopening scheduled for June 1, 2020. He said key points are: restricting Public Parking lots to 50% and North Hampton leased spaces available. Interim Town Administrator Tully said there was no final determination on the Town's residential spaces, and said Chief Mone is working on signage to prevent parking on North Hampton side streets and Route 1A. Vice-Chair Sununu said the call covered mostly parking and enforcement, how this will be managed, and John Nyhan is setting up an advisory group on this; still an evolving situation.

Police Chief Kathryn Mone provided the final draft on the State Website for Seacoast Beaches, and said North Hampton will be keeping all Town parking spaces. She said there was a call Tuesday with area chiefs, NHDOT, Safety Commissioner, State Police, and the Parks Director to get the plan in place, with enforcement still one of the biggest issues. She said she is waiting to hear on staffing levels of the Parks Department and whether they will be enforcing or relying on Police Departments, and said they do have a significant commitment from State Police.

Police Chief Mone said one of the main goals is to limit parking and limit people coming. She said the signage and blockades on Route 1A will stay in place; an additional sign to start no parking further down was ordered; Director Hubbard will post more signs. She said the Town will stay with a \$100.00 fine for parking in beach spots and \$50.00 fine for the rest, with ticketing the most efficient way. She said tomorrow through Labor Day the State will put in a new traffic pattern in Hampton, similar to what they do for the Seafood Festival.

Police Chief Mone said she would need signatures on a Memorandum of Agreement (MOA) between the Town and State Parks, giving Police and Fire the ability to enforce Park Rules; the money would go into the Town General Fund; agreement is for 3 years.

Discussion: Selectman Miller asked if they were in agreement with Rye on how to handle Bass Beach where the towns come together. Chief Mone said everything there is closed down for no parking and they are in constant communication with Rye Police about ticketing and education. Chairman Maggiore asked if the MOA gives North Hampton sole ticketing authority, and Chief Mone said it does not.

Chief Money said she received preliminary approval for the mobile signboard grant for Town messaging. Interim Town Administrator Tully said it is important to mention that the public realizes this is a fluid situation opening back up.

**Motion:** Move that the Select Board vote to support the MOA which Chief Mone has presented to us.

**Motioned:** Selectman Miller

**Seconded:** Vice-Chair Sununu

**Vote:** Motion approved 3-0

**Minutes of Prior Meetings**

**Approval of the Regular Meeting Minutes of May 11, 2020**

**Motion:** To approve the Minutes of the Regular Meeting of May 11, 2020.

**Motioned:** Vice-Chair Sununu

**Seconded:** Selectman Miller

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

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**Approval of Non-Public Meeting Minutes of May 11, 2020**

**Motion:** To approve the Minutes of the Non-Public Meeting of May 11, 2020.

**Motioned:** Vice-Chair Sununu

**Seconded:** Selectman Miller

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

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

**Second Public Comment Session**

*Call 603-758-1447 for Public Comments or access via Zoom; email: [jmaggiore@northhampton-nh.gov](mailto:jmaggiore@northhampton-nh.gov)*

No Public Comments

**Adjournment**

Chairman Maggiore adjourned the meeting at 7:59 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary

