



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

OCTOBER 26, 2020 7:00 PM

NORTH HAMPTON TOWN HALL

Approved November 9, 2020

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

ALSO PRESENT: Town Administrator Michael Tully, Police Chief Kathryn Mone, Recreation Director Joe Manzi, Planning & Zoning Administrator Rick Milner, Town Moderator Bobbi Burns

AGENDA

Chairman Jim Maggiore welcomed everyone to the October 26, 2020 Regular Select Board Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

First Public Comment Session

Call 603-758-1447 for Public Comments

No one from the Public called in or came forward.

8.1 Swearing in of Deputy Police Chief Frank Daly

Police Chief Kathryn Mone introduced new *Deputy Police Chief Frank Daly*. She said he has 24 years of law enforcement experience, served as a US Marine, and is a graduate of Winnacunnet High School.

Town Administrator Tully administered the Oath of Office; Officer Daly's wife did the pinning of the badge.

Deputy Police Chief Daly said he truly appreciated being here and working under Chief Mone's leadership with such a talented pool of Police Officers.

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

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

8.2 Swearing in of Officer Matthew McCue

Deputy Police Chief Daly introduced *Officer Matt McCue* from Manchester, who will be attending the Police Academy in January, and said we are lucky to have him here with our young staff.

Town Administrator Tully administered the Oath of Office, and Police Chief Mone did the pinning of the badge.

The Select Board took a 5-minute break at 7:09 pm.

Consent Calendar

- 3.1 Payroll Manifest of October 15, 2020 in the amount of \$69,475.34
- 3.2 Payroll Manifest of October 22, 2020 in the amount of \$66,623.29
- 3.3 Accounts Payable Manifest of October 15, 2020 in the amount of \$146,042.32

Motion: To approve the Consent Calendar as presented

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

Correspondence – No Items

Copies of all Correspondence will be attached to these minutes.

Correspondence from Marcy McCann – Friends of Centennial Hall

Chairman Maggiore read the letter in full. Ms. McCann expressed concern about the Route 111/Route 151 Intersection reconfiguration and the impact on Centennial Hall and said she would like to be part of the dialogue moving forward. She said safety is our topmost concern and entering and exiting the building is an important consideration. She mentioned one of the plans submitted by the UNH students to add additional parking and green space.

Committee Updates

Selectman Miller said the *EDC Committee* met October 7, 2020; the *Zoning Sub-Committee* met on October 15th and 22nd; the next regularly scheduled meeting is November 4, 2020. He said the Committee asked Ironwood to come back with 2 sketches as his final work. A final report from EDC will go to the Select Board in 4-6 weeks.

Chairman Maggiore said the *Heritage Commission* met last Thursday, and the *Water Commission* has not met.

Selectman Miller said the *Budget Committee* met last on October 5th and next meeting is November 12, 2020; are waiting for Budget Books.

Report of the Town Administrator

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

Town Administrator Tully said the Select Board has finished their Budget Workshops and approved a Default and Proposed Budget for FY2022. Interviews in the Fire Department for the Deputy Chief position

have been completed and a candidate will be brought forward. Officer Hochschwender graduated paramedic training and Officer Luke Denio was also accepted into the paramedic program. Town Hall copper roof project has started; Chevalier Building siding completed. Recreation Director Manzi on Agenda with a possible space for winter programs. Researched another Document Management project for GIS mapping on Agenda tonight.

Items Left on the Table

NEW BUSINESS

8.3 Discussion of November 3rd Election

Moderator Bobbi Burns said the Election will be held November 3rd from 8:00 am to 7:00 pm at the School, COVID items are in place. She said about 1/3 of townspeople have already voted by Absentee Ballot and more people have registered than normally. Overall a high turnout is expected; masks are encouraged and will be available but are not required.

Selectman Miller asked about Poll Watchers; Moderator Burns there are always challengers at Presidential Elections, and they must stay outside the guardrail. She said she did not anticipate having more people come to observe the Election than we have space for, and plenty of Police Officers will be there.

Chairman Maggiore explained to the public that all Select Board members are required by the State Constitution to be at the Polls, and any member who is also on the ballot as he is will still have responsibilities but will not be allowed to handle Ballots.

Moderator Burns thanked Town Clerk Sue Buchanan for all her dedication and hard work to make sure everything is up-to-date and prepared.

8.4 Recreation Updates and Request – Recreation Director Joe Manzi

Recreation Director Joe Manzi said he has been working to find some space for recreational programs in Town with cold weather approaching, and has been working with WS Development at Lafayette Crossing, who are enthusiastic about working with the community at affordable rates through our user fees and Revolving Account Program. They are looking at a 6-month lease and I am asking for permission to pursue this further and work with the Town Administrator on details.

Town Administrator Tully said Director Manzi has worked out a deal with WS Development to provide this service at a great cost allowing the program to be self-sufficient. Selectman Miller asked how many people involved in a day, and Director Manzi it depends on what we offer and what the feedback is. Part of it will be coordinating bus service from School and depends on our staffing. He said the space is 4,000 sq ft of open, clean space.

There was consensus of the Board for Town Administrator Tully to move forward on negotiations.

8.5 GIS Tax Map Request – Rick Milner

Planning & Zoning Administrator Rick Milner said as part of the Town's goal to establish an electronic document management system this program automates business processes such as property history and

record retrieval allowing the information to be accessed through the Town website. He said the Planning & Zoning Department is submitting this proposal from Rockingham Planning Commission (RPC) to create a web-based portal that provides a repository for information including tax maps, tax cards, town feature maps, and several National mapping sources which may be accessed remotely by residents and the public in general using Geographic Information System (GIS) technology. This will increase the accuracy of the information presented, allow it to be more readily adaptable, and be integrated with other local, State, and Federal information sources.

Mr. Milner said this will bring an array of information into one source and save time and money for the Town over the long term. Initial installation costs approximately \$6,500; yearly maintenance \$2,750, plus enhanced cost savings through RPC. Administrator Milner demonstrated some of the features of the program.

Questions: Vice-Chair Sununu asked the timeframe to get it up and running, and Mr. Milner said 4 to 6 months. Vice-Chair Sununu said this is incredibly useful to the public and the cost is well worth it. Selectman Miller agreed and asked where they would get the money. Town Administrator Tully said this can go forward with funds from the Document Management Capital Reserve.

Motion: To approve entering into an agreement with RPC to undertake the tax map and database services as described and authorize the use of Document Management Capital Reserve Fund to cover up-front costs and the first year's annual maintenance if necessary.

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

8.6 Review Draft Correspondence to Department of Transportation – Philbrick Pond

Chairman Maggiore read the draft letter to Commissioner Sheehan of NH DOT regarding the repair to the Cobble Weir which the Town supports without ownership. DOT requires the Town to take on all maintenance of the area and all that implies; the Select Board is willing to act as lead on project in support of the Philbrick Pond Restoration efforts, but not willing to take on issues that are not the Town's responsibility and not under their authority to address, and requests the requirement for permanent maintenance by the Town of North Hampton be eliminated so the project can move forward.

Town Administrator Tully said NHDOT and NHDES have a quarterly meeting coming up; NHDES is very supportive of this project; sending the letter to the NHDOT Commissioner, copied to NHDES, hoping for NHDES backing to convince DOT to eliminate the maintenance requirement.

The Board was in consensus to move forward with the letter.

8.7 Review of Rail Trail Charge

Chairman Maggiore said the Rail Trail Committee was selected and I came up with a draft charge for the asking for input; he reread the draft in full.

Motion: To approve the Draft Charge for the Rail Trail Committee as presented.

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

8.8 Review Draft Correspondence to the Library Trustees

Chairman Maggiore said at the last Select Board Meeting the Library Trustees were her to discuss a letter the Town received about a driveway revision for the new Library. With this letter we are thanking the Trustees for coming in, memorializing some of the questions and concerns that have come up as a series of questions that can be posed to DOT, and making sure *everyone* is copied on this letter.

There was a consensus of the Board to send the letter.

8.9 Update of Routes 151 & 111 Intersection Meeting

Town Administrator Tully said the intersection of Routes 111 and 151 is a State intersection with State roads and the Town does not have authority to fix it. Senator Sherman put together a stake-holders meeting with DOT and was able to get us to a point where Highway Safety money, normally reserved for towns going through the Safety Audit, which they were refused, said if we send a letter they will look favorably upon a Road Safety Audit, and I put a letter together for the Board to review.

Vice-Chair Sununu said they are encouraging us to go through the Highway Safety Improvement Program as opposed to asking for another audit.

There was a consensus of the Board to send the letter.

8.10 Appointment to Seacoast Safe Water Commission

Chairman Maggiore said the Seacoast Safe Water Commission was created by Statute and is seeking a member from the Town North Hampton, which we advertised, and one member stepped forward.

David Ciccalone is a hydrologist with 14 years of experience working on contaminated cleanup sites, is a licensed geologist, a licensed environmental professional with an MS in hydrology, and has volunteered.

Motion: To approve David Ciccalone as the North Hampton Representative to the Seacoast Safe Water Commission.

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

8.11 FY 2022 Budget Discussion

Chairman Maggiore said the Select Board meets after Department Heads have met with the Town Administrator to come up with a Draft Budget. The Select Board has now gone through this at 3 different meetings and voted on a budget at the last one.

Town Administrator Tully said they voted on a Default and a Proposed Budget and are discussing it tonight as Mr. Miller was not able to be there when the vote was taken. The Default Budget is 4.682% based on what we spent last year less contractual obligations; the Proposed FY2022 Budget is 3.136%. There is an increase of \$232,000 for the Fiscal 2022 Budget.

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Vice-Chair Sununu said at the last Work Session we all attended we voted to approve a number and had voted to pull a significant amount from the Health Care Trust Fund as a cushion. After further thought it was decided to absorb that cost into the Budget this year.

Selectman Miller agreed that it has to come from someplace and has to come in that year.

Motion: To approve the FY2022 Budget as proposed here in the amount of \$7,659,328.

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

Motion: To put forward the FY2022 Default in the amount of \$7,774,158.

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

MINUTES OF PRIOR MEETINGS

Approval of the Workshop Minutes Meeting of October 14, 2020

Motion: To approve the Workshop Meeting Minutes of October 14, 2020 as presented.

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

Approval of the Regular Meeting Minutes of October 15, 2020

Motion: To approve the Regular Meeting Minutes of October 15, 2020 as presented.

Motioned: Vice-Chair Sununu

Seconded: Selectman Miller

Vote: Motion approved by a vote of 3-0

Approval of the Workshop Minutes Meeting of October 19, 2020

Motion: To approve the Workshop Meeting Minutes of October 19, 2020 as presented.

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

Chairman Maggiore asked Town Administrator Tully to add another cc to the letter to NHDOT regarding the Route 111/Route 151 Intersection to Marcy McCann.

Second Public Comment Session

Call 603-758-1447 for Public Comments

No one from the Public called in or came forward.

Next Regular Meeting: November 9, 2020

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Adjournment

Vice-Chair Sununu made a motion to adjourn, and Chairman Maggiore adjourned the meeting at 8:19 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary