



1
2 **TOWN OF NORTH HAMPTON, NEW HAMPSHIRE**
3 **NORTH HAMPTON SELECT BOARD MEETING**

4 **AUGUST 22, 2022 7:00 PM**

5 **NORTH HAMPTON TOWN HALL**

6 ***DRAFT MINUTES***

7 SELECT BOARD MEMBERS PRESENT: Chairman James Sununu, Vice-Chairman James Maggiore

8 EXCUSED: Selectman Jonathan Pinette

9 BUDGET COMMITTEE MEMBERS PRESENT: Chairman Rick Stanton, Vice-Chair James Sununu, Frank
10 Ferraro, Sean Dionne, Lisa Gallagher, School Board Rep Lisa Gagalis, George Chauncey, LBH Margaret
11 Schonenberger for Brian Goode

12 ALSO PRESENT: Town Administrator Michael Tully, Fire Chief Jason Lajoie

13
14 **AGENDA**

15
16 Chairman Rick Stanton opened the Municipal Budget Committee Meeting of August 22, 2022 at 7:03 pm
17 and introduced members.

18
19 Chairman James Sununu welcomed everyone to the North Hampton Select Board Meeting of August 22,
20 2022 and called the meeting to order at 7:04 pm, followed by the Pledge of Allegiance.

21
22 **Municipal Budget Committee Meeting**

23 Chairman Stanton and said the purpose of the meeting tonight is to review and approve the Little Boar's
24 Head (LBH) FY2022-2023 Budget based on their fiscal year beginning September 1, 2022.

25
26 Margaret Schonenberger reviewed the LBH Budget starting with (1) Sidewalks: to be used for the sidewalk
27 coming from the corner of Atlantic Avenue to Willow Avenue. She said this year Public Works Director
28 Hubbard was too busy to coordinate the work and they are hoping to do the project in the fall; the \$4,000
29 for this year was not spent. (2) Parks and Commons: money for taking care of LBH Common Area and
30 mowing; cost for services has gone up. (3) Legal, Zoning, & Printing Materials: for printing of annual

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.***

38
39 booklet and for any mailings. (4) Office Expenses & Insurance: speaks for itself. (5) Miscellaneous: catchall
40 for any other departments. (6) Zoning Compliance Officer's Stipend: in future hope to hire a parttime
41 compliance officer. (7) LBH Improvement Fund: for any major things that happen in LBH District. She said
42 income from permits this year was lower than usual and there was not much construction going on;
43 income from taxation is already set by the Town.

44
45 Select Board Vice-Chair Maggiore said Brian Goode had called in and was on his phone right now.

46
47 **Motion:** Mr. Ferraro made a motion to allow Brian Goode to participate by phone; seconded by James
48 Sununu; all in favor 8-0.

49
50 Mr. Dionne asked if the \$4,000 not spent was all that was needed for the sidewalks. He said there is the
51 \$7,500 (Warrant Article) and asked if there were any previous monies. Ms. Schonenberger said there were
52 no previous funds and that is the money set aside for sidewalks, along with the LBH Improvement Fund,
53 as the cost will be higher than \$4,000. Mr. Dionne said then \$11,500 total set aside for sidewalks.

54
55 Mr. Goode said nothing had been spent from the Sidewalk Fund yet this year; in prior years, time was
56 spent on design for the Oceanfront Sidewalk, but they were unable to do the sidewalk this year due to
57 DPW work load and it was postponed to later this fall; there is no dollar figure yet. He said they are looking
58 to see if they need to encumber any funds, but the majority will come from the Improvement Account
59 with a current balance of approximately \$65,000.

60
61 Mr. Ferraro said the proposed FY2023 is to appropriate \$4,000, but there is another \$4,000 already sitting
62 there from this year. Mr. Goode said for FY2023 the funds are for additional sidewalks in another location.
63 He said the \$4,000 is an annual figure in this Budget for potential new sidewalks or repair of existing. Mr.
64 Ferraro said there is \$7,500 now in the Improvement Fund from a Warrant Article. Mr. Goode said with
65 the \$4,000 for the sidewalks there is now a total of \$69,000 in the Trust Account, and the \$7,500 is added
66 annually to that account. He said the sidewalks are estimated to cost \$60,000.

67
68 **Motion:** Mr. Ferraro made a motion to accept the proposed Little Boar's Head Budget for FY2023 of
69 \$22,500; seconded by Mr. Dionne; approved 8-0.

70
71 **Motion:** Mr. Ferraro made a motion to approve the addition of \$7,500 to LBH Improvement Fund;
72 seconded by BC Chairman Stanton; approved 8-0.

73
74 **Any Other Comments:** Mr. Ferraro said the fall schedule shows Wednesday October 22, 2022 the Budget
75 Committee will get the Year-End Review and Default Budgets for the Town, Library, and School. Chairman
76 Stanton said yes with a Budget Committee meeting on October 31, 2022 at 6:30 pm.

77
78 Chairman Stanton closed the Budget Committee at 7:18 pm.

79
80 **Select Board Meeting:** Chairman Sununu said there would be a short break and the meeting was resumed
81 at 7:20 pm.

82
83 **First Public Comment Session**

84 Call 603-758-1447 or email: jsununu@northhampton-nh.gov

85

86 No Public Comments.

87

88 **Consent Calendar**

89 6.1 Payroll Manifest of July 28, 2022 in the amount of \$89,664.99

90 6.2 Payroll Manifest of August 4, 2022 in the amount of \$95,050.80

91 6.3 Payroll Manifest of August 11, 2022 in the amount of \$234,088.32

92 6.4 Payroll Manifest of August 18, 2022 in the amount of \$86,231.82

93 6.5 Accounts Payable Manifest of August 4, 2022 in the amount of \$71,831.79

94 6.6 Accounts Payable Manifest of August 18, 2022 in the amount of \$1,212,315.92

95 6.7 Cemetery Deeds

96

97 **Motion:** To approve Consent Calendar as presented.

98 **Motioned:** Vice-Chair Maggione

99 **Seconded:** Chairman Sununu

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

101

102 **Correspondence** – Correspondence from American Legion Hamptons Post 35

103 Chairman Sununu read the correspondence from Commander G. Berkley Bennett, Jr in full: invitation to
104 attend the rededication of the Global War on Terrorism Memorial Monument on Sunday, September 11,
105 2022 at 6:00 pm at American Legion Post 35, 69 High Street, Hampton, NH. The Governor has also been
106 invited.

107

108 **Committee Updates**

109 Vice-Chair Maggione said he had no update on either the *Heritage Commission* or the *Water Commission*;
110 *Heritage Commission* meets on Thursday.

111

112 Chairman Sununu said no update on *Rails to Trails Committee*; *Budget Committee* just met and approved
113 LBH FY2023 Budget and will meet again end of October to start review of Town, School, and Library
114 Budgets.

115

116 **Report of the Town Administrator**

117

118 Town Administrator Tully said he has received comments from residents regarding the Cell Tower and
119 said the Town has looked at several options, but things take preparation and research and do not happen
120 instantaneously. He said this is one of his main goals as Town Administrator for residents and emergency
121 responders and it continues to be worked on.

122

123 Chairman Sununu pointed out that the ceremony for the Lafayette Trail Marker will be held on September
124 13, 2022 at 10:00 am at the Bandstand.

125

126 **Items Left on the Table** – None

127

128 **NEW BUSINESS**

129

130 **11.1 Introduction of Clerk of the Works Marc Jobin and Update on Building Project**

131 Chairman Sununu introduced the new Clerk of the Works, Marc Jobin, and said he would provide an
132 update on the building project.

133

134 Marc Jobin, of Jobin Construction Consultants, said the designs for the project were completed in July,
135 and in August Ricci Construction put out bids to get sub-pricing, vendor pricing, and materials costs. He
136 said he met with Mr. Ricci last week and went over the numbers and his new guaranteed maximum price.
137 He said there are no questions or problems with anything I have seen so far, and Mr. Ricci has great
138 contractors lined up to do the job.

139
140 Mr. Jobin said Mr. Ricci drafted the GMP Contract and there was some negotiating back and forth, but he
141 was satisfied now, and it will be here to the Select Board in the next day or so. As soon as the contract is
142 executed Mr. Ricci is prepared to pull the Building Permit and start mobilizing work on the Town Office
143 building September 12, 2022, which will take about 4 months to complete. He said he will be checking in
144 with the Board on a regular basis to answer questions and address any concerns.

145
146 Chairman Sununu said the Town is lucky to have someone of Marc's skillset and said this is an important
147 position for this project given the size and scope of the undertaking. Vice-Chair Maggiore said when
148 working on that building there are two other functions there, Library and Town Clerk, and asked Mr. Jobin
149 if he would be involved in the coordination of speaking with the Town and getting news to people about
150 possible interruptions. Town Administrator Tully said he already had a conversation about that, and they
151 would be using part of the old library parking lot for fencing/construction, and for Fire and Police the area
152 will be gated.

153
154 Chairman Sununu said a lot has been happening since March and the Project Management Team and
155 architect have gone through a number of revisions working with Police & Fire Chiefs and Town
156 Administrator on building layouts, requirements, and all the granular detail of the plans. The Chiefs feel
157 they have gotten all their needs into the plan and have buildings that work well for Fire, Police, and Town
158 Services and administration.

159
160 Town Administrator Tully said his thought was to have Mr. Jobin attend the second meeting of each month
161 for updates unless something really important comes up.

162
163 **11.2 Discussion of 271 Atlantic Avenue Address Discrepancy**
164 Chairman Sununu said a meeting and a Public Hearing was held about this address discrepancy and the
165 Board needs to make a decision about how to renumber these addresses, so it is optimal for public safety.
166 Town Administrator Tully said he had no updates; Fire Chief Jason Lajoie also had no updates.

167
168 Vice-Chair Maggiore said the Board went through this once before and said he can appreciate the difficulty
169 in changing addresses. He said if there has been no movement on either side his opinion would be that
170 the Board make the change that affects the least number of people. Chairman Sununu agreed and said
171 also that Mr. Martin's property does not yet have a residence on and fewer people will be impacted.

172
173 **Motion:** To renumber 271 Atlantic Avenue address and approve the Fire Department go forward and
174 renumber the adjacent lots as needed.

175 **Motioned:** Chairman Sununu

176 **Seconded:** Vice-Chair Maggiore

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

178
179 **11.3 Discussion of 2023/2024 NHMA Legislative Policy Conference**
180 Vice-Chair Maggiore explained that the NHMA advocates for effective government for all municipalities
181 in New Hampshire and all communities are now dues-paying members. He said NHMA works in an

182 absolutely nonpartisan way to do what is best based upon the legislative principles they put forward to
183 their delegates to that conference and then vote yay or nay on these principles. He said those principles
184 go through general administration and governance of communities: finance and revenue, infrastructure
185 and development, and land use.

186
187 Vice-Chair Maggiore said after the conference NHMA will break down what they have heard into priority
188 issues and standing issues (ongoing issues) and others to keep on their radar. He said NHMA will actually
189 draft legislation if needed, will find sponsorship, and try to advance the issue; also will make sure no
190 legislation is pending to negatively affect the issue. He said there is an opportunity to present 4 proposals;
191 any person can raise one on the floor to be voted on, and only 1 floor proposal.

192
193 Vice-Chair Maggiore said two questions to the Board are: (1) do general policies seem reasonable such
194 that we approve or so violently object to anything in here that somebody needs to bring up to the Policy
195 Conference; (2) do we want a delegate to the Conference who gets to vote. He said I do not have to be
196 the delegate though I will be at the meeting.

197
198 Chairman Sununu recommended James Maggiore as the delegate; he said there is nothing objectionable
199 in here that would not be the role of NHMA in terms of municipalities and encouraged feedback to the
200 Board. Vice-Chair Maggiore said the Conference is on September 23, 2022 from 9:00 am to noon at NHMA
201 Offices in Concord.

202

203 **11.4 Appointment to the Agricultural Commission**

204
205 **Motion:** To appoint Cheryl Kasztejna as Alternate Member to the Agricultural Commission for a term of
206 one (1) year.

207 **Motioned:** Vice-Chair Maggiore

208 **Seconded:** Chairman Sununu

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

210

211 **MINUTES OF PRIOR MEETINGS**

212

213 **12.1 Approval of Regular Meeting Minutes of July 25, 2022**

214

215 **Motion:** To approve the Regular Meeting Minutes of July 25, 2022 as presented.

216 **Motioned:** Vice-Chair Maggiore

217 **Seconded:** Chairman Sununu

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

219

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

221

222 **Second Public Comment Session**

223 *Call 603-758-1447 or email: jsununu@northhampton-nh.gov*

224

225 **Next Regular Meeting:** September 13, 2022

226

227 **Adjournment**

Chairman Sununu adjourned the meeting at 7:53 pm.

228

Select Board Regular Meeting
August 22, 2022

229 Respectfully submitted,
230 Patricia Denmark, Recording Secretary

DRAFT