



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

OCTOBER 15, 2020 7:00 PM

NORTH HAMPTON TOWN HALL

APPROVED MINUTES

MEMBERS PRESENT: Chairman Jim Maggiore, Vice Chairman James Sununu

PRESENT VIA ZOOM: Selectman Larry Miller

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

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

AGENDA

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

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

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

Motioned: Chairman Maggiore

Seconded: Vice-Chair Sununu

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

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

Motion approved by a vote of 2-0

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.

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

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

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

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

Committee Updates

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

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

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

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

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

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

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

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

Items Left on the Table

NEW BUSINESS

8.1 Discussion of Library Revised Driveway Plan

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

8.2 Acceptance of Capital Improvement Plan for FY2022-FY2027

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

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

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

Motion: To accept the CIP Final Report as presented.

Motioned: Selectman Miller

Seconded: Vice-Chair Sununu

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

Motion approved by a vote of 3-0

8.3 Appointment to Seacoast Drinking Water Commission

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

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

8.4 Appointments to Rail Trail Committee

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

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

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

Motioned: Selectman Miller

Seconded: Vice-Chair Sununu

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

Motion approved by a vote of 3-0

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

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

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

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

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

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

8.6 Discussion of Preparations for November 3, 2020 Election,

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

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

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

MINUTES OF PRIOR MEETINGS

Approval of the Regular Meeting Minutes of September 28, 2020

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Motion: To approve the Regular Meeting Minutes of September 28, 2020 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

Approval of the Meeting Minutes of October 1, 2020

Motion: To approve the Meeting Minutes of October 1, 2020 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

Any Other Item that may legally come before the Board

Second Public Comment Session

Call 603-758-1447 for Public Comments

No members of the Public called in.

Next Regular Meeting: October 26, 2020

Adjournment

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

Respectfully submitted,

Patricia Denmark, Recording Secretary