

Draft

PRESENT: L.M. Smith, Chairman; J.E. Ziolkowski, Vice Chairman; R.P. McDermott, Selectman; L.A. Ruest, Town Administrator; S.H. Ayer, Secretary

Call to Order: 6:30 PM

BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER – MONTHLY REPORT

The Building Inspector’s report covering June 15 through July 11 was acknowledged by the Selectmen.

ROAD AGENT – MONTHLY REPORT

The Road Agent’s June report and spreadsheet of expenditures were acknowledged by the Board.

ROAD SALT CONTRACT (2016/2017)

Contract paperwork has not yet been received, so this topic was moved to the August 17 agenda.

PAINTING OF ROAD LINES, ROAD APRONS, SNOW STAKES

L. Smith said that he did not feel all roads listed with double yellow lines needed to be repainted in 2016. The Police Chief will look at the lines with R. McDermott to check which need repainting. Snow stakes will be used in order to prevent drivers from going off the edge of the pavement. It was decided to order 100 green stakes and try them in problem areas.

FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT – MONTHLY REPORT

The Board acknowledged the June report of the Fire Chief.

There was a discussion of certification for child seat safety. Larry Anderson is certified to advise new parents and day care centers of the proper use of child safety seats. Periodically, the Fire Department also receives grant money for replacement of outdated child seats.

The Fire Chief reported that the report on a graded exercise mandated by FEMA for the Seabrook Station nuclear plant has come back, and Hampton Falls passed “with flying colors.”

The Fire Chief also reported that he and the Road Agent removed a pipe from Whittier Pond that turned out to be a hydrant that had been there since the dam was built in the 1930’s.

The Chief will be taking hazard mitigation training the first week in August.

POLICE CHIEF, ANIMAL CONTROL – MONTHLY REPORT

The Selectmen acknowledged the June report of the Police Chief.

Tracy Beattie of Drinkwater Road said that she would like the Police to be aware that hypodermic needles had been found on Blakes Lane. The Chief was asked to alert residents of Blakes Lane to watch for activity there, and be careful if their children play in the area.

RECEIPT FROM SALE OF OLD CRUISER

MOTION: To deposit \$1,000 from the sale of the surplus cruiser to the Police Department Vehicle Fund.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

POLICE OFFICER TO PERMANENT PART TIME STATUS

Chief Dirsra requested that Neal Casale be appointed to permanent part time status.

MOTION: To appoint Officer Neal Casale to Permanent Part Time status, ending the 6 month probationary period.

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MOTION: R. McDermott
SECOND: J. Ziolkowski
UNANIMOUS

RETAINING WALL AT PUBLIC SAFETY BUILDING

The Selectmen were asked to consider additional costs associated with building a 6-foot high retaining wall with poured concrete rather than utilizing the granite blocks from the Brush Dump originally planned for in the budget for this project. The budget line includes \$2,000 for the wall, and the projected cost will now be \$6,020.

MOTION: To accept the proposal to build a concrete retaining wall at the Public Safety Build, at a cost of \$6,020.

MOTION: R. McDermott
SECOND: J. Ziolkowski
UNANIMOUS

**• OLD BUSINESS
FINANCIAL REPORTS**

GENERAL FUND BALANCE: \$3,750,618

The Board acknowledged receipt of June reports from the Treasurer, Tax Collector and Bookkeeper.

**ACCOUNTS PAYABLE/PAYROLL/TREASURER/TRUSTEES OF TRUST FUNDS
WARRANTS**

MOTION: To approve the following warrants as presented by the Bookkeeper and Treasurer:

Payroll check warrant	#345	\$19,570.44
Payroll check warrant	#346	\$14,198.44
Payroll check warrant	#347	\$401.43
Payroll check warrant	#348	\$17,318.78
Accounts payable warrant	#525	\$275.00
Accounts payable warrant	#526	\$31,115.97
Accounts payable warrant	#527	\$5,469.95
Accounts payable warrant	#528	\$72.69
Accounts payable warrant	#529	\$823,791.03
Treasurer's Warrant	#10	\$674.24
Treasurer's Warrant	#11	\$235.00
Treasurer's Warrant	#12	\$2,625.00

MOTION: R. McDermott
SECOND: L. Smith
UNANIMOUS

MEETING MINUTES POLICY AND WEB SITE POLICY AMENDMENTS

The changes to these policies reflect that the Town Secretary will now be responsible for posting meeting minutes to the website.

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MOTION: To adopt the Meeting Minutes and Web Site policies as amended.

MOTION: J. Ziolkowski

SECOND: R. McDermott

UNANIMOUS

GASB 45 VALUATION REPORT PROPOSAL

This report, valuing benefits for retirees, is expected to be received soon and will be added to the August 17 agenda.

NH RETIREMENT SYSTEM AUDIT 2016 –

Hampton Falls is in compliance with NHRS requirements.

HISTORICAL SOCIETY MUSEUM – BUILDING NEEDS

Historical Society President Cindy Wojcicki said the Society had applied for a grant from the New Hampshire Preservation Alliance, which was turned down, for an architectural survey of the Museum. She asked the Board to consider a smaller project, which would involve the survey of the building at a cost of \$4,700. Warrant article funds will be used to pay for this service.

MOTION: To authorize the Historical Society to contract with TMS Architects of Portsmouth for a survey of the Historical Society Museum.

MOTION: J. Ziolkowski

SECOND: R. McDermott

UNANIMOUS

SOLID WASTE ORDINANCE AND APPENDIX A – HOUSEHOLD WASTE COLLECTION – SCHEDULE WORK SESSION TO REVIEW FOR AMENDMENT(S)

The Selectmen will read the ordinance and mark up with their concerns in advance. A key component will be the issue of accepting or rejecting wood at the Brush Dump.

The work session was set for July 27 at 9:30 AM.

DEPT. OF CORRECTIONS – ROADSIDE CLEANUP – AUGUST 29, 30 AND 31

Notification has been received that the Town is scheduled to have an inmate road crew from the County Department of Corrections perform roadside cleanup.

The Town needs to provide garbage bags and lunch. L. Ruest will contact Pinard about picking up the full bags from the roadside; there was some discussion of options so that the garbage does not sit there too long.

The Town Administrator will send a letter of thanks to Major Dave Consentino.

NH DOT GUARDRAILS PROJECT – HERITAGE COMMISSION RESPONSE

Heritage Commission President Beverly Mutrie was present to discuss concerns the Commission has regarding the work to be done by the NH DOT, upgrading guardrails along State Route 84.

The Commission is especially concerned about the area near the Nathaniel Dodge property and the keystone bridge over the Hampton Falls River. They would like to have the NH Division of Historic Resources review the site before work is done, and advise the DOT of any concerns.

L. Ruest will forward the Heritage Commission's letter with a cover letter from the Town.

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- **NEW BUSINESS**

NH LIQUOR COMMISSION – APPECREST FARM ORCHARDS LLC

Applecrest Farm Orchards, LLC has applied for two liquor licenses for events to take place on their property, one for a wedding on August 6 and another for a beer tasting event on August 15. With Board approval, the Chairman signed the letters which state no objection to the service of alcohol at these events.

PROCLAMATION – JAMAICAN DAY

This matter will be added to the August 17 agenda.

PA-28 INVENTORY OF TAXABLE PROPERTY FORM FOR 2017

The Board signed the paperwork informing the NH Department of Revenue Administration the Town will not be using this form in 2017.

SOCIETY FOR THE PROTECTION OF NH FORESTS EXEMPT STATUS

As in the case of the Audubon Society, the Assessor has informed the Selectmen that the Society for the Protection of NH Forests is not eligible for property tax exemption under RSA 72:23, as the property is not occupied. The Selectmen had voted to continue giving tax exempt status to the Audubon Society.

MOTION: To grant tax exempt status to lands owned by the Society for the Protection of NH Forests and continue this status going forward with no requirement to fill out exemption forms.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

RESTORED RECORDS - MARRIAGES, BIRTHS, DEATHS 1957-1971

This restored vital records book was on the table for viewing; it was agreed that an excellent job was done.

TOWN AND SCHOOL REPORTS RFP

The Town Administrator has prepared the requests for proposal for the upcoming printing of the Town and School Reports. It was decided to remove the request for a proposal for 250 copies, and request 200 copies.

2017 BUDGET, 2016 TOWN REPORT AND 2016 AUDIT

The annual memo is ready to be sent out with budget worksheets to all Department Heads, Town Officials, Committees and Trustees.

RELEASE OF IMPACT FEES

L. Smith read from the Zoning Regulations Article IX Section 8.4 and consultant Bruce Mayberry's report prepared May 2003 to support his inclination to release all held impact fees to the Winnecunnet Bond. There is no new building that would be affected, and in addition, he noted that the enrollment at Lincoln Akerman School has reduced from 259 students in 2002 to 244 at present, and therefore does not qualify for these fees based on the Town's Impact Fee Ordinance.

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MOTION: To release all impact fee accounts for the purpose of the Winnacunnet High School Bond (2004) held by the Town, a total of \$76,622.38.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

PERCENTAGE OF TAXES COLLECTED – FIRST HALF TAX BILL 93%

Through the deadline date of July 5, 93% of the warrant has been collected. Several bills have been paid since the deadline.

INTEREST RATES – RECOMMENDATION OF TOWN TREASURER

The Selectmen reviewed and accepted the Treasurer's recommendations for where to keep funds, based on interest rates offered as well as convenience.

PRIMEX WORKER'S COMP RENEWAL (2017 – 2019)

MOTION: To authorize the Chairman to sign the three-year Worker's Compensation renewal agreement with Primex, at a Contribution Assurance Program (CAP) rate of 10%.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

CONTRACT RENEWAL – CIRCUIT RIDER PLANNER 7/2016 – 6/2017

MOTION: To authorize the Chairman to sign the contract renewal to continue Circuit Rider Planner assistance to the Town by the staff at the Rockingham Planning Commission, at an annual cost of \$17,360.

MOTION: J. Ziolkowski

SECOND: R. McDermott

UNANIMOUS

**VIDEO EQUIPMENT FOR TOWN HALL - PROPOSAL
AND USE OF UNASSIGNED FUND BALANCE – SCHEDULE WORK SESSION**

A work session was set for August 10 at 9:30 AM at the Town Hall.

PUBLIC COMMENT RELATING TO THIS MEETING'S AGENDA ITEMS

Todd Santora addressed the Board as Chairman of the Planning Board, to announce the meeting with the public and the Rockingham Planning Commission to discuss sea level rise and storm surges as it might affect residents of Hampton Falls. He formally invited the Board, noting that mailed notices have gone out to property owners in sensitive areas. The meeting will be at 7:00 PM on Wednesday, July 27, at the Town Hall.

In addition, T. Santora spoke on behalf of the Capital Improvement Program (CIP) Committee. He informed the Selectmen that the CIP committee plans to address the issue of the Warrant Article for road work. He said that when discussed in 2014 and again in 2015, it was felt by many on the Committee that this does not meet the guidelines of what the CIP is trying to accomplish.

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T. Santora said that he thinks the opinions will be the same this year, that the Warrant Article did not meet the guidelines.

T. Beattie of Drinkwater Road asked if the roadside cleanup in August will include the cemetery. It will not.

T. Beattie asked if Applecrest did not already have a liquor license. It was clarified that they must request permits on an event by event basis.

B. Mutrie asked how to gain access to the vital records books, and was told requests should be made to the Town Clerk's office. She also wanted to know why staying with spiral binding; L. Ruest said that other bindings will break in time.

T. Beattie asked the Board if they would consider having a case built to display the Hampton Falls Boston Post cane, in the Historical Society Building or here at the Town Hall so that people can see the original.

The Historical Society will put together a proposal for the Selectmen.

The meeting was closed to Public Comment.

OTHER

Yield Tax Billing was signed by the Board of Selectmen for the I95 Over Taylor River Bridge Project.

R. McDermott reported that he has spoken with the NHDOT with regard to mowing along the rail at Whittier Pond as well as with regard to citizen's reports of large vehicles using Town roads to circumvent traffic. He also suggested using Bell & Flynn to assist the Road Agent with Smaller paving projects, if needed.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 6/15/16, 6/22/16

MOTION: Motion to approve the minutes of the June 15 meeting as written.

MOTION: R. McDermott

SECOND: J. Ziolkowski

L. Smith asked for the following amendments:

On page 1 under Hawkers and Peddlers, the first sentence should be amended as follows:

"In considering this Hawkers and Peddlers permit application, L. Smith said that he feels there is a need for a policy to control ~~or disallow~~ solicitation in town".

MOTION: To approve the minutes of the June 15 meeting as amended.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

MOTION: To approve the minutes of the June 22 work session as written.

MOTION: R. McDermott

L. Smith asked for the following amendments:

On page 1, last paragraph:

"~~Upon acceptance,~~ The matter will be brought to the Road Committee, who will recommend what work needs to be done to the road".

On page 2, last bullet point:

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**JULY 20, 2016
TOWN HALL**

Draft

~~“L. Smith~~ . J. Ziolkowski informed the Board that they come in a variety of colors, and suggested they be ~~painte-green~~ green in color.”

MOTION: To approve the minutes of June 22 as amended.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

MOTION: To adjourn at 7:51 PM.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS