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

**BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER – MONTHLY REPORT**

The Board acknowledged M. Sikorski's report for September 16 through October 17.

M. Sikorski gave an overview of the month's activity. Financial reports will be available once the permits have been loaded into the new software.

Numerous aspects of the topic of the hockey rink complaint on Evergreen Drive were discussed. The Board determined that it is not a Town issue.

**ROAD AGENT – MONTHLY REPORT:** The Board acknowledged D. Robinson's report for September, and spreadsheet of Highway projects for 2016. There was a brief discussion of Highway funds.

**FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT – MONTHLY REPORT:** The Board acknowledged the September report of Fire Chief Jay Lord.

**PERMISSIBLE FIREWORKS ORDINANCE (DRAFT) PROPOSAL:** The Board reviewed the draft ordinance.

J. Lord identified several adjustments, reviewed them with the Board, and addressed the question of New Year's Eve. It was agreed that on that date, the allowable time frame will extend to 12:30 AM. J. Lord will make changes and send an electronic copy to L. Ruest.

**MOTION:** To bring the draft Permissible Fireworks Ordinance to Public Hearing on November 16, as amended.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**

A warrant for a total ban on fireworks was also discussed, but it was decided not to pursue such a warrant at this time.

**PROPANE TANK AT PUBLIC SAFETY BUILDING:** J. Lord said he had contacted the Dead River Company and was given a price of \$5,313, which would include a new tank, and installation and transferring the propane from the old tank to the new. The Road Agent would do the work of digging the hole and putting in sand. This is a 1,000 gallon tank with a life expectancy of 25 to 30 years.

J. Lord said that funds from the Emergency Management budget will cover this project.

J. Ziolkowski questioned whether bids had been solicited from other companies.

Following discussion, the Board asked J. Lord to pursue other quotes, and also find out what portion of the Dead River quote is for transferring propane from the old tank to the new. He will bring this information to a budget meeting on Tuesday or Thursday of next week. Automatic deliveries of propane to the Public Safety Building will be suspended.

**POLICE CHIEF, ANIMAL CONTROL – MONTHLY REPORT:** The Board acknowledged Police Chief R. Dirs'a's report for September.

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**NH RETIREMENT SYSTEM PRETAX DEDUCTION PROGRAM:** R. Dirsa asked the Board to consider changing employee retirement contributions to pre-tax, saying that currently all Town employee groups have their deductions taken post-tax.

**MOTION:** To approve the recommendation of Police Chief Robbie Dirsa to change the NH Retirement System for Town employees to a pre-tax system effective pay period beginning January 1, 2017, provided all employees agree to the change.

**MOTION:** L. Smith

**SECOND:** J. Ziolkowski

**UNANIMOUS**

**PROPOSED AMENDMENTS TO THE DEPOT ORDINANCE OF 2011:** It was agreed that the Police Chief's proposed amendments will be discussed at a later date. In conjunction, L. Smith said the Town Improvement Committee is working on several improvements, such as a dock, to allow greater utilization of Depot Landing. This topic will be revisited in April.

R. McDermott asked about an additional speed limit sign, as well as a "Children At Play" sign for Depot Road. This was referred to the Highway Safety Committee.

**TRAFFIC CONTROL ON A PUBLIC STREET (DRAFT) ORDINANCE:** The Board reviewed a draft ordinance based on language proposed at the September 27 budget work session.

L. Smith expressed concern that the ordinance might force Applecrest Farms or similar businesses to hire police officers every weekend during their busy season. Although the current draft was amended to read "certified flaggers or police officers," L. Smith said that he would like to see the language drafted in such a way that a future police chief can't use it to force a small business to utilize police officers instead of certified flaggers, such as saying that in certain instances certified flaggers are sufficient.

R. Dirsa gave the background of his request to reinstate this ordinance. He said it came to his attention through a conversation with a State engineer who informed him that volunteers for a bike or running race can't be used for flagging on State roads. At the time, one such race involved Applecrest. The Police Chief said flaggers in the middle of any roadway who are not traffic trained and certified are also a concern.

T. Wagner, Applecrest Farm Orchards, said he is more than willing to work with the Police Department, but has never had a serious problem.

**FINANCIAL REPORTS**

**GENERAL FUND BALANCE \$1,376,266.44**

The Board acknowledged receipt of the following September reports:

**Treasurer Monthly Report**

**Tax Collector Report – MS61**

**Bookkeeper Reports – Expenditures & Revenues**

**ACCOUNTS PAYABLE/PAYROLL/TREASURER WARRANT(S)**

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

Payroll check warrant	#357	\$15,743.64
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Accounts payable warrant	#540	\$730,843.15
Accounts payable warrant	#541	\$6,551.61
Treasurer's Warrant	#17	\$2,126.94

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**

**COMCAST FRANCHISE AGREEMENT RENEWAL STEPS:** An e-mail from Attorney Kate Miller was reviewed. The Board was asked whether they would like to lock in the current 3% franchise fee, or amend the agreement to allow for the fee to be raised by up to 1% per year, capped at 5%. The Board was in agreement to lock the rate at the current 3%.

There was a discussion of what the funds should be used for. J. Ziolkowski said he felt that beyond the recording equipment for Town Hall meetings, the funds could be carried over for use with anything to do with audio video communications, such as phone systems and police cruiser equipment.

L. Ruest will verify the intent of the use of franchise fees.

The Board had no further amendments to the agreement. Attorney Miller will be asked to draft the agreement and a Public Hearing will be scheduled.

**HOUSEHOLD WASTE COLLECTION DAY, OCTOBER 15:** L. Smith opened a brief discussion, asking for impressions of the collection day on the 15<sup>th</sup>. The addition of a dumpster to accommodate small amounts (household generated only) of such things as treated wood was discussed. L. Ruest will contact Pinard Waste to explore options in this regard. It was also noted that this collection day was less busy than those in the past, and the option of holding the collection day once rather than twice per year was briefly discussed. It was concluded that more time was needed to know if this was a trend or just one low-attended day.

**LINE PAINTING – LINDEN ROAD:** J. Ziolkowski said he had put a sample black stripe over the fog line that residents had objected to. Residents said that it looks like a black stripe now, and asked if it is possible to remove the white stripe instead of covering it up. J. Ziolkowski will research this option.

**NOVEMBER – DECEMBER 2016 TOWN NEWSLETTER:** The Selectmen approved the newsletter for publication.

**VOLUNTEER APPLICATION – TRICENTENNIAL STEERING COMMITTEE MEMBER:**

Applicant Norma Merrill, a Seabrook resident, has applied to serve on the Tricentennial Steering Committee.

**MOTION:** To accept Norma Merrill as a member of the Tricentennial Steering Committee.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**

**REVIEW AND APPROVAL OF PREVIOUS MINUTES: October 5, 2016**

L. Smith has asked the Secretary to change two areas, which were incorporated into the draft:

- To attach a copy of his statement regarding recording devices and note in the first paragraph on page one that it is attached.

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- On page two, in the bullet list under “CAPITAL IMPROVEMENTS PLAN PRESENTATION,” add a bullet between the 2<sup>nd</sup> and 3<sup>rd</sup> original bullets, to read “L. Ruest will have the full participatory rights at these meetings as any other member of the CIP.”

The Board agreed to change this bullet list to read “Town Administrator” rather than “L. Ruest” on every line.

**MOTION:** To approve the minutes of October 5, 2016, as amended.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**

**MOTION:** To adjourn at 8:15 PM.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**