

Draft

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

Absent: J. E. Ziolkowski, Vice Chairman

ROCKINGHAM COUNTY COMMISSIONER KEVIN P. ST JAMES

L. Smith introduced the Rockingham County Commissioner.

Mr. St. James addressed the Board to review the County budget. He said he is going to all the Towns to discuss the budget and make sure it is “transparent” to all. There will be a Town/City forum held on Wednesday, May 25 at the Rockingham County nursing home, and the Town is encouraged to send representatives.

Points covered in the discussion included:

- County appropriations are up a total of .69% over 2015.
- The County nursing home is undergoing a badly needed, extensive rehabilitation, which will result in the loss of 26 beds but better accommodations.
- The County is hoping to offer bidding prices on office supplies to Towns.
- The correctional facility now has a van and prisoners are available to come out and help with Town projects. They come with supervisory staff and are able to do many different kinds of projects.

OLD BUSINESS:

FINANCIAL REPORTS – GENERAL FUND BALANCE: \$881,000

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

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

Payroll check warrant	#338	\$11,620.50
Payroll check warrant	#339	\$14,921.18
Accounts payable warrant	#516	\$53,705.21
Accounts payable warrant	#517	\$5,617.05
Trustees of the Trust Fund	Tricentennial Fund	\$44.99
Trustees of the Trust Fund	New Garage Warrant	\$885.00
Trustees of the Trust Fund	New Garage Warrant	\$35.18

MOTION: R. McDermott

SECOND: L. Smith

UNANIMOUS

HISTORICAL SOCIETY MUSEUM LEASE – ONE YEAR

Changes have been made to the museum lease based on discussion by the Board and the President of the Historical Society the last time the subject was brought to them. L. Smith went through the specific adjustments.

L. Smith opened the discussion to the public, and there were no questions.

MOTION: To enter into a 1-year lease with the Historical Society, effective today, May 4, 2016 and expiring May 4, 2017.

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MOTION: R. McDermott

SECOND: L. Smith

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Historical Society President Cynthia Wojcicki was present to sign the lease along with members of the Board.

RELEASE OF WINTER ROAD MAINTENANCE RETENTION FUNDS

The release of Winter Road Maintenance retained funds will be tabled until the next meeting with Department Heads, as an e-mail has been received about repairs needed on Applewood Drive. The Road Agent will take notice if there is anything else to be addressed before the retained funds are returned to the WRM contractor.

TOWN OF HAMPTON – HOUSEHOLD HAZARDOUS WASTE – SECOND REVIEW

The Town has decided not to join in the Town of Hampton’s Hazardous Waste collection, as it was going to cost more than was deemed practical. L. Ruest has prepared information about other resources for discarding of some items such as electronics; this is on the website and will be available during the Spring collection day at the brush dump.

ABSENTEE VOTING

A letter to Town residents prepared by the Town Administrator regarding the issues surrounding Absentee voting at the March election was read by Chairman L. Smith.

NEW BUSINESS

TAX BILL STUFFER

There will be informational flyers added to the tax bill mailings. One will be the application for Liberty Elm tree purchases, and the other will be information about the Subscribe-To e-mail service offered by the Town to keep residents informed of Town matters.

MAY/JUNE NEWSLETTER

The Selectmen reviewed the May/June draft newsletter and approved it for distribution.

RESIDENCES IN COMMERCIAL ZONE

Two applications have been received for special assessment for residential properties in the commercial zone, at 110 Lafayette Road and 71 Lafayette Road.

MOTION: To approve and sign the summary document for recording at the Registry.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

AMENDMENT - SELECTMEN’S MEETINGS – TOWN OF HAMPTON FALLS

Amendments suggested for the rules governing speaking before the Selectmen during Public Comment periods included:

- All comments will be directed to the Chairman.
- At the discretion of the Chairman, these times (5-minute time limits for comments) may be extended as deemed necessary

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- Requests (to be placed on an upcoming agenda) must be received by the end of Tuesday, the week prior to the Board of Selectmen meeting.

MOTION: To approve the Selectmen's Meetings Policy as amended.

MOTION: R. McDermott

SECOND: L. Smith

UNANIMOUS

EMAIL ACCOUNTS/REMOTE CONFIGURATION

E-mail accounts added to the Town's remote configuration will cost \$115 each through 2-Way Communications Service, Inc. Accounts requested are two for the Planning Board, two for the Zoning Board of Adjustment, and one for the Supervisor of the Checklist.

MOTION: To approve the creation of 5 e-mail accounts as requested.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

APPROVAL OF EVENT WITH ALCOHOLIC BEVERAGES

The Selectmen considered a request for an event with alcoholic beverages to be held at the Historical Society Museum. This relates to a presentation on the salt marshes. R. McDermott asked to revise the prior notice requirement for alcoholic beverages to be changed from 24 hours to 48 hours.

MOTION: To approve the request with the condition that prior notice to the Board of Selectmen be made 48 hours in advance of an event.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

APPOINTMENT OF COMMITTEE MEMBERS – 300TH STEERING COMMITTEE

Volunteer applications have been received from the following people interested in serving on the Tricentennial Committee:

Elizabeth Dexter (alternate)

David French

Todd Wagner

Ann Haggart

Dale Ohsberg

Angelo Montrone

MOTION: To appoint these 5 members and 1 alternate member to serve on the Tricentennial Committee.

MOTION: R. McDermott

SECOND: L. Smith

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MS-123 REPORT OF TOWN OFFICIALS & MS-232R (REVIEWED APPROPRIATIONS)

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Following up on concerns voiced by Tracey Beattie at the last meeting, L. Smith has found that the MS232 Report was signed at the March 16 Selectmen's meeting and submitted to the DRA on March 17, 2016. It was subsequently reviewed and approved by the DRA, resulting in the MS-232R.

ANNUAL REVIEW AND APPROVAL OF INVESTMENT POLICY (RSA 41:9)

MOTION: To reaffirm the investment policy as presented.

MOTION: R. McDermott

SECOND: L. Smith

UNANIMOUS

NH RETIREMENT SYSTEM AUDIT

The Town has been notified that an audit will be done on retirement system bookkeeping. L. Ruest has been working with the Bookkeeper on the initial paperwork, and after this is submitted, a time will be scheduled for on-site review.

WINTER ROAD/SIDEWALK MAINTENANCE PLAN/AGREEMENT

With reference to the proposed sidewalk at the crossing light on Route 1 and Route 88, L. Ruest informed the Board that Primex has provided sample policies with regard to maintenance of sidewalks and that the representative from the Department of Transportation has provided sample agreement wording for consideration of the Board. The Board scheduled a workshop to discuss adding a sidewalk winter maintenance plan to the Winter Road Maintenance contract. The Town Administrator will reach out to J. Ziolkowski, the Winter Road Maintenance contractor, to request a representative of his company attend.

NH MUNICIPAL ASSOCIATION TRAINING – ANNOUNCEMENT

L. Ruest has received notice of a training session for Road Agents and municipal officials, entitled "Avoiding the Road to Liability," to be held on June 10. Anyone interested in attending should contact her so that she can complete the online registration.

MONTHLY REPORTS

SELECTMEN REPRESENTATIVE REPORTS

SELECTMAN MCDERMOTT – LIBRARY

R. McDermott reported that Library Director Barbara Tosiano outlined a list of 7 goals. The Library Board also discussed roofing options and the computer policy, and grants for the summer reading program.

SELECTMAN SMITH - SCHOOL BOARD, RECREATION COMM., HERITAGE COMM.

L. Smith said that he did not make it to the School Board meeting, but from the minutes of the meeting he can report the following:

- Barbara Hopkins was the recipient of an award for outstanding service.
- Health insurance rates have gone down.
- The School Board discussed the use of a water softener, deciding to use one only for the kitchen.

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- The use of cell phones to dial 911 within the school was discussed, and the issue of being able to determine the source and location of the call.
- There was a discussion of the plan of action going forward for improvements to the school.

L. Smith said that at the Recreation Commission meeting, it was clarified that the Arts on the Common event will be a Town-sponsored activity. The Castleberry Fair is this weekend, May 7 and 8. The Farmer's Market will start on June 5, and the Commission is looking for more vendors.

At the Heritage Commission meeting, David French thanked MaryAnn Kasprzak for her service to the Commission. Mr. French resigned as Chairman and will continue to serve as Vice Chairman, while Beverly Mutrie is now Chair. The pancake breakfast netted \$351 and it is hoped to repeat this fundraiser in the future.

OTHER

A request has been received from Applecrest Orchards to hold an event with service of alcoholic beverages, on Thursday, May 26. This has been done in the past and Applecrest has provided its certificate of insurance.

MOTION: To approve the request on the condition that all requirements are satisfied.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

RAILS TO TRAILS

L. Smith reported that he had attended a meeting regarding the Rails to Trails project. Seabrook and Hampton have been working on this, and Hampton Falls has a 2 acre area where the trail would connect. A group of 5 UNH Civil Engineering students have studied the area as a project; there are 3 bridges involved and it will be costly.

L. Smith noted that as a rail corridor, Towns could not tax the land, but that some have started reassessing and taxing the trail land. L. Ruest will ask the Town's Tax Assessor to contact the Hampton Assessor to get information on this.

PUBLIC COMMENT

Tracey Beattie, Drinkwater Road, asked for clarification about the status of the Town's MS 232 document and the scholarship funds.

L. Ruest said that what the Town has received is the MS232R document, indicating that the MS232 has been received on time, and has been reviewed and deemed appropriate. There are no specifics on the issue of the scholarship funds.

L. Smith added that the Board needs to know if the funds can be transferred to a private account, as all input to date has indicated that this cannot be legally done. He added that once the decision is received, the Town will act accordingly, but has chosen not to do anything until then.

Beverly Mutrie asked when the mill stone discussed at prior meetings is expected to be moved back to its original location. L. Smith said this is still under discussion. B. Mutrie said that the Heritage Commission would like to have the stone back where it belongs, and L. Smith said the Commission should be present during future discussions.

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T. Beattie said that it has been her observation that it was not general traffic that caused the problem at the corner where the millstone had been, but heavy-duty construction traffic. David Allen of 17 Hillcrest said that it sounded like L. Smith was not communicating well with the School Board, after talk of collaboration, and implying that he was not notified of the change of meeting date. L. Smith said that he had just assumed it was the same date, and took the blame for missing the meeting.

Mr. Allen then said that the apology letter from L. Ruest was not on the agenda, it was added on. He wondered if this letter will be read at the next School Board meeting, or be sent out via e-mail.

B. Mutrie said that she had attended the School Board meeting and windows were discussed, among other things. She said that as a member of the Heritage Commission, she would like to see the old windows in the 1949 wing of the school restored rather than replaced. L. Smith suggested that as Chair of the Heritage Commission, B. Mutrie might want to attend the meetings on the subject of the windows.

There was a brief discussion of the school windows.

Margaret Allen of 17 Hillcrest said that she found the whole discussion bizarre, that L. Smith missed the School Board meeting and filled in by reading the minutes; she said he was supposed to deal with the school. As a second point, she said that sending in B. Mutrie to discuss windows violated protocol, that an individual can't make a decision for the entire community.

Lyn Stan said that individuals are allowed to comment.

The Chairman closed Public Comment.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 4/20/2016

T. Beattie said that she felt a sentence was omitted from the discussion of scholarships on page 3, that she had asked L. Ruest as well as L. Smith about the status of the Warrant Article, and that L. Ruest had also said she had not received an answer.

L. Smith asked that the following addition should be made to the section headed "Prism Energy Services" on page 3: "In response to the inquiry about replacing street lights with LED bulbs, Unutil responded that no such program is yet in place."

MOTION: To approve the minutes as amended to include the sentence added by L. Smith, added after the first paragraph under "Prism Energy Services."

MOTION: R. McDermott

SECOND: L. Smith

UNANIMOUS

MOTION: To enter non-public session to discuss Personnel in accordance with RSA 91-A:3 II(a), at 7:37 PM.

MOTION: L. Smith

SECOND: R. McDermott

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MOTION: To go out of non-public session and return to public session, at 7:50 PM.

MOTION: R. McDermott

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SECOND: L. Smith
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MOTION: To adjourn at 7:51 PM.

MOTION: R. McDermott

SECOND: L. Smith
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