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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

FINANCIAL REPORTS

GENERAL FUND BALANCE - Not available at time of meeting

ACCOUNTS PAYABLE/PAYROLL WARRANT(S)

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

| | | |
|--------------------------|------|--------------|
| Payroll check warrant | #361 | \$13,357.98 |
| Payroll check warrant | #362 | \$15,371.48 |
| Payroll check warrant | #363 | \$73,843.24 |
| Accounts payable warrant | #546 | \$3,139.87 |
| Accounts payable warrant | #547 | \$49,209.92 |
| Accounts payable warrant | #548 | \$446,128.23 |
| Accounts payable warrant | #549 | \$114,293.16 |
| Treasurer's warrant | #21 | \$420.00 |

MOTION: R. McDermott

SECOND: J. Ziolkowski

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PAUL MELANSON – PREPARING NH FOR PROJECTED STORM SURGE, SEA LEVEL RISE AND EXTREME PRECIPITATION – FINAL REPORT: This report has been moved to the agenda of the January 18 meeting. L. Ruest noted that the Coastal Risk and Hazards Commission will present its final report and recommendations in Hampton on December 13 at 7:00 PM. P. Melanson's report will be a summary of these findings for Hampton Falls.

2017 TOWN WARRANT AND BUDGET: The Selectmen reviewed the draft Warrant, and the following discussions took place. All article numbers are subject to change on the final Warrant. The article ratifying the Permissible Fireworks Ordinance was removed as Town Counsel has indicated that the Town's governing body has authority to adopt this ordinance. Similarly, L. Ruest noted that the article (#7) for amendments to the Solid Waste Ordinance includes changes in fees, which have already been adopted by the Selectmen. However, as the wording of the Appendix repeats the amendments to the Ordinance, there is a question of whether or not it must be brought forward for vote with or without the fees. The Administrator is awaiting an answer from Counsel.

The Town's proposed 2017 operating budget totals \$2,560,445.

The Tricentennial Committee has asked for the amount of the 2017 warrant article for the purpose of funding the 2022 celebration (Article 10) to be \$20,000. A support warrant article (Article 11), asking if the Town is in favor of funding the celebration and listing some of the suggested uses of the money to be raised was brought forward for consideration of the Board of Selectmen. This article would name an amount of anticipated total funding needed, which in discussion at a former meeting was suggested as \$80,000.

There was a lengthy discussion on the two proposed articles, and whether Article 11 is needed to inform the public that more than the \$20,000 in Article 10 will ultimately be needed, or if it is an unfair challenge to Article 10, or if it is redundant. It was noted that at the first deliberative session,

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information will be shared and questions can be asked. The Selectmen decided to remove Article 11 from the 2017 warrant.

Article 15, \$50,000 for the Highway Maintenance Capital Reserve Fund is a result of identifying roads to be worked on in 2017.

Article 19, asking for creation of a Community Center Capital Reserve Fund using the undesignated fund balance of former scholarship funds, was revised for further review by Town Counsel.

Article 20, for the establishment of a Town Communications Revolving Fund using annual Comcast franchise fees, was changed to remove a set amount.

The articles involving money, starting on page 5, were voted on:

| Article | Description | Amount | Vote |
|----------------|---|--|-------------|
| Article 8 | Operating Budget | \$2,560,445 | 3-0 |
| Article 9 | Heritage Commission | \$2,000 | 3-0 |
| Article 10 | Tercentenary Commission Capital Reserve Fund | \$20,000 | 3-0 |
| Article 12 | Police Cruiser Capital Reserve Fund | \$22,000 | 3-0 |
| Article 13 | Police In-cruiser computer equipment and software | \$6,000 | 3-0 |
| Article 14 | Fire Truck Capital Reserve Fund | \$25,000 | 3-0 |
| Article 15 | Highway Maintenance Capital Reserve Fund | \$50,000 | 3-0 |
| Article 16 | Landfill Closure Fund | \$5,000 | 3-0 |
| Article 17 | Library Improvement Capital Reserve Fund | \$6,000 | 3-0 |
| Article 18 | Mosquito Control | \$30,000 | 3-0 |
| Article 20 | Town Communications Revolving Fund | Amount received as annual Comcast franchise fees | 3-0 |

SOLID WASTE ORDINANCE: The Selectmen discussed the merits of using the word “may” vs. “shall.” L. Smith requested that the wording of item (a.) on page 3 under Yard Waste, On-Site Disposal – Private Property, read “Yard waste (leaves, branches) *may* be disposed of...”, and that the same wording be used on the same page under Item 2, Off-Site Disposal: “Any resident *may* dispose of leaves...” The Board concurred.

HEALTHTRUST 2017 RENEWAL

MOTION: To authorize the Chairman to sign the Healthtrust 2017 Renewal.

MOTION: R. McDermott

SECOND: J. Ziolkowski

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UNITIL/PRISM ENERGY PROPOSAL: L. Smith read from the proposal to make upgrades to lighting at the Public Safety Building, Town Hall and Town Dump. To pay for the bulbs and fixtures, the proposal includes a monthly interest free payment option. These payments are net of the incentives from Unitil.

MOTION: To accept the proposal for changing lighting fixtures at the Town Hall as presented, and authorize the Chairman to sign.

MOTION: R. McDermott

SECOND: J. Ziolkowski

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MOTION: To accept the proposal for changing lighting fixtures at the Public Safety Building as presented, and authorize the Chairman to sign.

MOTION: R. McDermott

SECOND: J. Ziolkowski

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MOTION: To accept the proposal for changing lighting fixtures at the Town Dump as presented, and authorize the Chairman to sign.

MOTION: R. McDermott

SECOND: J. Ziolkowski

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VOLUNTEER APPLICATION – ELECTION WORKER, PLANNING BOARD, TOWN IMPROVEMENT COMMITTEE, ZONING BOARD OF ADJUSTMENT: The Selectmen noted the Volunteer Application of Alex Dittami, and L. Ruest noted that it had been shared with all the groups applied to. It will be up to each group to appoint or recommend appointment by the Selectmen.

PROPERTY TAX REFUNDS (#640-#644), OVERPAYMENT OF TAXES

The following property tax refunds for 2016 were presented by the Tax Collector for approval:

| Refund | Property | Refund amount |
|---------------|-------------------------|----------------------|
| #640 | Map 4, Lot 25 | \$57.16 |
| #641 | Map 7, Lot 41 | \$246.00 |
| #642 | Map 8, Lot 64, Block 14 | \$751.00 |
| #643 | Map 8, Lot 64, Block 15 | \$644.00 |
| #644 | Map 8, Lot 64, Block 13 | \$1,848.00 |

COMCAST (PRICE CHANGES AND SET-TOP BOXES): The Selectmen reviewed information received from Comcast about programming changes as well as needed upgrades to some set-top boxes. Customers will be informed.

SELECTMEN'S PERMIT APPLICATION – SIGN ON TOWN COMMON: The Unitarian Church would like to post a sign on the Town Common along Route 1 about a Christmas Caroling singalong on December 14.

MOTION: To authorize the Chairman to sign the permit, limiting the dates of the sign placement to December 8 through December 15.

MOTION: J. Ziolkowski

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SECOND: R. McDermott
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PERAMBULATION OF BOUNDS WITH TOWN OF HAMPTON 2017: The Town of Hampton has reached out to the Selectmen to help in establishing a date in the Spring of 2017 to meet and view each of the joint Bounds as required by State statute.

2017 BUDGET HEARING NOTICE: The 2017 Budget Hearing notice was presented to be signed by the Board.

TOWN TREASURER’S RECOMMENDATION (INTEREST RATES): The interest rates were reviewed. The Board concurred with the Treasurer’s recommendations.

2017 SCHEDULE FOR SUBMITTING BILLS AND PAYROLL: The Selectmen reviewed and signed this schedule for 2017.

PLOWING OF EAST ROAD (CLASS VI) BY PRIVATE CONTRACTOR: Notice has been received that one property owner on East Road will be hiring APCO Landscape Supply to plow the road this winter, which requires Town permission.

MOTION: To grant permission to Elizabeth Merrill of 25 East Road to utilize a private contractor (APCO Landscape Supply, LLC) to plow East Road.

MOTION: L. Smith

SECOND: R. McDermott

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MONTHLY REPORTS

SELECTMEN REPRESENTATIVE REPORTS

SELECTMAN MCDERMOTT – Library: R. McDermott reported that there were visitors from several surrounding towns at the Library Trustees meeting to hear “Songs of World War II” performed by Richard Kruppa. The Director gave her report, and the budget, warrant article and new media center were discussed. A salary survey is being conducted.

SELECTMAN SMITH - School Board: L. Smith said that Greg Marrow was appointed to the School Board through March 2017. Student enrollment at Lincoln Akerman School stands at 241. A water test required by the state is being conducted. The School’s snow removal contract was awarded to E.L.M.

Recreation Commission: The Christmas tree lighting event was discussed. The Boy Scouts will be working on the Raspberry Farm tree bonfire again this year.

Heritage Commission: There was a discussion on the possible formation of an Historic District. The Commission will be bringing this topic to the Selectmen in January.

Town Improvement Committee: A. Dittami will be contacted for membership in this committee. The permit for the driveway to the new Governor Weare parking lot is in process. There was further discussion of the work to be done on the Town Hall entrance doors. Work at the museum to remove tar and replace it with stones was done with 2016 budget money.

There was a discussion of repair of the concrete legs of the park benches, as well as the liners for the new metal trash receptacles at the Common.

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SELECTMAN ZIOLKOWSKI - Planning Board: J. Ziolkowski reported that the Planning Board heard cases on a continued Mill Lane subdivision , a lot line adjustment and Scenic Road permit for tree trimming.

Conservation Commission: J. Ziolkowski deferred to Conservation Chairman Shawn Hanson. S. Hanson reported that the Commission introduced a potential new member. Also discussed were bird houses that are being made by a volunteer with wood supplied by the Commission, and which may be offered to those who help with the annual roadside cleanup.

GRANTING A RIGHT OF WAY ON TOWN OWNED LAND FOR THE PURPOSE OF MONITORING POTENTIAL EASEMENTS (MAP 6, LOT 55 & MAP 4, LOT 6): S. Hanson and David Viale of Southeast Land Trust (SELT) presented information on potential easements on two parcels of land. The Conservation Commission is requesting that the Town consider granting Rights of Way (ROW) on two separate lots of Town-owned land for the purpose of Natural Resources Conservation Service (NRCS) monitoring of the potential easements.

The Rights of Way will only be requested if the easements are placed on the identified properties. D. Viale explained that the ROW maintenance would be the responsibility of the owner of the easement land. He also said that the agreements are based on a national program, and 100 acres of land here is not the same as in some other areas of the country; access is required at least for ATV type vehicles and equipment necessary for restoration, as they plan for a remote area. D. Viale said that he does not envision any large equipment on the properties in question, but the language in the agreements is “boilerplate.”

L. Smith said he is in favor of the ROW, as it is important to protect conservation land, as long as the Conservation Committee is happy with the location and details.

The Chairman authorized the Conservation Committee to bring the matter to Town Counsel for review, and then bring back to the Selectmen. As a final deadline for easements may come as early as mid-January, this matter will be placed on the agenda for the January 4 meeting.

VOLUNTEER APPLICATION – CONSERVATION COMMISSION MEMBER: The Board acknowledged receipt of a Volunteer Application from James Kibler, recommended by the Conservation Commission as a full member.

MOTION: To appoint James Kibler to the Conservation Commission.

MOTION: R. McDermott

SECOND: J. Ziolkowski

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L. Smith said he would like to thank Mr. Kibler for volunteering.

PUBLIC COMMENT RELATING TO THIS MEETING’S AGENDA ITEMS: The Chairman opened the meeting to public comment. Tim Samway asked for clarification about the Selectmen’s Permit for a sign to be placed on the Town Common. T. Samway asked what takes precedence in the case of a sign on Town property, the Town’s sign ordinance or the Recreation Commission’s approval. There was a brief discussion of signs that are allowed, such as for community events, or the Applecrest signs which have been “grandfathered in,” and those that are not, such as election signs or such signs as the “hot tub for sale” signs that showed up recently.

T. Samway also asked if the Unitil proposal was the result of an audit, and if so, if the audit included electrical as well as lights. L. Smith said that an audit was done, but only for lighting.

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S. Hanson asked about the Comcast fees usage, and if the agreement could be changed year to year, for instance, if it was decided to not collect the fees at some time.

L. Ruest said this is a 5-year contract, and 2017 is a renewal year with 3% requested. The renewal will take place after the Town meeting in March.

S. Hanson then said that, with regard to the Christmas tree burning at the Raspberry Farm, in order to keep the fire going, old scrap wood and pallets are also burned. He suggested that the fire be kept out of the area where haying takes place, as there can be metal nails, etc, in the wood that affects the mowing equipment.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 10/19/2016, 11/16/2016

MOTION: To approve the minutes of the October 19, 2016 meeting as written.

MOTION: R. McDermott

SECOND: J. Ziolkowski

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MOTION: To approve the minutes of the November 16, 2016 meeting as written.

MOTION: R. McDermott

SECOND: J. Ziolkowski

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The Board reviewed recommendations of Town Counsel Bart Mayer that had been requested on the questions regarding placement of the Fireworks Ordinance and amendments to the Solid Waste Ordinance on the 2017 Warrant.

Counsel has determined that the Fireworks Ordinance will not need to be placed on the Warrant, having been approved by the Selectmen, and that the Solid Waste Ordinance amendments could be the same, but there is still a question about the fees in the appendix. L. Ruest will request clarification on that question.

There was a brief discussion of the Warrant regarding the LAS proposed gymnasium and its possible use as a community center (Article 19).

L. Smith requested that it be clear that the money in this Warrant Article is not to be spent on the construction of the new gym, but only on utilization of that space as a Community Center.

L. Smith suggested the article should read, "converting ... proposed gymnasium to a community center."

Counsel had also given input on the Comcast agreement renewal. Attorney Kate Miller will be working on this.

With regard to the Warrant Article on the gymnasium/community center, the Selectmen voted all in favor of this article, but want to see the final proposed language before printing, and will revisit if there is considerable change to the language.

MOTION: To adjourn at 8:12 PM.

MOTION: R. McDermott

SECOND: J. Ziolkowski

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