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PRESENT: Larry M. Smith, Chairman; James E. Ziolkowski, Vice-Chairman; Richard P. McDermott, Selectman; Lori A. Ruest, Town Administrator; Susan H. Ayer, Secretary

Call to Order: 6:30 PM

FINANCIAL REPORTS: GENERAL FUND BALANCE: 3,478,195.28

ACCOUNTS PAYABLE/PAYROLL WARRANT(S)

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

Payroll check warrant	#366	\$18,376.73
Payroll check warrant	#367	\$18,416.77
Accounts payable warrant	#552	\$56,854.14

MOTION R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

GRANTING A RIGHT OF WAY ON TOWN OWNED LAND FOR THE PURPOSE OF MONITORING POTENTIAL EASEMENTS (MAP 6, LOT 55 & MAP 4, LOT 6): The Conservation Committee Chairman and David Viale from Southeast Trust continue to work with Town Counsel on this issue.

VOLUNTEER APPLICATION (ZONING BOARD OF ADJUSTMENT): In response to a volunteer application received from Alex Dittami, an e-mail has been received from ZBA Chairman John Deleire recommending Mr. Dittami for the ZBA.

MOTION: To appoint Alex Dittami to the Zoning Board of Adjustment as an Alternate Member.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

REVIEW OF TOWN POLICIES LISTING: The Selectmen reviewed the current list of Town Policies showing when created, last reviewed, and updated or reaffirmed. It was noted that some are required to be reviewed annually.

EDUCATION TAX WARRANT TAX YEAR 2017 (ASSESSMENT AMOUNT \$973,486): In a letter dated December 14, 2016, the New Hampshire Department of Revenue Administration informed the Town that its assessment for the 2017 Education Tax is \$973,486, based on a uniform rate of \$2.26 per \$1,000 of the 2015 equalized valuation without utilities (\$430,746,164.)

REVISED WINNACUNNET COOPERATIVE SCHOOL DISTRICT AND LINCOLN

AKERMAN SCHOOL ASSESSMENTS: In a letter dated December 22, 2016, WHS Treasurer Jack Lannan provided the Town with an updated 2016/2017 assessment amount due of \$1,450,443. Hampton Falls School District Treasurer Karen Ayers informed the Board in a letter dated January 2, 2017 that the revised amount to be raised by taxes for LAS for 2016-2017 is \$5,444,369.

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MONTHLY REPORTS - SELECTMEN REPRESENTATIVE REPORTS

Selectman McDermott – Library: R. McDermott said he did not make it to the most recent Library meeting, and asked for an update from Beverly Mutrie. B. Mutrie said that it was a short meeting, in which the budget was reviewed and the LED lighting proposal was discussed. It was decided to go ahead with the lighting project, with a few changes. This work was started last week and is still in process.

Selectman Smith - School Board, Recreation Commission, Heritage Commission, Town Improvement Committee: L. Smith reported that the School Nurse made a presentation at the School Board meeting about her job. There was also a discussion of how to proceed with the renovation project.

The Recreation Commission has received an application from a couple who want to hold a wedding, including reception, on the Town Common. As discussed at the December 21 meeting, the Police Chief is against holding a reception on Town property, as alcohol is prohibited in public. L. Smith said that weddings have been held at the bandstand on the Common, but a reception is another matter, and there is no policy covering such an event. He added that the couple was advised to inform the Building Inspector when applying for any permits that they will be staying at 51 Depot Road, as there are limits to what can be held on that property as well.

The Recreation Commission also discussed the Christmas tree burn at the Raspberry Farm. J.P. Pontbriand was present and L. Smith asked him for an update on plans for the bonfire. In discussion, it was learned that Chris Nowak is doing a fundraiser for school sports teams in which he is offering to pick up residents' Christmas trees for \$10 each, this Saturday, January 7. He plans to bring the trees to the Brush Dump for transport to the Raspberry Farm for the January 14 bonfire. L. Smith asked if permission could be obtained to transport the trees directly to the Raspberry Farm. Permission is needed from the owner of the property for access to the site.

L. Smith said he did not attend the Heritage Commission meeting, and there was no Town Improvement Committee meeting in December.

Selectman Ziolkowski - Planning Board, Conservation Commission: J. Ziolkowski said he had nothing to report from the Conservation Commission. He said that he did not attend the Planning Board meeting, but they had discussed a monitoring agency for Avesta Housing; he asked Todd Santora to explain further.

T. Santora said that the Planning Board needs to appoint a monitoring agency to see that Avesta will abide by age and income requirements on the 72 housing units being built on Brown Road. He said that the Planning Board plans to appoint the New Hampshire Housing and Finance Authority in this capacity at a future meeting. The Planning Board also held a Public Hearing to add Best Management Practices for Groundwater to the Site Plan Regulations, and this amendment was enacted.

OTHER: J. Ziolkowski asked about the chain of command to follow for requests to use the Fire Department's electronic sign board. L. Smith asked that a policy be drafted.

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R. McDermott shared information about a new State law making all veterans eligible for a property tax credit regardless of where or when they served in the military. He recommended bringing this forward as a warrant article. The new law is exactly the same as the old, in that it requires 90 days of active duty, but instead of specifying certain wartime periods it will be for all active duty veterans.

MOTION: To bring forward for the 2017 Warrant provisions of RSA 72:28b, All Veterans' Tax Credit.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

PUBLIC COMMENT RELATING TO THIS MEETING'S AGENDA ITEMS: B. Mutrie asked when the annual report information is due. L. Ruest said that the deadline is Thursday, January 5. If necessary, an extension can be requested.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 12/21/2016: The following revision was made on page 1, under Building Inspector.... Monthly Report: The second sentence of the third paragraph should read, "The Chairman expressed concern that the party may be unaware of the limitation of functions at the Depot Road property."

MOTION: To approve the minutes of December 21, 2016, as amended.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

The Chairman called a short recess until 7:00 PM.

7:00 PM: PUBLIC HEARING - PROPOSED 2017 TOWN OPERATING BUDGET \$2,560,445:

The Selectmen reviewed the budget by account, noting reasons for increases or decreases. Comments and discussions included:

Account 4130 Executive: B. Mutrie asked why Selectmen receive a salary and when it started. No one was sure when it began; Selectmen have been paid as long as anyone could remember.

Account 4140, Election, Registration & Vital Statistics: This budget shows a decrease. T. Santora questioned why the part time positions budget was not all expended. The Town Clerk said that the need for her Deputy and Assistant varies due to her vacation time and training, etc. They come in as needed.

Account 4194, Government Buildings: The increase of \$1,975 relates to the purchase of audio/video equipment for the meeting room. There was a discussion of the newly installed LED lighting and when savings will be realized for that. L. Ruest noted that monthly payments for the installation are spread over a number of years and the project was not anticipated when the budget was set.

Account 4195, Cemeteries: The increase of \$6,910 relates to the purchase and planting of trees and a groundskeeping plan to plant and fertilize them.

Accounts 4215, 4220 and 4290, Ambulance, Fire and Emergency Management: J. Lord said that the numbers printed are different than his records. The differences will be resolved for the final budget.

Account 4583, Patriotic Purposes: An increase of \$5,000 is due to funding for the Tricentennial celebration.

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The total increase in the budget over the 2016 budget is \$66,520, or roughly 2.5%.

In response to a question by T. Santora , the Board identified the balance of the 2016 budget as \$332,799. After outstanding 2016 expenditures are paid, the balance is 2017 money to be returned to the General Fund.

Beth Forgione asked when the Conservation Bond will end; it will mature in 2025.

PROPOSED 2017 MONEY WARRANT ARTICLES: The Selectmen next reviewed 2017 money Articles, listed on the meeting agenda.

J.P. Pontbriand asked about the Mosquito Control article (#16), if \$30,000 is spent annually and why this is perpetually on the Warrant rather than in the budget. L. Smith said that it may be due to having been voted down in the past, so it is left for the voters to decide. The amount of the warrant article is the annual cost. It has been approved for many years, sometimes amended but always approved.

Hearing no further questions on the budget or money articles, the Chairman closed the Public Hearing.

PROPOSED 2017 WARRANT: The draft Warrant was reviewed by the Selectmen. L. Smith read Article 17, Community Center Capital Reserve Fund, which proposes to utilize the former scholarship funds. There were no questions.

2016 ENCUMBRANCES: The Selectmen reviewed the balances from warrant articles and the 2016 budget that the Town Administrator has recommended to be encumbered into the 2017 calendar year budget.

It was decided to eliminate the first two, \$695 left from upgrade of former Selectmen's Office in 2012, and \$665 left from replacement of air conditioning units at the Public Safety Building in 2014.

There was a discussion of money to be contributed to a cabinet to house the Boston Post Cane. The Board authorized 50% of this cost in 2016, but an amount had not been identified. New information is now available describing the case and citing the cost as \$1375. It was agreed to add a line encumbering the amount of \$687.50 from the 2016 budget for payment of the Town's half of the cabinet.

MOTION: To approve the listing of encumbered articles as amended.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

MOTION: To adjourn at 7:32 PM.

MOTION: R. McDermott

SECOND: J. Ziolkowski

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