

DRAFT

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

REORGANIZATION OF THE BOARD OF SELECTMEN/COMMITTEE ASSIGNMENTS:
The Chairman postponed the reorganization of the Board and committee assignments until April 5 due to the election having been postponed.

BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER – MONTHLY REPORT: No report was submitted for this period.

2017 GOALS: All Department Head 2017 goals discussions will be held at a later meeting due to the election not having taken place on the usual day.

MOSQUITO CONTROL: There was a brief discussion of the mosquito control contract.

MOTION: To renew the annual contract with Dragon Mosquito for mosquito control in 2017.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

*Vice Chairman J. Ziolkowski joined the meeting at this time.

ROAD AGENT – MONTHLY REPORT: The Selectmen acknowledged receipt of the monthly report of the Road Agent.

BEGIN IDENTIFICATION & OBTAIN PRICING FOR 2017 ROAD WORK: Discussion of road work will take place at the April 19 meeting of the Selectmen. The Road Agent is working on pricing for 2017 projects.

FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT – MONTHLY REPORT: The Selectmen acknowledged receipt of the monthly report of the Fire Chief.

Chief Jay Lord updated the Selectmen on the topic of billing for ambulance calls through Comstar. He said he has learned that there are no outstanding cases of people being paid directly and not then remitting what is owed to the Town.

POLICE CHIEF, ANIMAL CONTROL – MONTHLY REPORT: The Selectmen acknowledged receipt of the Police Chief's monthly report.

POLICE DEPARTMENT PERSONNEL: The Police Chief informed the Board that he is recommending two new probationary personnel appointments, Joseph K. Lister as Part-Time Police Officer, and Lisa A. Salvacci-Shaffaval as Secretary/Receptionist.

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Chief Dirsa discussed each candidate, and noted that Joseph Lister is a previous employee. Lisa Salvacci-Shaffaval is the first choice of all who were involved in interviews of candidates to replace Sherri Allen, the Department Secretary of 25 years who will be retiring on May 4.

MOTION: To appoint Joseph K. Lister to the position of Part-Time Police Officer for a 6-month probationary period, on the recommendation of the Police Chief.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

MOTION: To appoint Lisa A. Salvacci –Shaffaval for a 6-month probationary period to the position of Secretary/Receptionist, at 25 hours per week, beginning on April 3, 2017.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

There was a discussion of paid vacation for the Secretary/Receptionist, as the current Secretary had this benefit “grandfathered in” when she was hired. The Chief said he would like this benefit to continue, as it did not cost anything extra and because he felt it enhanced employee relations.

With this in mind, the Selectmen decided to review the Town’s Employee Policy at a meeting of the Selectmen on Wednesday, March 22 at 9:30 AM. At this time, topics awaiting the Town election results will also be addressed.

At 7:00 PM the Chairman called a recess of the Selectmen’s meeting and opened the following Public Hearing:

PUBLIC HEARING – ACCESS EASEMENT (MAP 6, LOT 52): Shawn Hanson, Conservation Commission Chairman, was present to discuss the proposed access easement during this second of two public hearings.

L. Smith re-introduced the topic, saying that the easement requested is for access to the 100-acre lot that is being conserved. There is no cost to the Town.

The Board had no further questions, and the Chairman opened the hearing to questions of the public. There were none.

MOTION: To approve the Access Easement for Map 6, Lot 52 as presented and sign the documents.

MOTION: R. McDermott

SECOND: J. Ziolkowski

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The Chairman closed the Public Hearing and resumed the regular Selectmen's meeting at 7:10 PM.

FINANCIAL REPORTS - GENERAL FUND BALANCE \$2,198,753

The Selectmen acknowledged receipt of the reports for the period ending February 28 of 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:

Accounts Payable Warrant #565	\$7,977.56
Accounts Payable Warrant #566	\$5,344.53
Payroll Warrant #374	\$15,588.73
Treasurer's Check Warrant #2017-7	\$7,000
Treasurer's Check Warrant # 2017-8	\$633.73

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

2017 PERAMBULATION WITH TOWN OF HAMPTON: L. Smith agreed to participate in the 2017 perambulation of bounds with Town of Hampton officials. L. Ruest will work with Hampton to set a date.

TOWN HALL SERVER – QUESTIONS OF SELECTMEN: L. Ruest asked for questions the Selectmen have on the topic of the Town Hall Server, specifically in response to J. Ziolkowski's suggestion about using an external server such as Cloud.

There was a discussion of the merits of onsite vs. external storage of data and the costs of each option. As there was some confusion, and noting that the pricing offered by 2-Way Communications was several months old, L. Ruest will obtain updated pricing for review at a future meeting, but the Board concurred that onsite storage was preferable for a municipality.

GOV'T. BLDGS. & PARKS & REC. MOWING AGREEMENTS EXPIRING: J. Ziolkowski stepped down during this discussion. After a brief discussion, there was consensus that the Town should solicit new contract pricing from the current mowing companies for a one-year renewal.

CEMETERY MOWING AGREEMENT EXPIRING: The Cemetery Trustees have expressed that they would like to take over the responsibility for mowing of cemeteries.

MOTION: To agree to give responsibility for the Cemetery Mowing Agreement to the Cemetery Trustees.

MOTION: R. McDermott

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SECOND: J. Ziolkowski

UNANIMOUS

L. Ruest will reach out to current contractors for 2017 pricing for mowing of Government Buildings and Parks, and notify Cemetery Trustees Chairman Jonathan Bohm of the Board's decision regarding Cemetery mowing.

RENEWAL OF AXIOMATIC INVENTORY AND ASSESSMENT OF ROAD SURFACES: This topic is still being researched and was put off to a future meeting.

ADOPTION OF FEES –SOLID WASTE: This will be addressed at the meeting on March 22.

THE COALITION COMMUNITIES (HB 429): L. Smith said that as a follow-up to information shared at an earlier meeting, the Coalition Communities have received a status memo that informs that HB 429, which had been seen as overreach seeking to limit the jurisdiction of the superior court over certain adequate education funding statutes, has been voted out of the House Legislative Administration Committee as "Inexpedient to Legislate". However, a similar bill, HB 174, was put on the calendar for a House vote on March 8, 2017.

The Board was in agreement to have the Town Administrator send a letter expressing the Board's opinion that HB 174 also constitutes overreach.

OTHER:

Two appointments were requested by the Town Clerk for help during the Town Election, now to be held March 16. Jay Lord is to be appointed Assistant Town Clerk and Stephanie Grant is to be appointed as Ballot Clerk. The appointments are dated March 14 through March 16, 2017.

The Selectmen signed these appointments.

MEMORANDUM OF AGREEMENT WELFARE AGENT (RENEWAL) 4/1/17-3/31/18:

MOTION: To renew the Memorandum of Agreement with Welfare Agent Sueanne Benoit for the period of April 1, 2017 through March 31, 2018.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

REPORT OF APPROPRIATIONS ACTUALLY VOTED (MS2): To be discussed at the March 22 meeting of the Selectmen.

2017 SALARY PAY PLAN: The pay plan, part of the 2017 budget, will be addressed at the March 22 meeting. L. Ruest informed the Selectmen that once the pay plan is passed, employees will be issued "retro" checks, but that this needs approval of the Selectmen following the passage of the budget.

MOTION: To authorize the issuance of retroactive increase checks to employees, contingent upon passage of the 2017 budget.

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MOTION: R. McDermott
SECOND: J. Ziolkowski
UNANIMOUS

RASPBERRY FARM HAYING CONTRACT RENEWAL: There was a discussion of possible future use of the Raspberry Farm land for recreational use.

MOTION: To renew Volunteer Appointment of Glenn Schrempf for haying of the Raspberry Farm for 2017.

MOTION: R. McDermott
SECOND: J. Ziolkowski
UNANIMOUS

OTHER

DEEDS: L. Ruest said that the Town Hall has received deeds for transfer of property that conflict with one another. As the Town has the responsibility to have accurate maps, she requested permission to talk with Town Counsel for guidance on correcting the problem.

MOTION: To allow the Town Administrator to contact Town Counsel for guidance on the issue of the transfer deeds in question.

MOTION: R. McDermott
SECOND: J. Ziolkowski
UNANIMOUS

SOLAR ENERGY PROJECT – PUBLIC SAFETY BUILDING: S. Hanson revisited the topic of a possible solar project which he had brought before the Board at the March 1 Selectmen’s meeting. He had some printed information to distribute to the Board, and discussed the basics of the proposed project. This would be a plan to have a solar company install the solar panels at no upfront cost to the Town, and then the Town would enter into a 6-year contract to buy the generated electricity which amounts to approximately 70% of electricity used by the Public Safety Building and Town Hall from the company (the balance would be purchased from Unitil.) At the beginning of Year 7, the Town would have the option to purchase the panels or to continue with a renewed power purchasing contract. S. Hanson said the cost of the panels at that point would be between \$22,000 and \$27,000 depending on the amount of power purchased. To buy the panels outright without contracting with the power company would cost \$91,000.

Considerations such as repairs, cost comparisons, legal considerations and insurance for catastrophic events were briefly discussed.

S. Hanson said he would like to do a more formal presentation that would compare current spending with the proposed plan and provide more detail. The Selectmen asked that all information to be presented be provided to them for review ahead of the meeting.

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PUBLIC COMMENT RELATING TO THIS MEETING’S AGENDA ITEMS: J. Lord commented that with regard to other uses for the Raspberry Farm, he wanted to remind the Board that Hampton Falls is an agricultural community and that the Raspberry Farm is one of the last vestiges of that heritage. He said that taking away land that a man is using for his livelihood in order to create more playing fields that are not needed would be detrimental to the Town.

S. Hanson asked about a picture depicting the haying of the Raspberry Farm that was hung in the hallway of the Town Hall and was taken down. L. Ruest said that when the hallway was painted, large holes needed to be patched before some of the larger frames could be re-hung, but that all will soon be back in place.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 3/1/2017: L. Smith asked for the following correction to be made on page 2, under PUBLIC HEARING, second paragraph:

“There was a brief question and answer period, in which it was established that the land is located off State Route 88 near the Wakeda Campground. The Taylor River runs through it, making it ~~a very significant piece of property by conservation standards~~ *prime property for conservation*.”

MOTION: To approve the minutes of March 1, 2017 as amended.

MOTION: R. McDermott
SECOND: J. Ziolkowski
UNANIMOUS

MOTION: To adjourn at 7:57 PM.

MOTION: R. McDermott
SECOND: J. Ziolkowski
UNANIMOUS