

Draft

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

This meeting was videotaped by David and Margaret Allen.

BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER – MONTHLY REPORT: The Board acknowledged the monthly report of the Building Inspector. M. Sikorski said that a response has been received from the attorney representing the owner of 51 Depot Road, and that they will be appealing to the ZBA.

2017 Goals of the Building Inspector include implementing the new permitting software system, and integrating with the Assessing and Tax Collection Departments. M. Sikorski also said he would like to work to clarify the Accessory Dwelling Unit guidelines; for instance, the ordinance does not clearly state how to designate the amount of livable vs. non-livable square footage, and this has generated a lot of discussion when cases appear before the Planning Board.

The Mosquito Control State permit and posting notice are in place for the 2017 mosquito control program, which begins this week.

TOWN IMPROVEMENT COMMITTEE: L. Smith reported that the Town Improvement Committee has obtained an estimated cost estimate of \$20,000 for proposed floating docks at “the Depot.” There was a brief discussion of the proposed docks, and L. Smith said that the process is just beginning and may require several permits and review of the Conservation Commission.

WINTER ROAD MAINTENANCE CONTRACTOR – REPORT: J. Ziolkowski recused himself for this discussion to represent Environmental Landscape Management (ELM). The Board reviewed the Complaints and Reports of Damages listing, limiting discussion to events in March and April. Discussions included reports of government buildings’ doors and walkways not being made accessible in a timely manner. It was pointed out that in some cases, walkways were not completely cleared of snow or ice for days following a storm and that the Police Chief worked on snow and ice removal at the Public Safety Building himself. J. Ziolkowski said that he did not know the timing of the complaints or if ELM was in the process of doing the work at the time. He also said that he should be called when there is a problem.

Other complaints discussed were that of leaving snow on the road at the Kensington town line, and plows causing damage to the pavement. It was agreed that the problems with broken pavement are not always the fault of the plows; the Road Agent suggested use of a plow shoe that would raise the plow over raised pavement. A complaint of an electrical box being knocked over at Oak and Drinkwater with wires exposed was identified as a repeat complaint. The box was identified as phone wiring that is no longer in use, and an attempt to identify the company who owns it will be made in order to have it removed.

Draft

Two stop signs reported to have been knocked down had already been repaired by the Road Agent before J. Ziolkowski was aware of the damage.

J. Ziolkowski went through the list of damages and identified those he had remedied. The final review for the contract year will take place on May 17.

J. Ziolkowski asked to address a comment at a prior meeting in which a resident mentioned trees not being removed from the roadside. He felt that this comment was meant to indicate that ELM was not doing their job. He read a portion of the Winter Road Maintenance Agreement in which it states that if there is more than normal tree debris, the Town will assist in removal. He said the spirit of the agreement is that a snow plow can handle a few small branches, but not large limbs or a great number of trees.

ROAD AGENT – MONTHLY REPORT: The Board reviewed the monthly report of the Road Agent, as well as 2017 Goals.

ROADSIDE MOWING AND BRUSH CUTTING 2017: There was a discussion of the removal of tree limbs and brush from the Town's right of way following the March 14, 2017 blizzard. This has already cost the Town's annual budget amount of \$10,000 for this item. Costs and options for removal and chipping of limbs were discussed.

BEGIN IDENTIFICATION & OBTAIN PRICING FOR 2017 ROAD WORK: D. Robinson said he has started this process. He will go with R. McDermott to view and prioritize roads that need work.

ELTON LANE ROAD WORK 2017: There was a discussion of work to be done using the \$16,168 remaining in escrow for this road. Bell and Flynn will be asked to quote the work individually, as it is being funded from a separate account.

SPRING HOUSEHOLD WASTE COLLECTION DAY PREPARATION: The spring Household Waste Collection Day is to be held on May 13. Four Roll-off containers, one compactor and one container exclusively for wood are to be supplied by Pinard Waste.

L. Ruest said that amendments to the Solid Waste Ordinance are reflected in updates to the Town website and in Brush Dump handouts. She said this will be the first Collection Day for which dump stickers will not be required, but proof of residency and a \$10 per trip fee are required. Electronics and wood are to be accepted only at the spring Collection day. It was noted that it must be made clear that only clean, unpainted wood will be accepted. Information will be shared via News and Announcements.

NH DOT RESURFACING ON US 1 SEABROOK TO HAMPTON START NOTICE: The Police Chief said that this work has already begun; a lane change using cones and painted lines is in place. Information on this Route 1 paving project as well as the Route 84 replacement bridge work set to begin on May 15 will be shared via the Town website.

Draft

FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT – MONTHLY REPORT:

The Board acknowledged the monthly report of the Fire Chief, who was unavailable for this meeting.

2017 GOALS: The Board considered the Fire Chief’s 2017 goals in his absence.

BLIZZARD STELLA UPDATE (FEMA DECLARATION): L. Ruest said that the threshold for FEMA assistance for damage during the March storm was not reached in Rockingham County, so federal assistance will not be available.

FEMA RULE CHANGE FOR DISASTER REIMBURSEMENTS: This topic will be discussed at the next Department Head meeting (May 17).

POLICE CHIEF, ANIMAL CONTROL – MONTHLY REPORT: The Police Chief’s monthly report was acknowledged.

2017 GOALS: The Police Chief reviewed his list of goals. Major goals included reorganization of old records. R. Dirsa said that many records need to be kept indefinitely, and the current storage area is reaching capacity. He plans to utilize room upstairs in the Public Safety Building (PSB), and is also pursuing permission to destroy some files that are no longer needed.

Other goals for the Police Department include updating the phone and alarm systems. For this project, R. Dirsa said that there may be money available from Emergency Management, and also matching funds such as were identified for the construction of the new PSB garage. L. Smith said that he would like to hold a workshop soon to include George Koch, to explore including the PSB and Library in the proposed sound system at the Town Hall. A workshop will be scheduled at the Selectmen’s May 3 meeting.

PERSONNEL POLICY AMENDMENT: This policy has been amended to reflect that vacation time for eligible part-time employees will be counted in weeks rather than days.

MOTION: To approve the personnel policy as amended.

MOTION: R. McDermott

SECOND: L. Smith

2 IN FAVOR; 1 ABSTENTION; PASSES

PROPOSED AMENDMENTS TO “THE DEPOT” ORDINANCE: Changes to this document extend hours of use on Wednesdays from Memorial Day through Labor Day until 10:00 pm for the purpose of viewing Hampton Beach fireworks, and the addition of the sentence, “All refuse carried in shall be carried out.”

Draft

MOTION: To approve the amended ordinance as proposed, and schedule a Public Hearing.

MOTION: J. Ziolkowski

SECOND: R. McDermott

UNANIMOUS

Signs will need to be updated.

FINANCIAL REPORTS - GENERAL FUND BALANCE: \$891,273.86

ACCOUNTS PAYABLE/PAYROLL/TREASURER WARRANT(S):

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

<u>Type</u>	<u>Number</u>	<u>Amount</u>
Accounts Payable	#573	\$658,545.40
Accounts Payable	#574	\$5,800.63
Payroll	#382	\$20,476.21
Treasurer's Warrant	#11	5,187.50

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

RESIDENT REQUEST TO USE TOWN HALL PARKING LOT JULY 15, 2017: This agenda item was postponed as the resident had planned to attend but was not present.

OTHER: L. Smith asked the Board to address the request made at the April 5 meeting to make public the response of Town Counsel to various questions relating to the election.

MOTION: To release the 4/12/17 written response of Town Counsel Bart Mayer and post it to News and Announcements on the Town website.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

2017 APPOINTMENTS LISTING: The annual listing of appointments to various boards and committees as prepared by the Town Clerk was considered for appointments.

MOTION: To appoint all Board and Committee members as presented with terms to expire in 2020.

MOTION: R. McDermott

Draft

SECOND: J. Ziolkowski
UNANIMOUS

MAY/JUNE MUNICIPAL NEWSLETTER: In presenting the May/June Town/Library/School newsletter for Board approval, the Town Administrator asked the Board to revisit the issue of accepting mercury products during regular Saturday Brush Dump hours. This had been discussed but not decided. There was a discussion about the ability of the Dump Attendant to monitor the mercury disposal shed while also performing his other duties.

MOTION: To approve accepting mercury products on Saturdays when the dump is open for brush disposal and the Dump Attendant is present.

MOTION: L. Smith
SECOND: R. McDermott
UNANIMOUS

MOTION: To approve the Town May/June Newsletter as presented.

MOTION: R. McDermott
SECOND: J. Ziolkowski
UNANIMOUS

2016 TAX LIEN \$111,363.91 (2015 TAX LIEN \$98,558.05): The Board reviewed the lien execution list prepared by the Tax Collector.

MOTION: To accept the lien list as presented.

MOTION: R. McDermott
SECOND: J. Ziolkowski
UNANIMOUS

LAND USE CHANGE TAX, MAP 5, LOT 8: The Board reviewed a land use change resulting in an added tax of \$1,210.00.

MOTION: To accept and sign the Tax Collector's land use change tax Application and Warrant for Map 5, Lot 8 as presented.

MOTION: L. Smith
SECOND: R. McDermott
UNANIMOUS

2017 SCHEDULE OF MEETINGS AND ACTIVITIES: A schedule of activities from April through December was provided to the Board.

Draft

VOLUNTEER APPLICATION – TRICENTENNIAL COMMITTEE: The Board reviewed a volunteer application for a resident interested in serving on the Tricentennial Committee.

MOTION: To appoint Louise Vance of Exeter Road to the Tricentennial Committee for a term of that committee's duration of business.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

OTHER: The Town Administrator presented letters of recognition of service for two outgoing elected officials, Steve Volpone and Greg Parish, for Selectmen to sign.

PUBLIC COMMENT RELATING TO THIS MEETING'S AGENDA ITEMS: None being heard, the Chairman closed Public Comment.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 4/5/2017

L. Smith brought attention to minutes prepared for the discussion following the 2:00 teleconference with Governor Sununu on March 13, 2017.

MOTION: To approve the minutes of April 13 as presented.

MOTION: R. McDermott

J. Ziolkowski questioned whether there was also a discussion regarding reversing the decision to postpone the election. L. Smith said that there was no such discussion, as it was decided immediately that it would not be a good idea.

SECOND: L. Smith

2 IN FAVOR; 1 ABSTENTION; PASSES

MOTION: To approve the minutes of April 5, 2017, as written.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

Motion to enter Nonpublic Session made by L. Smith, seconded by R. McDermott.

Specific Statutory Reason cited as foundation for the nonpublic session:

xx RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the*

Draft

employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call vote to enter nonpublic session:	Larry M. Smith, Chairman	Y
	Richard P. McDermott, Vice Chairman	Y
	James E. Ziolkowski, Selectman	Y

Entered nonpublic session at 8:15 p.m.

Other persons present during nonpublic session: Lori A. Ruest, Town Administrator

Public session reconvened at 8:52 pm.

MOTION: To seal the minutes of the April 19, 2017 nonpublic session.

Motion made by R. McDermott, seconded by J. Ziolkowski because it is determined that divulgence of this information likely would

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

Roll Call Vote to seal minutes:	Richard P. McDermott, Vice Chairman	Y
	Larry M. Smith, Chairman	Y
	James E. Ziolkowski, Selectman	Y

Motion: PASSED.

MOTION: To adjourn at 8:56 PM

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS