

**DRAFT**

**PRESENT:** L.M. Smith, Chairman; R.P. McDermott, Vice-Chairman; J.E. Ziolkowski, Selectman; L.A. Ruest, Town Administrator; S. H. Ayer, Secretary.

**FINANCIAL REPORTS – GENERAL FUND BALANCE \$ 707,319.80**

**ACCOUNT PAYABLE / PAYROLL / TREASURER / TRUSTEES OF TRUST FUND  
WARRANTS**

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

<b>Accounts Payable Warrant #582</b>	<b>\$59,995.42</b>
<b>Accounts Payable Warrant #583</b>	<b>\$5,384.20</b>
<b>Payroll Warrant #386</b>	<b>\$12,188.64</b>
<b>Payroll Warrant #387</b>	<b>\$15,884.06</b>
<b>Treasurer's Check Warrant #2017-14</b>	<b>\$774.88</b>

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**

**COMCAST CABLE TELEVISION FRANCHISE RENEWAL:** Copies of the current franchise agreement were available for review; the renewal process is underway.

Three areas where language may need to be changed to stay current with industry standards will be forwarded to Attorney Miller. The matter is continued to June 21 at 6:30 for Public Hearing.

**HAMPTON FALLS MUNICIPAL ONLINE INITIATIVE – G. KOCH:** George Koch of Drinkwater Road presented information he has gathered about increasing Municipal information sharing via a mobile application as well as online internet video streaming of Town events. He provided printed material to the Board which included a power point overview and proposals by companies he has researched that would implement this work.

G. Koch disclosed that he works in this field, but that he has no personal involvement with the companies involved and would not receive any financial benefit for his efforts.

The companies recommended by G. Koch are City Sourced for the mobile application, and EarthChannel for online video streaming. Both were chosen for experience, ease of use, and good reviews by other technology professionals and municipalities.

Costs depend on several factors such as population size and optional services. For the mobile application, a suggested mid-range cost would be around \$7,000 per year, with a one-time set up fee of \$3,500. For EarthChannel streaming, the suggested annual cost would be \$3,000. There is no set-up fee and the hardware is included, aside from microphones and cameras.

There was a lengthy question and answer period about the capabilities of the technology. The Board was interested in pursuing the topic in more depth. G. Koch will obtain quotes for audio visual

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equipment, and also begin preliminary legal research in advance of a workshop set for June 28 at 9:30 AM.

**MILL STONE (CORNER OF SANBORN AND KING):** Board members were provided with the results of the Town Engineer's survey, which verified three separate survey markers. As a result of this survey, a new pin was placed on the corner of Sanborn and King Streets, outside the stone wall in the Town's right of way. This marker places the original location of the mill stone in question, erroneously moved in 2016, on private property. Therefore, the Town has no jurisdiction over the stone.

Tracy Beattie, Drinkwater Road, stated that she feels the issue of the mill stone is of concern from a historical standpoint. Joshua Lanahan and Michele Luoaway, on whose property the stone is located, were also present to discuss the issue. They said the stone will be used in landscaping, most likely in a water feature, and that residents interested in seeing it are welcome to visit. Beverly Mutrie, Brown Road, suggested that a plaque might be placed at the corner to guide people to the stone.

**SELECTMAN ZIOLKOWSKI – SUCCESSION PLANNING & BRUSH DUMP LOADER; SELECTMEN'S POLICIES WORK SESSION(S):** It was decided that the topic of Succession Planning would require a work session.

J. Ziolkowski has offered the use of a front-end loader belonging to his company, Environmental Landscape Management (ELM), which is not in use in summer months, to push back the brush at the dump. This job in the past has been performed by the Road Agent using budgeted funds up to \$3,500. The Board was in agreement to accept this offer; the Town Administrator was given direction to check on what insurance documents would be required to be signed by ELM.

Work sessions were scheduled as follows: July 19, 9:30 AM, to discuss Selectmen's Policies, and August 16, 9:30 AM, to discuss Succession Planning.

**YIELD TAX WARRANTS (MAP 1, LOT 66-01 & MAP 5, LOT 57):**

**MOTION:** To sign Yield Tax Warrants for properties at Map 1, Lot 66-01 and Map 5, Lot 57.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**

**IMPACT FEES (WHS):** The Finance Officer at the Winnacunnet High School has contacted the Town Administrator regarding the release of impact fees, of which there is currently one. Since LAS cannot meet the definition for impact fees (space needs created by increased student enrollment resulting from residential building on which the impact fee is imposed), it is suggested that the Board authorize the Town Administrator to apply any new impact fees annually to the Winnacunnet bond (2004).

**MOTION:** To authorize the Town Administrator to apply all new impact fees annually toward the Winnacunnet School bond for the duration of the bond, without further approval of the Board of Selectmen, starting with the current fee (Map 1, Lot 65-2).

**MOTION:** L. Smith

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**SECOND:** R. McDermott  
**UNANIMOUS**

**SELECTMEN'S SUMMER MEETING SCHEDULE (JULY 19 AND AUGUST 16):** As in past years, the Selectmen will meet once per month in July and August, on the third Wednesday at 6:30 PM (July 19 and August 16).

**NH RETIREMENT SYSTEM EMPLOYER CONTRIBUTION RATES 2017 – 2019:** The Board acknowledged receipt of this information.

**HAMPTON FALLS SCHOOL DISTRICT (LAS) 2017-2018 ASSESSMENT \$5,601,340:** The Board reviewed the unadjusted 2017-2018 Assessment of the Hampton Falls School District as well as that of the Winnacunnet High School(\$1,656,296).

**ZBA MEMBER APPOINTMENT:** The ZBA has recommended Mark Call as a full Member of that Board.

**MOTION:** To appoint Mark Call as a Member of the Zoning Board of Adjustment.

**MOTION:** R. McDermott  
**SECOND:** J. Ziolkowski  
**UNANIMOUS**

**ADA COORDINATOR APPOINTMENT:** Notification has been received from the NH Governor's Commission on Disability that the Town must name an ADA Coordinator, per RSA 35.-107.

**MOTION:** To appoint the Building Inspector as ADA Coordinator for Hampton Falls.

**MOTION:** J. Ziolkowski  
**SECOND:** R. McDermott  
**UNANIMOUS**

**ACKNOWLEDGEMENT OF SOUND SYSTEM FOR BANDSTAND:** Since the sound system was donated to facilitate the Bandstand Concerts, it would be appropriate to transfer the sound system to the Bandstand Concert Committee, however, if the Committee ceases to exist, the system ownership should revert back to the Town.

**MOTION:** To transfer the Bandstand Concert sound system to the Hampton Falls Bandstand Concert Committee for the duration of that Committee's existence and continuation of the Hampton Falls Bandstand Concert series. Should that Committee or the Concert series cease to exist, the system is to revert back to the Town.

**MOTION:** L. Smith  
**SECOND:** R. McDermott  
**UNANIMOUS**

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**QUOTE FOR NEW FURNACE FOR HISTORICAL SOCIETY MUSEUM:** The Board reviewed a quote for replacement of the furnace at the Museum, in the amount of \$5,067.

There was a brief discussion during which it was suggested a study of the best way to heat and cool the space, taking into consideration its usage, should take place before a decision is made on a new furnace. B. Mutrie, Brown Road, will take a copy of the proposal to the next meeting of the Historical Society for discussion.

**RESIDENT REQUEST – TRAFFIC SIGNAGE – DRINKWATER ROAD:** The Board reviewed a request received from a resident regarding dangerous traffic issues on Drinkwater Road. This matter will be referred to the Highway Safety Committee.

**SELECTMEN’S PERMIT: PARKS & REC COMM/FRIENDS OF THE BANDSTAND (FOOD VENDOR):**

**MOTION:** To authorize the Chairman to sign the Selectmen’s Permit for Ryan Costigan for food vending during the Bandstand concert series from June 15 through August 31, 2017, during the hours of 6:00 PM to 8:00 pm.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**

**SELECTMEN’S PERMIT: PARKS & REC COMM/FRIENDS OF THE BANDSTAND (CAR SHOW):**

**MOTION:** To authorize the Chairman to sign the Selectmen’s Permit allowing a “Cruise Night” car show to take place on the Town Common on July 13, 2017 between 5:30 pm and 7:45 pm.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**

**SELECTMEN’S PERMIT: MARK FERNALD/ONE HAMPTON FALLS (USE OF GOV.**

**WEARE PARK):** In reviewing this permit request, the Board noted that a certificate of insurance is needed, and also that a signature from LAS administration will be needed if the group plans to use the school’s parking lot.

**MOTION:** To approve a Selectmen’s Permit for Mark Fernald of One Hampton Falls to use Governor Weare Park for a movie night on June 16<sup>th</sup>, on the condition that a certificate of insurance and permission from LAS are received prior to the event.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**

**MONTHLY REPORTS - SELECTMEN REPRESENTATIVE REPORTS**

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**SELECTMAN MCDERMOTT – LIBRARY, PLANNING BOARD:** R. McDermott reported that representatives of Avesta Housing met with library officials regarding information to be given to new residents. The Library Board also reviewed its investment policy and discussed curbing. At the Planning Board meeting, Shawn Hanson reported on activity at the Ordinances and Regulations Committee meeting that took that evening.

**SELECTMAN ZIOLKOWSKI - SCHOOL BOARD, CONSERVATION COMMISSION:** J. Ziolkowski reported that the School Board had a work session on renovation proposals for 2018, Plan A and Plan B. They hope to approach the 2018 election with one proposal for the ballot, and will be holding several meetings on the topic. Also, representatives from Hampton Falls and Hampton have met to discuss Hampton Falls middle school students attending Hampton schools.

**SELECTMAN SMITH - RECREATION COMM., HERITAGE COMM., TOWN IMPROVEMENT COMM.:** L. Smith reported that the Recreation Commission discussed final details of the art show. The Town Improvement Committee discussed the proposed floating dock at the Depot as well as the proposed changes to the entry doors at the Town Hall. The project of repairing and cleaning benches at the Common has been completed. The Heritage Commission discussed the matter of the “mill stone” at the corner of Sanborn Road and King Street.

**OTHER**

**ZBA CASE #17-01:** The Town Administrator informed the Board of Selectmen of an abutter notice received regarding a case coming before the ZBA on June 22:

**CASE #17-01:** Application from Terry Anderton for Appeal from an Administrative Decision of the Building Inspector on March 21, 2017 in relation to Article III, Section 4 of the Zoning Ordinance (Article III, Section 7.2.1, Septic System, and issues in such letter) for property located at 51 Depot Road, Map 2, Lot 102.

**GOVERNOR WEARE PARK BALL FIELD DEDICATION:** L. Smith said that at a recent work session the Board discussed a suggestion by Tim Samway of Old Stage Road, that the baseball diamond at Governor Weare Park be dedicated as a memorial to Peter Robart.

**MOTION:** To dedicate the baseball diamond at Governor Weare Park as a memorial to Peter Robart, and to appoint a committee of Tim Samway, Judy Wilson, Lyn Stan and Town Administrator Lori Ruest to determine and present recommendations to the Board of Selectmen.

**MOTION:** L. Smith

**SECOND:** R. McDermott

**UNANIMOUS**

J. Ziolkowski shared his observations of maintenance issues at Governor Weare Park. He will provide a list of items of concern to the Town Administrator. J. Ziolkowski also said that due to the water table being very high, contracted mowing is not on a regular schedule yet.

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**PUBLIC COMMENT RELATING TO THIS MEETING’S AGENDA ITEMS:** David Allen of Hillcrest Drive read a letter regarding concerns about conduct of the Selectmen’s meeting on May 17. This letter was submitted to the Board for the record.

Beverly Mutrie, Brown Road, asked if the technology proposed by George Koch would allow the Town to not take minutes at meetings. It was affirmed that minutes need to be taken.

George Koch, Drinkwater Road, mentioned that the area between the Library and the Public Safety Building had not been mowed. R. McDermott said there is some mix-up over who is responsible for mowing in that area.

**REVIEW AND APPROVAL OF PREVIOUS MINUTES: 5/17/2017; 5/31/2017:**

**MOTION:** To approve the minutes of May 17 as written.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

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L. Smith asked that a sentence be added at the end of the last paragraph on page 3: “There was unanimous agreement to do so by Board members.”

**MOTION:** To approve the minutes of May 31 as amended.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

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**MOTION: To enter Nonpublic Session** made by R. McDermott seconded by J. Ziolkowski. **Specific Statutory Reason** cited as foundation for the nonpublic session:

**XX** RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

<b>Roll Call vote</b> to enter nonpublic session:	Larry M. Smith, Chairman	Y
	Richard P. McDermott, V.Chairman	Y
	James E. Ziolkowski, Selectman	Y

**Entered nonpublic session** at 8:34 PM.

**MOTION:** To leave non-public session and return to public session at 8:42 PM.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**BOARD OF SELECTMEN  
JUNE 7, 2017**

**6:30 PM  
TOWN HALL**

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**Public session reconvened** at 8:42 PM.

**MOTION:** To adjourn at 8:43 PM.

**MOTION:** R. McDermott

**SECOND:** J. Ziolkowski

**UNANIMOUS**