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

PUBLIC HEARING - COMCAST CABLE TELEVISION FRANCHISE RENEWAL: The Chairman opened the Public Hearing and reviewed the process followed for renewal of the Cable Television Franchise Agreement, noting that the Board of Selectmen is the franchising authority, and invited public input. Attorney Kate Miller was present to answer any questions on the contract renewal, which she negotiated. There were no questions or comments; the Chairman closed the Public Hearing.

MOTION: To approve the Cable Television Franchise Agreement with Comcast of Maine/New Hampshire, Inc., as written, for the term of November 7, 2017 through November 6, 2022.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

K. Miller provided copies of the agreement for Board of Selectmen signatures.

BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER – MONTHLY

REPORT: The Board acknowledged the report of the Building Inspector for May 12 through June 19. The Building Inspector noted that the matter re: 51 Depot Road is on the agenda of the ZBA for June 22 for an Appeal of Administrative Decision.

ROAD AGENT – MONTHLY REPORT: RELEASE OF RETAINED FUNDS: J. Ziolkowski stepped down from his seat on the Board. The Board and Road Agent reviewed items still outstanding on the list of damages caused in the course of 2016/2017 Winter Road Maintenance. It was decided that all major repairs have been completed.

MOTION: To release retained funds to the Winter Road Maintenance Contractor.

MOTION: R. McDermott

SECOND: L. Smith

2 IN FAVOR; 1 ABSTENTION; PASSES

J. Ziolkowski resumed his seat on the Board.

2017 ROAD PROJECTS: The Board reviewed the spreadsheet of Road Projects for 2017, which was updated to include items discussed at a June 14 work session.

L. Smith informed the Board that there is a State bill in process, awaiting approval of the Governor, that would provide 30 million dollars in State funds for additional highway and bridge projects, beyond what is already budgeted. The amount of these unanticipated funds to be distributed to each Town is not yet known, but Towns are advised to start identifying eligible projects. It was agreed to add this topic, along with other road work updates, to the June 28 work session.

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Asked if State DOT projects currently in progress are on schedule, the Police Chief said that work on State Route 88 is still on target to be completed by July 1, and the State Route 1 project is scheduled to be complete in October.

BRUSH DUMP – PERMISSIBLE ACTIVITY: In response to concerns brought forward by J. Ziolkowski regarding private contractors, including the Road Agent, bringing tree stumps and brush to the dump, the Board discussed Brush Dump rules for disposal of brush.

In conjunction with this discussion, the Board reviewed the Resident Authorization for Contractors form. It was noted that the form is for use of Town residents only, to be used only one time to allow a contractor to bring “acceptable solid waste” to the dump for them. Discussion took place on the topics of Saturday dump hours, Household Waste Collection Days, brush versus “white goods” and how to monitor use of this “one time” option. It was agreed that the form should be updated to be consistent with current Brush Dump information and definitions on the Town’s website.

It was affirmed that the Brush Dump is not available to contractors, only to residents. If a resident needs help in one instance to haul allowable brush to the dump, he/she can use the Resident Authorization for Contractors form, which allows the contractor access to the Brush Dump one time without a Dump Sticker. The only times the Brush Dump is available for brush disposal are Saturdays from 8:00 am until 2:00 pm April through November. This amended form will be added to the Town website.

FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT – MONTHLY REPORT: The Board acknowledged the Fire Department report for May. Fire Chief Jay Lord reported that the new Seabrook emergency room is now open and has been used by the Department. He also reported that there have been no fireworks permits issued to date.

J. Ziolkowski suggested that the public be reminded that permits are needed for fireworks. The Fireworks Ordinance and permit forms are available on the Fire Department’s page of the Town website, and require signature of the Fire Chief and notification of neighbors.

J. Lord informed the Board that an HVAC contractor that has done work at the Library was invited to the Public Safety Building to look at the co-generation heating system that has not worked correctly since its installation. The contractor can do an evaluation of the system for a fee of \$500 to determine if and how it can be made to work, or if it needs to be replaced. The Fire Chief asked the Board for permission to hire the contractor.

MOTION: To authorize the Fire Chief to contact Protect HVAC to conduct an evaluation of the co-generation heating system at a cost of up to \$500.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

The Board recognized the service of Captain John R. Dodge who is retiring from the State Forestry service, and signed a letter of appreciation for his 25 years as Forest Ranger.

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POLICE CHIEF, ANIMAL CONTROL – MONTHLY REPORT: The Board acknowledged the Police Chief's monthly report for May. R. Dirsra informed the Board that Crimeline for the Hamptons has made an offer of a one-time gift of \$3,000 to the communities it serves for the purpose of fighting crime. Possible uses of the funds were discussed.

MOTION: To accept a gift from Crimeline for the Hamptons in the amount of \$3,000 for the use of the Hampton Falls Police Department in enhancing crime solving abilities.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

Notification has been received from the Alzheimer's Association that their annual charity bicycle ride will travel through the Town on Saturday, June 24. The Police Chief responded separately.

MOTION: To authorize the Chairman to sign the letter acknowledging receipt of notification that the Alzheimer's Association's charity bicycle event will include parts of Hampton Falls on its route.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

FINANCIAL REPORTS – GENERAL FUND BALANCE \$ 1,296,838.00

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

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

Accounts Payable Warrant #584	\$83,199.79
Payroll Warrant #388	\$15,025.01
Treasurer's Check Warrant #2017-15	\$11,179.96
Treasurer's Check Warrant #2017-17	\$5,326.68
Treasurer's Check Warrant #2017-18	\$24.00

MOTION: J. Ziolkowski

SECOND: R. McDermott

UNANIMOUS

**TAX COLLECTOR REPORT – MS61 TREASURER'S REPORT BOOKKEEPER REPORTS –
EXPENDITURES & REVENUES:** Reports for the month of May were acknowledged by the Board.

54 EXETER ROAD, MAP 2, LOT 76: The Town Administrator reported that she had sent correspondence to the owner on May 4 in the hope of continuing discussion to acquire a portion of this property in the Capital Improvement Program process. No response has been received to date. The Board authorized the Town Administrator to send an email to Todd Santora inquiring if he has more up to date contact information.

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OTHER:

PETER ROBART MEMORIAL COMMITTEE: Tim Samway informed the Selectmen that the Committee is working on two projects. The first, a sign on the backstop at the Governor Weare Park ballfield that shows the dedication of the field to Peter Robart, has been designed and is nearly ready for manufacture and placement. A date convenient for Town personnel and the Robart family will be set for the unveiling.

A second project suggested, a stone with a memorial plaque, will be discussed together with the Recreation Commission. The next meeting of the Committee is set for July 17.

T. Samway said that the projects are planned to be done with private contributions. He said that this will take time, but people have already come forward to offer help, which he found a tribute to Peter Robart in itself.

LETTERS OF CONGRATULATION TO GRADUATES: The Board signed letters of congratulations to Mark Fagan and Connor Lennox, who recently graduated in the top 10 of the 2017 WHS graduating class.

SENATOR DANIEL INNIS, DISTRICT 24, OFFER TO MEET: A letter has been received from State Senator Daniel Innis in which he offered to come and meet with the Board. L. Smith said he would like to pursue this, and asked the Board to think about issues they would like to discuss with the Senator.

REVISION TO “SELECTMEN’S MEETINGS” DOCUMENT: The proposed changes are in response to information shared at a recent Right To Know conference.

MOTION: To amend the “Selectmen’s Meetings” policy document, as presented.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

PRIMEX – PROPERTY LIABILITY INSURANCE RENEWAL: The Board reviewed the insurance renewal document. Approval will extend the arrangement for three years, with a maximum annual increase of 7%.

MOTION: To authorize the Chairman to sign the Contribution Assurance Program (CAP) renewal with Primex for the period of January 1, 2018 through December 31, 2020, as well as the resolution page.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

CIRCUIT RIDER PLANNER ASSISTANCE AGREEMENT WITH ROCKINGHAM

PLANNING COMM.: Approval is required from both the Selectmen and the Planning Board for

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renewal of this agreement with the Rockingham Planning Commission for Circuit Rider Planner assistance to the Planning Board.

MOTION: To authorize the Chairman to sign the Circuit Rider Planner Assistance Agreement for the 12 month period beginning July 1, 2017 and terminating June 30, 2018.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

PUBLIC COMMENT RELATING TO THIS MEETING'S AGENDA ITEMS: None heard.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 6/7/17, 6/14/17 work session:

MOTION: To approve the minutes of June 7, 2017 and June 14, 2017, as written.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

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

Specific Statutory Reason cited as foundation for the nonpublic session:

 X RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

 X 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.*

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

Entered nonpublic session at 7:55 p.m.

Motion to leave nonpublic session and return to public session by R. McDermott, seconded by J. Ziolkowski.

Motion: PASSED

Public session reconvened at 8:05 p.m.

MOTION: To hire Pamela Kasnet as Part-time Bookkeeper as recommended by the Town Administrator, on a 6-month probationary basis at a starting rate of \$18.91 per hour.

**BOARD OF SELECTMEN
June 21, 2017**

**6:30 PM
TOWN HALL**

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MOTION: L. Smith
SECOND: R. McDermott
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MOTION: To adjourn at 8:07 p.m.

MOTION: R. McDermott
SECOND: J. Ziolkowski
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