

Draft

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

GEORGE KOCH – HAMPTON FALLS MUNICIPAL ONLINE INITIATIVE (CELL PHONE APP): Discussion took place on the municipal online initiative introduced by G. Koch at the Selectmen’s meeting on June 7, 2017. Copies of draft contracts with City Sourced and Earth Channel have been received by the Town for Board consideration. Town Counsel will be asked to review contracts and policy for the new technology.

Details of what has been done to date and next steps to take were discussed. G. Koch reported that he had talked with J. Ziolkowski about permitting aspects of the application, such as doing car registrations online. He has considered what to include in Phase One, and then will look at what to work toward for Phase 2, after the application has been started and feedback is received. He advised starting with broad categories with sub –categories for Phase One, including as much information as possible. Setting up topics department by department was discussed, with sub-topics for each in a hierarchical manner. It was agreed that the Police and Fire Department topics should be in the first phase.

It was agreed that a 5-member Technology Committee, including G. Koch, should be formed to work on the mobile application and public meeting streaming that are proposed. Possible committee members will be contacted by G. Koch and appointed by the Board on July 19. At that time, the Board will also discuss contracts. G. Koch will continue his work on the project in the meantime.

Funding will be from the Comcast franchise fees (Town Communications Fund). The estimate of annual fees for the mobile application and public meeting streaming proposed was \$10,000.

ADDITIONAL HIGHWAY FUNDING FOR SUPPLEMENTAL PROJECTS SB38: As discussed on June 7, SB 38 provides 30 million dollars to local governments for highway projects not budgeted. There was a discussion of roads that might be repaired using this money. The list will be given to the Road Agent for prioritization.

The Town’s portion of the funding under this bill will be around \$67,000, but when it will be available was not known at the time of the meeting.

MOWING AGREEMENT– ELM SERVICES, INC.: A signature on the mowing agreement with ELM Services, Inc. is still needed from Steven Ziolkowski. If S. Ziolkowski cannot come in to sign during the next week, a copy will be sent to him to sign before a notary.

Discussion took place on the decision made on April 5 to renew this mowing agreement, which read:

MOTION: To renew the mowing agreement with Environmental Landscape Management, LLC for the coming year at the same cost as the last year’s agreement.

Noting that the mowing agreement is with “ELM Services, Inc.,” the Board agreed that the record should be corrected.

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MOTION: To correct the record to read, "To renew the mowing agreement with ELM Services, Inc. for the coming year at the same cost as the last year's agreement."

MOTION: R. McDermott

SECOND: L. Smith

2 IN FAVOR; 1 ABSTENTION; PASSES

DRAINAGE EASEMENT – TOWLE FARM ROAD – MAP 5, LOT 53-1 – RIP RAP: Evidence has not been found that a drainage easement was turned over to the Town for this property. The property owner does not want to incur the expense of replacing rip rap, but unless it can be shown the Town owns the easement, public funds cannot be used for this purpose. If evidence comes forward regarding the easement, the matter will be revisited.

TOWN HALL INCIDENT: There was a discussion of a recent incident in which a loud, angry conversation, including profane language, took place at a committee meeting at the Town Hall and was witnessed by Town Hall staff and members of the public that were in the building at the time. The Board agreed that the Town Hall staff should have permission to contact the police when tense situations occur. The Police Chief will be consulted. Security procedures will be reviewed.

ABATEMENT/REFUNDS: MAP 6, LOT 64-12; MAP 4, LOT 46-8: Two tax abatement/refunds presented by the Assessor were reviewed by the Board.

MOTION: To approve the two abatement/refunds as presented by the Assessor, and sign them.

MOTION: R. McDermott

SECOND: L. Smith

UNANIMOUS

AMENDMENT TO PHOTOCOPY FEE:

MOTION: To amend the photocopy fee at the Town Hall to \$.50 per page, effective July 1, 2017.

MOTION: R. McDermott

SECOND: J. Ziolkowski

UNANIMOUS

PART-TIME BOOKKEEPER APPOINTMENT FORM AND HIRE LETTER: The Board signed this letter to newly hired Bookkeeper Pam Kasnet.

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(b) *The hiring of any person as a public employee.*

Roll Call vote to enter nonpublic session: Larry M. Smith, Chairman

Y

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Richard P. McDermott, V.Chairman	Y
James E. Ziolkowski, Selectman	Y

Entered nonpublic session at 10:32 AM

MOTION: To leave non-public session and return to public session at 10:43 AM.

MOTION: R. McDermott

SECOND: L. Smith

UNANIMOUS

Public session reconvened at 10:43 AM.

MOTION: To appoint Richard Pettengill as Treasurer for a 6-month probationary period.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

OTHER: A request has been made by the Treasurer to reduce the number of Town bank accounts.

MOTION: To accept the recommendation of Treasurer Liz Riordan to consolidate Town bank accounts.

MOTION: L. Smith

SECOND: R. McDermott

UNANIMOUS

MOTION: To adjourn at 10:47 AM.

MOTION: R. McDermott

SECOND: L. Smith

UNANIMOUS