DRAFT

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

**PUBLIC HEARING – STOP SIGN ORDINANCE AMENDMENT (ADD FRYING PAN LANE, KING STREET, SANBORN ROAD).**

L. M. Smith opened the public hearing by reading the Stop Sign Ordinance.

Discussion was opened to members of the Board. J. E. Ziolkowski requested that the Road Agent inform him of the date and time of installation at Sanborn and King so that he can be present. The location can be in front of the stake, on the monument. L. M. Smith requested hard pack or black top be placed on the shoulder by the stop sign.

Discussion was then opened to members of the public. Having no comments from members of the public, the public comment period was closed.

**MOTION:** To add the location of Frying Pan Lane, King Street and Sanborn Road to the list of approved stop signs.

**MOTION: L.M. SMITH**

**SECOND: R. P. MCDERMOTT**

**UNANIMOUS**

**BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER MONTHLY REPORT –** The September Monthly Report was acknowledged by the Board. The number of people moved in at Grapevine Run (Avesta) was unknown. R. P. McDermott expressed concern about the manner in which rails were bolted.

**ROAD AGENT MONTHLY REPORT –** The September Monthly Report was acknowledged by the Board. D. Robinson updated the Board on projects. Woodlawn Road Drainage Improvements- L. M. Smith wants to hold additional work to see if the new catch basin work solves the drainage problem. The Brown Road Culvert quote was $9,000. J. E. Ziolkowski viewed the culvert and verified that it is working. L. A. Ruest suggested poles with reflectors, or guard rail in the interim. Brown Road- J. E. Ziolkowski requested a quote on a 10 foot extension plus gravel. L. M. Smith requested D. Robinson obtain the quote. The Highway Garage Prep, Tree Removal at Brush Dump and Pavement at the Salt Area needs attention. D. Robinson reports that an area needs to be cut out and put pad in it. State Line Paving may be a reasonable option. D. Robinson to obtain a quote.

Discussed cost of Brown Road paving- H. B. Fazzino reported that an updated quote from Avesta has not been received, factoring in the cost of the decreased linear footage.

A Highway Garage circuit was identified in March as needing to be fixed. M. Sikorski will isolate the circuit this month.

The Board discussed the status of Highway budget funds. L. M. Smith says hold off until December for further discussion of purchasing materials or projects.

Painting of Stop Bars (Evergreen, Alexis/Crystal, King, Sanborn)

D. Robinson recommends a quote from Kaz Fine Lines, R. P. McDermott will make contact due to a 30 year relationship with Kaz Fine Lines.

**FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT –** September Monthly Fire Department Report- Chief Jay Lord was unavailable, and a report was unavailable. The Selectmen request continued monthly reports.

**POLICE CHIEF, ANIMAL CONTROL –** September Monthly Police Department Report was received from Chief Dirsa.

Chief Dirsa announced that grant funds are available for seat belt and speed enforcement and provided the application for signature of the BOS. Sign Board sign data- tracking speeding is being reviewed and monitored.

**OLD BUSINESS**

**FINANCIAL REPORTS GENERAL FUND BALANCE $1,255,041.18**

**ACCOUNTS PAYABLE/PAYROLL/TREASURER/TRUSTEES OF TRUST FUNDS WARRANT(S)**

|  |  |  |
| --- | --- | --- |
| Bookkeeper | Accounts Payable Warrant #597 | $ 716,990.89 |
| Bookkeeper | Accounts Payable Warrant #598 | $ 5,185.04 |
| Bookkeeper | Payroll Warrant #404 | $ 15,917.35 |

**MOTION:** To approve the above warrants as presented by the Bookkeeper.

**MOTION: L. M. SMITH**

**SECOND: J. E. ZIOLKOWSKI**

**UNANIMOUS**

**STATISTICAL UPDATE CONTRACTS (2018 REVALUATION OF PROPERTIES)**

* Granite Hill Municipal Services (Residential) by Todd Haywood

**MOTION:** To enter into an agreement with Granite Hill Municipal Services for the purposes outlined in the proposal for the 2018 Revaluation of residential properties.

**MOTION: R. P. McDERMOTT**

**SECOND: J. E. ZIOLKOWSKI**

**UNANIMOUS**

* Property Valuation Advisors (Commercial) by Stephen Traub

**MOTION:** To enter into an agreement with Property Valuation Advisors for the purposes outlined in the proposal for the 2018 Revaluation of commercial properties.

**MOTION: R. P. McDERMOTT**

**SECOND: J. E. ZIOLKOWSKI**

**UNANIMOUS**

**FALL HOUSEHOLD WASTE COLLECTION DAY, SATURDAY, OCTOBER 21, 8 AM TO 2 PM:** J. E. Ziolkowski reported that the Lincoln Akerman School Yard Sale had been moved to October 27, 2017, and he requests permission to gather items for this purpose. L. M. Smith asked that people be asked about whether they wish to donate their merchandise and to drive it around to the garage. There is no disposal of electronics or wood at this collection. Handouts are available for other options.

**OTHER**

Dead River Company- It has been identified that the propane tank at the Public Safety Building may have been purchased by the Town contrary to previous indication that it was owned by Dead River Company. L. A. Ruest will work with Fire Chief J. Lord and Dead River’s representative to determine the actual status of the tank and seek a revised proposal from Dead River Company. Determination will need to be made as to the value of the existing tank. An Amendment to the Agreement should include reimbursement for the tank being replaced. Tanks of that size are $2,000.

Trees for Sanborn & King- 2 trees were placed, planned for planting tomorrow. J. E. Ziolkowski requests $100 to complete the project for the purchase of one additional tree. The homeowner will sign off on the project.

**MOTION:** To send a draft Agreement to Town Counsel for review and input, and authorize an additional $100 for an additional tree.

**MOTION: L. M. SMITH**

**SECOND: R. P. MCDERMOTT**

**UNANIMOUS**

**Peter G. Robart Memorial**

L. M. Smith read a thank you from Jane Shanahan. “I don’t even know how to begin to thank you for spear-heading the tribute to Peter at the Governor Weare ball field. It is just a perfect tribute to him. The park was his “baby” and he was never happier than when he was working with “the guys.” The sign is amazing!! I am continually touched by the out pouring of love and support from the Hampton Falls community and beyond.” Thanks again, Love, Jane.

J. E. Ziolkowski suggested a video link be added to the Parks & Recreation web page.

**NEW BUSINESS**

**NOVEMBER – DECEMBER 2017 TOWN NEWSLETTER**

H. B. Fazzino to verify the Christmas Tree Sales schedule with Fire Department.

**PLANTING OF MEMORIAL TREE AT TOWN HALL IN MEMORY OF TED TOCCI.**

MOTION: To approve the request with the location to be determined in advance of planting in the spring.

**MOTION: R. P. MCDERMOTT**

**SECOND: J. E. ZIOLKOWSKI**

**UNANIMOUS**

**PUBLIC COMMENT:**

Tim Sanway reported that the dogwood tree near the driveway to the Town Hall needs maintenance due to unscheduled pruning.

**OTHER**

Community Service Initiative: J. E. Ziolkowski reports that the elementary school seeks the help to communicate a new project. Heather Fabbri, 16 Nason Road, is coordinating a Day of Service for two afternoons this year, including October 27, 2017 for general fall yard clean up. She is seeking 4-5 homes to be served. Parents provide transportation, supervise during work. Students bring tools, bags. R. P. McDermott seeks a description to be able to distribute the information using his personal email.

**PUBLIC COMMENT-** None.

**REVIEW AND APPROVAL OF PREVIOUS MINUTES: 10/4/2017**

**MOTION:** To approve the meeting minutes of October 4, 2017, as written.

**MOTION: L. M. SMITH**

**SECOND: J. E. ZIOLKOWSKI**

**2 IN FAVOR, 1 ABSTAINED, PASSES.**

**ADJOURN**

**MOTION:** To adjourn the meeting at 7:45 p.m.

**MOTION: L. M. SMITH**

**SECOND: R. P. McDERMOTT**

**UNANIMOUS**

Next Selectmen’s Meeting – Wednesday, November 1, 2017, 6:30 p.m., Town Hall