

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**DECEMBER 6, 2017 - 6:30 PM  
TOWN HALL**

**DRAFT**

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

**FINANCIAL REPORTS – GENERAL FUND BALANCE \$1,262,615.12**

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

Payroll Warrant	#408	\$ 17,612.15
Payroll Warrant	#409	\$ 16,680.50
Payroll Warrant	#410	\$ 65,872.73
Accounts Payable Warrant	#602	\$500,095.67
Accounts Payable Warrant	#603	\$ 5,368.31
Accounts Payable Warrant	#604	\$ 18,333.25
Trustees of the Trust Funds	#2017-36	\$ 350.00
Trustees of the Trust Funds	#2017-37	\$ 5,000.00

**MOTION:** To approve Warrants 408, 409, 410, 602, 603, 604, 2017-36 and 2017-37 as presented.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

**2018 TOWN WARRANT AND BUDGET**

The Town Warrant storm date was revised to read Monday, February 5, 2018.

<b>Article</b>	<b>Description</b>	<b>Amount</b>	<b>Comments</b>
Article 5	Operating Budget	\$2,630,515	Default \$2,631,675
Article 6	Heritage Fund	\$3,000	
Article 7	Tercentenary Celebration Capital Reserve Fund	\$10,000	The Board questioned whether it was intended to include the Tricentennial Committee’s request for a \$10,000 warrant article in the 2018 Warrant. L. Ruest will check and remove the warrant article, if appropriate.
Article 8	Police Cruiser Capital Reserve Fund	\$20,000	To add \$20,000 to the Police Cruiser Capital Reserve Fund. L. M. Smith noted that this represents the change from raising a greater amount each year by warrant article and utilizing funds from the police detail account. J. E. Ziolkowski suggested that the balances of funds other than the Capital Reserve Fund be included as part of the warrant article. The Town Administrator

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			will raise the question to the Department of Revenue Administration and Town Counsel.  J. E. Ziolkowski is not in favor of including this in 2018.
Article 9	Police Body and Cruiser Cameras	\$10,000	
Article 10	Public Safety Capital Reserve Fund	\$10,000	
Article 11	Public Safety Building New Telephone System	\$7,500	
Article 12	Town Hall Capital Reserve Fund	\$10,000	
Article 13	Fire Truck Capital Reserve Fund	\$15,000	This article was removed at J. Lord's request.
Article 14	Highway Maintenance Capital Reserve Fund	\$125,000	
Article 15	Land Use Change Tax for Conservation Fund	50%	The Conservation Commission sought \$10,000 for a warrant article, however, after initial consideration, the Board of Selectmen rewrote the article to utilize a greater percentage of Land Use Change Taxes. Conservation Commission Chairman S. Hanson is concerned with raising the percentage. S. Hanson encouraged conversation with the Commission prior to making a change. Conservation Commission Member James Kibler reports he feels there is a small amount of money (approximate balance of \$350,000) and no prospects of additional income. The warrant article will be rewritten to reflect the raising and appropriating of \$10,000 to add to the Conservation Fund. L. M. Smith recommends the conversation regarding increasing the Land Use Change Tax (LUCT) percentage take place during 2018 for potential placement on the 2019 warrant.
Article 16	Mosquito Control Program	\$30,000	J. E. Ziolkowski feels this expense should be a budget item in the future. Discussion resulted that the request is not always approved by the voters and should remain as

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			a warrant article.
Article 17	One Sky Community Services	\$900	
Article 18	The Chase Home for Children	\$250	

L. A. Ruest will make revisions to the warrant as indicated at this meeting and the Warrant will be brought to the December 20, 2017 meeting for Selectmen votes.

The proposed municipal Budget currently reflects an increase of 2.66% over the previous year's budget.

**MARINE AQUACULTURE LICENSE APPLICATIONS** and Public Hearing will be held December 14, 2017, 9:00 a.m., NH Fish & Game, Durham, N.H.

**SUPPLEMENTAL TAX WARRANT – 2017- Nextera Energy**

There was an error in the assessed value of this utility, resulting in a Supplemental Warrant.

**MOTION:** To approve the Supplemental Warrant as submitted by the Tax Collector.

**MOTION: J. E. ZIOLKOWSKI**

**SECOND: R. P. McDERMOTT**

**UNANIMOUS**

**PLODZIK AND SANDERSON, PA, INDEPENDENT REPORT OF TREASURER RECORDS**

The Selectmen acknowledged receipt of the Draft Report of the Treasurer's cash and investment balances of January 1, 2017 through August 31, 2017, due to the change in official.

**REVISION ENERGY- POWER PURCHASE AGREEMENT FOR SOLAR ELECTRIC ARRAY (\*Electricity Aggregation)**

Shawn Hanson was present to follow up on his research. He referred the Board to a report from ReVision Energy dated November 16, 2017, identifying key aspects for consideration to initiate a project such as this. The Board determined that the proposal is cost prohibitive at present. S. Hanson will continue to explore options.

**RASPBERRY FARM**

S. Hanson reported that the Boy Scouts approached the Conservation Commission and requested authorization to hold a Christmas tree burn. The Scouts are also seeking to hold a mini-Jamboree/scavenger hunt on January 6<sup>th</sup> with a weather date of January 13, 2017. R. P. McDermott reported that this plan has changed and that the Christmas tree burn will now be held at Applecrest Farm Orchards.

S. Hanson and L. A. Ruest explained that they are working on a process to streamline requests such as this. It is planned to utilize the Selectmen's Permit Application Process. A request will be forthcoming to the Board of Selectmen to amend the Application form. This will help in

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assuring that all is in order, to include proper insurance coverage, when presented to the Board of Selectmen for consideration.

**UPDATE – HISTORICAL SOCIETY MUSEUM FURNACE**

L. A. Ruest provided information on the status of this matter. No action has been taken.

**AVESTA INDEMNIFICATION AGREEMENT – BROWN ROAD**

L. A. Ruest reported that a request has been forwarded to Town Counsel to review the Indemnification Agreement in conjunction with the position of the Board. No response has yet been received. This matter will be added to a future agenda.

**ELTON LANE COMPLETION AND REAFFIRMATION/ACCEPTANCE AS A TOWN ROAD**

**MOTION:** To acknowledge the completion of Elton Lane and reaffirm the acceptance of Elton Lane as a Town Road.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

**2018 SCHEDULE FOR SUBMITTING BILLS AND PAYROLL**

**MOTION:** To approve the 2018 Schedule for Submitting Bills and Payroll as presented by the Bookkeeper.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

**2018 BUDGET PROPOSAL PUBLIC HEARING NOTICE**

**MOTION:** To approve and sign the 2018 Budget Proposal Public Hearing Notice for posting.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

**2017 EQUALIZATION STUDY**

The Board signed the documents prepared by the Assessor for submission to the Department of Revenue Administration, however, requested that the Assessor be asked to attend a future meeting to provide an explanation of the results.

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**COMCAST PRICE CHANGES**

The Board acknowledged a letter from Comcast outlining new charges, effective December 20, 2017. Discussion of frequent price increases was noted and the Town Administrator was asked to draft a letter to State Representatives expressing the Board's concern with repeated increases and changes, with a copy sent to Comcast.

**NOTICE OF INTENT TO CUT WOOD OR TIMBER – MAP 5, LOT 52, TOWLE FARM ROAD**

The Board reviewed and acknowledged receipt of this application.

**MOTION:** To approve the Notice of Intent to Cut Wood or Timber Application as presented.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

**SANDERS SEARCHES LLC – PROPERTY SEARCHES FOR TAX LIEN PROCESS**

**MOTION:** To enter into a contract with Sanders Searches, LLC for the purpose of researching tax liens.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

**BUYOUT OF UNUSED VACATION TIME**

**MOTION:** To approve the request from the Town Administrator for buyout of unused vacation time.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

**ELECTRICITY PURCHASE AGGREGATION PROGRAM – ROCKINGHAM PLANNING COMMISSION (RPC)**

The RPC seeks to involve the Town of Hampton Falls in an electricity purchase aggregation program. The Board approved participation.

**SELECTMEN REPRESENTATIVE REPORTS – *BRIEF HIGHLIGHTS ONLY***

**SELECTMAN McDERMOTT - LIBRARY, HERITAGE COMM., PLANNING BOARD**

Library- Researching the cost of a generator.

Heritage Commission- Researching the various types of furnaces, and improving ongoing funding.

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Planning- Completed review and approval of proposed amendments in November.

**SELECTMAN SMITH - RECREATION COMM., TOWN IMPROVEMENT COMM.**

Recreation- Skating rink proposal for Gov. Weare Park, volunteers will be used. No hockey, sticks, pucks.

Town Improvement Committee- Discussed options to locate a skating rink, assistance to set up and take down a rink will be provided by G. Winnes and other volunteers under the guidance of the Parks and Recreation Commission.

**SELECTMAN ZIOLKOWSKI - SCHOOL BOARD, CONSERVATION COMMISSION**

School Board is ready to use the mobile classroom. School officials may use school vacation as the transition period to get it set up. The timing is close to scheduling a hearing for their increased budget.

**PUBLIC COMMENT**

L. M. Smith opened the meeting for public comment. Hearing none, the public portion of the meeting was closed.

**REVIEW AND APPROVAL OF PREVIOUS MINUTES:** Nov. 15, 2017 & Nov. 29, 2017

November 15, 2017 Meeting Minutes:

Amend: Page 4- second paragraph, last line- LAS ~~and~~ **are** not used

Page 4- add the following:

**MOTION:** To adjourn at 7:40 p.m.

**MOTION: R. P. McDERMOTT**

**SECOND: J. E. ZIOLKOWSKI**

**UNANIMOUS**

**MOTION:** To approve the minutes of November 15, 2017 as amended.

**MOTION: R. P. McDERMOTT**

**SECOND: J. E. ZIOLKOWSKI**

**UNANIMOUS**

November 29, 2017 Meeting Minutes:

Revise: Meeting date in upper right hand corner to November 29, 2017

Add: **NOT PRESENT:** J. E. Ziolkowski

**MOTION:** To approve the minutes of November 29, 2017 as amended.

**DRAFT**

**MOTION: R. P. McDERMOTT  
SECOND: L. M. SMITH  
2 IN FAVOR, 1 ABSTENTION, PASSES**

**OTHER:**

Fire Chief J. Lord requested funds to repair the plumbing in the Public Safety Building. The cost is \$3,000 which is within the amount available for the project from 2017 budget funds, for a number of matters needing attention.

**MOTION:** To approve \$3,000 for maintenance expenses relating to plumbing needs at the Public Safety Building.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

J. Lord requested funds to address needs relating to a hose and ladder in the amount of \$3,975, which is within the funds available.

**MOTION:** To approve up to \$4,000 for Fire Department needs relating to a hose and ladder.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

J. Lord requested \$3,700 to replace two defibrillators for the police vehicles.

**MOTION:** To approve up to \$3,700 to replace two defibrillators.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

**MOTION:** To adjourn the meeting at 7:40 p.m.

**MOTION: R. P. McDERMOTT  
SECOND: J. E. ZIOLKOWSKI  
UNANIMOUS**

*Next Selectmen's Meeting – Wednesday, December 20, 2017, 6:30 p.m., Town Hall*