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PRESENT: J. E. Ziolkowski, Chair, L. M. Smith, Vice Chair, E. B. Beattie, Selectman, L.A. Ruest, Town Administrator, H. Fazzino, Secretary.

Chairman J. E. Ziolkowski welcomed everyone to the meeting. He introduced all on Board and staff.

J. Ziolkowski reported that Phase 1 of the sound system audio is in place. The plan for Phase II is to upload a video file to YouTube. YouTube members will be able to subscribe to the channel, for ease in watching future videos. All Selectmen are in favor. A policy will be drafted for consideration.

APPOINTMENT OF ASSISTANT TOWN CLERK

Holly Knowles, Town Clerk, recommended Julie Canny for the position of Assistant Town Clerk. She would be appointed for a 6 month probationary period.

MOTION: To appoint Julie Canny to a position of Assistant Town Clerk on a six-month probationary period.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER – MONTHLY REPORT

The Board acknowledged the Building Inspector's Monthly Report. L. M. Smith requested an update on the homeowner's progress at 51 Depot Road at the next meeting.

2018 GOALS

The Selectmen reviewed the Proposed Department Goals for 2018, dated 4/18/18. Building Inspector M. Sikorski continues to seek funds to complete scanning and cataloging of plans: 30% has been completed. He estimates that the project will require 200 hours to complete. J. E. Ziolkowski discussed the rate of pay for the duties and whether a student could complete the task as a community service project. M. Sikorski agreed that it could be considered if need be. L. M. Smith said that the work required a certain amount of judgement. M. Sikorski confirmed that A. Tonry has an excellent sense of order in this department. J. E. Ziolkowski requested that M. Sikorski keep the project on his to-do list.

At this time J. E. Ziolkowski left his Selectman's seat and took the public microphone.

WINTER ROAD MAINTENANCE SERVICES 2017-2018

Monthly Report as of March 13, 2018 was received by the Board. J. E. Ziolkowski reported that he has billed for 90 inches of snow, through the Election Day storm. Additional billing is forthcoming.

ROAD AGENT – MONTHLY REPORT

The Road Agent Report was acknowledged by the Selectmen.

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2018 GOALS- The Selectmen reviewed the Proposed Department Goals for 2018, dated April 18, 2018.

ROAD AGENT- L. M. Smith asked about taking care of the brush pile. J. E. Ziolkowski discussed ELM's offer last year to provide a front-end loader, free of charge to the Town, for purposes of maintaining a brush pile and turning over the compost pile on a weekly basis. He stated that the offer is still on the table for this year. L. A. Ruest said it was an issue of insurance liability. The matter was not acted on. The Road Agent, who oversees the brush dump, advised the Selectmen that the brush pile will need to be moved in order to accommodate 2 years' worth of brush. E. B. Beattie recommended waiting until the storage area is full.

REMOVAL OF WINTER ROAD MAINTENANCE EQUIPMENT FROM BRUSH DUMP BY APRIL 15, 2018

J. E. Ziolkowski reported that 9 of 12 pieces of equipment were removed on April 15, 2018. L. M. Smith and E. B. Beattie agreed that late storage is necessary with a late snow season.

REPAIRS/DAMAGES RESULTING FROM SNOW PLOWING 2017/2018

J. E. Ziolkowski requested an extension of the date for all repairs from the winter plowing season from the contracted date of April 30, 2018, to May 16, 2018 due to the late end of the snow season. J. E. Ziolkowski reported that an 11' wing plow is required for plowing. A complaint from Toni-Ann Capozzi-Gorski, Whittier Drive, described the plow path 10-12 feet from the mailbox, requiring additional shoveling. J. E. Ziolkowski said the procedure is for the plow to make one swipe of the plow in the morning. The second issue is that snow is being plowed into the driveway, limiting ambulance access. E. B. Beattie confirmed the procedure for complaints. L. A. Ruest described how complaints are logged on a worksheet for follow up.

MOTION: To extend the time to make repairs from the winter road maintenance season to May 16, 2018.

MOTION: E. B. BEATTIE

SECOND: L. M. SMITH

TWO IN FAVOR, PASSES

NON-EMERGENCY HIGHWAY DEPARTMENT PROJECT WORKSHEETS-
withdrawn by the Road Agent.

2018 ROAD WORK – IDENTIFY WORK

\$115,000 Capital Reserve Funds - available for paving. Bell & Flynn's estimate contains a linear price. J. E. Ziolkowski wants to get on their schedule. Selectmen will need to confirm and measure the linear feet needed. Take 15% off for striping, shoulder work. L. M. Smith to contact Bell & Flynn.

Also, \$58,000 is available from SB38.

The plan is to identify the roads and speak with Bell & Flynn before the next Board of Selectmen Meeting.

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DOWNED TREES AND LIMBS ON THE SHOULDERS RESULTING FROM SNOW STORMS- J. E. Ziolkowski witnessed individuals cutting trees in the road to use at their own homes. The Road Agent stated that there is still brush along-side the roads.

ROADSIDE MOWING AND BRUSH CUTTING 2018

Selectmen to review the sample RFP that was received this meeting, and discuss it at the next meeting of May 2, 2018.

HAZARD TREES/LIMBS

L. M. Smith states that if it is a hazard to the town, the Road Agent should take care of it. J. E. Ziolkowski requested that hazards should be simply mitigated and limbs put off to the side of the road. E. B. Beattie states that some people take the wood for their own use. J. E. Ziolkowski recommended that for the next 45 days, any hazards should be cut and put to the side of the road, then bid out the final clean up. L. M. Smith concurs. J. Lord reminded the Board to obtain permission before taking downed trees from properties.

Road Agent D. Robinson left the meeting before his report was completed. L.A. Ruest and selectmen completed the report.

FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT – MONTHLY REPORT

The Board acknowledged receipt of the Monthly Report for March.

Chief Lord provided the following updates:

- FEMA funds may be available for a recent snow storm.
- 17 EMTs were recertified in March.
- A brush pile was burned at the Raspberry Farm.
- Chief Lord requested the appointment of Alexis Garrant as Deputy Fire Warden, and reappointment of six other Deputy Fire Wardens.

MOTION: To accept the recommendation from the Fire Chief to appoint Alexis Garrant as Deputy Forest Fire Warden.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

2018 GOALS-

The Selectmen reviewed the Proposed Fire Department Goals for 2018, dated 4/18/18.

POLICE CHIEF, ANIMAL CONTROL – MONTHLY REPORT

The Selectmen acknowledged receipt of the monthly report.

2018 GOALS

The Selectmen reviewed the Proposed Department Goals for 2018, dated 4/18/18.

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J. E. Ziolkowski asked the Selectmen whether a round table with the staff over lunch would be helpful, in the next two weeks. Tuesday, May 1, 2018 at noon was suggested.

OLD BUSINESS

FINANCIAL REPORTS

GENERAL FUND BALANCE \$1,576,563.34

Payroll Warrant	#426	\$ 19,243.47
A/P Warrant	#619	\$ 39,411.71
A/P Warrant	#620	\$ 584,289.35
Fire Department Mezzanine CRF	2018-01	\$ 13.56
Fire Department Mezzanine CRF	2018-02	\$ 91.71

MOTION: To approve five Warrant articles as written above.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

L. Ruest stated that the duties of the Treasurer Consultant are coming to a conclusion. The new Treasurer is getting acclimated. J. E. Ziolkowski requested a budget to actual report at every meeting. L. M. Smith provided an explanation of the information on the expenditure report. L. A. Ruest reviewed her knowledge of expenditures that are not yet posted on the report.

TREASURER MONTHLY REPORT

Period Ending Previous Month

The Tax Collector Report – MS61, was provided to Selectmen.

BOOKKEEPER REPORTS – EXPENDITURES & REVENUES

The Report of Expenditures through March 30, 2018 was provided to Selectmen.

PROPOSED AMENDMENT TO AGENDA FORM

E. Beattie discussed his proposed revisions to the agenda, to allow for additional public comment periods. It allows for people to participate in different topics as they occur. L. M. Smith cautioned that working business meetings of the Board of Selectmen are not public hearings. J. E. Ziolkowski discussed his interest in allowing additional public comment. J. E. Ziolkowski likes four opportunities. L. M. Smith believes that three sessions is the right amount. The draft placement of four public comment periods was reviewed.

MOTION: To amend agenda format to four public comment periods as drafted by E. Beattie.

MOTION: E. B. BEATTIE

SECOND: L. M. SMITH

UNANIMOUS

SELECTMEN’S MEETINGS POLICY

Selectmen reviewed the proposed changes to the Selectmen’s Meeting Policy.

MOTION: To amend the Selectmen’s Meeting Policy as drafted.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

ASSESSOR’S REPORT - ALLOCATED ASSESSED VALUATION (SEABROOK STATION)

Nextera Agreement is expiring. Todd Haywood has put a proposal together for Nextera’s consideration. L. M. Smith to discuss the recommendation with Nextera. L. A. Ruest will assist.

REQUEST FOR PROPOSALS 2018:01 MOWING AND GROUNDS KEEPING- OPEN BIDS

J. E. Ziolkowski recused himself from the bid process and left the Selectman’s table. J. E. Ziolkowski is one of the bidders. J. E. Ziolkowski spoke to Selectmen about his concern that the Town did not bid the cemeteries; and to be fair to all bidders, all locations should have been bid. L. M. Smith advised that the lowest bid be accepted. L. M. Smith reiterated that given the situation of a Selectman as a bidder, this process was fair.

Bidder	Governor Weare Park	Town Commons Weare Common Route 84 Common Brown Road Common Depot Road Common	Government Buildings	Total
Bateman Landscaping, LLC Hampton	\$6,750	\$6,062.50	\$6,070	\$18,882.50
Glenn Davids Hampton Falls	\$6,500	\$2,500	\$2,500	\$11,500
ELM Services Hampton Falls	\$6,400	\$2,400	0	\$ 8,800
Going Green Landscaping Greenland	\$7,000	\$3,000	\$2,500	\$12,500

MOTION: To accept ELM’s bid for Gov. Weare Park and Town Commons in the amount of \$8,800.

MOTION: E. B. BEATTIE

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**SECOND: L. M. SMITH
UNANIMOUS**

MOTION: To award Going Green with the Government Buildings mowing contract for \$2,500.

**MOTION: L. M. SMITH
SECOND: E. B. BEATTIE
UNANIMOUS**

OTHER

No other items.

CONSENT AGENDA

The following documents were provided to Selectmen electronically:

1. 2018 Special Permit Application (Mosquito Control) Received
2. Capital Improvements Program (CIP)
3. Restoration of Records (Marriages 1981-1983) L. A. Ruest described showcase of the restoration of records.
4. Xfinity TV Changes – Updates
5. NH Department of Transportation Hampton Falls - Hampton Bridge Replacement 13408B Project Resumed

J. E. Ziolkowski discussed the frustration of the CIP Committee after last year's work. He acknowledged receipt of: The Best Planning Tool You Aren't Using: Capital Improvements Plan, an article from the NH Municipal Association.

J. E. Ziolkowski recognized Zach Lamare from LAS for the coordinating the a/v equipment.

NEW BUSINESS

MS-535 FINANCIAL REPORT OF THE BUDGET

As prepared by the Town's auditors, the MS-535 was signed by the Selectmen.

BOSTON POST CANE – SCHEDULE DATE FOR PRESENTATION

L. A. Ruest provided a history of the Boston Post Cane. Tracey Beattie, Drinkwater Road, addressed the Selectmen. The Historical Society would like to display the original cane at the Town Hall from September to June, then move the display to the Historical Society for the summer months. May 2, 2018 was identified as a prospective date to award the cane to the Town's eldest resident.

DUTIES OF TOWN OFFICERS

L. M. Smith discussed the classification of employees and municipal officials, as described in RSA 41:29. He stated that the RSA prevents municipal officials from direct oversight management of the road agent. Decisions are only made by a quorum of the Board. L. A. Ruest recommended that the Board and the Road Agent come to a common understanding about

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expensing jobs. L. A. Ruest explained the process of making a decision to remove the hazard, compared to the full scope of the job.

MAY/JUNE MUNICIPAL NEWSLETTER

All agreed to approve the Town's portion of the Newsletter for publication.

**FINAL TAX BILL CERTIFICATION TO DEPARTMENT OF REVENUE
ADMINISTRATION**

MOTION: To acknowledge the Department of Revenue Administration Financial Report of the Budget and the certified tax bill was mailed on November 7, 2017.

**MOTION: L. M. SMITH
SECOND: E. B. BEATTIE
UNANIMOUS**

2017 TAX LIEN \$130,939.47 (2016 TAX LIEN \$111,363.91)

MOTION: To accept the 2017 tax lien.

**MOTION: L. M. SMITH
SECOND: E. B. BEATTIE
UNANIMOUS**

DELEGATION OF DEPOSIT AUTHORITY

MOTION: To sign the delegation of deposit authority as presented by the Tax Collector and Treasurer.

**MOTION: L. M. SMITH
SECOND: E. B. BEATTIE
UNANIMOUS**

TOWN HALL KEYS

J. E. Ziolkowski reports that L. A. Ruest maintains a key list for a total of 32. J. E. Ziolkowski would like Selectmen to know who has keys.

MOTION: To change the key system as soon as possible, through the police and fire department's 2018 goal regarding the Public Safety Building.

**MOTION: E. B. BEATTIE
SECOND: L. M. SMITH
UNANIMOUS**

OTHER

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J. E. Ziolkowski attended his first Heritage Commission meeting recently, and wants to initiate a committee roundtable, twice a year, that all committee chairs could come together.

PUBLIC COMMENT

Bev Mutrie, Brown Road, seeks the RSAs, received a copy at the meeting.

Todd Santora, Avery Ridge Lane, praised the frequent public comment periods. He is concerned about Gov. Weare Park, and he is concerned by the article in the Hampton Union about it being at risk of closing. L. M. Smith said there are a number of people needed to oversee the Park. J. E. Ziolkowski said that as a result of the Hampton Union article, several people are discussing their interest in being a part of the Park organization.

Greg Parish, Towle Farm Road, asked for clarification about the fish ladder and dam at the I-95 Bridge.

Bev Mutrie, Brown Road, after receiving a copy of the RSA, reported that L. M. Smith's statement was inconsistent with the RSA. L.A. Smith retracted his previous statement.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: April 4, 2018.

MOTION: To adopt the meeting minutes of April 4, 2018, as amended.

MOTION: E. B. BEATTIE

SECOND: L. M. SMITH

UNANIMOUS

Next Selectmen's Meeting – Wednesday, May 2, 2018, 6:30 p.m., Town Hall