

**DRAFT**

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

**ROCKINGHAM PLANNING COMMISSION EXECUTIVE DIRECTOR T. ROACHE**

T. Roache, Executive Director of Rockingham Planning Commission presented a summary of his vision for the Rockingham Planning Commission. He described his view on planning, as a resource, and as a voice. \$2,200 dollars of the town's fee goes to the regional organization. The remaining dues are directed toward programs. Recycling is another issue that is coming to Hampton Falls. E. B. Beattie stated that the Master Plan was an ongoing concern.

**SECTION 1 – PUBLIC COMMENT**

No public comments.

**OLD BUSINESS:**

**FINANCIAL REPORTS – GENERAL FUND BALANCE \$2,277,171**

Account Payable / Payroll / Treasurer / Trustees of Trust Fund Warrants

Payroll Warrant	437	\$ 19,853.11
Payroll Warrant	438	\$ 18,050.90
Accounts Payable Warrant	629	\$341,216.79 *
Accounts Payable Warrant	631	\$ 9,334.09
Accounts Payable Warrant	633	\$ 4,400.00
Accounts Payable Warrant	634	\$ 42,692.51

J. Ziolkowski confirmed that the warrants were reviewed by Selectmen prior to them being signed. Accounts Payable Warrant #629 was signed, but placed on hold at the previous meeting.

**MOTION:** To approve the warrants as outlined above.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**MOTION:** To approve Accounts Payable warrant # 629\* in the amount of \$341,216.79.

**MOTION: L. M. SMITH**

**SECOND: J. E. ZIOLKOWSKI**

**TWO IN FAVOR, ONE ABSTAINED PASSES**

**2018 REVALUATION ASSESSMENT**

**MOTION:** To accept the Town's revaluation as presented by the Town Assessor.

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

Property owners were able to meet with the Assessor to discuss their revaluation. E. Beattie spoke to the increased valuation. J. Ziolkowski continues to hear from residents about their increase in valuation as well. L. Smith reports that the average increase was 15%, however, the associated tax will not be known until the tax rate is set later this year.

**UNANIMOUS**

**NEXTERA TAX STABILIZATION AGREEMENT**

**MOTION:** To defer any decision on a Nextera Tax Stabilization Agreement as recommended by the NH Department of Revenue Administration until the DRA's utility valuation has been completed, and to request an extension for submitting the MS1 until this valuation is available.

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

**TOWN HALL CAPITAL RESERVE FUND – GENERATOR (ARTICLE 12/2018)**

**MOTION:** To expend up to \$14,000 for a three phase generator as recommended by the Town Improvement Committee.

**MOTION: L.M. SMITH  
SECOND: J. E. ZIOLKOWSKI**

J. E. Ziolkowski expressed concern about a cost 40% higher than the original amount presented in 2017. L. M. Smith recited the Warrant (Article 12) from the 2018 ballot supporting the generator. E. B. Beattie stated he felt that the difference is due to the need for a generator to serve three-phase, and that the voters voted for a warrant for a generator at a cost of \$10,000. L. M. Smith is in favor of authorizing \$4,000 from the Capital Reserve Fund for the three phase required verses the single phase.

**ONE IN FAVOR, TWO OPPOSED, DOES NOT PASS.**

**JONES AND BEACH ENGINEERS – DRINKWATER ROAD CULVERT (KENNEDY)**

Several months ago the culvert failed, a quick repair was made. FEMA informed the Town that it is not eligible for grant funds. The road above the repair was failing. The town purchased road plates and they were installed. The Road Agent was asked to place hay bales. Brad Jones, Jones & Beach met with the Chairman. The Chairman wants a solution for the King Street culvert, Blake culvert, and the Kennedy culvert, Curtis culvert. All are steel culverts. We need a temporary repair for the four culverts. Trap, kill, break down dams, it is accelerating the rotting of the culverts. E. B. Beattie discussed his experience with deterring beavers. He recommends a beaver box for determining the flow of the river.

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J. E. Ziolkowski discussed a short term solution to start the water flowing.

D. Robinson, Road Agent, reports that the repair was intended as a temporary repair, and not intended to hold through the winter. This is the dry time and time to put the repair in place. D. Robinson recommends a six foot pipe. The Board awaits Jones & Beach's recommendations.

**DRAFT REQUEST FOR PROPOSALS – ROAD AGENT SERVICES**

J. E. Ziolkowski requested a total cost be requested for the core responsibilities, and an hourly rate for other work. L. Ruest identified areas of further clarification and deadlines. J. Ziolkowski will meet with L. Ruest to finalize the RFP. Deadline for submission is September 19, 2018.

**MOTION:** To approve draft of RFP for Road Agent Services pending finalization of the RFP.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**ROAD AGENT – JULY INVOICE**

D. Robinson reported that the King Street repairs were an emergency repair. The Mill Lane paving was approved in April. J. E. Ziolkowski recommended paying the July invoice, and requested that the Road Agent use a work order for non-emergency work.

**MOTION:** To approve the July Road Agent's bill as presented.

**MOTION: L. M. SMITH**

**SECOND: J. E. ZIOLKOWSKI**

**UNANIMOUS**

**METALS CONTAINER (SCHNITZER) DELIVERY BY NRRA**

L. Ruest reports that the Schnitzer delivered the container to the brush dump at 8:19 a.m. and the Selectman and Road Agent can attest to a different time. They propose \$250.

**MOTION:** To accept a compromise refund of \$250.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**Other**

**LAUREN BELLIVEAU, TECHNOLOGY WORK GROUP**

A group of residents met on July 24, 2018, focused on the website. The website was dissatisfactory to the group, and needs to be optimized for potential mobile applications. J. E. Ziolkowski recommended continued work on the project. L. Ruest stated there are cautions related to RSA 91-a. L. Ruest will participate in the next Technology Work Group meeting.

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***Consent Agenda***

1. Hamptons Post 35 September 11 Dedication  
(American Legion Post 35, 69 High Street, Hampton, 9/11/2018, 6 pm) L. M. Smith requested that Hamptons Post 35 be informed that Hampton Falls Selectmen are unable to attend due to the Primary Election.
2. September 11, 2018, Primary Election, Town Hall, 8 am to 8 pm
3. Municipal Budget Work Sessions, September 17, and September 18, 2018

L. Ruest discussed the many complaints of trees hanging in the roadway and brush blocking the line of sight. She seeks direction from the Board. J. E. Ziolkowski confirmed that work is to automatically be done when there is a safety hazard.

On Whittier Drive, grass growing through the cracks in the road should be fixed with Roundup and crack sealant. Signs onto Brown Road from Applecrest was discussed.

J. E. Ziolkowski confirmed that the highway budget has been expended at 67.02% as of August 31, 2018.

The Road Agent described a bucket truck to take down one tree over the roadway, and the property owner paying to remove 2 trees. Brush vs. tree trunks was a concern. D. Robinson states that it is an imminent hazard (Applewood & Nason Roads).

Trees between #9 and #11 Drinkwater Road are also blocking the line of sight.

**MOTION:** To authorize the Road Agent to address 3 hazardous trees at the following roads- Nason Road, between nine and eleven Drinkwater Road, 157 Drinkwater Road as a result of hazard in accordance with a Scenic Road Hazard.

**MOTION: E. B. BEATTIE**

**SECOND: L. M. SMITH**

**TWO IN FAVOR, ONE ABSTAINED PASSES**

**SECTION 2 – PUBLIC COMMENT**

There was no public comment.

**NEW BUSINESS:**

**ELDERLY EXEMPTION APPLICATION (MAP 5, LOT 32)**

**MOTION** To approve the application for an elderly exemption as presented.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**COMCAST FRANCHISE FEES APRIL – JUNE 2018 - \$8,127.93**

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**MOTION:** To accept Comcast franchise fees on an annual basis.

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

**LAND USE CHANGE TAX WARRANT AND BILLING (MAP 5, LOT 42)**

**MOTION:** To approve the land use change tax and billing.

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

**HAMPTON FALLS HISTORICAL SOCIETY MUSEUM, 45 EXETER ROAD, PEST CONTROL**

L. M. Smith reports that the trees need to be trimmed behind the building. There is a squirrel problem, J. E. Ziolkowski requests the Road Agent obtain a cost estimate. The Board will address the lease with Hampton Falls Historical Society and other building issues at a future meeting.

**MONTHLY REPORTS**

Selectmen Representative Reports:

Selectman Beattie –Planning Board, Lincoln Akerman School Board

Planning Board is anticipating the completion of the Master Plan. An application for a Private Road Subdivision and Avesta Two is in process. L. Ruest reports that contracts are coming for signature. L. Ruest is requesting improved terms re: the indemnification of Brown Road.

Lincoln Akerman School had a good start to the school year, with a new entrance and the fence in place for the construction of the addition. The recess area has been disturbed. Parking is available toward the exit, and on the lawn. L. Ruest inquired if the gymnasium would be available for the deliberative session. E. Beattie will look into it.

Selectman Smith - Recreation Comm., Town Improvement Comm., Library

L. Smith reviewed the parking for Castleberry Fairs. The Library is in need of additional parking, and it is a safety concern. Town Improvement Committee- tree planting in memory of Ted Tocci. L. Smith recommends the disbanding of the Town Improvement Committee due to a lack of Board of Selectmen support.

Selectman Ziolkowski- Heritage Commission, Conservation Commission

The Heritage Commission is developing a booklet on all of the historic buildings in town. Sales of shirts from the Tricentennial Committee are bringing in some revenue. The Conservation Committee will investigate whether they can allocate funds to alleviate the beaver population.

**APPOINTMENT FORMS FOR BALLOT CLERKS**

**DRAFT**

**MOTION:** To appoint Matthew Lewis, Julie Canny and Ellen Zumbado as ballot clerks.

**MOTION: L. M. SMITH**

**SECOND: J. E. ZIOLKOWSKI**

**UNANIMOUS**

**REVIEW AND APPROVAL OF PREVIOUS MINUTES:** 8/15/2018 and 8/27/2018

**MOTION:** To approve minutes of 8/15/18 and 8/27/18 as written.

**MOTION: J. E. ZIOLKOWSKI**

**MOTION: E. B. BEATTIE**

**UNANIMOUS**

**PUBLIC COMMENT**

J. E. Ziolkowski thanked Charlyn Brown for her contributions to the Town.

<b>Roll Call vote</b> to enter nonpublic session:	James E. Ziolkowski, Chairman	Y
	Larry M. Smith, Vice Chairman	Y
	Edward B. Beattie, Selectman	Y

**Entered nonpublic session** at 8:10 p.m.

**Non-Public Session 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.

**MOTION: To go out of nonpublic session** and resume in public session at 10:12 p.m. by L. M. Smith, seconded by E. B. Beattie  
**UNANIMOUS**

**Motion: PASSED**

**Public session reconvened** at 10:12 p.m.

**Motion to seal the minutes of the September 5, 2018 nonpublic session.**

Motion made by L. M. Smith, seconded by E. B. Beattie, because it is determined that divulgence of this information likely would

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**SEPTEMBER 5, 2018 - 6:30 PM  
TOWN HALL**

**DRAFT**

<b>Roll Call Vote to seal minutes:</b>	Larry M. Smith, Vice Chairman	Y
	Edward B. Beattie, Selectman	Y
	James E. Ziolkowski, Chairman	Y

**Motion: PASSED**

**These minutes recorded by:** Holly B. Fazzino, Secretary.

*Next Selectmen's Meeting – Wednesday, September 19, 2018, 6:30 p.m., Town Hall*