

<b>BOARD OF SELECTMEN</b>	<b>OCTOBER 3, 2018 - 6:30 PM</b>
<b>TOWN OF HAMPTON FALLS</b>	<b>TOWN HALL</b>

**DRAFT**

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

Chairman Ziolkowski called the meeting to order at 6:34 p.m.

**SECTION 1 – PUBLIC COMMENT**

B. Mutrie, Brown Road, stated she was interested in the topic of the Historical Society Museum Lease.

T. Samway, Old Stage Road, stated the approved wording of the warrant for the generator for the Town Hall did not include the term “not to exceed.”

**OLD BUSINESS:**

**FINANCIAL REPORTS – GENERAL FUND BALANCE \$1,434,502.00**

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

Payroll Warrant	440	35,336.71
Accounts Payable	636	58,303.22
Treasurer’s Warrant	2018-04	12,986.26
Treasurer’s Warrant	2018-5	30,384.85

**MOTION:** To approve the warrants listed above as read by the Town Administrator.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**2019-2024 CAPITAL IMPROVEMENTS PLAN PRESENTATION**

Planning Board Chairman Todd Santora gave a PowerPoint Presentation on the CIP Plan. Committee members were identified and Department items were reviewed.

**Police Department-** The Police Department was able to reduce the amount needed for body cameras because of income from the Vehicle Fund.

**Fire Department-** A Hampton Falls Fire Department advisory group researched the type of truck needed. The Committee sought more information on mutual aid and types of calls.

SCBA Equipment- due to be replaced in 2019.

**Highway Department-** The Highway Maintenance Capital Reserve Fund can be used to repair culverts.

<b>BOARD OF SELECTMEN</b>	<b>OCTOBER 3, 2018 - 6:30 PM</b>
<b>TOWN OF HAMPTON FALLS</b>	<b>TOWN HALL</b>

**DRAFT**

A separate Culvert Maintenance and Improvement Capital Reserve Fund was determined not to be necessary.

Library- Compressors and condensers are proposed to have a phased in schedule for replacement.

An emergency generator (heat only) has been withdrawn by the Library Trustees.

**Conservation-** Bond was discussed, already committed.

**Lincoln Akerman School-** Mark Lane discussed the school expenses- renovations of the cafeteria, multipurpose room, LED interior lighting. He would like excess funds from the bond to help pay for these upgrades. B. Mutrie, Brown Road, wondered about the Merrill Property bond, at approximately \$115,000.

**Winnacunnet-** not voted on.

M. Lane, sought the total amount last year vs. this year.

AngelJean Chiramida, Reporter for the Hampton Union, asked how the CIP is voted on. J. Ziolkowski provided a summary.

E. B. Beattie thanked everyone that participated in the CIP process, and all those that served on the Committee.

Michael Kriner, Frying Pan Lane, asked about the ISO rating and data. He is available to gather information if that is requested.

**HISTORICAL SOCIETY MUSEUM LEASE-** L. Ruest was directed to contact Town Counsel on the wording in the lease (#10, page 2).

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

J. Ziolkowski reported that Jones & Beach will help with permitting as it relates to a permanent culvert solution. The conditions of the culvert has not changed in the last 5-6 weeks. L. M. Smith reports that D. Robinson, Road Agent, investigated a 6’ x 8’ aluminum pipe, at a cost of \$20,000. Removing the old culvert is required for proper installation. The product is highway rated, and requires permitting. DL Vews Culvert Lining Products- sold by Snap Tite. This option will be brought to Jones & Beach’s attention.

**REQUESTS FOR PROPOSALS – ROAD AGENT SERVICES**

The Board accepted the resignation of the Road Agent as of 10/30/18. A Request for Proposal (RFP) was developed and sent out to interested parties. Three proposals were received.

J. E. Ziolkowski recused himself from the process because he has a personal or professional relationship with two or more proposers. L. M. Smith continued as Vice Chairman and directed the topic.

<b>BOARD OF SELECTMEN</b>	<b>OCTOBER 3, 2018 - 6:30 PM</b>
<b>TOWN OF HAMPTON FALLS</b>	<b>TOWN HALL</b>

**DRAFT**

L.M. Smith reviewed the elements of the proposals. Quotes for core services were as follows:

JAMCO Excavators	Russell Hilliard	Syvinski Excavation
\$125,000	\$9,550	\$40,000

L. M. Smith proposed Russell Hilliard, contingent upon the furnishing of the equipment list and rates sought in the RFP, and a one year probationary period. E. B. Beattie expressed concern about the low bid, and wonders if Mr. Hilliard understands the responsibility of the position. E. B. Beattie would like more information. L. M. Smith and E. B. Beattie will meet with all three candidates on Wednesday, October 10, 2018 at 9:30 a.m. in half hour increments. Selectmen felt that it wasn't necessary for the Road Agent to participate in the meeting.

**NON-EMERGENCY HIGHWAY DEPARTMENT PROJECT WORKSHEETS (TREES)**

- Across from 10 Drinkwater Road- remove tree and dispose of same. The Board took the matter under advisement.
- Trim branches within 10' of building behind Historical Museum. The Board took the matter under advisement.

OTHER: NH Lottery- Keno was tabled until the warrant articles are discussed.

**SECTION 2 – PUBLIC COMMENT**

B. Mutrie, Brown Road, had questions about the Town Improvement Committee.

**NEW BUSINESS:**

**TOWN IMPROVEMENT COMMITTEE**

The Board acknowledged the following recommendations:

- (1) Floating Dock: Refer project and supporting documentation to the Parks and Recreation Commission.
- (2) Ted Tocci Memorial Tree: Recommend the Historical Society plan and schedule a memorial ceremony once the tree is planted in the approved location.
- (3) PSB Grounds Improvement: Refer this project to the Board of Selectmen. It was noted that the current conditions are affecting mowing services.
- (4) Town Hall Landscaping – Grant from Rye Garden Club: No action.

**2018 LEGISLATION – TAX COLLECTION**

The Board was presented with an update on tax related legislation that passed in 2018. Items relating to tax credits will be reviewed with warrant articles.

**SELECTMEN'S PERMIT APPLICATION – KING CHALLENGE BICYCLE RIDE, 10/20/18**

<b>BOARD OF SELECTMEN</b>	<b>OCTOBER 3, 2018 - 6:30 PM</b>
<b>TOWN OF HAMPTON FALLS</b>	<b>TOWN HALL</b>

**DRAFT**

**MOTION:** To authorize the Chairman to sign the Selectman’s Permit for the GRVL, Inc. Bike Ride.

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

**MS-1 SUMMARY INVENTORY OF VALUATION (2018)**

**MOTION:** To approve and sign the MS-1 as prepared by the Assessor.

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

**ROAD SALT CONTRACT (2018/2019)**

The Board requested that 600 tons be reserved with both Morton (\$ 48.62) and Granite State Minerals, Inc. (\$47 per ton).

**MOTION:** To authorize the Vice Chair to sign the commitments for 2018/19.

**MOTION: E. B. BEATTIE**  
**SECOND: L. M. SMITH**  
**2 IN FAVOR, 1 ABSTAIN                      PASSES**

**MONTHLY REPORTS**

**SELECTMEN REPRESENTATIVE REPORTS**

**SELECTMAN BEATTIE –PLANNING BOARD, LINCOLN AKERMAN SCHOOL**

**BOARD-** Planning Board: Master Plan is being reviewed. Avesta contracts have been signed and building is pending, 25 Depot Road for a Private Road Subdivision has been continuing for approximately 5 months. LAS- playground use, parking are issues. Bids regarding the addition bond have been less than projected.

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

**LIBRARY** Library level-funded their budget this year. Although not on the CIP, additional parking is needed. Parks & Recreation- Castleberry Fair was successful this fall. Rec seeks use of ice rink for hockey this winter, securing insurance is a priority.

**SELECTMAN ZIOLKOWSKI - HERITAGE COMMISSION, CONSERVATION**

**COMMISSION B.** Mutrie reports that the Heritage Commission did not have a quorum at their last meeting. Conservation Commission did not meet.

**OTHER**

<b>BOARD OF SELECTMEN</b>	<b>OCTOBER 3, 2018 - 6:30 PM</b>
<b>TOWN OF HAMPTON FALLS</b>	<b>TOWN HALL</b>

**DRAFT**

L. Ruest presented a Selectman’s Permit for Sharada Allen to use of the Town Hall for a baby shower with serving of wine- 11/17/18.

**MOTION:** To approve the use of the Town Hall for 11/17 for baby shower by Sherry Allen

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

L. Ruest asked Selectmen if they plan to have the Town Hall closed on Christmas Eve Day and New Years Eve Day- Selectmen plan to have the office closed to the public on these dates.

L. Ruest stated that some surrounding towns are spraying for Mosquito Control as a result of the Department of Health & Human Services Bulletin. Selectmen would like to have Governor Weare Park sprayed.

**PUBLIC COMMENT**

B. Mutrie, Brown Road. With the closure of the Town Improvement Committee, Ms. Mutrie wondered who should receive calls for building maintenance. L. Ruest offered to receive calls until a determination is made.

**REVIEW & APPROVAL OF PREVIOUS MINUTES:** 9/5/2018, 9/17/2018, 9/18/2018 and 9/19/2018 as written.

**MOTION:** To approve the Board of Selectmen’s minutes of 9/5/18, 9/17/18, 9/18/18, 9/19/18.

**MOTION: E.B. BEATTIE**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**MOTION:** To adjourn the meeting at 8:35 p.m.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**Next Selectman’s Meeting- Wednesday, October 17, 2018, 6:30 p.m., Town Hall**