

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**MARCH 6, 2019- 6:30 PM
TOWN HALL**

DRAFT

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

SECTION 1 – PUBLIC COMMENT

No comments.

OLD BUSINESS:

Financial Reports – General Fund Balance \$2,139,963.

Accounts Payable/Payroll/Treasurer/Trustees of Trust Funds Warrant(s)

Payroll Warrant	#454	\$19,722.28
Payroll Warrant	#455	\$17,748.17
Accounts Payable	#652	\$78,495.27
Accounts Payable	#653	\$ 6,807.92

MOTION: To approve Payroll Warrant Articles #454, 455 and Accounts Payable Warrant Articles #652 and #653 as written above.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

NEXTERA – VALUE SETTLEMENT AGREEMENT

The Board reviewed the Nextera Settlement Agreement, and acknowledges the decrease in value. The Board seeks to maintain the decrease in the fixed payment at a similar level or \$13,000 the first year, \$11,000, then \$9,000, then \$7,500. The Board concurred with the plan.

2018 Audit (Financial Statements)

J. E. Ziolkowski discussed the Schedule of Changes in Unassigned Fund Balance, noting unanticipated revenue and 2018 returned budget funds.

NH STATE SENATOR TOM SHERMAN

Senator Tom Sherman, Rye, Chair of HHS Committee, Vice Chair Election Laws. He reported on the issues include revitalization of the donor towns. He is working with Hampton, Seabrook, and others as a go-between to the State House. E. B. Beattie spoke to the donor town issue, and believes that residents would not be in favor of the revitalization. L. M. Smith asked about HB 144: Notification of Change in Property Assessments. T. Sherman will relay Hampton Falls' concerns about additional costs to the Town.

L. M. Smith addressed the issue of Selectmen being on site during the election without authority to certify a voter. T. Sherman will investigate.

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J. E. Ziolkowski asked whether the date of the election could be changed. It is within the authority of the voters to change the election date to a May meeting.

MICROPHONE(S) PURCHASE (TOWN HALL STREAMS)

AMENDMENT TO THE MOTION of February 6, 2019: To approve a one year contract with Town Hall Streams and to purchase two microphones *paid from the Communication Fund.*

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

MOTION: To approve the purchase of the 1000 channel UHF wireless system, two handheld microphones and two lapel microphones and autoscan automatic transmitter as recommended by Town Hall Streams to work with the Town's system. Cost not to exceed \$700, to be paid from the Communication Fund.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

**AVITAR BUILDING PERMITS SYSTEM SOFTWARE PURCHASE &
INSTALLATION AGREEMENT**

MOTION: To approve the purchase and installation of Avitar Building Permits System Software, purchasing under the three year option of \$2,318/ year, this option incurring no finance charge, with funds to come from the Communication Fund and to authorize the Chairman of the Board to sign the agreement.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

OTHER

J.E. Ziolkowski provided an update on the culvert, drawings are finalized and will be used as the bid specs. Jones & Beach has 10 vendors to come together for a pre-bid meeting next week.

MOTION: To authorize Jones & Beach to proceed with contacting 10 vendors to do a walk through of the bid specifications and site visit.

MOTION: J. E. ZIOLKOWSKI

SECOND: E. B. BEATTIE

UNANIMOUS

J. E. Ziolkowski reported that sand bags could hold the water for 36 days, unless heavy rain or snow melt occurs. Pre-season pricing may be helpful.

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Consent Agenda

1. Monthly Financial Reports of Bookkeeper, Treasurer, Tax Collector
2. NHDES Wetlands Bureau File 2019-00003, Hampton-Seabrook Harbor Dredge
3. Voting Booth Set-up Mar. 9 - Town Meeting (Election), Tues., Mar. 12, 8 a.m. to 8 p.m.

No comments or questions were made regarding the Consent Agenda.

SECTION 2 – PUBLIC COMMENT

Hampton Union Reporter Angeljean Chiaramida wondered if tonight's video will be available on-line. L.A. Ruest confirmed that it was a test, and a policy has not been adopted.

NEW BUSINESS

PROPERTY TAX REFUND #678

MOTION: To approve tax refund #678 for Map 8, Lot 95 as presented by the Tax Collector.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

PROPERTY TAX ABATEMENT RECOMMENDATION MAP 5, LOT 8

The Board reviewed the tax abatement memo provided by the Assessor for Map 5, Lot 8.

MOTION: To approve a tax abatement recommendation by the Assessor for Map 5, Lot 8.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

PROPERTY TAX ABATEMENT RECOMMENDATION MAP 2, LOT 1-1

The Board reviewed the tax abatement information provided by the Assessor for Map 2, Lot 1-1.

MOTION: To approve a tax abatement recommendation by the Assessor for Map 2, Lot 1-1.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

PROPERTY TAX ABATEMENT RECOMMENDATION MAP 1, LOT 47-1.

The Board reviewed the property tax abatement memo provided by the Assessor for Map 1, Lot 47-1.

MOTION: To approve the property tax abatement recommendation by the Assessor for Map 1, Lot 47-1.

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

VETERAN'S TAX CREDIT APPLICATION MAP 7, LOT 68-6

The Board considered the application for a Veterans Tax Credit for Map 7, Lot 68-6 as recommended by the Assessor.

MOTION: To approve a Veterans Tax Credit for Map 7, Lot 68-6.

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

VETERAN'S TAX CREDIT APPLICATION MAP 8, LOT 23

The Board considered the application for a Veterans Tax Credit for Map 8, Lot 23, as recommended by the Assessor.

MOTION: To approve a Veterans Tax Credit for Map 8, Lot 23.

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

VETERAN'S TAX CREDIT APPLICATION (MAP 7, LOT 44)

The Board considered the recommendation of the Assessor to deny the application of Map 7, Lot 44.

MOTION: To deny the Veteran's Tax Credit application for Map 7, Lot 44, as recommended by the Assessor.

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

**VETERAN'S TAX CREDIT – DEPT. OF REVENUE ADMINISTRATION
ASSESSMENT REVIEW 2018**

(Map 1 Lot 24; Map 1, Lot 42; Map 2, Lot 28; Map 6, Lot 50)

L. A. Ruest explained that the results of a recent DRA audit identified missing signatures of the Board. By reaffirming these approvals, the matter will not be re-stated at future audits.

MOTION: To reaffirm the veterans tax credits for these properties.

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

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ANNUAL REVIEW OF TOWN POLICIES (REV. DATES 2014, 2015, 2016)

Date Last Adopted	Name of Policy	Outcome
7/20/2016	Meeting Minutes Policy	No amendments were made. No action taken.
7/20/2016	Web Site Policy	J. E. Ziolkowski wanted to expand what is allowed on the Town Website, L. A. Ruest recommended as Municipal purpose, L. M. Smith recommended a News & Announcement post. No action taken.
3/5/2014	Driveway Culvert Policy	Redraft with Building Inspector, Town Administrator and Road Agent rewording the last paragraph. No action was taken.
7/15/2015	Social Media Policy	L. M. Smith noted that this policy applies to all Town Departments, Boards and Committees, except for Library and School District are separate entities and not covered by the policy. The policy will be referred to the Technology Committee.
3/2015	Policy Concerning the Use of the Meeting Room at the Hampton Falls Town Hall	No amendments were made. No action taken.

POLICY ON VIDEO RECORDING OF MUNICIPAL BOARDS, COMMITTEES AND COMMISSIONS MEETINGS

Video Recording- request that all groups move their meetings in the Meeting Hall. The Board requested a second read on the policy.

MOTION: To approve the Video Recording Policy with the changes as presented this meeting, with the ability to amend the policy at the next meeting.

MOTION: E. B. BEATTIE

SECOND: L. M. SMITH

UNANIMOUS

OTHER

TAYLOR RIVER DAM SAFETY & INSPECTION SECTION MATERIAL FROM THE STATE OF NH DATED FEBRUARY 21, 2019

The Board reviewed the procedures outlined by the memo.

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Monthly Reports

Selectmen Representative Reports – *brief highlights only*

Selectman Beattie –Planning Board, Lincoln Akerman School Board

LAS: School vote on Tuesday. LAS has had significant savings from the construction costs of the addition from the Bond, which may allow for future construction.

Planning Board- Process of Private Road Subdivision discussion ended with a withdrawal of the application. Master Plan Chapters continue to be reviewed.

Selectman Smith - Recreation Comm., Library

Recreation Commission- new pavers on the common are underway, Castleberry Fair will be back, Baseball diamond is under disrepair. HYA is developing a proposal. Carol Wayland volunteered to run the “Arts on the Common” Event this summer. J. E. Ziolkowski states that the baseball diamond needs new clay. J. E. Ziolkowski requests special recognition by Parks & Recreation Commission to Grant Winnis and recommends lighting next year. The Library meeting was not attended.

Selectman Ziolkowski - Heritage Commission, Conservation Commission

Heritage Commission – No report. Conservation Commission- J. E. Ziolkowski provided information about the Beaver pipes project.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 2/20/2019

MOTION: To approve the February 20, 2019 meeting minutes as written.

MOTION: J.E. ZIOLKOWSKI

SECOND: E.B. BEATTIE

UNANIMOUS

PUBLIC COMMENT

Tracy Beattie, Drinkwater Road, asked who would handle a noise complaint at Whittier Pond. The Board referred to the Police Chief and the Building Inspector.

MOTION: To adjourn at 8:05 p.m.

MOTION: J. E. ZIOLKOWSKI

SECOND: L. M. SMITH

UNANIMOUS

Next Selectmen’s Meeting – Wednesday, March 20, 2019, 6:30 p.m., Town Hall