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PRESENT: L. M. Smith, Chairman; E. B. Beattie, Vice Chairman; L. Gargiulo, Selectman;
L. A. Ruest, Town Administrator

SECTION 1 – PUBLIC COMMENT: No comments were heard at this time.

WINTER ROAD MAINTENANCE SERVICES 2018-2019

2018-2019 WINTER ROAD MAINTENANCE SERVICES – STATUS OF DAMAGE REPAIRS:
J. Ziolkowski of Environmental Landscape Management was present and reported that all items on the 2018-2019 listing have been corrected or repaired. Road Agent R. Hilliard stated he has confirmed each item.

MOTION: To return the 2018-2019 retained funds to Environmental Landscape Management.

MOTION: L. GARGIULO
SECOND: E. BEATTIE
UNANIMOUS

ROAD AGENT – CORE SERVICES/INVOICE MONTHLY REPORT: The Board acknowledged the April reports of the Road Agent. Chairman Smith stated he felt that 15 hours' time included on the core services invoice for Drinkwater culvert meetings should be a billable expense on the Road Agent's monthly invoice. Following discussion and agreement, the Board asked the Road Agent to revise the April invoices to reflect this and resubmit for payment.

**STATUS OF REVIEW OF CATCH BASIN – OLD FIRE STATION & WOODLAWN
DRAINAGE:**

The Board acknowledged the listing of catch basins in need of cleaning dated May 7 as prepared by the Road Agent.

MOTION: To direct the Road Agent to make arrangements with Bellemore to clean the listed basins.

MOTION: E. BEATTIE
SECOND: L. GARGIULO
UNANIMOUS

R. Hilliard referred the Board to a photo of the pipe inlet at the fire pond across from the Old Fire Station on Kensington Road. He explained that a granite block fell and collapsed a pipe which has now been corrected allowing for water to flow properly. This, however, does not solve the problems raised on Glenwood or Woodlawn. The Road Agent added that the pipe that crosses under Kensington Road may be of concern and that he will need permission to go onto private property to check the outlet. Following discussion, the Board noted that it may need the assistance of the Town Engineer with regard to Glenwood and Woodlawn and asked that this matter be added to the May 29 work session of the Board of Selectmen.

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LIST OF ROADSIDE SHOULDER AREAS NEEDING MATERIAL: This matter will be added to the May 29 work session of the Board of Selectmen.

TREE WORK 2019: The Board reviewed a color-highlighted map of the through roads planned for storm debris removal and roadside brush cutting and mowing utilizing 2019 highway department funds. This matter will be added to the May 29 work session of the Board of Selectmen.

JONES AND BEACH ENGINEERS INVOICE – DRINKWATER CULVERT: The Board acknowledged the invoice through March 31, 2019 for town engineer services relating to the Drinkwater Road culvert replacement and authorized payment.

MOTION: To authorize payment of Jones and Beach Engineers Invoice #33223 in the amount of \$1,799.50 representing Drinkwater culvert services through March 31, 2019.

MOTION: E. BEATTIE
SECOND: L. GARGIULO
UNANIMOUS

PROBARK BRUSH REMOVAL FROM TOWN DUMP: The Road Agent reported that Probark has rescheduled to arrive this afternoon to perform work on Thursday, May 16. The Board asked the Road Agent to push back areas of the pile as best as can be if Probark does not show to allow for ease of access during the Household Waste Collection day on Saturday.

BIDDING OF WINTER ROAD MAINTENANCE SERVICES – WORK SESSION JUNE 12: The Board scheduled a work session for Wednesday, June 12, to review specifications for an RFP (Request for Proposals).

KING STREET CULVERT: The King Street culvert is the next culvert to be prioritized for improvements.

Drinkwater Road (culvert) Guardrails: It has been determined that the old posts and rails at this location are not suitable to be reinstalled. T Buck Construction has placed jersey barriers that are needed for another job site. The Board considered pricing received from CWS Fence and Guardrail to install new posts and rails. The old posts and rails are to be stored at the Brush Dump for future needs.

MOTION: To approve the April 24, 2019 quote from CSW Fence & Guardrail in the amount of \$6,125.

MOTION: E. BEATTIE
SECOND: L. GARGIULO
UNANIMOUS

DRIVEWAY CULVERT POLICY AND DRIVEWAY PERMIT APPLICATION: The Board reviewed the revised wording for the Driveway Culvert Policy as recommended by Town Counsel, as well as a revised Driveway Permit Application that includes specific wording that the responsibility of driveway culverts always rests with the property owner and not the Town.

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MOTION: To adopt the Driveway Culvert Policy as written and approve the amendment to the Driveway Permit Application form effective this date.

MOTION: L. GARGUILO
SECOND: E. BEATTIE
UNANIMOUS

FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT – MONTHLY REPORT: The Board acknowledged the Fire Department report for April.

Ambulance Revenue Write-Off: Chief Lord presented information regarding uncollectable ambulance revenue. Discussion took place with regard to additional options to seek payment. Selectman Gargiulo will meet with Chief Lord to review the process of the billing company as well as the Selectmen's policy. No action was taken at this time. This matter will be added to the next agenda.

MOTION: To approve the write-off of uncollectable ambulance revenue in the amount of \$5,645.94 as recommended by the Fire Chief.

MOTION: E. BEATTIE
SECOND: L. GARGIULO
MOTION WITHDRAWN

POLICE CHIEF, ANIMAL CONTROL – MONTHLY REPORT: The Board acknowledged the Police Department report for April.

POLICE CRUISER PURCHASE: R. Dirsa presented information supporting the purchase of a new cruiser in 2019 that replaces the 2011 Ford Crown Victoria. Both capital reserve funds and police detail special funds will be used.

MOTION: To approve the purchase of a new police cruiser and related equipment as recommended by the Police Chief.

MOTION: E. BEATTIE
SECOND: L. GARGIULO
UNANIMOUS

APPOINTMENT OF FULL TIME POLICE OFFICER: R. Dirsa introduced Ryan Vaclavik and recommended him for one-year probationary appointment as full-time Police Officer. The Board welcomed him to this new role.

MOTION: To appoint Ryan Vaclavik as full-time Police Officer with a one-year probationary period.

MOTION: E. BEATTIE
SECOND: L. GARGIULO
UNANIMOUS

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POLICE DETAIL RATE INCREASE REQUEST: Chief Dirsa presented information regarding a review of current police detail rates throughout the State in conjunction with Hampton Falls rates. He recommends \$47 per hour officer rate (State average \$48), with no change to \$18 per hour admin fee and \$10 per hour cruiser fee. This matter will be added to the June 19 Selectmen’s agenda.

BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER – MONTHLY REPORT: The Board acknowledged the Building Inspector’s report for the month of April. M. Sikorski provided an update on code compliance matters. There were no questions of the Board.

SECTION 2 – PUBLIC COMMENT

Rene Boudreau Woodlawn Avenue	Acknowledged the Board’s efforts to improve drainage in the Woodlawn and Glenwood Roads area. The Board informed her of a work session on May 29, 8:30 a.m. should she wish to attend.
Steve Volpone Batchelder Lane	Stated that he obtained a copy of the Excel budget worksheet, ran a number of tests, and does not see where numbers change. The Board restated that the procedures to create the default budget will be changed going forward. S. Volpone also stated that he asked that his statement be attached to the meeting minutes. It was confirmed that they are on file with the Town Clerk.
Todd Santora Linden Road	Stated that he asked that his statement be attached to the meeting minutes. It was confirmed that they are on file with the Town Clerk.
Beverly Mutrie Brown Road	Confirmed that the Driveway Culvert Policy discussed earlier only relates to town roads and not state roads such as Route 88.

• **OLD BUSINESS**

<p>Consent Agenda: The Board acknowledged the consent agenda items as listed below.</p> <ol style="list-style-type: none"> 1. Monthly Financial Reports Of Bookkeeper, Treasurer, Tax Collector 2. 2018 Town Audit – Final 3. 2018 Total Equalized Valuations 4. Dept. Of Revenue Administration – Monitoring Of Sales For 2018 Update 5. Memorial Day Ceremony, Monday, May 27, 9 A.M., Weare Common (American Legion Post 35 of the Hamptons)

FINANCIAL REPORTS - GENERAL FUND BALANCE \$688,588

**ACCOUNTS PAYABLE/PAYROLL/TREASURER/TRUSTEES OF TRUST FUNDS
WARRANT(S):**

Bookkeeper	Payroll Warrant #461	\$17,636.81
Bookkeeper	Accounts Payable Warrant #661	\$6,500.51
Bookkeeper	Accounts Payable Warrant #662	\$261,137.99
Bookkeeper	Accounts Payable Warrant #663	\$552,573.55

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MOTION: To approve the Bookkeeper warrants as presented above.

MOTION: L. GARGIULO

SECOND: E. BEATTIE

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COLLECTION OF DAMAGES – BROWN ROAD GUARDRAIL: The Board reviewed the status of this unpaid responsibility as well as its options with regard to collection. Another attempt to collect the damages resulting from the August 7, 2018 accident will be requested by Certified Mail. If no response remains, request will be made to the Department of Safety to seek assistance in collecting this debt.

OTHER SELECTMEN'S OLD BUSINESS:

TOWN HALL SECURITY CAMERAS: This matter will be added to the May 29 Selectmen's work session.

SECTION 3 – PUBLIC COMMENT: No comments were heard at this time.

NEW BUSINESS

**SELECTMEN'S PERMIT APPLICATION – FRIENDS OF HAMPTON FALLS BANDSTAND
(June 20 through August 22):**

MOTION: To approve and authorize the Chairman to sign the Selectmen's Permit Application for the 2019 bandstand concert series as presented.

MOTION: E. BEATTIE

SECOND: L. GARGIULO

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SELECTMEN'S PERMIT APPLICATION – ART ON THE COMMON (June 1):

MOTION: To approve and authorize the Chairman to sign the Selectmen's Permit Application for the 2019 Art on the Common event as presented.

MOTION: E. BEATTIE

SECOND: L. GARGIULO

UNANIMOUS

50TH ANNIVERSARY OF MUNICIPAL CLERKS WEEK: Chairman Smith read a proclamation honoring Town Clerk Holly Knowles, her Deputy Abigail Tonry and Assistant Julie Canny. Copies of the proclamation were signed to present to these employees.

NH DOT RESURFACING OF ROUTE 88 AND CROSSWALK MAINTENANCE

AGREEMENT: The Board reviewed documentation from the State of NH Department of Transportation with regard to planned paving of Route 88 this summer. In conjunction with this work,

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the Town is being asked to sign agreements to eliminate the crosswalk at the location of the Town Hall and that it will take on responsibility of the crosswalk at the location of Lincoln Akerman School. With this responsibility comes the requirement and expense of maintaining proper signage in the area as well as keeping the cross walk line painting reflective.

A request was made to State Representative Tom Sherman to assist with this unfunded mandate; however, no response was received in time for this meeting. This matter will be added to the Board's June 5 agenda.

OTHER SELECTMEN'S NEW BUSINESS:

Request for Use of Alcoholic Beverages – Historical Society: The Board considered and approved a request from the Hampton Falls Historical Society for use of alcoholic beverages at 45 Exeter Road during the floral container designing event scheduled for June 8.

MOTION: To approve the request from the Hampton Falls Historical Society for use of alcoholic beverages at 45 Exeter Road at a floral container designing event scheduled for June 8

MOTION: E. BEATTIE
SECOND: L. GARGIULO
UNANIMOUS

Letter of Appreciation and Thanks – Carol Sanborn: The Board acknowledged the retirement of Youth Services Librarian Carol Sanborn effective May 31 and expressed its sincere appreciation for her 17 years of service to the Town of Hampton Falls.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 5/1/2019 AND 5/8/2019

MOTION: To approve the meeting minutes of May 1 and May 8, 2019 as presented.

MOTION: L. GARGIULO
SECOND: E. BEATTIE
UNANIMOUS

PUBLIC COMMENT: No comments were heard at this time.

Motion to enter Nonpublic Session made by E. Beattie seconded by L. Gargiulo

Specific Statutory Reason cited as foundation for the nonpublic session:

 X RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

 X 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.*

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**MAY 15, 2019 – 4:00 PM
TOWN HALL**

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Roll Call vote to enter nonpublic session: Larry M. Smith, Chairman Y
Edward B. Beattie, Vice Chairman Y
Louis Gargiulo, Selectman Y

Entered nonpublic session at 5:15 p.m.

Motion to leave nonpublic session and return to public session by E. Beattie, seconded by L. Gargiulo.

Motion: PASSED

Public session reconvened at 6:15 p.m.

MOTION: To adjourn the meeting at 6:15 p.m.

MOTION: L. GARGIULO

SECOND: E. BEATTIE

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NEXT SELECTMEN’S MEETING – WEDNESDAY, JUNE 5, 2019, 6:30 P.M., TOWN HALL