

**WORK SESSION  
DRAFT**

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

**LOCATIONS AND INSTALLATION OF BEAVER PIPES (\$3,500 Budget Funds Available):** The Board acknowledged that there are four beaver levelers available. Discussion took place with regard to recommendation from the UNH representative as well as needs in the Blakes Lane and Curtis Road locations. It was noted that some preliminary and preventative work may be in order in various locations (floating logs resulting from a resident cutting downed trees laying across in the Taylor River that should be removed at some time and clearing of the blocked culvert at Blakes Lane in advance of placing the beaver leveler in this area). It is also recommended that work begin at the farthest point down river identified in order to allow for proper up river water flow. Also, additional culvert pipes may be needed (some are available at the Brush Dump). It was agreed that the Blakes Lane location is the first area to be addressed with the area between Blakes and King to follow, then the area between Curtis Road and Sanborn Road. The Board directed the Road Agent to prepare specifications and costs to place two beaver levelers (in the Blakes Lane and King Street locations). If costs exceed \$2,500, three prices will need to be obtained. Annual budget funds are to be considered for future budgets for annual monitoring.

**KING STREET CULVERT WORK:** The Board reviewed the status of funding and found that the remaining 2019 budget, capital reserve funding, to include underspent winter road maintenance services funds, results in \$13,000 available. These funds are needed to address the final work to the Drinkwater Road culvert, specifically, paving and engineering services.

The Board requested the Town Administrator contact the Town Engineer to assess the King Street and Curtis Road culverts to determine if they can be sleeved and provide input as to the process needed to do the work needed to improve them. Suggestion was made to utilize the Town's road plates over the Curtis Road culvert keeping in mind that costs will include paving in the plates. The Road Agent will also place weight limit signs (and advance warning signs of restricted weight limits) in the areas of the King and Curtis culverts.

**REMOVAL OF BRUSH FROM ROADSIDES RESULTING FROM STORMS (ROADS LISTING FROM ROAD AGENT):** The Board reviewed the highlighted map identifying those roads recommended by the Road Agent for storm debris cleanup. Coach Lane was added to the listing. The Board directed the Road Agent to obtain fixed prices for this work for consideration at a future meeting.

**ROADSIDE BRUSH CUTTING AND ROADSIDE MOWING:** Discussion took place with regard to the deferred and annual work needed in this regard. It was noted that, this year, storm debris needs to be removed from roadsides in order to conduct the work of brush cutting, then mowing. Due to limited budget funds, the Road Agent was directed to identify the areas of roads needing brush cutting.

**2019 TREE WORK (URBAN TREE PROPOSAL):** The Board referred to the listing of problem trees prepared by the Road Agent and identified that \$6,800 remains available from the

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2019 budget for tree work. Additionally, the Creighton tree needs to be taken down and the tree trunk saved.

MOTION: To authorize the Road Agent to contract with Urban Tree for up to two days tree work to remove hazard trees/limbs.

MOTION: E. BEATTIE  
SECOND: L. GARGUILO  
UNANIMOUS

The Board agreed that safety issues relating to trees/limbs are to be addressed as soon as practical.

**2019 ROAD WORK (SURREY, HILLCREST, KING)/CRACKSEALING (ROAD MANAGEMENT REPORT):** The Board restated that annual highway funds are being used for culvert work in 2019. As no funds except the matching State Highway Block Grant were raised for this year's budget, no paving/patching is planned for 2019.

Discussion took place with regard to the merits of crack sealing on an annual maintenance basis. It was determined that funds should be budgeted for crack sealing of those recently paved areas each year. For example, the Road Agent would assess the previous one or two years' paving results and utilize crack sealing, if needed.

Suggestion was made to establish a Selectmen's policy with regard to annual highway projects. The policy would address the anticipated annual needs relating to paving, patching, shoulders, crack sealing, roadside brush cutting, roadside mowing, tree/limb removal, etc. in order to assist future Boards with information relating to these preventative maintenance and other needs so that funding remains available and project needs do not go unattended creating deferred maintenance issues. It was also noted that the policy should identify that the Board of Selectmen will meet soon after the town meeting vote (by March end) to begin the process of identifying and approving work so that vendors are available to schedule work in Hampton Falls.

**ADD MATERIAL TO ROAD SHOULDERS:** The Board reviewed the Highway Department Worksheets prepared by the Road Agent with regard to shoulder work.

MOTION: To approve the Highway Department Project Worksheet (patch asphalt shoulders) in the amount of \$975, as well as the Highway Department Project Worksheet (low shoulder Nason Road) in the amount of \$325, as well as the Highway Department Project Worksheet (blocked culvert and erosion 70 Drinkwater) in the amount of \$290 as submitted by the Road Agent.

MOTION: E. BEATTIE  
SECOND: L. GARGUILO  
UNANIMOUS

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**CATCH BASINS/CROSS PIPES:** The Road Agent reported that he had not yet scheduled Bellemore for cleaning of catch basins. The Board restated its direction to the Road Agent to schedule the cleaning of the catch basins as listed by the Road Agent.

In conjunction with the drainage issues in the Woodlawn and Glenwood Road area, the Road Agent reported that the cross pipe on Route 84 at the Old Fire Station/Fire Pond is in deteriorated condition and recommended that the State of NH Department of Transportation be asked to improve it. He noted that it is plugged with roots, is undersized and is impacting private properties. The Town Administrator was asked to draft a letter.

**STATUS OF STRIPING (STARD AND DRINKWATER):** The Road Agent reported that the 2018 paved areas of Stard Road (center and fog lines) and Drinkwater Road (center lines) have been scheduled for striping with the contractor.

**OTHER:**

**TOWN HALL SECURITY CAMERAS AND LOCK SYSTEM:** The Board considered the pricing obtained and expressed concern with the costs associated with the proposed lock system. The Town Administrator was asked to contact the vendor to request new pricing for hardware that would operate without key cards but with codes and key pad.

Deferring to the experience of L. Gargiulo, the Board learned that the quote for security cameras was within reason; there is no annual support fee. The Board reviewed the equipment and the needs and determined that the Government Buildings Expendable Trust Fund is to be used for this purchase. L. Gargiulo stated he would abstain from voting due to his recommendation of this contractor.

**MOTION:** To approve estimate #3530 from Electronic Security Protection in the amount of \$4,962 for security camera equipment and software and authorize the expenditure from the Government Buildings Expendable Trust Fund.

**MOTION:** E. BEATTIE

**SECOND:** L. SMITH

1 ABSTENTION, PASSES

**HISTORICAL SOCIETY MUSEUM (45 EXETER ROAD) ARCHITECTURAL SERVICES – MERRIMACK DESIGN ARCHITECTS:** E. Beattie distributed a memo from Tracy Healey-Beattie on behalf of the Historical Society providing information relating to interior restoration of the Museum. Request is made for authorization to proceed with seeking direction and architectural services from Merrimack Design Architects for matters such as painting, organization of the interior and improvements to the interior environment and prevention of mold.

**MOTION:** To approve the Historical Society's request to seek direction and architectural services from Merrimack Design Architects for matters such as painting,

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organization of the interior and improvements to the interior environment and prevention of mold at its expense.

MOTION: L. GARGIULO  
SECOND: E. BEATTIE  
UNANIMOUS

**SELECTMEN'S SUMMER MEETING SCHEDULE:** The Board determined that its meetings in July and August will be held on July 17 and August 21 at 4 p.m.

E. Beattie mentioned that he has received calls expressing discontent with the 4:00 p.m. meeting time of the Selectmen's meeting with Department Heads. L. Gargiulo stated that he has received positive input. The Board agreed to continue with the 4:00 p.m. start time.

**ADJOURNMENT**

MOTION: To adjourn the meeting at 10:08 a.m.

MOTION: L. GARGIULO  
SECOND: E. BEATTIE  
UNANIMOUS