

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**MAY 2, 2018 - 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.

**PRESENTATION OF THE BOSTON POST CANE**

Tracy Beattie presented the Hampton Falls Boston Post Cane to Mary Titus, age 95. Ms. Beattie gave a brief history of the Boston Post Cane in New England. Dan Barrett of Kensington crafted the case for the original cane on display in the Town Hall. J. E. Ziolkowski provided a brief history of Mrs. Titus' residency in New Hampshire.

**APPOINTMENT OF FIRE LIEUTENANT:** Chief Jay Lord provided a synopsis of Alexis Garrant's achievements.

**MOTION:** To appoint Alexis Garrant as Fire Lieutenant in Hampton Falls.

**MOTION: E. B. BEATTIE**

**SECOND: L. M. SMITH**

**UNANIMOUS**

Karen Sabatini, Deputy Town Clerk, swore in Alexis Garrant as Fire Lieutenant, and the Board of Selectmen signed the appointment form. Ms. Garrant is the first female officer in the Fire Department.

**SECTION 1 – PUBLIC COMMENT**

There were no public comments. The public comment period was closed.

**CULVERT FAILURE AT KING & DRINKWATER**

Chief Lord described the investigation and Road Agent work to date. The estimated cost to replace the culvert is \$350,000. FEMA Grants allow for payment of 75% of expenses, the Town would pay 25%. Funds may be available next year. Chairman Ziolkowski viewed the culvert with the Road Agent. They discussed immediate measures, and permanent solutions. The current repair is temporary. The final repairs will take two weeks when funding is secured. L. M. Smith would like to consider a plastic sleeve.

L. A. Ruest was granted authorization to call the Department of Revenue Administration to discuss funding options for the road work.

J. E. Ziolkowski spoke with Shawn Hanson regarding the site, on conservation land. The Board authorized the Road Agent to keep the water level down for 3 days, but to quote the installation of the sleeve and the culvert.

**OLD BUSINESS:**

**Financial Reports – General Fund Balance \$876,840.97**

**DRAFT**

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

Payroll Warrant	#427	\$34,238.94
Accounts Payable Warrant	#620	\$88,629.10

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

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**2018 GOVERNMENT BUILDINGS MOWING AGREEMENT**

**Going Green Seacoast Landscaping, LLC**

**MOTION:** To enter into and sign an agreement with Going Green Seacoast Landscaping, LLC for Government Buildings Mowing for one year.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**2018 ROADSIDE MOWING AND BRUSH CUTTING**

A discussion of bidding verses assigning the work to the Road Agent, as well as the nature of the specifications led to the recommendation to devote more time to the topic at a later date. All Board members concurred.

**STATUS OF 2018 ROAD WORK SURVEY OF TOWN ROADS**

Bell & Flynn to meet with L. M. Smith to review the roads identified for 2018 paving work. L. A. Ruest discussed planning for expenses through a Capital Reserve Fund for culverts.

**SELECTMEN'S POLICY – TREE AND LIMB REMOVAL**

The Board reviewed a proposed amendment to change the frequency of chipping or removal of brush from the Brush Dump.

**MOTION:** To approve the Selectman's Policy of Tree and Limb Removal as amended.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**DRAFT**

**ENVIRONMENTAL LANDSCAPE MANAGEMENT (ELM) DONATION OF USE OF FRONT END LOADER**

The brush pile needs to be stacked higher. The Road Agent may make arrangements with an independent contractor to push the brush back. The Board considered the input received from the Legal Department of the NH Municipal Association with regard to the proposed donated service and volunteer operation of a Non-Town-owned vehicle at the Brush Dump as well as input received from the Town's insurance company, Primex. It is recommended that an agreement be put in place and that any agreement be first reviewed by Town Counsel before approval and signature.

**MOTION:** To accept the offer of Chairman Ziolkowski on behalf of Environmental Landscape Management (ELM) to use a loader owned by ELM at no cost to the Town to push back brush at the Brush Dump on the condition that an Agreement is prepared by the Town Administrator for consideration and signature at the Selectmen's meeting of May 16, 2018.

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

**NON-EMERGENCY HIGHWAY DEPT. PROJECT WORKSHEET – BLOCKED CULVERT AT 70 DRINKWATER**

The Board discussed a blocked culvert at 70 Drinkwater Road. The Selectmen discussed immediate and permanent solutions. The Road Agent will submit a separate request for a beaver box and/ or pipe.

**MOTION:** To approve the Road Agent's worksheet as presented at a cost of \$385.00.

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

**MAY 19, 2018 HOUSEHOLD WASTE COLLECTION DAY PREPARATION**

The Board identified the number, types and cost of containers needed for Household Waste Collection Day.

**2018 GOV. WEARE PARK AND TOWN COMMONS MOWING AGREEMENT**

The Board reviewed the Agreement, consisting of the Agreement, Agreement Specifications-Scope of Work, Insurance requirements, Forms and Exhibits and Plan of Contractor.

**MOTION:** To approve and sign the Governor Weare Park and Town Commons Mowing Agreement as presented for one year.

**DRAFT**

**MOTION: L.M. SMITH**

**SECOND: E. B. BEATTIE**

**Two in favor, One abstained, PASSED**

**OTHER:**

Planning Board minutes indicated that Selectmen would approve the recommendations of the Capital Improvement Plan Committee (CIP). L. M. Smith reminded the Board to maintain its role as evaluator.

A letter of March 6, 2018 to Selectmen requesting the Town join in a Seabrook Nuclear Power Plant evacuation was distributed for information. L. M. Smith requested that the matter be added to a future agenda.

L. A. Ruest discussed the Indemnification Agreement with Avesta. Avesta's Counsel has requested release of all escrow funds for repair of Brown Road, with the exception of \$5,015, the amount of the quote received last fall for repairs. Town Attorney Bart Mayer recommended holding the full amount. The plan is as follows:

1. Obtain an updated price for road repairs of 200' x 24' section of Brown Road, and shoulders from Bell & Flynn.
2. The Town will make arrangements to conduct repairs as soon as practical. Or, Avesta may work with their contractor to the Town's Road Agent's oversight and satisfaction.
3. Avesta shall submit a letter documenting their report of indemnification funds for Brown Road for phases 2 & 3 of the senior housing project. An assurance of Avesta posting additional funding over the per phase indemnification amount of \$25,000 if the need arises.
4. Arrangements to release the remaining indemnification funds will only be done once the document outlined in #3 above is received.

Plan: To repair the road now. Avesta will sign a new indemnification agreement for phase two and three, receive the balance of funds from the current Indemnification Agreement. Selectmen confirmed 24 ft x 200 ft, and shoulders.

**CONSENT AGENDA:**

1. Revised Selectmen's Meetings Policy (April 2018)
2. Painting of Town Clock – Change in Specifications  
(Paint Face of Clock Only; Letters to Remain Gold Leaf, currently in excellent condition)

**DRAFT**

**SECTION 2 – PUBLIC COMMENT**

Tim Samway, Old Stage Road, asked about brush on the side of the road. It will be discussed in 45 days (from 2 weeks ago). He would like to have an additional speaker in the back of the room for ease of hearing the discussion.

**NEW BUSINESS:**

**PROPERTY TAX REFUND**

**MOTION:** To refund Map 7, Lot 1 \$75.30 for overpayment of taxes, #659.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**TAX DEEDING**

**MOTION:** To deed the Owner Unknown Parcel on May 14, 2018, and to extend deeding of Map 2 Lot 8, and Map 8 Lot 29 to May 17, 2018.

**MOTION: E. B. BEATTIE**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**MOTION:** To grant a deed waiver for 153 Lafayette Road, Unit A & B, Map 9 Lot 012-8-A and Map 9 Lot 012-8-B.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**MOTION:** To grant a deed waiver at Off Exeter Road, Map 08 Lot 029.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**VETERANS TAX CREDIT APPLICATIONS**

Three applications were received for Veterans Tax Credits, including Map 8 Lot 84-10-0, Map 8 Lot 18, and Map 1 Lot 44-1-0.

**DRAFT**

**MOTION:** To approve the applications for Veterans tax credits to three applicants, in accordance with RSA 72:28-B, as presented.

**MOTION: E. B. BEATTIE**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**ABATEMENT APPLICATION, MAP 4, LOT 53-5**

**MOTION:** To grant the recommendation for an Abatement, #17-001.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**LAND USE CHANGE TAX**

**MOTION:** To approve the Land Use Change Tax for Map 01 Lot 093.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**SELECTMEN'S PERMIT APPLICATION, GRANITE STATE QUEST, JULY 14, 2018**

**MOTION:** To approve and authorize the Chairman to sign the Selectman's Permit Application for a Cycling Event.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**ANNUAL REVIEW OF INVESTMENT POLICY (RSA 41:9)**

The Board tabled the matter until the next meeting.

**USE OF TOWN HALL/APPROVAL OF ALCOHOLIC BEVERAGES, JUNE 2, 2018**

**MOTION:** To approve and authorize the Chairman to sign the request to use the Town Hall on June 2, 2018.

**DRAFT**

**MOTION: E. B. BEATTIE**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**5-YEAR LEASE RENEWAL OF OLD LIBRARY, 45 EXETER RD. TO THE  
HAMPTON FALLS HISTORICAL SOCIETY**

**MOTION:** To sign the lease of 45 Exeter Road to the Historical Society building for a period of five years as approved by Warrant Article 5/ 2018.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**DONATION OF VIDEO CAMERA EQUIPMENT**

**MOTION:** To accept a donation of a Sony video camera and tripod.

**MOTION: L. M. SMITH**

**SECOND: E. B. BEATTIE**

**UNANIMOUS**

**MONTHLY REPORTS**

**SELECTMEN REPRESENTATIVE REPORTS – *BRIEF HIGHLIGHTS ONLY***

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

- No cases were brought before the Planning Board in April.
- LAS- A private company is conducting a survey of the cultural environment at the school. A search for a new Principal will be conducted.

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

- Parks & Recreation- meeting did not occur. Guard rails are deteriorating in the parking lot at Gov. Weare, an area of the ball field needs to be rebuilt, requiring \$1,200 in clay. Barrels also need emptying.
- Town Improvement- Bandstand floor was replaced.

**DRAFT**

- Library- Contractor did a great job on cleaning the windows. The Library needs additional parking for events.
- A memorial tree is planned to be planted in recognition of T. C. Tocci.

**SELECTMAN ZIOLKOWSKI - HERITAGE COMMISSION, CONSERVATION COMMISSION**

- Heritage Commission- did not meet. Phil Chura photographed 20 homes.
- Conservation Committee- Brady right of way easement is ongoing.
- Earth Day was a success.

**OLD BUSINESS:**

J. Ziolkowski requested follow up with Pinard regarding workers driving on the wrong side of the road. The Town will not assume liability for Pinard's drivers driving on the wrong side of the road. The Town Administrator will send a letter, and Pinard will be requested to attend a Selectmen's meeting.

L. M. Smith is concerned about cyber-attacks and ransom of data. The Town Administrator will check with 2-Way Communications Services, Inc., the Town IT company.

L. A. Ruest presented a Meeting Video Policy draft. The Selectmen will not be able to post the meeting to You Tube until after the policy is adopted.

**REVIEW AND APPROVAL OF PREVIOUS MINUTES OF April 18, 2018:**

L. M. Smith revised page 8, paragraph 5 to read: "Bev Mutrie, Brown Road, after reviewing a copy of the RSA, reported that L. M. Smith's statement concerning Board of Selectmen oversight of the Road Agent was inconsistent with the RSA. L. M. Smith retracted his previous statement."

**MOTION:** To approve the meeting minutes of April 18, 2018, as amended.

**MOTION: E. B. BEATTIE**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**PUBLIC COMMENT**

The public comment period was opened. No comments were forthcoming. The public comment period was closed.

*Next Selectmen's Meeting – Wednesday, May 16, 2018, 6:30 p.m., Town Hall*