

BOARD OF SELECTMEN	FEBRUARY 6, 2019- 4:00 PM
TOWN OF HAMPTON FALLS	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 public comment.

OLD BUSINESS:

Financial Reports – General Fund Balance \$2,848,665.

Account Payable / Payroll / Treasurer / Trustees of Trust Fund Warrants

Treasurer's Warrant	2019-01	\$31,350.41
A/P Warrant	#649	\$ 6,861.33
Payroll Warrant	#452	\$ 4,854.83

MOTION: To approve Payroll Warrant #452, A/P Warrant #649 and Treasurer's Warrant 2019-01 as written above.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

AVITAR COMPUTER SOFTWARE – Software Purchase and Installation Agreement for the Avitar Assessing System (Assessing, Building Inspection (no input to date), Motor Vehicle (no input to date) and Data Conversion Agreement for the Avitar Assessing System to scrub our data. Data verification will be \$6,600. The owner has a small window to do the work. The net difference will allow change in software from VISION to Avitar without waiting until the next revaluation. IT and assessing costs will be needed for this project. The project is funded by the Communication Fund.

MOTION: To authorize the Chair to sign a Software Purchase & Installation Agreement with Avitar Assessing System with Avitar Associates.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

MOTION: To authorize the Chair to sign a Data Conversion Agreement for the Avitar Assessing System with Avitar Associates.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

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HIGHWAYS

The Selectmen submitted a request for an Emergency Expenditure under the provisions of RSA 32:11 for improvements to the Drinkwater Road Culvert, which was approved January 28, 2019, by the Department of Revenue Administration (DRA).

ENGINEERING UPDATE – DRINKWATER ROAD CULVERT

The culvert will be delivered to the Brush Dump on February 11, 2019. Jones and Beach invoiced the Town \$1,400 to perform a field study. J. E. Ziolkowski spoke with Jones & Beach about the drawings for bidding and requested that all work be held until a greater understanding of the scope of work is reached and a review of invoices can be done.

MOTION: To approve payment of the \$1,400 invoice as recommended by the Chair.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

3 WOODLAWN AVENUE The Board discussed the property owner’s concern about water pooling at 3 Woodlawn Avenue. The Board asked Russ Hilliard to work with the Town Administrator on the history of this matter and to add it to the April agenda. E. B. Beattie requested the resident receive an update.

BRUSH BURN UPDATE: R. Hilliard reported that it is not practical to burn the brush at the brush dump. L. M. Smith recommended prices for the job to remove accumulated brush. J. Ziolkowski received two quotes previously. There was a consensus to get on a vendor’s schedule now for spring removal.

SECTION 2 – PUBLIC COMMENT

No comments.

NEW BUSINESS

RECYCLING Andrew Brubaker, Old Stage Road, presented information on recycling. Some communities are eliminating recycling programs. J. Ziolkowski recommends review of the presentation by Mike Dufor, Executive Director of the Northeast Resource Recovery Association. A presentation is available on the Rockingham Planning Commission website, at <http://www.rpc-nh.org/environment/resources>.

Property Tax Refunds- #676 and #677 both for overpayment of taxes in 2018.

MOTION: To approve and sign Property Tax Refund #676 of \$268.96 for Map 6 Lot 64-6 for and #677 of \$41.34 for Map 1 Lot 67-6 for overpayment of taxes in 2018.

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MOTION: L. M. SMITH
SECOND: E. B. BEATTIE
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APPOINTMENT OF BALLOT CLERK

MOTION: To appoint Beth Forgione as Ballot Clerk.

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

TOWN HALL STREAMS, One Year Contract (for Recording of Meetings)

L.A. Ruest described plans to install video equipment to record meetings in the Town Hall. The contract states that videos are stored for 5 years. L. M. Smith recommends the purchase of a stand and two appropriate microphones. One microphone for the public, and one for a back up.

MOTION: To approve a 1 year contract with Town Hall Streams and the purchase of two microphones.

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

ANNUAL TREE CARE PROPOSAL – CREIGHTON TREE

L. A. Ruest discussed the Creighton Tree and the fact that it is in Maple decline. There is no longer a need for fertilizer for the Creighton Tree, but the larger tree needs attention and will be discussed with Greg Jordan, County Forester.

MOTION: To add the Creighton Maple Tree to the list of trees to be taken down by the next tree service contracted by the Town for this purpose as recommended by Greg Jordan, County Forester in his November 2, 2018 report due to the poor health of the tree.

MOTION: L. M. SMITH
SECOND: J. E. ZIOLKOWSKI
UNANIMOUS

Beverly Mutrie, Brown Road, recommends having someone in town make an art object using wood from the tree for remembrance.

Monthly Reports

Selectmen Representative Reports – *brief highlights only*

Selectman Beattie –Planning Board, Lincoln Akerman School Board

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Planning Board, moving forward on a Private Road Subdivision, an Alternate will become a voting member. LAS deliberative session will be held this evening.

Selectman Smith - Recreation Comm., Library

Recreation Commission- no information was available.

Library- a generator was installed, a donation of \$761 was received for Rambling Richard, Instant-Pot Cooking demo, and a candidates night February 27.

Selectman Ziolkowski- Heritage Commission, Conservation Commission

Heritage Commission- B. Mutrie, did not have any update. There will be a meeting on Friday. She is looking for the Robert Lord Bridge, and the Lincoln Akerman School Bridge locations.

Recreation- the ice rink has been a huge success.

Conservation Commission- Joel Pontbriand sought the locations for the beaver boxes. DES identifies the locations as conservation areas.

Other

The Town Administrator asked if the Board of Selectmen had any questions, there were none.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 1/23/2019

L. M. Smith through the Library Trustees, requested to add the statement that if the Library lost a generator, that the town would pay for it. Chairman Ziolkowski and E. B. Beattie confirmed that if there becomes a need, the Town would have to remedy it.

MOTION: To approve the minutes of January 23, 2018 as written.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

PUBLIC COMMENT

No comments.

MOTION: To adjourn the meeting at 4:54 P.M.

MOTION: L. M. SMITH

SECOND: E. B. BEATTIE

UNANIMOUS

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