

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**MARCH 15, 2023 – 8:00 AM  
TOWN HALL**

*FINAL*

**PRESENT:** Mark R. Lane, Chairman; Ed B. Beattie, Vice Chairman; Lou Gargiulo, Selectman  
Karen Anderson, Town Administrator

Ryan Veno, Police Chief; Russ Hilliard, Road Agent; Jay Lord, Fire Chief

Chairman Lane called the Board of Selectmen's meeting to order, at 8:00 AM.

**Reorganization of the Board of Selectmen:**

Chairman, of the 2023 Board of Selectmen:

**MOTION: To appoint and elect Ed Beattie as Chairman.**

**MOTION: L. GARGIULO**

**SECOND: M. LANE**

**2 IN FAVOR, 1 ABSTENTION, PASSES**

Vice-Chairman, of the 2023 Board of Selectmen:

**MOTION: To nominate and elect Lou Gargiulo as Vice-Chairman.**

**MOTION: M. LANE**

**SECOND: E. BEATTIE**

**2 IN FAVOR, 1 ABSTENTION, PASSES**

E. Beattie appreciated and accepted the appointment of Chairman and looked forward to another good year. The Board agreed to keep all of their liaison positions the same.

**POLICE DEPARTMENT / ANIMAL CONTROL MONTHLY REPORT:** Police Chief Ryan Veno reported that February was a normal month without anything unusual other than the storm of yesterday. He updated the Board on the current recruitment for a full-time officer and told the Board that the applicant that they had started the background check on decided he was no longer interested in being a police officer. One of the top candidates had accepted positions with other departments during the interim and another has delayed moving to the area. The next test being put on through Great Bay Community College is coming up in April and efforts will be made to recruit from that testing pool.

**ROAD AGENT MONTHLY REPORT:** R. Hilliard reported that a Frost Ban was put in place for town roads on March 10<sup>th</sup>. Roads with full tree canopies do have some frost in the ground, and other roads are very saturated at this time. He anticipates being able to release the ban next week.

At the request of the Board, the Road Agent has enlarged the area at the Brush Dump for leaves and now more cars are able to access the area at the same time. He is busy preparing the Brush Dump for the Spring season and the monthly White Goods Days.

E. Beattie noted that the Cemetery Trustees are looking to use some orange traffic cones to close the cemetery roads until the ground dries out.

**MOTION: To approve the Road Agent's monthly February 2023 Core Services bill in the amount of \$5,663.33**

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**MOTION: L. GARGIULO  
SECOND: M. LANE  
VOTE: UNANIMOUS**

**BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER MONTHLY REPORT:** Mark Sikorski, Building Inspector was unable to attend. The monthly report was reviewed.

**FIRE / AMBULANCE / EMERGENCY MANAGEMENT MONTHLY REPORT:**

Jay Lord, Fire Chief reported that February was a standard month for the department. During the storm yesterday, they responded to a few calls. He commended the Road Agent and Police Department for their efforts in keeping the roads open.

The Department will be starting some training on vehicle fires for electric vehicles with the lithium batteries. There are hazardous materials concerns and special processes for the electrical fires.

The Chief is working on a report for Medicare that is looking for all costs associated with a claim and is requiring substantial analysis on his part.

**OLD BUSINESS**

**Financial Reports: General Fund Balance: \$2,043,419.14**

**Executive: Payroll Warrant, Accounts Payable Warrant, and Escrow Warrants:**

**MOTION:** To approve Payroll Warrant #596 dated March 1, 2023 in the amount of \$31,696.05; To approve Accounts Payable Warrant #835 dated March 1, 2023 in the amount of \$64,174.72; To approve Escrow Warrant #2 dated March 1, 2023 in the amount of \$1,938.80.

**MOTION: L. GARGIULO  
SECOND: M. LANE  
VOTE: UNANIMOUS**

**Other Selectmen's Old Business:**

**Electronic Sign at School**

L. Gargiulo spoke about the numerous complaints he has had in regard to the new sign at the school. Many people brought up their concerns at the election yesterday, in addition to the many calls he has received. E. Beattie noted that he has also received many complaints. L. Gargiulo requested that the Board of Selectmen send a letter to the School Board asking that the sign be moved to a less obvious location that would be respectful of the character of Hampton Falls. M. Lane said that he does not disagree with what Selectman Gargiulo has said that the letter should ask the School Board to tone down the lighting and turn it off at dark. The moving message is distracting to drivers and perhaps a single message that does not change frequently would be better. He said that the sign had been discussed for several years the prior placement suggested was where the former sign was, set further back from Exeter Road.

L. Gargiulo said he is hearing that the sign is not appropriate for the Town Common area. E. Beattie said that it violates the town sign ordinance, however the school is not obligated to follow

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it. If the School Board had run the specifics of the sign by the Building Inspector in advance, there may have been a solution before there was this problem. E. Beattie said that Planning Board members are being asked why they allowed the sign, when they had not been consulted. E. Beattie asked K. Anderson to research why the decision was made by the School Board. The School Board Chairman may be asked to attend a Selectmen's meeting to discuss this further.

**OLD BUSINESS PUBLIC COMMENT - None**

**NEW BUSINESS**

**Finance Software:** Last year the Board approved the change from NEMRC Financial Software to QuickBooks, which was a cost savings and a program that was readily available to replace the older NEMRC system that was no longer meeting the town's needs. After almost a year on the program, it is becoming clear that a software program specifically for NH municipalities is a better option. The Bookkeeper and K. Anderson will be visiting Kensington next week to look at the program they are using through MRI; it is a program that has been developed specifically for NH local governments and the NH Retirement System. There are funds available in the Communication Fund, due to the cost savings with the phone system, and the support costs will be covered through the phone bill savings.

At year-end it became clear that a better program is needed and K. Anderson is looking at the options available. The Board had no objections and E. Beattie noted that the sooner the better if it helps with our bookkeeping procedures.

**Appointment – Zoning Board Alternate:** The Zoning Board Chairman has requested that the Board approve the appointment of Alex Dittami as an alternate to the ZBA. Jim Manna will be stepping up as a regular member in his place.

**MOTION: To appoint Alex Dittami to the Zoning Board of Adjustment as an Alternate.**

**MOTION: L. GARGIULO**

**SECOND: M. LANE**

**VOTE: UNANIMOUS**

**Energy Committee:** The Energy Committee has submitted their proposed Mission Statement for the Board's review and approval. K. Anderson noted that the Committee is off to a great start and providing some useful analysis on the heating and electrical costs for the Town Buildings.

**MOTION: To approve the Energy Committee's mission statement as submitted.**

**MOTION: L. GARGIULO**

**SECOND: M. LANE**

**VOTE: UNANIMOUS**

**Other Selectmen's New Business: None.**

**NEW BUSINESS PUBLIC COMMENT -None.**

**REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: March 1, 2023:**

**MOTION: To approve the minutes of March 1, 2023, as written.**

**MOTION: M. LANE**

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**SECOND: L. GARGIULO  
VOTE: UNANIMOUS**

**PUBLIC COMMENT:** There was no Public Comment.

**ADJOURNMENT:**

**MOTION: To adjourn the meeting at 8:35 am.  
MOTION: M. LANE  
SECOND: L. GARGIULO  
VOTE: UNANIMOUS**

Next Selectmen's Meeting is Wednesday, April 5, 2023, at 6:00 PM  
Minutes prepared by Karen Anderson, Town Administrator.