

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**JUNE 7, 2023 – 8:00 AM
TOWN HALL**

FINAL

PRESENT: Ed B. Beattie, Chairman; Lou Gargiulo, Vice Chairman; Mark R. Lane, Selectman;
Karen Anderson, Town Administrator; Rachel Webb, Assistant Administrator
GUEST: Todd Santora, Planning Board Chair

Chairman Beattie called the Board of Selectmen’s meeting to order at 8:02 AM.

OLD BUSINESS

Financial Reports: General Fund Balance: \$343,444.80 K. Anderson stated that the Town will be releasing the checks to the LAS school.

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

MOTION: To approve Payroll Warrants # 602 dated 5/26/2023 for \$32,176.70; Accounts Payable Warrant #841 dated 5/26/2023 for \$916,572.87; Escrow Warrant # 31 dated 5/26/2023 for \$ 816.90

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

OTHER OLD BUSINESS: There was no Other Old Business.

Large Groundwater Withdrawal Application: K. Anderson reported that the Public Hearing for the Large Groundwater Withdrawal Application by the Town of Seabrook and Geosphere Environmental Management is tonight at 6 pm here at Town Hall. The hydrologist, Ms. Danna Truslow, hired by the Town, will be present, and her report has not yet been submitted to the State DES, subject to review and comments by the Selectmen. K. Anderson continued that D. Truslow will be able to explain and answer any questions of the Board. Any additional questions can be included in the report to the State after the Public Hearing. Chairman Beattie said that there may be a few residents with some questions as well. K. Anderson said that the meeting room will be re-arranged utilizing extra benches to accommodate more people to view a presentation on the screen.

L. Gargiulo asked if there has been a lot of communications from the residents to date, and K. Anderson responded yes. She said that most people understand the process of the Public Hearing and the permit process. She added that there is a Scholarship night at the High School tonight so some people may miss the Public Hearing because of that conflict, but the Public Hearing will be recorded for people to watch live or on demand afterwards. Chairman Beattie confirmed the start time of the Public Hearing is at 6:00 PM tonight.

OLD BUSINESS PUBLIC COMMENT: There was no Old Business Public Comment.

NEW BUSINESS:

Rockingham Planning Commission (RPC) – Circuit Rider Contract: K. Anderson presented the contract to renew the agreement with RPC for Glenn Coppelman as a contractor, to provide general planning assistance to the Planning Board. The contract amount is \$16,790 which is the same as last year. Todd Santora, Chairman of the Planning Board, is present to respond to any

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questions. He also requested to talk with the Board at the end of the meeting in Non-Public for a personnel matter.

Chairman Beattie asked if T. Santora would like to speak to the issue of the RPC contract renewal. T. Santora said that G. Coppelman is well-liked, and prepared, and he would not expect anyone to have a problem with the contract renewal.

MOTION: To sign the Circuit Rider Contract with Rockingham Planning Commission for the period July 1, 2023 to June 30, 2024 in the amount of \$16,790.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Dog Warrant: K. Anderson presented the report the Town Clerk is required to provide to the Selectmen showing the unregistered dogs. This warrant is turned over to the Police Department and a civil forfeiture fine is added. L. Gargiulo asked how many dogs were on the list and R. Webb responded approximately two dozen. K. Anderson added that there are four (4) owners with more than one dog, so it is probably fifteen (15) owners total. Chairman Beattie inquired of the types of notices the dog owners have received prior to this point, and K. Anderson stated that dog owners have received notices in the mail, emails, and phone calls. There are additional fees attached for being late, and L. Gargiulo stated that it is so simple to do online, unless the Rabies shot is not current.

MOTION: To sign the acknowledgement of the receipt of the Dog Warrant from the Town Clerk.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Solar Exemption: K. Anderson presented an application for a solar exemption for Map 2 Lot 4 – 26. With the exemption, the property owner is not taxed for the value of the solar equipment, and she explained that the owner needs to apply for the exemption just once.

MOTION: To sign the Solar Exemption for Map 2 – Lot 4 -26.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Abatements – Wakeda Units: K. Anderson presented the abatement applications for RVs that were legally registered on April 1st that were billed in error between last year’s bills and this year’s assessments.

#779	\$117
#780	\$ 80
#781	\$ 81
#782	\$250
#782	\$223
#784	\$192
#785	\$ 91
#786	\$108

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#787 \$209
#788 \$144

MOTION: To approve the abatement applications #779-788 for incorrect billing to registered RVs, for the total amount of \$1,495.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Private Police Detail Rate: Police Chief Veno researched the Police Department’s detail rate in comparison to other agencies. To increase officers’ interest in filling Police details he requested that the Police Detail Rate be increased from \$55.00 to \$60.00 and that it be effective June 15, 2023. This is a charge that is paid entirely by the company requesting the detail. Chairman Beattie inquired what other towns surrounding Hampton Falls were charging for private Police detail rates, like Kensington, Exeter, Seabrook, and Hampton. Police Chief Veno reported that Administrative Assistant Kelly compared the rates to ensure that Hampton Falls is competitive getting a good rate for the officers so that they want to accept the Police Detail positions. He continued that he felt a step from \$55 to \$60 would be reasonable given that the last step was approximately 1-1/2 years ago. He said that the rate will not be the highest nor the lowest in the region, but he felt it would be an improvement. K. Anderson clarified that the rate is paid by the contractor, and not paid by the Town. L. Gargiulo asked Chief Veno what the highest rate was, and he responded that Seabrook and the State Police are the highest, and that it also depended on the location and circumstances such as whether on weekends, or if alcohol is involved, etc. L. Gargiulo asked if this rate included the cruiser, and the response was no, this is just the officer’s rate. Police Chief Veno clarified that there is a \$12 fee for the use of the cruiser. He continued that the \$12 cruiser fee is a source of revenue that funds the Cruiser Revolving Fund, so that the Town does not have to ask the tax payers for as much money for cruiser replacement. K. Anderson stated that in 2024 there will not be the need for a warrant article for a police cruiser. She reminded the Selectmen that there was a \$50,000 grant that was obtained to off-set the cost of the last cruiser, and through the Audit process, it was determined that because the Town used monies from a special revenue account to pay for the cruiser initially, that the Town needs to repay that account.

M. Lane clarified that the \$12 for the police cruiser is an hourly fee. He continued asking if there is an advantage or a disadvantage to being less than surrounding towns if the contractor is paying the rate, and why wouldn’t Hampton Falls be at the same rate as everyone else. Chief Veno said that there is no disadvantage, it is a private company paying the fee to the Police. He added that he knew of a couple of towns that plan to go to \$65. M. Lane’s point was that if it was a benefit to Hampton Falls Police Officers, to attract police officers, then why not be more competitive and pay \$65. Chief Veno said that he would not be opposed to the \$65 rate, and that he believed that Kensington was already at \$65.

Chairman Beattie asked for clarification regarding whose responsibility it is to secure police officers for private police duty in their town, or does the contractor shop the lowest hourly rates. Chief Veno explained that once a job is identified as being located within Hampton Falls, it is the Hampton Falls Police Department’s responsibility to find officers to staff that job, whether with Hampton Falls police staff or others. Chairman Beattie followed-up asking if people are

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declining overtime work because the hourly rate is not high enough, and Chief Venio responded that some officers work at additional locations/towns where the detail rate may be more attractive, and due to the difficulty to hire, it may be beneficial to offer a better rate.

L. Gargiulo asked how much does the officer get paid, and Chief Venio responded that currently it is \$55. He explained that the cruiser fee and an administrative fee are in addition to the \$55 to cover retirement and insurance costs. M. Lane asked if those costs are invoiced, and the response was yes. L. Gargiulo continued that in light of the difficulty getting officers to fill Police detail work, that in order to stay competitive that it makes sense to offer the competitive rate, especially since it does not directly cost the Town because the contractor pays the rate (not the Town). The other two Selectmen agreed with Selectman Gargiulo.

MOTION: To approve the increase in the Police Officers' detail rate from \$55.00 to \$65.00, effective July 1, 2023

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

PTO Movie Nights: K. Anderson presented an application for the use of the Town Common for three (3) movie nights to be sponsored by the PTO. The dates being requested are July 11th, August 1st, and August 15th, 2023. K. Anderson reported that the LAS is using their electronic sign to advertise the Public Hearing scheduled for tonight, as well as the Farmers Market.

MOTION: To approve the use of the Town Common by the LAS PTO for movie nights July 11th, August 1st, and August 15th, 2023.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Farmer's Market – Request to Solicit Sponsors: Sue Veilleux and Karen Sabatini have been working on behalf of the Town to run the Farmers Markets (first one of the season today with over 40 vendors). The markets have costs for marketing and to provide music, which was handled through the Recreation Revolving Fund for 2023. Currently, primary costs have been the musicians at \$150/week; and, Town Hall has been providing printing of flyers. Karen Sabatini is requesting permission to solicit sponsors (potentially \$500 for the season) for the markets that would offset the costs in the future. If approved – a separate fund would be started to segregate those funds so that they do not lapse and accurate records could be maintained. The goal is for the Farmers Market to be self-sufficient, so that no budget request is needed for next year. There are promotional activities such as a weekly raffle for a gift card to return to the Farmers Market another week, for a Farmers Market shopping bag, and there will be food/cooking demonstrations using ingredients from the Farmers Market as enticements to interest customers to attend. K. Anderson explained that since all vendors are in place, the emphasis is shifting to get customers to participate. M. Lane asked if there was advertising outside of the local area, and K. Anderson said there has been no paid advertising yet, because there is no budget. Current advertising is handing out flyers at other Farmers Markets.

M. Lane clarified that the primary expense is music and advertising. He asked about the sponsors, if they would just be promoted for the day, and K. Anderson responded that the

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musicians would announce the names of the sponsors, and at the Community Table. She continued describing the Community Table as a place where local residents could put their items to be sold, if they (themselves) do not have the availability to monitor the sale of their items for the afternoon. New this year is a fish vendor who is accepting pre-orders and pre-payments online, for pick-up at the Farmers Market.

Chairman Beattie said that he appreciates the legwork done, and he has seen the colored flyers around the community, and that the organizers are trying to make the event more than it was last year (the first year). He is trying to identify the potential expenses of the Farmers Market beyond the music. K. Anderson clarified that the Farmers Market wants to raise funds for next year, and then establish a separate account. She stated that the Recreation Commission's Revolving Fund is for recreation programs only, and the Farmers Market is not a Recreation program.

M. Lane asked if there were any potential sponsors yet, and the response was no, because they needed authorization to solicit sponsors first. Sponsorship benefits, at a cost of \$500 per season, include: ** Advertising at the Community Table; * Logo on all Farmers Market advertising flyers; * Weekly advertising on social media with over 10k+ people reached monthly; * Weekly email blasts to 10k+ contacts; and, * 50+ vendors with 200+ weekly shoppers.* Chairman Beattie's only concern was that he did not want to see excessive signage on the Town Common. K. Anderson said that the list of the vendors is amazing this year, including a fish vendor, a Mac and Cheese vendor, and a mushroom vendor, to name a few, 2:00 to 6:00 pm today.

MOTION: To authorize the organizers of the Farmers Market to solicit sponsors to cover the expenses associated with the Farmers Markets.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Hampton Falls Signage: Chairman Beattie is suggesting that “welcome” signs be placed at the borders/entrances to Hampton Falls, as is done in other towns. There is a historic sign located at the Historical Society Museum, obtained at auction, that reads: “*This is Hampton Falls*”. He identified three (3) locations to consider for sign location, namely, at the north and south entrances on Route 1, and the third location could be on Route 88/ Exeter Road at the border with Exeter. He said that he is not sure exactly what the wording on the sign should be, but it was his opinion that the Town should attempt to distinguish itself from its neighbors with significant signs notifying people that they are in Hampton Falls. He said that this goes along with the Planning Board's interest in how the Town wants Route 1 to develop and how it looks overall. L. Gargiulo said that he thought it was a great idea, and M. Lane said that he loved the idea. L. Gargiulo asked if the Town needed permission from the State for locating signs on a State road, and K. Anderson responded yes if the sign is proposed for location on State property. M. Lane asked what about coming in to Town on Route 84 at the Kensington line, and the response was to consider it based on the cost. Chairman Beattie said that there are additional cross points to additionally consider based on cost, located on Stard Road and on Tolle Farm Road.

Chairman Beattie requested K. Anderson to thank Coca-Cola for cleaning up Stard Road, and she said that Cola Cola is doing it on a regular basis.

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Chairman Beattie said that he is happy to consider alternate sign locations depending on cost. M. Lane asked what materials he was considering for the signs, and if he was considering wood. Chairman Beattie said that he would consider Fibrex material that holds up better than wood and that looks great. L. Gargiulo asked who was going to design the sign, and that is to be determined. M. Lane asked if the signs would fall under the Frying Pan Lane Fund, and K. Anderson responded that it could, and there is also an ad hoc Town Improvement Committee with a Town Improvement Fund that could be utilized. L. Gargiulo stated that it was his opinion that the Frying Pan Lane Fund would be most appropriate, for the purposes of betterment and beautification of the community.

K. Anderson suggested that R. Webb and herself can pull together some potential sign designs to include the 1722 date, the town seal, maybe an apple, the falls, and consider the historic sign at the Museum for design inspiration, and then bring some design options back to the Selectmen for consideration. Without knowing the total cost, it is difficult to know what account could be used, although there are funds in the Government Buildings Capital Reserve Account and the Town Improvement Fund. There was unanimous consensus among the Selectmen to pursue the idea of establishing entrance signage for the Town.

Other Selectmen's New Business: There was no Other Selectmen's New Business.

NEW BUSINESS PUBLIC COMMENT: There was no New Business Public Comment.

Monthly Reports: Selectmen's Representative Reports:

Planning Board: Chairman Beattie reported that the three-lot subdivision, recently before the Planning Board, was approved with a list of conditions regarding 5 Kensington Road. The ordinances did not allow the prevention of residential building in the TCD Town Common District. The smaller lot sizes approved by Town Meeting in the TCD were to encourage commercial development. Chairman Beattie said that he is familiar with the builder's work (not personally) but on the North Shore, and he said that R. Webb is familiar as well, and that he suspects the building will be well done.

Library Trustees: Chairman Beattie said that he was not able to attend the Library Trustees meeting last month, and he has not been contacted regarding any issues.

Recreation Commission: M. Lane reported that the Farmers Market starts today. In August there is a planned Field Day, greater than the Home Run Derby last summer. He said that they have had success offering an Adult Chair Yoga class. The new members of the Recreation Commission have come up with a number of good ideas they are putting together, and he is impressed with what the Recreation Commission has accomplished.

Lincoln Akerman School (LAS): M. Lane reported that the 8th grade LAS graduation is planned for the evening of June 15. There is a Pre-School Program being put together for the Fall, and ten (10) students are registered. He was not certain if all registrants are Hampton Falls residents, or only some. He also was not sure of the maximum number of students (maybe 10 or 12) allowed, but it filled up quickly.

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Chairman Beattie asked K. Anderson if the School Department had set their schedule yet for the 2024 Deliberative Session, and she responded that they had chosen a weeknight, whereas the Town has traditionally held their Deliberative Session on Saturday morning. K. Anderson continued that she told the School Administrator that the Town would like to continue to try to schedule something together with the School Department for Deliberative Session. She said that the School Administrator said the School Department’s concern with doing it on a Saturday morning was that so many parents have (sports) activities with their children on Saturday mornings. K. Anderson agreed to bring the proposed Deliberative Session date to the Selectmen for consideration closer to the date, to consider on a weeknight. M. Lane said that the School Board is discussing being more “community oriented”. K. Anderson said that Jason Farias asked for a schedule of the Selectmen’s meeting dates because they want to send a representative to each meeting.

L. Gargiulo asked if there was any down side to holding the Deliberative Session on a weekday evening, and the consensus was that it may be better attended on a weeknight than on a Saturday morning. M. Lane said that he thought that a weeknight might be better because on weekends people like to get away. L. Gargiulo wants more people to attend, to be better informed. If both the Town and School Deliberative Session were held together the same weekday night in 2024, the Town portion could start at 5:00 pm and then the School portion could start at 6:00 or 6:30 pm. Chairman Beattie said he was willing to try scheduling the Deliberative Session 2024 on a weeknight, together with the School Department.

Heritage Commission: L. Gargiulo reported that the Heritage Commission is continuing to work forward on conducting a survey of barns in Hampton Falls, including photos, and the Heritage Commission is interested creating a tour of barns.

Conservation Commission: L. Gargiulo reported that the Conservation Commission has hired three (3) Summer Interns who started work in early June, to continue the work against invasive plant species on Conservation properties in Hampton Falls. He stated that it is a good use of resources, as they did a nice job on the town-owned Conservation properties last Summer.

Other Selectmen’s New Business: L. Gargiulo reported that next Friday (next week, June 16th) and possibly also on Saturday, there is a work party, being assembled by Jon Ringel, to assist an elderly (in their 90s), former military resident of Hampton Falls, clear out overgrown vegetation around their property. If anyone is interested in assisting, please get in touch with Jon Ringel. There is a lot of labor necessary, and the goal is to complete some deferred maintenance to improve the resident’s views out their windows.

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: May 17, 2023

MOTION: To approve the minutes of May 17, 2023 as written.

MOTION: L. GARGIULO

SECOND: M. LANE

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Review and Approval of the July-August 2023 Town-School-Library Newsletter:

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The Selectmen reviewed the July-August 2023 Town-School-Library Newsletter and approved it for distribution.

PUBLIC COMMENT:

Todd Santora, Linden Road, (also Planning Board Chair) said that he wanted to add some information regarding Planning Board activity. T. Santora stated that the Ordinances and Regulations Committee (ORRC), subcommittee of the Planning Board, develops guidelines and changes to local regulations. He said that at the most recent ORRC he initiated the subject of the fireworks sales, as he was aware of the issue being discussed at the Department Head level. T. Santora reported that the ORRC decided to ask their Planning Consultant Glenn Coppelman (from RPC) to develop some guidelines to limit fireworks sales in the town moving forward, so that would go to the voters in March 2024, as a proposed zoning ordinance amendment.

L. Gargiulo asked if the Town could change the ordinance to allow back charitable gaming. The former Poker Room was successful for the community and that may be the highest and best use of the property. T. Santora responded that it can certainly be discussed. He added that the Planning Board was in favor of that recent proposal but the ZBA denied it.

L. Gargiulo stated that the applicant proposing the retail Fireworks for 1 Lafayette Road called him last week soliciting his help in getting his application approved. L. Gargiulo said that he informed the Fire Chief and Chairman Beattie of this phone call. L. Gargiulo said that he told the applicant *“in no uncertain terms that he has nothing to do with it and he referred him to the Fire Chief, the Planning Board, and to the Fire Marshall’s office.”* L. Gargiulo asked Fire Chief Lord what the current status was, and Chief Lord responded that the Fire Marshall’s office is investigating.

T. Santora asked the Selectmen if there was consensus for the ORRC to pursue the zoning ordinance change prohibiting fireworks sales, and the response was yes. L. Gargiulo asked if the ORRC could look at the charitable gaming, and T. Santora recalled that the charitable gaming was previously put to vote and was defeated, but the applicant got in as a “Function Hall”. In hindsight, they contributed so much to the Town, Fire, Police, School, Scholarship, Historical Society, and any number of 501c3s.

Fire Chief Lord described the recent tenant rental scenarios at 1 Lafayette Rd between the fireworks retail sales and a hypothetical doggy day care business, where the fireworks sales applicant got the check to the owner first. It remains to be seen whether the Doggy Day Care potential applicants will return.

REQUEST FOR NON-PUBLIC SESSION WITH: Todd Santora, Planning Board Chair; Jay Lord, Fire Chief; and Ryan Veno, Police Chief

MOTION: To go into non-public session with the intent to return to public session.

MOTION: L. GARGIULO

SECOND: M. LANE

Roll Call

Ed Beattie -----YES

Lou Gargiulo -----YES

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Mark Lane -----YES

MOTION PASSED

Specific Statutory Reason cited as foundation for the nonpublic session:

X RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

Entered nonpublic session at: 9:00 am.

The purpose of the Non-Public meeting was to discuss personnel issues, individually, with the Chair of the Planning Board, the Fire Chief, and the Police Chief.

MOTION: To adjourn the non-public session and return to public session at 10:00 am.

MOTION: L. GARGIULO

SECOND: M. LANE

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Non-public session adjourned at: 10:00 am

ADJOURNMENT:

MOTION: To adjourn the Selectmen’s Meeting at 10:00 am.

MOTION: L. GARGIULO

SECOND: M. LANE

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Next Selectmen’s Meeting is Wednesday, July 12, 2023 at 6 PM.

These Minutes prepared by Rachel D. Webb, Assistant Administrator.