

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**JULY 12, 2023 – 6:00 PM  
TOWN HALL**

**FINAL**

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

**GUESTS:** R. Hilliard, Road Agent; Police Chief R. Veno

Chairman Beattie called the Board of Selectmen's meeting to order at 6:00 PM.

**OLD BUSINESS**

**Financial Reports: General Fund Balance: \$3,645,994.77.** K. Anderson stated that the Tax Collector reported that 91% of the local real estate taxes were collected by the July 1<sup>st</sup> deadline.

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

**MOTION:** To approve Accounts Payable Warrant #842 dated 6/7/2023 for \$65,956.11; Accounts Payable Warrant #843 dated 6/21/2023 for \$87,333.71; and Accounts Payable Warrant #844 dated 7/5/2023 for \$1,247,842.87 (which includes the School payments).

**MOTION:** L. GARGIULO

**SECOND:** M. LANE

**UNANMOUS**

**MOTION:** To approve Payroll Warrant #603 dated 6/7/2023 for \$28,683.22; Payroll Warrant #604 dated 6/21/2023 for \$35,783.26; and Payroll Warrant #605 dated 7/5/2023 for \$30,990.56.

**MOTION:** L. GARGIULO

**SECOND:** M. LANE

**UNANMOUS**

**MOTION:** To approve Escrow Warrant #32 dated 6/7/2023 for \$ 900.00; and Escrow Warrant #33 dated 6/21/2023 in the amount of \$1,270.42.

**MOTION:** L. GARGIULO

**SECOND:** M. LANE

**UNANMOUS**

**Executive: Large Groundwater Withdrawal Application:** K. Anderson stated that she has drafted a response letter from the Town to DES, for the Selectmen's discussion, based on the review by Danna Truslow, the hydrologist whom the Town hired to assist in the process. Issues identified in the letter are specific to sections of the well application, as listed below:

- 1) Require a survey to be completed as part of the next phase of work within the Sanitary Protection Area (SPA).
- 2) Identify how the step Drawdown test will be modified to well A if adverse impacts occur to the shallow aquifer zone; and, notify residents and the town, within two (2) weeks prior to the testing.
- 3) Recommend that the Potential Impact Area (PIA) is extended further west into Kensington to include the recharge areas.
- 4) Recommend to extend the PIA to the southwest into South Hampton beyond the Cone of Depression, to show more detail.
- 5) Request to further detail the maximum pumping level in each proposed well.

**FINAL**

- 6) Recommend the staff gauge piezometer pairs be moved closer to the 1,000-foot radius of the well site, and closer to each other, and one should be located immediately downstream of the confluence of the Winkley Brook and the Hampton Falls River.
- 7) Recommend an additional monitoring point at the Whittier/Dodge Pond.
- 8) Recommend a review of the wells in the area of the stratified drift in the Hampton Falls River aquifer protection area.
- 9) Additional properties close to the proposed wells, may not be listed by DES, should be considered for testing.
- 10) Request the list be updated to reflect the current owners, and their mailing addresses, and the letters be resent upon approval by DES.
- 11) Request a copy of the final monitoring/mitigation plan for review when it is provided to DES.
- 12) Request that Seabrook inform Hampton Falls at least one week prior to the start of the pumping test, so that residents can be alerted.
- 13) Recommend a build-out study be completed by the Town of Seabrook as part of the assessment of existing water uses for the proposed well project.
- 14) Recommend periodic information within wellhead protection area (WHPA) be distributed to benefit current owners and correct mailing addresses of those properties.

K. Anderson said that this letter is step one, and likely there will be a second public hearing once DES reviews the application and the pumping tests are done.

M. Lane stated that ultimately the decision is the State's decision to review and approve, or deny, or modify the permit application. He asked how much say does the Town of Hampton Falls have in terms of the mitigation, or is it more of an opportunity to make sure that the items listed are addressed. K. Anderson responded that there will be a second public hearing and the letter of response is asking DES to carefully review these specific things within the current application, to make sure that these things are covered before DES authorizes Seabrook to do the two-week well test. After the well test, and dependent on the results of the well testing, and the additional information requested/recommended, DES will base their decision on all information.

L. Gargiulo asked what if the Town of Hampton Falls disagrees with DES's assessment or decision? Can the Town file suit? K. Anderson responded that she honestly did not think so. L. Gargiulo suggested to find out if it is possible. K. Anderson said that at the second public hearing that the well test results would be available. She continued, if the well test results show that there is a negative impact, and the permit is approved anyway, then she stated that there would be an appeal period. If the well test results show that there is no negative impact, then it is difficult for Hampton Falls to do much about it because no town owns the water rights. L. Gargiulo stated that he understands that, but he said that he also understands that Seabrook wants to install two additional wells in close proximity that are proposed to be significantly larger than the proposed wells on Weare Road. He said that taken together, the potential exists for a real catastrophic situation over the next 10-20 years. K. Anderson responded that it was her opinion that Hampton Falls was in a better situation that Seabrook is applying for the smaller well first because she thinks it unlikely that they would be successful getting the larger well application after the current one. L. Gargiulo wants to understand what the Town's options are besides just sending a

FINAL

letter to DES. He reiterated comments that M. Lane had made previously that it appeared that the permit application may already be “a done deal” and that DES is just “going through the motions”. He said that Seabrook is doing the tests, and they are evaluating the tests and it seems to him that there are other factors that can play a role, such as all the rainfall in the past six months.

K. Anderson said that she asked David Hisz the same question about the recent rainfall affecting the test results, and the response was that the monitor is placed inside the well with the measurement taken for that day, and then thereafter, following for two-weeks. L. Gargiulo asked if the people measuring the wells are wrong, and residents’ wells dry up, then what is the remedy? K. Anderson responded that that is one component of the response letter, to require a complete mitigation plan. M. Lane said that that is probably the most important thing in the response letter. He said that there has to be a plan in place if residents’ wells go dry. L. Gargiulo asked who would residents call if that happened, and K. Anderson responded DES. M. Lane reiterated that the mitigation plan is the critical piece. K. Anderson responded that the town has until July 22<sup>nd</sup> to send their response to DES regarding the Large Groundwater Withdrawal Application.

L. Gargiulo said that he thought the letter was great, and that he was in favor of signing it. His concern is that this application is going to move forward regardless, and his concerns are regarding what happens later.

Chairman Beattie said that he agreed, and that he is going to sign the letter. He stated further that the Selectmen are supposed to be protecting Hampton Falls residents and their property, and if that means to do something beyond this letter, then perhaps they should seek Town Counsel’s advice for what they can do later if needed. Chairman Beattie echoed L. Gargiulo’s comment that he felt during the Public Hearing that DES’s decision was already “half-way down the road”. He expressed his displeasure with the following errors that were made by the Town of Seabrook, namely:

- 1) Seabrook did not initially notify the Town of Hampton Falls of their application; only after DES instructed them to do so did Seabrook send a copy of their application to Hampton Falls Town Hall.
- 2) Some letters to residents, asking for optional well testing, were sent by Seabrook prematurely, before the Public Hearing.
- 3) The letters sent were not sent to the correct, current owner mailing addresses.
- 4) The list of owners to whom the letters were sent was not thorough and comprehensive to all owners within the PIA (potential impact area).

K. Anderson stated that a recommendation of the letter includes updating of owner mailing addresses, and re-sending the letter. She continued that she knows that DES has received many comments from residents to date, and that the State was very surprised at the turn-out for the Public Hearing. She stated that she can only hope that the engineers do exactly what they are supposed to do.

**Executive: Road Maintenance Needs:** Chairman Beattie said that he rode around town with R. Hilliard, Road Agent, to assess the condition of roads in town and to determine which roads are

**FINAL**

most impacted by current conditions. R. Hilliard presented a map of the Town he marked with yellow to highlight the worst roads in need of repair or improvement for paving and/or shimming in 2023. He had two (2) proposals for paving, one from New England Paving, and one from AWB & Sons Paving.

<b><u>VENDOR NAME</u></b>	<b><u>TOTAL PROPOSED COST</u></b>
New England Paving	\$134,400
AWB & Sons Paving	\$148,380

K. Anderson stated that the CRF (Capital Reserve Fund) currently has \$180,000, with \$10,000 obligated as the retainage for the Woodland / Crestview Road project, so approximately \$170,000 is available to be assigned for road projects in 2023.

M. Lane asked for clarification of the term “shimming”, and R. Hilliard explained that when you see tire track impressions in a road so that the center and the sides of the road are higher than where the tires travel, then shimming fills in the lower areas to make the water drain and pitch off the road from the center out to the edges. R. Hilliard said that often there are pot holes in the low areas of the roads that need shimming, as the roads are starting to settle and crack. He added that shimming typically lasts from 7-8 years. He further explained the map that showed one side of the road needing work, so that shimming can be done on only one half the road, as the other half may not need it.

R. Hilliard presented a proposal for crack sealing that was itemized similarly as the paving proposals. L. Gargiulo asked if R. Hilliard has prioritized the list, and he responded that he had not yet, as he only received the proposal this afternoon. L. Gargiulo asked about the Road Agent’s priorities for paving, and R. Hilliard responded with the first two items on the list. He explained that for the crack sealing by Indus, they preferred to delineate the proposed work in increments of \$10,000 as that is their average daily rate for efficiency. R. Hilliard recommended the Selectmen choose to complete either \$20k or \$30k worth of crack sealing work, in combination with the first two items on the paving list. M. Lane asked if Indus was the same company that the Town used last year for crack sealing, and the response was yes, the Town has used the same company for the past two years. Chairman Beattie stated that the areas have held up.

K. Anderson identified some of the same street names on both lists for paving and for crack sealing, and she asked if there were different sections of roads proposed for each type of work. R. Hilliard responded that he spoke with Indus about that, and they recommended paving before crack sealing. He reiterated that all proposals were itemized by street so that the Selectmen could select which streets to accomplish for 2023. He said that the Selectmen could decide how much funds they wanted to spend, and then decide which projects would be combined to total the spending amount. K. Anderson stated the amount available is \$170,000 that does not take into account any unforeseen project in Fall 2023.

L. Gargiulo proposed that paving projects 1 & 2 plus Brown Road for shimming would total \$90,200. Chairman Beattie said that if the Selectmen decided to do \$30,000 worth of crack sealing plus everything on the paving proposal by New England Paving, the total would be

**FINAL**

\$6,000 less than the \$170,000 available. Chairman Beattie expressed his concern with the potential to lose a road due to all the rain recently, and the expense of that work and/or culvert work.

Chairman Beattie asked K. Anderson for a status on the grant application for the 70 Drinkwater Road culvert reconstruction, and what the local match amount would be if granted. She responded that the grant is an 80:20 split, so the Town would need to spend 20% of the cost or approximately \$28,000 for a total project cost of \$140,000, and the Town has not yet heard a decision on that grant application. L. Gargiulo clarified that if the grant is awarded, then the \$28,000 local match would need to come out of the \$170,000 available.

L. Gargiulo proposed that items 1, 2, and 7 on the paving list be done, and temporarily hold off on the crack sealing until the grant outcome is known and then revisit the crack sealing at either the August or September meetings. Chairman Beattie asked R. Hilliard how the vendors are scheduling work currently, and he responded that the crack sealing could not start before the end of August, and they can do that work until the end of October.

R. Hilliard presented the proposal by Rangeley to remove and replace the concrete pad at the Public Safety Building for an amount of \$29,950. K. Anderson said that this proposed project should be of high priority, and R. Hilliard agreed. He stated that he has been cutting the rebar out the concrete as it becomes exposed, but it is dangerous for a fire truck to risk poking a hole in a tire on their way to an emergency call. K. Anderson stated that there is a safety issue as well if Emergency personnel have to run to get into the fire truck, there are potholes. R. Hilliard said that the potholes get patched, but he had a mason look at it who recommended not patch but to start over and redo the entire concrete apron. The recommendation is that once the concrete is redone, to seal coat the new concrete annually, to protect it from winter salt, etc.

Chairman Beattie said that he was inclined to be concerned about the safety of Public Buildings first, namely, the Museum, the Town Hall, and the Public Safety (Police and Fire Depts) buildings, in addition to the most significant road issues. He continued that he agreed with L. Gargiulo to hold off on the crack sealing for one meeting to ascertain the result of the grant application for the 70 Drinkwater Road culvert. L. Gargiulo asked R. Hilliard if 1 & 2 on the New England Paving list would be his choice, and he responded yes.

**MOTION: To move forward with the New England Paving proposal in the amount of \$58,000 for items 1 & 2 on the paving list; and to also move forward with the Rangeley Enterprises, LLC concrete apron proposal in the amount of \$29,950 for the Public Safety Building. The decision is to hold off on the balance of the proposed paving and crack sealing projects until the decision about the grant application is known regarding the 70 Drinkwater Road culvert.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**DISCUSSION:** L. Gargiulo stated that if the grant is not awarded for the 70 Drinkwater Road culvert, then the Town will have to pay 100% of the cost of the culvert. K. Anderson responded that if the Town did not get the grant and the Town has to build/repair the culvert that a sleeve

**FINAL**

insert / liner would be installed instead of a total replacement / reconstruction, for a lesser price of approximately \$70,000. M. Lane stated that it would be very important to budget for that \$70,000 until the outcome of the grant award is known. There was a general discussion about when the construction of the 70 Drinkwater culvert would occur, whether in 2023, or in 2024, and the consensus was that it would probably be in 2024. M. Lane asked whether the New England Paving prices would be valid for a set amount of time if the Selectmen were to defer and revisit the paving proposal after the grant award is known, and potentially add more roads to the paving list later this Summer / early Fall? R. Hilliard said that he would investigate the pricing question. M. Lane asked about New England Paving's scheduling and R. Hilliard thought they could probably start within a couple of weeks.

**UNANIMOUS**

The roadside mowing and trimming proposals were discussed next. R. Hilliard said that he received two proposals and he also submitted a worksheet for the same work, estimated at 110 hours total mowing time.

<b>VENDOR NAME</b>	<b>TOTAL PROPOSED COST</b>
Sewall Enterprises	\$11,500.00
Asplundh Tree	\$31,164.10
Road Agent	\$9,500.00

**MOTION:** To accept the Road Agent's proposal in the amount of \$9,500 for roadside mowing and trimming.

**MOTION:** M. LANE

**SECOND:** L. GARGIULO

Chairman Beattie asked when the roadside mowing work could start, and R. Hilliard responded mid-next week.

**UNANIMOUS**

**Monthly Road Agent Core Services bill:** R. Hilliard presented his monthly core services bill in the amount of \$6,601.00 for the month of June 2023.

**MOTION:** To approve the Road Agent's monthly core services bill in the amount of \$6,601.00 for the month of June 2023.

**MOTION:** L. GARGIULO

**SECOND:** M. LANE

**UNANIMOUS**

**Financial: Accounting Software Proposal:** After looking at a few accounting software programs that are designed for NH Municipalities, and having determined that the Town needs to improve the current software K. Anderson recommended that the Town move forward with a new accounting software: Municipal Technology System. She explained that the former system utilized was NEMRC (New England Municipal Resource Center) that was a system based for Vermont towns and it did not interface well with NHRS (NH Retirement System), among several other issues. The Town used QuickBooks for the interim couple of years to determine what the Towns' financial accounting needs really were, and to get the books in order, and at this time K. Anderson recommended that the Town move forward with the Municipal Technology System's software. She continued that this software was designed by MRI (Municipal Resources, Inc)

**FINAL**

specifically for NH municipalities, and is tied in closely with NHRS. The support staff are NH Finance Directors who work closely with the software. The Town of Kensington installed the system approximately two (2) years ago, so K. Anderson and the Bookkeeper Tami O'Brien, went over to talk with Kensington and to see how the software worked, and she reported that Kensington is extremely happy with the software. It is a Cloud-Based system and the number of users is not restricted, although Hampton Falls would only maintain it with two (2) active users.

The Town Clerk / Tax Collector office takes in 99% of the revenue collected by the Town. The new software will do direct imports to the Avitar Tax and Town Clerk systems that are currently used, eliminating the double entry that currently takes place. Some of the benefits of this system are that departments will have (read-only) Log-Ins to be able to view and print their own reports, input their budget data and documents and upload revenue reports directly. The result is that the new software will simplify the budgeting process and the reports for the budget. The payroll system is designed to work with the NH Retirement System. The Town would purchase the General Ledger, Accounts Payable, Bank Reconciliation, Budget Development and Payroll modules. K. Anderson said that she spoke with two (2) other towns that use the software to ask what the support was like, and the reports were glowing, very quick with their support.

The one-time cost to the town is \$32,550. The annual support fee is \$4,950 and the installation fee is \$1,500. Currently the Town Communication Fund, which is the Comcast Franchise Fee money has \$57,320 available. K. Anderson explained that two years ago the quarterly income to the Town from the franchise fees was approximately \$5,000, and that the current fees are closer to \$8,000 quarterly.

M. Lane asked if there are any additional requests for expenditures from the Communication Fund, and K. Anderson responded that the only other fee taken from that account is the Avitar software maintenance agreements for the Town Clerk and Tax Collector program. M. Lane asked what is the annual fee currently paid to QuickBooks, and K. Anderson responded approximately \$3,000 and that it would increase to almost \$5,000. M. Lane asked if the QuickBooks used currently is a municipal version or not, and the response was no and the downfall of it was with NHRS this year. Due to the fact that NHRS is its own separate category that does not fall under a 401K, or any of the set pension plans. The problem with QuickBooks became apparent creating the W-2s this year because it does not fit into the standard federal form pension plan check types, so, the W-2s printed the NHRS in the wrong box, showed as the wrong type, and then did not calculate Social Security correctly. Another issue is with the changing NHRS law where if your hire date is before or after 2011, then Social Security is either withheld or not for Police Officers working Details, so it has been complicated ensuring consistency using QuickBooks because it was not designed for use with NHRS, nor with municipalities.

M. Lane stated that he had a resident inquire with him as to why this proposal was not a Warrant article, and he confirmed that the monies to fund the new accounting software proposal will be paid by the Comcast franchise fees, and not local tax dollars, so it is not required to be a Warrant article. K. Anderson stated that when the Communication Fund was established, it was set-up for the Board of Selectmen to be the agents to expend. L. Gargiulo stated that it sounds like a reasonable use. Chairman Beattie said that it sounds like it will relieve a lot of stress. K.

**FINAL**

Anderson said that the plan, if the Board approves, is for the training for the Departments to be in place for the company to start the conversion process (uploading, transition, and testing of current data) with the intent for the Town to begin using it effective January 1, 2024.

**MOTION: To accept the proposal from MRI for the Municipal Technology Software financial accounting program in the amount of \$32,550, with an annual support fee of \$4,950 and an installation fee of \$1,500.**

**MOTION: L. GARGIULO**

**SECOND: M. LANE**

**UNANIMOUS**

**Other: Other Selectmen's Old Business:** There was no Other Selectmen's Old Business.

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

**NEW BUSINESS:**

**Executive: Request for 3-way STOP sign at the angled corner of Nason and Curtis Roads'**

**intersection:** K. Anderson reported that a resident of Curtis Road has requested that the Curtis Road / Nason Road intersection be made a 3-way STOP intersection for safety and speed reduction reasons. K. Anderson asked Chief Veno for his recommendations on this request. In discussions, it was thought that some line painting and some warning signs "Intersection Ahead" may be appropriate. K. Anderson provided copies to the Selectmen of half-a-dozen voicemail messages she received on the topic, and recognized some residents in attendance who called her as well. The feedback is entirely mixed with half in favor of the proposal, and half opposed, and all agreeing that something needs to be done about speeding along those sections of roads.

Chairman Beattie stated that he appreciated Police Chief Veno's response to this proposal and his review of the facts including accident data in the area. L. Gargiulo stated, for the record, that there were no accidents. Police Chief Veno clarified that there were no accidents on Curtis Road, and there were no accidents at the intersection of Curtis and Nason. There was a total of eight (8) accidents on Nason Road since 2013, with six (6) of those involving only one (1) car. Both two (2) car accidents occurred at the Nason and Drinkwater Road intersection. Chairman Beattie said that he was inclined to request the Police Department to periodically sit at the end of Curtis Road to increase the police presence there to see what happens. L. Gargiulo said that he was inclined to recommend tabling the discussion until there is more data gathered. Chairman Beattie agreed. M. Lane asked Chairman Beattie to consider hearing the public who have attended with the intent to make public comments on the proposal, and Chairman Beattie said that he would like to hear from the public their comments on the proposal.

**PUBLIC COMMENTS: On request for 3-way Stop sign at Curtis x Nason intersection:**

**Ivan Lang, Curtis Road:** I. Lang said that he walks his dog daily, in the area of the intersection of Curtis and Nason, the 100-yards from the intersection to the Cemetery but feels very unsafe in that location as a pedestrian. He continued that if the passing car is speeding, they will move to the middle of the road, but if there is opposing traffic it is unsafe to walk or ride a bicycle in that



**FINAL**

location. He said that he thought a Stop sign would help slow the traffic down, and he also stated that, in his opinion, the speeding has become worse in the past year.

M. Lane commented that he, also, walks his dog in that same area, down Curtis and by the Cemetery, and said it is amazing how fast some of the cars travel on that road. Chairman Beattie said that he believes the road is a “Cut-Through” road to avoid Route 1, similar to Goodwin and Crank Roads.

Rob McLaughlin, 11 Curtis Road: R. McLaughlin stated that Curtis Road has become a speedway since the road was improved last year. He suggested cutting back the growth at the corner to improve visibility. He suggested in Winter pushing back the plowed snow piles further to also increase visibility coming out of Curtis onto Nason.

Heather Day, corner of Nason x Curtis Roads: H. Day’s concern was that Nason Road is a speedway. She stated that, in her opinion, Stop signs were restrictive, and that she was opposed to the proposal to add Stop signs. Her driveway is on Curtis Road, and she sees countless cars “roll through” the intersection not really stopping. She said there may be alternate solutions, such as the electronic speed sign that shows the driver their speed. She said her friend lives on Crank Road and has noticed that drivers slow down because of the electronic speed sign there. H. Day said that her research about Stop signs on government websites found that Stop signs are not meant to slow down traffic, but to get people through intersections. She continued that Stop signs have the opposite effect of displacing traffic to other areas as people plan to avoid the area with the Stop signs.

Chairman Beattie stated that the town has been struggling with traffic inland and West of I-95 and Rt 1, to find “cut-throughs” to avoid the traffic on Route 1, especially in the Summer. The Town can increase Police patrols in some places, but he said he thinks the WAZE app may direct people through Hampton Falls to avoid traffic. He said that he was not sure that the answer is another Stop sign. This is not the first-time hearing about dog walking challenges on Nason Road. K. Anderson said that the intersection should be re-striped.

M. Lane asked if painted double yellow lines make people drive faster, and the consensus was yes. K. Anderson said that the white fog-lines are painted at the edges of the road. It was the consensus that Nason Road is not wide enough to require / consider fog-lines, and certainly not double yellow lines.

Police Chief Venio recommended moving the existing Stop Sign up forward, closer to the intersection, and also to raise it in height, to make it more visible. And he said the Police would add Nason and Curtis Roads to their locations to monitor for speeding.

Brian Day, corner of Nason x Curtis Roads: B. Day said that he is in favor of trimming the trees on the corner to give greater visibility, and he gave permission for trimming on his corner property as well.

**FINAL**

Chairman Beattie asked for feedback both positive and negative, from the residents in the area of Nason and Curtis Roads, to let the Selectmen know, in case revisiting the issue becomes appropriate in the future.

M. Lane said that he would like to receive periodic updates on this location. Police Chief Veno stated that the Police Department recently purchased traffic counter equipment, and will install it at this intersection to gather some data.

**Tax Collector: Refund of Overpayment:** K. Anderson presented a proposed refund of an overpayment. The property owner and the mortgage company both paid the current taxes.

**MOTION:** To approve the refund #789 in the amount of \$2,932 for Map 2 / Lot 8 due to an overpayment.

**MOTION:** L. GARGIULO

**SECOND:** M. LANE

**UNANIMOUS**

**Recreation: Acceptance of Resignation:** K. Anderson reported that Karen Sabatini has submitted her resignation from the Recreation Commission after serving for four (4) years, in order for her to focus on other civic activities, namely: the Farmers Market, the Historical Society, the Friends of the Bandstand, and the Supervisors of the Checklist. She is appreciative of the time she spent on the Recreation Commission and notes that she has confidence and hope in the new team members to continue to bring recreation activities for all ages to the town.

**MOTION:** To accept Karen Sabatini's resignation, with regret, from the Recreation Commission and to extend to her the Board's appreciation for all she has done for Hampton Falls Recreation.

**MOTION:** L. GARGIULO

**SECOND:** M. LANE

**UNANIMOUS**

**Conservation: Raspberry Farm Signage:**

K. Anderson reported that there was a letter received from a resident (on Drinkwater Rd) that expressed concern about the new sign at the Raspberry Farm reminding park users to clean up pet waste and to keep their dogs leashed / under control. The Board had previously approved the installation of the signs.

When K. Anderson went to the Raspberry Farm last week to photograph the sign, there was dog waste in close proximity to the sign and a private dog walking service with unleashed dogs running through the hay field. L. Gargiulo said that he thinks that private dog walking / dog day care companies with multiple dogs running loose and not picking-up after them, should be prohibited at Raspberry Farm. The letter from the resident was reviewed with the chairman of the Conservation



**FINAL**

Commission and she has no objection to the sign or to the proposed donation of the two dog waste stations as long as the group of residents empties them on a regular basis.

L. Gargiulo said that this issue becomes dicey quickly; and, K. Anderson added that she has seen in other communities where pet waste stations are provided, that they become trash barrels. She continued that even if dog waste baggies are provided that R. Hilliard has told her that when he clears out culverts that he finds pet waste in baggies hanging from tree branches, so some people use the baggies and then toss the baggies into the woods. L. Gargiulo said that he would like to revisit the subject of the for-profit dog walkers using Raspberry Farm as a Dog Park. He said that he would like the Selectmen to consider an ordinance to restrict use by for-profit dog walking companies, and also to restrict multiple dogs. K. Anderson described a time when the Conservation Commission Chair was at Raspberry Farm checking on invasive species and a very large, unleashed dog knocked her over! M. Lane said that maybe the answer is a leash requirement. K. Anderson said that the sign says to curb and leash your dog, and to clean up afterwards. L. Gargiulo said that he thought there should be an ordinance that says failure to do so will be a \$100 fine. K. Anderson said that there is an ordinance but there is no fine behind it. L. Gargiulo said that he thought that that is what the Town needs. He continued that he wants the ordinance to say professional dog walking, or any for-profit entity, is not permitted to use the Raspberry Farm; and that every dog must be on a leash. The problem is enforcement. Police Chief Venio said that there are Animal Control Officers to enforce animal-related ordinances.

K. Anderson stated that there are the same problems at the Depot Landing, both with dogs off-leash, and also people not picking-up after their dogs. At the Depot there is damage occurring to the naturally sensitive areas by dogs. K. Anderson said that potential wording for a revised ordinance and signage would be: "trails for residential use only, not professional services, with \$50-\$100 fines". She said that she would check with Stratham, as L. Gargiulo said that he thinks they have a similar issue.

Erin O'Malley, who sent the letter about the Raspberry Farm Dog Signs, offered to pay for two (2) \$300 commercial pet waste stations and to install them in the Raspberry Farm parking lot and at the entrance to the trails. E. O'Malley wrote that she met with a group of resident dog walkers who agreed to help ensure that the pet waste cans were emptied and that bags were resupplied. Chairman Beattie was in support of accepting the donation and trying the idea, and L. Gargiulo agreed with the concept. K. Anderson said that she would contact the resident to discuss details.

**OTHER SELECTMEN'S NEW BUSINESS:**

**Signage at Governor Weare Park:** K. Anderson reported that she had Portsmouth Sign Company design and lay-out replacement signage for the proposed redevelopment of the park signage at the entrance to Governor Weare Park, to utilize the existing signposts and keep the same shape of the sign. The new material will be 1.5" HDU with ¼" DiBond Backer that is essentially a foam-board, resin material into which the letters are carved. The sign colors will be green background with gold text. L. Gargiulo said that he likes it, and asked where the funding is coming from for the sign replacement. K. Anderson said that the Town is managing the parks now (not the Recreation Commission), so the Town budgeted for this project last year, so there is a line item in the budget for this purpose under Parks.

FINAL

**Hampton Falls Signs:** K. Anderson presented two (2) choices of a concept plan for signage for the gateways to Hampton Falls. One concept was “*Welcome To Hampton Falls*”, and a second concept was “*This Is Hampton Falls*”. Both were rectangular in shape with sign colors the same as the Governor Weare Park sign, green background with gold text, and an antique style including flourishes, a banner / ribbon identifying “Incorporated 1722”, and a representation within an oval or circle shape of the waterfalls in Hampton Falls, as depicted in the stained glass at the Museum / Historical Society, that was installed Summer of 2022 for the Tricentennial.

Chairman Beattie said that he preferred the “Welcome To Hampton Falls” concept, even though he had been the one to originally suggest the “This Is Hampton Falls” wording to follow a historic sign at the Museum for Applecrest Farm. He said that he thought the “Welcome To...” fits and looks better. M. Lane said that the “This Is Hampton Falls” concept was different, but he liked the “Welcome To” sign better, and L. Gargiulo agreed. L. Gargiulo asked how many signs were proposed, and K. Anderson said that three (3) locations were discussed but meetings with property owners will be necessary to get agreements / easements for signage placement. Tentatively, it is proposed to locate one each at the North and South entrances to town on Route 1, and also one on Exeter Road.

L. Gargiulo asked from where the funds would come to fund the signs, and K. Anderson responded that money from the Frying Pan Lane Fund (FPLF) would be appropriate in the category of Town Beautification, and that each sign may cost in the vicinity of \$5-6,000 (she does not yet have the proposal in hand) and the FPLF has a balance of \$27,000 so there is enough for three signs. L. Gargiulo said that he was in favor of moving forward with the proposed signs.

**MOTION:** To approve the concept plan of the “Welcome To Hampton Falls” signage, dependent on pricing due to specific signage location TBD.

**MOTION:** L. GARGIULO

**SECOND:** M. LANE

**UNANIMOUS**

**Fence at Brush Dump Update:** M. Lane asked for an update on the fencing at the Brush Dump, and R. Hilliard said that the vendor has the deposit money, so he will follow-up with the vendor regarding scheduling.

M. Lane asked about the status of the **grant for Route 1**, and K. Anderson responded that the grant application closed recently so she was expecting a response in another 30 days.

**The ballfield at Governor Weare Park:** M. Lane said that he will send a note to Mike Montville about the overgrown weed condition of the baseball field at Governor Weare Park. Chairman Beattie said that he stopped and looked at it recently because it looks almost like complete grass now, and it bothered him. He said that this was not the agreement that was in place, and M. Lane agreed. K. Anderson said that she spoke with Jason Farias who said that he is working with the Hampton Soccer group discussing work planned to do to improve the wooden

**FINAL**

shed, the parking lot, and the kickboard, that they will be donating labor to those projects at Governor Weare Park.

Chairman Beattie asked about follow-up regarding the Recreation Commission's storage trailer, and K. Anderson responded that the Recreation Commission Chair, Gisela Manna informed her that a resident has offered to paint the trailer. Concept ideas are one side with trees and flowers, and another side with photo opportunities for children, whereas on another side they will plant shrubbery. Design concepts will be brought forward soon.

**33 Brown Road, Request for Stones/Rocks from Brush Dump for wall reconstruction**

L. Gargiulo requested this item be tabled until R. Hilliard could be present to comment. Chairman Beattie said that he was not sure that the Town can distribute materials to a resident, and L. Gargiulo asked if the Town could sell materials from the Brush Dump to a resident?

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

**Monthly Reports: Selectmen's Representative Reports:**

**Planning Board:** E. Beattie reported that the June Planning Board meeting did not have a quorum, and there were no applicant nor Public Hearing scheduled, so it was a very short meeting.

**Library Trustees:** E. Beattie reported that the Library staff are working on a Personnel Policy, working to match it with the one used at Town Hall. K. Anderson stated that she has been working with Amy Magnarelli to get the Library's proposed Personnel Policy similar to Town Hall's policy for consistency purposes. The Library employees are Town employees and consistency between departments and between buildings is important. Chairman Beattie stated that the Library's Summer programs are in full effect and have been well attended so far, with more planned.

**LAS:** M. Lane reported that the LAS school is on Summer break, and they had a successful end of school year, and graduation. There was one significant retirement of teacher Don Conte who made an impression at LAS. He was the one who organized the student trips to Washington DC and to New York City, so he will be missed. K. Anderson described his last day of school when many students and parents met up with D. Conte and joined him on his last day's walk to school from the Public Safety Building parking lot, festooned with balloons and appreciative signs.

**Recreation Commission:** M. Lane commented that Karen Sabatini did a phenomenal job working on the Recreation Commission. He reported that it is also good to see new people getting involved in the Recreation Commission, and initiating new programs for all ages of residents. He added that the Thursday Concerts on the Common have drawn many people, and that those are very successful events by the Friends of the Bandstand. He is confident that the Farmers Market will gain momentum as it becomes more known throughout the region and locally.

**FINAL**

K. Anderson added that the Recreation Commission sponsored an Herbal Wellness three-part class that was well-attended the first two sessions, and still has a third session scheduled for August. Additionally, there was a Chair Yoga class offered at Avesta, and a fun Rock Painting class offered at the Library earlier in the Summer. She commented that she liked that the Recreation Commission is trying different types of programs that are working.

**Heritage Commission:** L. Gargiulo reported that there is not much happening with the Heritage Commission currently. He said that they are concerned with the Planning Board's recent conditional approval of 5 Kensington Road's three-lot subdivision, as it may affect the existing historic barn. L. Gargiulo reported that the Governor Weare House is restoring the carriage barn.

**Conservation Commission:** L. Gargiulo reported that the Chairman of the Conservation Commission is involved with keeping the three (3) Summer Interns busy working on eradicating invasive plant species located on Conservation properties in town. He added that the Conservation Commission is concerned about the recent Planning Board approval of a three lot Subdivision at 5 Kensington Road.

**REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: June 7, 2023**

**MOTION:** To approve the minutes of June 7, 2023 as written / as amended.

**MOTION:** M. LANE

**SECOND:** L. GARGIULO

**UNANIMOUS**

**PUBLIC COMMENT:** There was no public comment.

**ADJOURNMENT:**

**MOTION:** To adjourn the Selectmen's Meeting at 7:45 PM.

**MOTION:** L. GARGIULO

**SECOND:** M. LANE

**UNANIMOUS**

Next Selectmen's Meeting is Wednesday, August 9, 2023 at 6:00 PM.  
These Minutes prepared by Rachel D. Webb, Assistant Administrator.