

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**NOVEMBER 01, 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 D. Webb, Assistant Administrator

GUESTS: Carol Schutte, Energy Aggregation Committee; Henry Herndon, Community; Power; Jay Lord, Fire Chief; Todd Santora, Planning Board Chairman; Gisela Manna, Recreation Commission Chair; Jill Swasey, Lincoln Akerman School Board (LAS)

OLD BUSINESS

Financial Reports: General Fund Balance: \$357,554.57 K. Anderson reported that the General Fund balance is at the lowest it ever gets. Tax bills are going out tomorrow, so as soon as some funds come in, then the Town can get the payments to the schools caught up. She stated that the Town forwarded \$300,000 to LAS on Monday and the Town still owes LAS \$229,000. Chairman Beattie stated that this happens twice a year and the other time is in June, so expenditures need to be considered carefully at those two times of the year.

Executive: Payroll Warrant, Accounts Payable, and Escrow Warrant: K. Anderson presented Payroll Warrant #614 dated October 25, 2023, in the amount of \$35,375.21; Accounts Payable Warrant #852 dated October 25, 2023, in the amount of \$93,681.48; and Escrow Warrant #41 dated October 25, 2023, in the amount of \$184.91.

MOTION: To approve Payroll Warrant #614 dated October 25, 2023, in the amount of \$35,375.21; Accounts Payable Warrant #852 dated October 25, 2023, in the amount of \$93,681.48; and Escrow Warrant #41 dated October 25, 2023, in the amount of \$184.91.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Community Power Coalition of NH: Carol Schutte, from the Electricity Aggregation Committee, introduced Henry Herndon, Director of Member Services at Community Power Coalition. H. Herndon extended an invitation to the Town of Hampton Falls to join Community Power Coalition of NH (CPCNH) which is a non-profit power supplier created by NH cities and towns to serve them in making use of the new community power law that went into effect in 2023. There are 44 other towns, cities, and counties that are current members of CPCNH. H. Herndon explained that if Hampton Falls decided to join CPCNH, then a Joint Powers of Agreement document would need to be adopted and signed. He explained that if the town adopted Hampton Falls Community Power, then the process would be for the Electricity Aggregation Committee to develop a plan, hold two (2) Public Hearings on the plan, and then bring the plan to a Town Meeting vote. After a favorable vote, the Selectmen would then decide whether to implement the program, so there is no commitment until after the Town Meeting. H. Herndon summarized that the advantage of CPCNH is that they offer a more flexible approach to procuring power, whereas utilities purchase power twice a year, he said that CPCNH purchases power wholesale on a week-to-week and month-to-month basis to achieve greater savings for its members. H. Herndon explained that the Joint Powers Agreement (JPA) is the corporate charter of the non-profit. He continued that the CPCNH is a creation of municipal government and is subject to the Right-to-Know laws, with meetings of the Board being public meetings, and minutes posted, etc. The JPA is a liability protection for the member municipalities.

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M. Lane asked how is CPCNH different from options available to private companies or to individuals, and the response was that any customer can buy power through a broker or supplier, but CPCNH was created specifically for the benefit of municipalities, and there is local control of reserve funds and the net revenues. M. Lane followed-up about term of contract, and whether it would be possible to secure a contract for a longer term if the rate was preferential, as in two or three years, and H. Herndon responded that CPCNH is working on a fixed rate longer term option that towns would not necessarily participate in, but individuals could. M. Lane asked if the School could choose to participate, and the response was yes. He continued that the determining question is whether the customer currently gets power from the Unitil default supply, or do they “shop” for their provider from a (non-Unitil) different company. He stated that CPCNH does not effect customers who get power from non-Unitil companies. M. Lane clarified that if someone, or the School currently “shops” their power supplier, that when their contract was up, then they could consider switching to CPCNH.

L. Gargiulo asked if commercial users are defaulted to CPCNH, and H. Herndon responded that the medium-sized commercial users would be if they were on Unitil supply. He said that medium-sized commercial users who were “shopping” would not be enrolled, and large industrial customers would not necessarily be enrolled.

K. Anderson inquired if there were statutory requirements on when to hold Public Hearings before Town Meeting, and the response was no.

L. Gargiulo asked if H. Herndon was looking for the Selectmen to move on this tonight, and H. Herndon responded in the affirmative stating that a sample template of a motion was included in the materials provided for this meeting. L. Gargiulo stated that he sees no downside to moving forward with this, as it would need to go to Town Meeting, and then the Selectmen see it again after Town Meeting to implement it then. He said that it will provide residents with a small reduction in their energy bills, it is not huge, but it will help.

MOTION: To authorize the Town Administrator to enter into a Joint Powers Agreement of Community Power Coalition of NH under the provisions of NH RSA 53-A for the purposes of supporting member municipalities and counties in developing and implementing electric aggregation plans pursuant to NH RSA 53-E as well as related statutory authorities.

MOTION: L. GARGIULO

SECOND: M. LANE

Discussion: M. Lane asked if the Town goes forward with CPCNH does Unitil increase their delivery rate because the Town switches to CPCNH, and the response was no, that Unitil does not lose out.

UNANIMOUS

MOTION: To appoint Carol Schutte to serve as the Hampton Falls primary representative to CPCNH, and William Perkins to serve as an Alternate Representative to the CPCNH.

MOTION: L. GARGIULO

SECOND: M. LANE

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UNANIMOUS

MOTION: To appoint William Perkins to the Hampton Falls Electricity Aggregation Committee.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Other Selectmen's Old Business

Welcome To Hampton Falls signs, update: K. Anderson stated that the Selectmen had asked about the back of the signs, and the feasibility of adding a template message the read "*Thank you for visiting*". She stated that Portsmouth Sign has produced a draft drawing showing that message for the Selectmen's consideration, and she stated that there will be no extra charge for this addition to the sign. Additionally, she stated that the proposal is for only the one (1) sign located at the Hampton Falls and Seabrook town line, because the other two (2) sign locations are positioned such that the reverse face of the sign will not be visible traveling from the opposite direction. There was consensus among the Selectmen to move forward with the proposal as stated by K. Anderson.

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

NEW BUSINESS

Capital Improvement Plan: Todd Santora, Linden Lane, Chairman of the Capital Improvements Committee (CIC) presented a review of the Capital Improvements Plan (CIP) process. He stated that the CIP process was established by the NH RSA 764: 5-7, and it was voted by Hampton Falls residents in 1998, and has been in existence since then. He stated that it is designed to be a committee of the Planning Board, to be advisory to the Selectmen on upcoming capital projects so that expenses can be planned in such a way as to avoid large swings in the tax rates. He explained that all Department Heads submit their capital improvement project requests to the CIC for the upcoming six-years. He reviewed the definition of a CIP as follows:

- a cost of at least \$5,000;
- a useful life of at least three years;
- is non-recurring (not an annual budget item); and
- any project requiring bond financing.

T. Santora described that the CIC votes on the project requests and prioritizes them based on criteria, with a goal towards stabilizing the budget. He stated that a perfect example is the Police Department's proportional request for \$25,000 annually to purchase a new Police Cruiser vehicle every four or five years. He stated that instead of asking the taxpayers to pay \$75,000 in one year, the cost is divided up and spread out over several years to lessen the annual tax impact. The rating system used by the CIC is the assignment of a number as follows: C=Committed (any Bond item, ex Applecrest bond), 1=Urgent, 2=Priority, 3=Necessary, 4=Deferrable, 5=Premature.

T. Santora reviewed the CIC members and their recommendations of the CIP for 2024 to the Selectmen as follows:

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- Conservation Land- Applecrest Bond, expires in August 2025 and is a payment in 2024 of \$127,950. Not voted, is a C= Committed project, as it is a multi-year bond payment.
- Fire Dept - \$50,000 ('24) towards the re-establishment of an annual Capital Reserve Fund (CRF) to replace Tank-4 in 2029, is being considered for annual funding starting in 2024.

Voted a 3=Necessary, with the recommendation that a Purchasing Committee be established to review and to vet large purchases such as a new Fire Tank truck. Estimates of \$850,000 for truck acquisition in 2029 does not account for inflation. \$50,000 annually for six-years would raise \$300,00 toward the \$850,000 needed. Additional funding from the Ambulance fund would raise \$300,000, but there would still be a gap of \$200,000-250,000 for the truck in 2029. He said that it was a recommendation of the CIC that a project of this magnitude needs to be discussed more, and vetted more for the benefit of the taxpayer, so that the public can be more informed about the decision.

L. Gargiulo stated that this truck is very important to the town because there is no municipal water supply, and waiting for it to get to 37 years old is a stretch. He asked what the mileage was on Tank 4 now, and T. Santora responded 20,429 miles. L. Gargiulo said it does not seem like a lot of miles, but the tanker is at the end of its useful life. He said that the problem is going to be the shortfall of \$200,000 that is not adjusted for inflation, and asked Fire Chief Lord if it was possible to “Lock In” a purchase price that far in advance. Fire Chief Lord said that it was doubtful especially with the market so volatile with pricing. L. Gargiulo said that he thinks the amount of \$50,000 annually may need to be re-considered next year to budget more realistic numbers.

L. Gargiulo asked if the Tank Truck breaks down and can not make it to a fire, how long would it take to get water on the scene from a neighboring town. Fire Chief Lord responded that today the Fire Dept has 7,000 gallons of water on wheels, so if Tank 4 quits that would reduce their water supply by 2,500 gallons until a response from Hampton or Kensington six or seven minutes later. There is good mutual aid in this part of the county, until there is municipal water in town. Hampton Falls is part of a 54-town mutual aid network.

Chairman Beattie asked if the Fire Department would be looking to replace the Ambulance anytime within this same period of time as the Tank 4 replacement, and the answer was that the Fire Department can re-chassis the box of the ambulance when necessary.

M. Lane asked Fire Chief Lord when would the Tanker 4 need to be ordered to be ready for 2029, and the response was two to three years out. He said that in 2027-2028 the Fire Department will put a Committee together to start determining precise needs and wants, and M. Lane clarified that that would be when the truck would need to be ordered.

T. Santora reviewed the current age and mileage of the existing Fire Department vehicles and their acquisition/ potential replacement schedule:

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<u>Fire Dept. Vehicle & Description</u>	<u>Replace or Purchase Date</u>	<u>Mileage</u>	<u>Estimated Life</u>
Tank 2	2025 – mini-pumper, just ordered		
Tank 4	2029	20,000	
Engine 8: A secondary fire engine response Primary auto extrication response vehicle	2010 (13 years old)	14,000	25-30 years
Engine 9: Primary fire response engine	2020 (3 years old)	5,000	25-30 years
Ambulance	2017 (6 years old)	22,000	

- Fire Dept- \$140,000 ('24) replace radios. The radios are currently 18-20 years old.
Voted a 3=Necessary. Grant has been applied for, so if awarded this request will have no tax impact.

- Highway Dept- \$330,500 ('24) Road Paving: Mill Lane, Crank Rd, Brown Rd (partial).
Voted a 3=Necessary. The amount gets offset by the annual NH Highway Block Grant estimated at \$70,000, so net cost to the Town may be \$260,500.

- LAS School Dept.- \$271,410 Bond Payment for LAS Addition (exp. 08/38)
Not voted, is a C= Committed project, as it is a multi-year bond payment.

- LAS School Dept.- \$87,611 Bond Payment Merrill property (exp. 08/24)
Not voted, is a C= Committed project, as it is a multi-year bond payment.

T. Santora noted that the Merrill property bond and the Applecrest property bond payments when completed in 2024-2025 will sunset approximately \$200,000 of annual debt.

- LAS School- \$95,000 ('24) Asbestos abatement & floor replacement in the cafeteria.
Voted a 3=Necessary.

- LAS School- \$9,000 ('24) Replace Elem Hall ceiling, from water damage Winter 22-23.
Voted a 3=Necessary.

T. Santora explained that the Winnacunnet School projects are accounted differently because it is a regional school and Hampton Falls pays their proportionate share of the enrollment. K. Anderson stated that the current apportionment received within the past week (based on number of students and the equalized value of the town) is 8.8% of the total project values proposed.

- Winn School - \$400,000 ('24) HVAC Cycle 3-year Wing B
Voted a 3=Necessary.

- Winn School- \$900,000 ('24) Roof management plan
Voted a 3=Necessary.

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The Planning Board reviewed the Capital Improvement Plan at its meeting October 24, 2023 and submitted it to the Board of Selectmen for review and approval.

MOTION: To accept the 2024-2029 Capital Improvement Plan, as amended.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Financial: 2023 Tax Warrant: K. Anderson reported that the Tax Rate was received early Monday October 30, 2023 from DRA at **\$12.95**, which without the revaluation would have been \$ 21.69, a \$0.70 increase. With the revaluation, the town's assessment increased from \$503,622,716 to \$874,896,527. The budgets and Warrant Articles approved at the 2023 Town Meeting increased a total of \$916,659 with the schools' increase being \$828,000.

K. Anderson stated that people are surprised to see an increase in the School of \$828,000 because the School's operating budget (both LAS and Winnacunnet) did not increase (or only increased minimally). It was a contract year, so any pay increases and benefit increases were reflected in the Warrant Article for the schools' union contracts, so that is where the impact occurred. Chairman Beattie said that that is why it is so important to go to the Deliberative Session to see the Warrant Articles being proposed with additional money in those proposals.

Chairman Beattie asked K. Anderson about her research of households impacted by the tax rate, and she stated that there are approximately 1,600 properties in town. She stated that a little over 600 properties have a tax decrease. There are 400-500 properties that have an increase of less than \$500. There are 300-400 properties with an increase of more than \$500. And then there are a few properties with a substantial increase. It depends on the type of property. She said that the smaller split-level homes, ranch-style homes, and smaller properties that were previously assessed at \$300,000 +/- (ex. Woodlawn, Taylor River) were selling for the \$800,000 range, so those sales set the comps for those neighborhoods. K. Anderson reiterated that that is what a revaluation does. It looks at sales to establish Fair Market Value of same properties based on certain types of houses and specific neighborhoods. Additionally, commercial did not have the increase that residential had this year. Some years commercial properties increase more than residential, but this year commercial condos were selling at their assessed value. K. Anderson added the Towns are required by law to do a revaluation every five (5) years to bring equity to values based on actual sales.

2023 Second Half Tax Warrant: K. Anderson stated that as soon as the Selectmen sign the Warrant, which is \$5,972,482 the tax bills can be released, with a due date of December 05, 2023.

MOTION: To approve the 2023 Second Half Tax Warrant in the amount of \$5,972,482.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Financial: IT Services Proposals: K. Anderson reported that the Town put their IT Services out to bid, with a RFP proposals that was due on October 30th and received three (3) responses. The Town currently budgets approximately \$25,000 for IT Services. What the Town has been on

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since 2008 is the lowest tier plan (Bronze) from the company contracted. She said that it has not been great, but it is what the Town agreed to pay and have carried it forward. This year the Town has spent \$30,500 on IT Support and some of that is going to be reimbursed through insurance due to the damage from the lightening strike at the Public Safety Building. K. Anderson stated that she contacted Steve Carlson (CIP Committee), who volunteered to assist with evaluating the proposals, and who brought in Steve Wright to also assist evaluating the three proposals. Both of those people are IT Specialists, and they believe that RMON would provide the best value for Hampton Falls.

1) Umbral:

Umbral is a small company (5 employees), located up north, they serve Weare, NH, do some municipalities and has proposed approximately the same level of service that the Town currently receives, although they state that there will be additional costs for licenses and they do not work on SQL programs, which are what the Avitar programs are. \$25,496.16 annually plus licenses. Hourly costs for on-site support. \$150/hour.

2) RMON:

RMON is a larger company in Portsmouth, works with Newington, Ossipee, Sandown, and others. Fixed monthly costs includes most everything – additional costs for support after hours. \$28,380 annual with license costs at \$15,394.08 for total annual cost of \$44,956.80. Includes network assessment. Works with many Police Departments and has proposed a more secure system for us that will move their records to the Cloud with G5 security compliance. Special training for employees on a monthly basis. Monthly reports on the systems and health of network. Onboarding fee of \$3,365.

3) Stellar:

Stellar is the current vendor, with whom the Town has IT Services, and in the future will only be offering their Gold Tier program. Everything that RMON is offering with similar response times. Support at no extra charge for critical issues. Non-critical issues scheduled after normal work hours at an additional charge. Municipal clients include Berwick, Eliot and North Berwick, Maine. Familiar with our systems and programs. No onboarding fee. \$62,826 annually plus licenses.

L. Gargiulo asked if there is any potential for re-negotiation with any of the proposals, and M. Lane said that he was going to ask the same question. K. Anderson said that it is hard to do at the municipal level when there is an RFP and everyone knows all of the numbers in the proposals. L. Gargiulo said that the Town could go back to the three companies and ask them what their best price is, and M. Lane said specifically regarding RMON and their “onboarding fee”. K. Anderson said that she brought this to the Selectmen now to provide a number for the budget, and can go back to the three companies and ask them to provide their best price, and if they could reduce their offer, and she will bring those responses back to the Selectmen at a subsequent meeting.

Budget Reviews:

Recreation Commission - Gisela Manna, Fieldstone Lane, Chair of Recreation Commission (RC) said that she hopes the Selectmen have been aware of the programs the RC has been

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offering, as they have been working to try to get lots of community involvement. She said that Colleen Farias has been doing a great job with communications putting the programs and activities on their Facebook page and social media, where there have been many followers.

G. Manna presented the RC's proposed budget for 2024. She said a goal was to not allow the Revolving Fund to get below \$25,000. She stated that the balance in that fund in September was \$36,000, and the point is to offer programs supported with those funds and then replenish the fund with user fees from the programs, so that it revolves. She mentioned that the RC is considering an annual Winter Fest in February to be a community event like the annual Family Field Day in the Summer, so that the RC would offer these two (2) community-wide events annually, at no costs to residents. K. Anderson updated G. Manna that the balance in the RC revolving fund is currently \$5,500 less because the bill for the container purchase was finally received and processed, so the balance is approximately \$31,000.

G. Manna stated that there was a request to have a full set of Color Guard flags representing all branches to be used at the Memorial Day, Veteran Day, and Wreaths Across America Day events, and that perhaps there could be a start to saving towards that goal (as each flag costs approximately \$1,700). She stated that there may be other potential funding sources, outside of the RC budget (such as the Frying Pan Lane Fund for the purposes of Recreation or Patriotic Purposes) to fund some of the things the RC is interested in doing.

L. Gargiulo asked if the RC was going to see if anyone locally was interested in donating funds toward the flag purchases, and G. Manna responded that once the RC decided which company to use, and had a firm cost, they would put the request for donations out to the community.

M. Lane said that the Town does not know how much money it will receive from the Frying Pan Lane Fund (FPLF) and cannot commit to allocate those funds now. K. Anderson clarified that the amount is known in March, from the NH Charitable Trust. Chairman Beattie asked about the plans to paint the storage container, and G. Manna responded that that is going to be part of a Clean-up Day of the Governor Weare Park parking area, to be scheduled with the soccer group and J. Farias.

K. Anderson said that she wanted to commend the RC for listening and for understanding how a revolving fund works, and for getting their new members up to speed with the procedures of running a committee (posting Minutes, etc). M. Lane also commended the RC for the new programming. Chairman Beattie said that he has heard good things about the new choices of programs and has had overall good feedback.

Library – K. Anderson stated that Beth Forgione sent a revised Library budget that reduced their former request by \$18,356 from \$233,219 to \$214,863 that is a savings primarily from the \$10,000 they had thought they would need for roof repairs that are no longer needed. Chairman Beattie stated that there was no one to ask any questions of, so the Selectmen could address this at another time. He stated that he was at the most recent Library Trustees meeting where this revised budget was discussed. K. Anderson said that the December 06th Selectmen's meeting will be the final budget review.

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Fire Department – Fire Chief Jay Lord presented the Fire Department’s proposed revised budget for 2024. He stated that he was able to reduce the Ambulance budget by \$6,000, so it went from \$144,414 to \$138,414 by Fire Chief Lord not doing a “Summer coverage program”. Fire Chief Lord stated that he was able to reduce the Fire Department budget by \$7,650 from \$224,189 to \$216,539 that is reducing day coverage from 2 to 1.5 people, covering vacations with part-time staff, and reducing the phones, computers, hydrant repair, and supplies’ budgets. Fire Chief Lord was able to reduce the Emergency Management budget by \$5,000 by putting off the COOP Plan another year, with no impacts. He said that the balance of that budget are the two (2) Seabrook Station drills next year that are reimbursed from Homeland Security.

L. Gargiulo asked what is the total increase of the Fire Chief’s budget proposed for 2024 as amended, and the response was an increase of \$44,000 that includes bringing the Deputy on full-time in January 2024 to replace Fire Chief Lord in two years. L. Gargiulo stated that an increase of \$44,000 is a significant number to defend at Town Meeting and at the Deliberative Session, and he continued that Fire Chief Lord and the Fire Department need to participate, and Fire Chief Lord agreed with L. Gargiulo. L. Gargiulo stated that he supported the concept of bringing Bobby Hudson up to Fire Chief in two years, he knows that it would cost more to put the job out to get a new chief. He said that it was never presented what the actual costs would be to promote from within, and now that the Selectmen know it will cost \$44,000 it is a tough pill to swallow. He added that he knows that the decision will be in the best interests of the town, and he feels comfortable defending that position, but it will still be tough. Fire Chief Lord responded saying that there is a whole lot that he needs to teach B. Hudson that he cannot teach him only one day per week. He continued describing the budget he oversees is a total of \$365,000 over the three (3) departments (ambulance, fire, and emergency management) and thirty (30) staff. He said that in Hampton that budget would probably cover three or four Firefighters, as a comparison.

M. Lane stated that he believes the Fire Department budget is the tightest of budgets that typically finishes the year on point, and that the care going into the budgeting is genuine. He said that he agreed with L. Gargiulo that the Selectmen are going to have to defend B. Hudson’s full-time position, and that “at the end of the day” it is the best decision for Hampton Falls. He said that residents always scrutinize the Police and Fire Department budgets as “hot buttons”.

Chairman Beattie said that Fire Chief Lord is a victim of his own tight budgeting. He said that three (3) years from now the Town will be better off with a Fire Chief who knows the Town.

M. Lane stated his appreciation for Fire Chief Lord to reduce his budget by \$18,650 since the prior Selectmen’s meeting, and that hopefully other departments can do it as well.

Intent to Cut: K. Anderson presented an Intent to Cut application for Map 1-30-1, 2, & 3 at 41 Weare Road (La Fiesta Drive). The cut is 4 acres of 26 acres total. The land is in Current Use as unmanaged Pine and Hardwood and is eligible for a cut. Chairman Beattie asked if the applicant also needed to get permission from the State, and K. Anderson responded in the affirmative.

MOTION: To sign the Intent to Cut for Map 1-30-1, 2, & 3 located at 41 Weare Road (La Fiesta Drive).

MOTION: L. GARGIULO

SECOND: M. LANE

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UNANIMOUS

Recreation Commission: Kathy Dittami has submitted her resignation from the Recreation Commission as she is moving out of Hampton Falls.

MOTION: To accept the resignation, with regret, of Kathy Dittami from the Recreation Commission.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Zoning Board of Adjustment: Alex Dittami has submitted his resignation from the Zoning Board of Adjustment, as an Alternate, as he is moving out of Hampton Falls.

MOTION: To accept the resignation, with regret, of Alex Dittami from the Zoning Board of Adjustment.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Other Selectmen's New Business: K. Anderson said that she needs a quick Non-Public Session at the end of the meeting for the purpose of negotiation.

NEW BUSINESS PUBLIC COMMENT:

G. Manna, Fieldstone Way, asked what the Town is doing about a plan for a budget to fix the Governor Weare Park drainage problem? She stated that she did not see it mentioned in the Capital Improvements Plan, and the problem is making it difficult to use the fields for soccer. M. Lane reported that he received an email from Mike Montville today stating that he may not be wanting to continue to maintain the field because they have not been using it due to the drainage problem. M. Lane stated that he believes that there is a pipe that comes off Route 88 and delivers drainage water into the field, causing most of the problem near third base on the baseball field, and into the soccer fields. M. Lane continued, that to be able to use the fields in early Spring there needs to be something done to take water off the field. M. Lane said that in the past there was a pipe installed from first base all the way into the Right field woods. He continued that there is a dip in the fields in between the baseball field and the soccer field in the back, and he thinks that there may be a pipe in that drainage area also, and he wondered if the pipes may be clogged.

Chairman Beattie said that this project will not be happening this year, but he thinks that engineering should look at it to identify how to correct and fix the problem, and L. Gargiulo agreed. Chairman Beattie said that it does not make any sense for the Town to have a field that cannot be used. M. Lane stated that Mike Montville really has not used the field much the past two years. M. Lane said that he would provide an update at the next meeting.

K. Anderson said that the Selectmen could decide to put some engineering money in the budget for next year, or they could initiate a Warrant Article for engineering and improvements to the Governor Weare Park fields.

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G. Manna said that she thought that there was a study done approximately five (5) years ago that perhaps could be revisited as a starting point, but Chairman Beattie made the point that circumstances have changed since then. M. Lane said that there really was not a study done previously; he said that there were some volunteers who said that they would be willing to donate some sweat equity into the project to help solve the problem. M. Lane said that there was never a solid plan, nor discussion of how to fund the project.

L. Gargiulo asked if the project may need to obtain Wetlands permits.

Monthly Reports: Selectmen's Representative Reports:

Library Trustees: E. Beattie noted that he attended the Library Trustee meeting and there was discussion about appropriate budgeting with the results reviewed earlier this meeting. The Library Trustees reduced their budget by \$10,000 that was regarding roof repairs that are no longer needed. He encouraged the Library Trustees to consider utilizing donation money, for eligible budget items, to offset some budget costs.

Planning Board: Chairman Beattie reported that the Planning Board (PB) is concerned with the enforcement of Site Plan implementation, where a Site Plan is approved, a business opens, and then things on the Site Plan are not completed. He stated that currently there is no "cease and desist" ability written, and no penalty phase, so the PB is going to recommend to the Selectmen changes that will be reviewed by Counsel to determine if those proposed changes would be Warrant Articles or amendments to the Site Plan Regulations (that do not need a Warrant vote). He explained that currently the Building Inspector goes to a Site Inspection for a potential Violation, and notes the Violation, but there is no "teeth" in the Violation procedure for compliance. He said that Hampton Falls does not have any consequences for violations, like some abutting communities have penalties and fines that escalate for non-compliance. Chairman Beattie stated that the PB is affected and so is the Building Inspector by these scenarios, so that is why they are looking to address the issues. He said that serious conversations were had on these topics at both the PB's Ordinance and Regulations Committee, and also at the regular PB meeting. Chairman Beattie reported that there is also a great deal of discussion about signage in town, about trying to respond to requests for electronic signage in town.

L. Gargiulo asked about whether M. Sikorski as Building Inspector, is also the Code Enforcement Officer, and R. Webb responded that he is Building Inspector, and Code Enforcement Officer, and also Health Inspector. L. Gargiulo asked whether he has been trained to be a Code Enforcement Officer and what percentage of time is being devoted to each BI and CEO. Chairman Beattie said that the Selectmen should do whatever they have to do to make this a more appropriate position relative to what is going on in town. At the same time, Chairman Beattie continued, that if the enforcement tools are not available, then it is an exercise in frustration. He said that only the PB and R. Webb knows the site plan violations, as they are coming up every month. He said that the frustration level is fairly high at PB and he said that he was not sure of the process needed, but he knows that something needs to be done.

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Recreation Commission: M. Lane stated that the Recreation Commission subjects were covered earlier in the meeting. He said that he planned to discuss the drainage issue at Governor Weare Park field, and it already was discussed tonight.

Lincoln Akerman School (LAS): M. Lane stated that Jill Swasey was present to discuss the proposed School Resource Officer (SRO) for LAS. J. Swasey first thanked the Selectmen for including the School Notes in the Town Newsletter, as she believes that it has been effective. In terms of LAS updates, she stated that the Pre-School is fully operational with three and four-year-olds in class.

J. Swasey said that discussion of a School Resource Officer (SRO) has been occurring at the LAS School Board. At the most recent School Board meeting Sheriff Richie Sawyer spoke on his experience with SROs who stated that SROs are gaining momentum around the country. She stated that SROs are typically a position that provides Police and Security presence, and also provides community support to students. There are SROs at Winnacunnet, where there is a clear need in a High School setting. There are SROs at the Seabrook middle school, and in Hampton, and one was recently approved in North Hampton but has not yet been staffed. The choices of type of position to hire include: full-time Police Officer, or a retired Police Officer (that could be full or part-time), or someone with private security experience. J. Swasey stated that there was consensus among the LAS School Board and Police Chief Veno that no one was interested in pursuing the private security experience option, and that they would be more comfortable with someone who had police law enforcement training. The LAS School Board decided that the SRO decision should be made by the Town. The LAS School Board reached consensus that the SRO position should be managed by the Police Department, and governed by an MOU between the Town and the LAS School Board, but would not be reporting to the LAS School Principal and would not be employed by the school.

J. Swasey proposed a joint meeting of the LAS School Board and the Selectmen to discuss some of the details of the SRO opportunity as there are obviously some cost implications to implementation, such as: whether the position is budgeted or goes onto a Warrant Article, or whether it is a Town Warrant Article or a School Warrant Article, how the position would fit into the Police Department under Police Chief Veno, questions about what the position would do during the day, and how to facilitate the positive interaction with the Police SRO at the elementary school level throughout the day, not just at arrival and dismissal times. She said that she would hope the community would evaluate this SRO opportunity thoughtfully and not emotionally, and make the right decision to mitigate risks.

M. Lane asked if there was an opportunity to share an SRO with another community such as with North Hampton, and J. Swasey responded that the critical times for coverages (at arrival and dismissal) would overlap so she did not believe that sharing a position would be viable. There are questions to work through whether full-time at \$80,000, or part-time at \$40,000, and is it seasonal (not in the Summer). She continued that there has been success in other school districts recruiting retired Police Officers.

Chairman Beattie stated that he worked for 36 years as a teacher at Winnacunnet High School where he became aware that it took a certain type of personality to be a successful SRO. He said

FINAL

that being a Police Officer is not enough, that the SRO needs to be able to engage with students specifically, depending on the age range of the school, so that an SRO for a High School may have different skill sets than an SRO for a K-8 Elementary School. He stated that he would be happy to be a representative of the Selectmen or have others join him at a meeting with the School Board to have a fact-finding conversation on the subject of a SRO. J. Swasey said that there are some practical considerations to be determined about how the SRO position would operate.

L. Gargiulo asked if the LAS School Board is considering a Warrant Article, and J. Swasey responded that they are discussing that the Town should decide about the SRO, and not the five (5) LAS School Board members, as their views are mixed. L. Gargiulo said that he thought that a fundamental construct of the position should be proposed either full-time or part-time, and then where is the money coming from. He added that it really does not matter which Warrant (Town or School) it goes on because it all comes from taxes raised, but it may gain more support from being on the School Warrant. M. Lane stated that his opinion was that the position needs to be clearly defined in terms of the goal of the position and the opportunity, and L. Gargiulo said that a job description could be developed to be shared to inform the public. J. Swasey said that she believes that the LAS School Board is leaning towards a part-time position, and L. Gargiulo responded that that would be a good starting place.

Chairman Beattie stated that it is important to show the value of the position, for example, if the position is part-time, would there be other things that Police Chief Venio would have the SRO do through the Summer to fill the part-time hours year-round (when school is closed for the Summer). J. Swasey said that for transparency it is fair to ask what is the SRO doing from 9 am to 2 pm. Chairman Beattie suggested getting examples of other communities that have SROs in K-8 schools, and who have adjusted their curriculums to fit the opportunity of having access to an SRO, and he offered to make himself available to discuss the subject at a committee meeting. J. Swasey said she would follow-up with him.

Conservation Commission: L. Gargiulo reported that the Conservation Commission had a Kayak adventure on the marshes that was scheduled with SHEA. He said he was not sure if it took place or not due to weather, but he thought it was a great idea.

Heritage Commission: L. Gargiulo reported that the Heritage Commission has not met recently.

Other Selectmen's Old Business:

Shredding Day: L. Gargiulo said that it would be great to offer a Shredding Day in April on a Saturday at the Brush Dump, where people would pay \$7 per box to shred documents. K. Amderson said that she would research bringing a Shredding Truck to the Brush Dump in the Spring.

Brush Dump will stay open through November: Chairman Beattie stated that the Brush Dump is going to stay open through November on Saturdays from 8 am to 12 noon, and a Brush Dump sticker is required to participate (obtainable online or in person at the Town Clerk's office). If it snows before the end of November, the schedule may be subject to change.

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NHMA Municipal Advocate of the Year Award: Chairman Beattie stated that K. Anderson is winning an award, and he prompted her to describe it. K. Anderson said that she has been named the Municipal Advocate of the Year by the NH Municipal Association. She said that the award is named for Russ Marcoux who was a former Town Administrator and who was very active in paying attention to legislation and advocating for his town. There will be a Russ Marcoux Municipal Advocate of the Year dinner in honor of K. Anderson on Wednesday November 15th at the NH Municipal Association's annual conference. Chairman Beattie said that that is great, and well-deserved. He said that he is speaking for the other two Selectmen as well, and said that they know exactly how much K. Anderson does for the Town, and they are thrilled for her. He said that it is not very often that someone in a small town gets that award, so it is extremely honorable, and he thanked her for all that she does for the Town of Hampton Falls.

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: October 18, 2023

MOTION: To approve the minutes of October 18, 2023, as written.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Windows in Town Hall restored and reinstalled: K. Anderson reported to the Selectmen that the historic windows that had been previously removed from Town Hall for restoration have been returned to the Town and reinstalled, as can be seen in this meeting room. The historic window restoration company removed the remaining four (4) windows needing to be done, and will restore those as well. Chairman Beattie mentioned that the window restoration project was previously funded with Frying Pan Lane monies, under the eligible purpose of historic preservation.

REQUEST FOR NON-PUBLIC SESSION WITH: K. Anderson, Town Administrator.

MOTION: To go into Non-Public Session with the intent to return to public session.

MOTION: E. BEATTIE

SECOND: L. GARGIULO

Roll Call

Ed Beattie -----YES

Lou Gargiulo -----YES

Mark Lane -----YES

MOTION PASSED

Specific Statutory Reason cited as foundation for the Non-Public Session:

X RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.*

Entered nonpublic session at: 8:25 pm.

The purpose of the Non-Public Session was for the purpose of negotiations, with the Town Administrator.

MOTION: To adjourn the Non-Public Session and return to Public Session at 8:35 pm.

MOTION: L. GARGIULO

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**NOVEMBER 01, 2023 – 6:00 PM
TOWN HALL**

FINAL

SECOND: M. LANE

UNANIMOUS

Non-Public Session adjourned at: 8:35 pm

ADJOURNMENT:

MOTION: To adjourn the Selectmen's Meeting at 8:35 pm.

MOTION: L. GARGIULO

SECOND: M. LANE

UNANIMOUS

Next Selectmen's Meeting is Wednesday, November 15, 2023, at 8:00 AM.

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