

<b>BOARD OF SELECTMEN</b>	<b>JANUARY 9, 2019- 6:30 PM</b>
<b>TOWN OF HAMPTON FALLS</b>	<b>TOWN HALL</b>

**DRAFT**

**PRESENT:** James E. Ziolkowski, Chairman, Larry M. Smith, Vice Chairman, Edward B. Beattie, Selectman, Lori A. Ruest, Town Administrator, Holly Fazzino, Secretary.

**SECTION 1 – PUBLIC COMMENT**

No comments.

Joel Pontbriand, Governor Powell Drive, presented on the status of his Eagle Scout Project and authorization to create beaver pipes. He requested signatures of the Board to proceed with the project to build the beaver pipes.

**MOTION:** To approve the Eagle Scout Service Project proposal and authorize the Chairman to sign.

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

**OLD BUSINESS:**  
**FINANCIAL REPORTS – GENERAL FUND BALANCE \$3,606,922.66.**

**EXECUTIVE**  
**ACCOUNT PAYABLE / PAYROLL / TREASURER / TRUSTEES OF TRUST FUND**  
**WARRANTS**

Payroll Warrant	#449	\$ 42,250.55
Payroll Warrant	#450	\$ 16,970.68
Accounts Payable Warrant	#645	\$ 84,956.59
Accounts Payable Warrant	#646	\$ 32,353.17
Accounts Payable Warrant	#647	\$835,250.61
Treasurer’s Warrant Report	#2018-8	\$ 3,894.11

**MOTION:** To approve the Accounts Payable, Payroll, Treasurer and Trustees of the Trust Fund Warrants as presented by the Town Administrator above.

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

**TOWN HISTORY CONTRACT**

The Board discussed the Independent Contractor Agreement to engage Collin Garcia of Nashville, Tennessee, for a manuscript of the Town History 1900- present.

**MOTION:** To approve the Independent Contractor Agreement, as approved by Town Counsel.

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L. A. Ruest was thanked by A. Montrone.

**ESTABLISH COMMITTEE (FIRE TRUCK PURCHASE)**

A group consisting of two Capital Improvements Committee members, two Fire Department members, and one member of the public met with Chief Jay Lord on January 3, 2019 to review the decision making process of selecting the next fire truck. The group found the discussion helpful and will continue to meet without the need to appoint a committee.

**OTHER**

**DRINKWATER (KENNEDY) CULVERT UPDATE**

The Chairman provided an update on the Kennedy Culvert. An Emergency Permit was issued by NH DES. The manufacturer will provide an aluminum box culvert with assembly for \$53,000, installation will be \$50,000 or less, and view the location and make recommendations for installation. This will be a long term solution. Options are to create a warrant article, or use \$100,000 surplus currently part of the 2018 Undesignated Fund. A public hearing for an Emergency Expenditure is scheduled for January 23, 2019.

Chief Robbie Dirsa reported that there has not been a lot of heavy trucks crossing the Drinkwater culvert.

**SECTION 2 – PUBLIC COMMENT**

No public comment was heard.

**NEW BUSINESS:**

**2019 BUDGET PUBLIC HEARING - 7 P.M.** (See page 4)  
**OPERATING BUDGET, MONEY WARRANT ARTICLES, 2018 ENCUMBRANCES**  
The Board continued its discussion of New Business.

**APPLICATION FOR CURRENT USE, MAP 6, LOT 19**

This matter was withdrawn by the Tax Collector.

**REMOVAL OF HAZARD TREES ON SCENIC ROADS – UNITIL**

The Board addressed Unitil’s request to remove certain hazard trees as listed in the request received December 26, 2018. A determination was made per RSA 231:145 to declare those hazard trees that are situated within the limits of Hampton Falls rights of way for roads as hazards and grant permission for Unitil to remove them. It was noted that any trees listed must follow the criteria of the statute with regard to permission being obtained from the property owner in advance of removal. The roads identified were Drinkwater Road, Nason Road, Blakes Lane, Frying Pan Lane, and Sanborn Road.

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**MOTION:** To grant permission to Unitil to approve the removal of hazard trees. Trees located on private property will be removed with permission of their owners, contingent upon the verification of the Town Road Agent.

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

**HIGHWAYS**

**NH DEPT. OF TRANSPORTATION ROADWAY CURVE SIGN PROJECT**

**MUNICIPAL WORK ZONE AGREEMENT** The curve sign project will be on state roads in Hampton Falls, is a proven safety improvement to reduce run off road crashes which disproportionately result in serious injuries and fatalities on roadway curves. No funding is required by the Town.

**MOTION:** To authorize the Chair to sign the NH Department of Transportation Roadway Curve Sign Project and Municipal Work Zone Agreement.

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

**MONTHLY REPORTS**

**SELECTMEN REPRESENTATIVE REPORTS – *BRIEF HIGHLIGHTS ONLY***

**SELECTMAN BEATTIE - PLANNING BOARD, LINCOLN AKERMAN SCHOOL BOARD**

Planning Board- Shabiki will be heard again at the Planning Board meeting, Two Master Plan chapters will be addressed.

Lincoln Akerman School Board- The addition is moving forward, with some cost savings.

**SELECTMAN SMITH - RECREATION COMMISSION, LIBRARY**

Recreation Commission- did not attend.

Library- Some funds were returned to the General Fund.

**SELECTMAN ZIOLKOWSKI - HERITAGE COMMISSION, CONSERVATION COMMISSION- did not attend.**

**OTHER**

**REVIEW AND APPROVAL OF PREVIOUS MINUTES: 12/19/2018 AND 12/20/2018**

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The matter was not addressed at this time.

**PUBLIC COMMENT**

No public comment.

**PUBLIC HEARING FOR THE 2019 MUNICIPAL BUDGET PROPOSAL**

Public Comment- B. Forgione, Exeter Road, asked about the \$100,000 emergency expense and expressed concern with the balance from the rainy day fund. J. E. Ziolkowski discussed the funding for the culvert as a work in progress.

The Hampton Falls Budget is \$2,700,655, a 2.75 increase from the prior year.

The Town received new information from Primex (workers compensation and unemployment compensation) has approved a premium holiday. E. B. Beattie recommended the unanticipated revenue to reduce the 2019 line item budget by \$10,000. J. E. Ziolkowski concurs.

T. Santora, Linden Road, is concerned that the budget is overinflated, in the areas of roadside maintenance, brush cutting and other areas were underspent.

B. Mutrie, Brown Road, inquired about the amount of funds remaining for the Police Department. Chief Dirsa confirmed staff shortages largely contributed to the change, use of gas from the State pumps created a savings. He explained the challenge of coverage of shifts and his role in coverage for the sake of public safety when there is no one else to cover. The Police Department has always has returned money to the Town.

T. Franciosa, Wadleigh Lane, asked about some of the increases. Chief Dirsa explained that additional personnel lines include cost of living increases.

B. Mutrie, Brown Road, wondered about higher wages when new police officers are hired. Chief Dirsa stated that he did not plan for an increase.

The Board reviewed the budget balances remaining at the end of 2018. The Town Clerk and Cemetery Trustees answered questions from the Board.

Financial Administration- This included auditing, and elected officials expense not spent.

Government Buildings- L. A. Ruest described the line as being sacrificed when the budget is tight.

Beverly Mutrie, Brown Road. B. Mutrie seeks to use the funds for the Historical Society repairs.

Recreation- M. Lane was not present. Lyn Stan reports that they always operate at level funding.

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Beverly Mutrie, Brown Road, commends the Chief and the Police Department for covering additional shifts to keep the town safe.

Article 10	Proposed Operating Budget	No Action.
Article 11	Heritage Fund	No Public Comment.
Article 12	Tercentennial	\$15,000 contribution for the history book. The project is \$35,000 total.
Article 13	Discontinue Landfill Closure Capital Reserve Fund	Funds would go to the General Fund.
Article 14	Discontinuation of certain Capital Reserve funds	No tax impact. Funds to be placed in the General Fund.
Article 15	Establish an Expendable Trust Fund	Establish from 2018 unassigned fund (Rainy Day Fund) balance. Question about having a motion to change the amount. Can be done at deliberative session.
Article 16	Establish an Expendable Trust Fund	For repairs and improvements to Library. T. Franciosa, CIP, concerned about going around the CIP process. T. Santora, CIP, would have supported the request through the CIP process. Tim Samway, Old Stage Road- It is up to the library to promote their request to the voters. <b>BOS Vote: Yes- one No- two</b>
Article 17	Police Body Cameras	\$1,943 remaining in the 2018 fund to be encumbered. Discussion took place re: the need for \$13,000 warrant article to include the need, CIP priority rating and Police Chief recommendation for eight cameras. <b>BOS Vote: Yes- 3 No- 0</b>
Article 18	Fire Truck	J. E. Ziolkowski discussed a citizens committee of five, meeting 1/3/19. Chief Lord discussed the content of the meeting. Todd Santora, CIP, expressed appreciation for the volunteer force. The support is there for the replacement of the vehicle. J. E. Ziolkowski thanked the citizens committee. Two weeks remain to identify the price.
Article 19	Amend Highway Maintenance Capital Reserve Fund to	<b>BOS Vote: Yes- 3 No-0</b>

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	include paving and culverts.	
Article 20	Add to Highway Maintenance Capital Reserve Fund including using the Highway Block Grant.	L. Smith recommends starting with a higher number. E. B. Beattie believes that the culvert installation will be less than \$47,000. J. E. Ziolkowski recommends not raising and appropriating anything. Raise and appropriate \$70, 000. NO TAX IMPACT. <b>BOS VOTE: Yes- 3 No- 0</b>
Article 21	Mosquito Control	L. A. Ruest confirmed that the cost would be \$25,000-\$27,000. The services have not been measured for its effectiveness over at least 10 years. Raise and appropriate \$15,000. Encumber \$5,000 from the 2018 Budget. J. E. Ziolkowski will meet with vendors to learn what the services involve. <b>BOS VOTE: Yes- 2, No-1</b>
Article 22	Great Bay Services	<b>BOS VOTE: Yes- 3 No-0</b>
Article 23 Citizens Petition	\$1,000 jobs must have an outside bidding process.	L. Smith thought that \$2,500 is a better threshold. J. E. Ziolkowski reports that Steven Buckley, NHMA said that it is not legally binding, and there are no requirements in the RSAs. The Board requests that Town Counsel review the petition, comment on its legality. MOTION: L. M. Smith, SECOND: E. B. Beattie UNANIMOUS.
Article 24 Citizens Petition	Reinstate the Household Waste Day to twice per year.	The number of participants is down, and the costs are up.

PUBLIC COMMENT- No public comment was made.

**MOTION:** To close the 2019 Town Budget Hearing.

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

**REVIEW OF ENCUMBRANCES FROM WARRANT ARTICLES AND 2018 BUDGET**

Article/ Lapse Year	Description	Action	Balance
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Article 11/ Lapse 2023	Public Safety Telephone System	Completed	\$1,918
Article 9	Police Body Cameras	Encumber	\$1,943
Article 12/ 2020	In-Cruiser Computer Equipment	Lapse	\$150
Article 14/ 2019	Police Cruiser Computer Equipment and Software	Lapse	\$325
Article 15/ 2013	Mosquito Control Program	Encumber \$5,000	5,000
Article 16/ 2019	Purchase of replacement voting machine (half cost)	Lapse per Town Clerk	\$3,500
Article 18/ 2020	Purchase of replacement voting machine (half cost)	Lapse per Town Clerk	\$3,500
2018 Budget	Assessing	Encumber	\$4,700
2018 Budget	Culvert Improvement (Kennedy)	Removed, Request for Emergency Expenditure.	\$50,000
<b>TOTAL</b>			<b>\$72,786</b>

**MOTION:** To approve the 2018 Encumbrances as amended above.

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

**MOTION:** To appoint Scott Almeda, Kensington Road, as Member of the ZBA until March 31, 2021.

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

J. E. Ziolkowski confirmed dates for filing for an elected position from January 23 to January 30, 2019.

**MOTION:** To adjourn at 10:45 P.M.

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

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***NEXT SELECTMEN'S MEETING – WEDNESDAY, JANUARY 23, 2019, 6:30 P.M.,  
TOWN HALL***