

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**MARCH 4, 2020- 6:30 PM
TOWN HALL**

FINAL

PRESENT: L. M. Smith, Chairman; E. B. Beattie, Vice Chairman; L. Gargiulo, Selectman;
L. A. Ruest, Town Administrator

SECTION 1: OLD BUSINESS – PUBLIC COMMENT:

B. Mutrie, Brown Road, inquired as to the Biennial Inspection Report of Municipally Owned Bridges.

PROCLAMATION IN HONOR OF LARRY M. SMITH'S MUNICIPAL SERVICE: E. Beattie read aloud a proclamation acknowledging the 20 plus years of volunteer, appointed and elected municipal service of L. Smith. Sincere thanks were extended in conjunction with a round of applause from the public. The proclamation declares Town Meeting (election day) March 10, 2020, is set aside in his honor.

FINANCIAL REPORTS – GENERAL FUND BALANCE \$2,478,694.44

**ACCOUNTS PAYABLE/PAYROLL/TREASURER/TRUSTEES OF TRUST FUNDS
WARRANT(S)**

Bookkeeper	Payroll Warrant #491	961.43
Bookkeeper	Accounts Payable Warrant #700	152.28
Bookkeeper	Payroll Warrant #491	18,166.38
Bookkeeper	Accounts Payable Warrant #701	52,807.51
Bookkeeper	Accounts Payable Warrant #702	734.70
Bookkeeper	Payroll Warrant #493	16,030.49
Bookkeeper	Accounts Payable Warrant #703	5,096.44

MOTION: To approve the warrants as presented above.

MOTION: E. BEATTIE
SECOND: L. GARGIULO
UNANIMOUS

VOLUNTEER FIRE ASSOCIATION DONATION: On behalf of the Hampton Falls Volunteer Fire Department, Inc. J. Lord, as Association member, extended sincere thanks and appreciation to L. Smith for his support of the Department, to include emergency management, and his service. He presented the vehicle title of the donated 2019 F-250 Super Duty 4x4 Crew Cab pickup truck to the Town of Hampton Falls. This donation was made possible by various fund-raising events. Thanks were extended to the townspeople for their ongoing support. The value of this donation is \$38,579.20. The Board requested that the vehicle be available for viewing on March 10.

MOTION: To accept the donation of and title to a 2019 F-250 Super Duty 4x4 Crew Cab pickup truck to the Town of Hampton Falls.

MOTION: L. GARGIULO

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**SECOND: E. BEATTIE
UNANIMOUS**

NH SEACOAST GREENWAY (RAILS TO TRAILS) UPDATE: L. Smith provided an update on the status of this project. He noted that now that the State has purchased a section of railway, permitting and engineering has begun with the hope of contracting for a design in 2021 and construction in 2022. Next is the Hampton Falls/Seabrook to Foss Engineering section. It was suggested that Hampton and Hampton Falls may want to become part of the 10-year plan as CMAC funds are limited. Public fundraising is needed up to \$1,000,000.

OTHER SELECTMEN'S OLD BUSINESS

Highway Projects Pricing: The Board directed the Road Agent to obtain prices for Highway projects in sealed envelopes in order to allow for fairness to proposers with no undue influence on the Road Agent.

CONSENT AGENDA

1. MONTHLY FINANCIAL REPORTS OF BOOKKEEPER, TREASURER, TAX COLLECTOR
2. VOTING BOOTH SET-UP MAR. 7 FOR TOWN MEETING (ELECTION), TUES., MAR. 10, 8 A.M.-8 P.M.
3. BIENNIAL INSPECTION REPORT OF MUNICIPALLY OWNED BRIDGE
4. DEPT. OF REVENUE ADMIN. MEDIAN RATIO 90.6% AND EQUALIZATION ASSESSMENT RATIO 89.5%
5. GAA RECLASSIFICATION -SOURCE WATER PROTECTION INVENTORY OF HAMPTON FALLS PROPERTIES

The Board acknowledged the items listed in the consent agenda.

SECTION 2: NEW BUSINESS – PUBLIC COMMENT:

B. Mutrie, Brown Road, inquired as to the discussion relating to the assessment ratio and the Board's plan to seek Requests for Proposals for the expiring Assessing Agreement.

TOWN/LIBRARY/SCHOOL NEWSLETTER: In conjunction with the inquiry to town counsel regarding the school district's most recent newsletter content, it was recommended by counsel that matters outside the boundaries of Town government be handled and/or addressed and provided by that entity. Recommendation is made to discontinue the distribution of a multi-agency newsletter through the Town's web site and postal mail distribution. The Board determined the Town will continue the municipal newsletter within the current schedule (six times per year).

MOTION: On the advice of counsel, to discontinue the multi-agency newsletter and have each entity do its own newsletter.

**MOTION: L. GARGIULO
SECOND: E. BEATTIE
UNANIMOUS**

2019 AUDIT (FINANCIAL STATEMENTS): The Board reviewed and acknowledged the auditor's reports resulting from the 2019 audit.

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SELECTMEN'S PERMIT APPLICATION – HAWKER'S & PEDDLER'S:

The Board questioned whether a Selectmen's Permit Application is appropriate, took the matter under advisement and asked the Town Administrator to seek additional information. This matter will be added to the March 18 agenda. Suggestion was made that a condition that the Police Department be notified when soliciting is in order should a decision be made at the next meeting.

WARRANTY DEED (DONATION OF LANDS) MAP 2, LOT 111, MAP 3, LOT 29, MAP 3, LOT 34: The Board again acknowledged this donation of lands with thanks.

MOTION: To accept the donations of these lands and sign the deeds as presented with thanks to the donors.

MOTION: E. BEATTIE
SECOND: L. GARGIULO
UNANIMOUS

VETERANS TAX CREDIT APPLICATION (MAP 4, LOT 5-30):

MOTION: To approve the Veterans Tax Credit Application for Map 4, Lot 5-30 as presented.

MOTION: L. GARGIULO
SECOND: E. BEATTIE
UNANIMOUS

MOWING CONTRACTS (GOVT. BUILDINGS, TOWN COMMON, GOV. WEARE PARK):

The Board discussed whether to renew these three expired annual contracts or send out a Request for Proposals. Discussion included options of requesting pricing on individual locations, one overall price for the three locations or a combination of both. The Board agreed that a combination of both, as was done last year, is in order. Language will be added to the RFP wording that the Town reserves the right to award individual locations or all locations. The RFP document will also be revised to reflect the updates made to the 2019 agreements. The Cemetery Trustees will be informed of this Request for Proposal process as it may wish to participate.

2020 APPOINTMENTS: The Board reviewed the listing of expiring appointments as prepared by the Town Clerk. Elected positions will be decided at Town Meeting on March 10.

The Board decided to hold the re-appointment of the Road Agent in order to review the Core Services listing with him. The appointment of S. Grant as Town Clerk Assistant was also not acted upon.

MOTION: To appoint those persons listed on the February 27, 2020 listing prepared by the Town Clerk.

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**MOTION: E. BEATTIE
SECOND: L. GARGIULO
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ROCKINGHAM METROPOLITAN PLANNING ORGANIZATION APPOINTMENTS:

MOTION: To reappoint Richard McDermott (Member) and Louis Gargiulo (Alternate Member) to the MPO Technical Advisory Committee.

**MOTION: E. BEATTIE
SECOND: L. SMITH
1 ABSTENTION, PASSES**

**NH SEACOAST TRANSPORTATION CORRIDOR VULNERABILITY ASSESSMENT AND
PLAN (STCVA) - CORRIDOR ADVISORY COMMITTEE (CAC):**

MOTION: To appoint Andrew Brubaker as Member of the Corridor Advisory Committee.

**MOTION: L. GARGIULO
SECOND: E. BEATTIE
UNANIMOUS**

OTHER SELECTMEN'S NEW BUSINESS

Ballot Clerk Appointments:

MOTION: To appoint Alex Dittami and Elizabeth Blakenship as Ballot Clerks.

**MOTION: E. BEATTIE
SECOND: L. GARGIULO
UNANIMOUS**

MEMORANDUM OF AGREEMENT – WELFARE AGENT:

MOTION: To appoint Pam Mattingly as Welfare Agent for the term 4/1/2020 through 3/31/2021.

**MOTION: E. BEATTIE
SECOND: L. GARGIULO
UNANIMOUS**

FRYING PAN LANE FUND - NH CHARITABLE FOUNDATION: L. Ruest reported that the Town of Hampton Falls has been named as a beneficiary to a fund created by an anonymous donor. The fund has specific terms to be met, is available for a number of purposes and is anticipated to result in \$40,000+/- each year for the next five years. The Fund also requires a Committee to be named to

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include a current selectperson and two neutral residents. The Fund will be held by the Trustees of the Trust Funds.

The Board expressed sincere appreciate for this thoughtful donation. At this time, the Board of Selectmen has been named as the Committee with two purposes identified (Repairs to the Town's Museum and/or assistance to the Conservation Commission with the preservation of the Clay Brook Forest).

MOTION: To accept this gift of \$43, 624.68 and allocate \$20,000 to the Museum (roof) and the balance of \$23,624.68 to the Clay Brook Forest conservation easement effort.

**MOTION: L. SMITH
SECOND: L. GARGIULO
UNANIMOUS**

The matter of committee assignment was taken under advisement. L. Smith volunteered to serve as one of the two neutral residents, with determination of the second neutral resident to be decided at a future meeting.

SELECTMEN REPRESENTATIVE REPORTS:

PLANNING BOARD, LINCOLN AKERMAN SCHOOL BOARD, TRICENTENNIAL

COMMITTEE: E. Beattie reported on a conditionally approved site plan for a retail motor sports use (19 Lafayette Road) and scenic road alteration permit application for utility services.

PARKS & RECREATION COMM., LIBRARY TRUSTEES, TOWN IMPROVEMENT COMM.:

L. Smith reported that the Parks and Recreation Commission is working on amendment to the Gov. Weare Park Field Use Policy, a seniors' program and that a new paver order is being prepared. He also noted that Wayne from Maine will be holding an event at the fire station on July 21 and discussion of the feasibility of the ice-skating rink is ongoing. The Library has adopted a Behavior Policy and will be holding programs to include Songs of Immigration and an Earth Day Fair. The TIC did not meet in February.

HERITAGE COMMISSION, CONSERVATION COMMISSION: L. Gargiulo reported that the Conservation Commission held a walk through the Clay Brook Forest that was well attended. Efforts to obtain donations as well as fundraising is taking place. A fundraising event is planned to be held at Applecrest with a tentative date of April 20. There was no meeting of the Heritage Commission.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: FEB. 5, 2020:

MOTION: To approve the minutes of February 5, as written.

**MOTION: L. GARGIULO
SECOND: E. BEATTIE**

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PUBLIC COMMENT:

M. Lane, Blakes Lane, stated that mowing proposals by location would be helpful.

Motion to enter Nonpublic Session made by L. GARGIULO seconded by E. BEATTIE

Specific Statutory Reason cited as foundation for the nonpublic session:

- ☒ RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*
- ☒ RSA 91-A:3, II(b) *The hiring of any person as a public employee.*
- ☒ RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

Roll Call vote to enter nonpublic session:	Larry M. Smith, Chairman	Y
	Edward B. Beattie, Vice Chairman	Y
	Louis Gargiulo, Selectman	Y

Entered nonpublic session at 7:52 p.m.

Motion to leave nonpublic session and return to public session by L. GARGIULO, seconded by E. BEATTIE.

Motion: PASSED

Public session reconvened at 8:07 p.m.

MOTION: To adjourn the meeting at 8:08 p.m.

MOTION: L. GARGIULO

SECOND: E. BEATTIE

UNANIMOUS

NEXT SELECTMEN'S MEETING – WEDNESDAY, MARCH 18, 2020, 4:00 P.M., TOWN HALL