

**DRAFT**

**PRESENT:** E. B. Beattie, Chairman; M. R. Lane, Selectman; L. A. Ruest, Town Administrator; L. Jordan, Town Secretary

**NOT PRESENT:** L. Gargiulo, Vice Chairman

**OLD BUSINESS**

**FINANCIAL REPORTS**

**General Fund Balance:** \$4,307,925.12

**ACCOUNTS PAYABLE/ PAYROLL/ TREASURER/ TRUSTEES OF TRUST FUNDS**

**WARRANT(S):**

<b>Bookkeeper</b>	<b>Payroll Warrant #510</b>	<b>\$14,584.52</b>
	<b>Payroll Warrant #511</b>	<b>\$919.26</b>
	<b>Payroll Warrant #512</b>	<b>\$348.11</b>
	<b>Accounts Payable Warrant #724</b>	<b>\$197,823.29</b>
	<b>Accounts Payable Warrant #725</b>	<b>\$57.66</b>

**MOTION:** To approve the warrants as presented above.

**MOTION: M. LANE**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**REOPENING GOVERNMENT BUILDINGS (COVID-19)**

The Board reviewed the “Hampton Falls Town Hall Plan to Re-Open to the Public” draft document and materials, as presented by the Town Administrator. She informed the Board that essential safety and building modifications had yet to be completed. Employees continue to work and the administration is actively working to let the Public know that business can be conducted remotely via telephone and email. M. Lane asked when the items would be delivered, and if they were the last items that we need to open, once installed. E. Beattie mentioned the green/red light system utilized by other towns, and also suggested marking the sidewalk outside with 6 foot spacing. The Town Administrator additionally said how to have members of the public inside is still being ironed out, and that the hallway is of particular logistical importance.

Additionally, the Town Administrator discussed reopening results from other towns in New Hampshire. She mentioned that the individual offices help keep employees socially distanced, but commented that the hallway is still problematic in terms of being a frequently utilized common area. The Town Administrator asked the Chair if it would be acceptable with the Board to share the draft reopening plan with the Town Hall employees for feedback.

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The Chair suggested delaying the Town Hall public reopening until at least when the building modifications are done, and suggested to continue the matter to the next meeting.

The Chair proceeded to inquire as another item of business as to how the absentee ballots for the upcoming September primary would be handled. The Town Administrator informed the Chair that the Town Clerk would be the person to inform about this, and alerted the Board to two News and Announcements that went out this afternoon with instructions for absentee voting. He stated he felt that there needs to be a separate box dedicated exclusively to ballots outside of the Town Hall. The Chair will discuss details of this process with the Town Clerk this week.

**HISTORICAL SOCIETY MUSEUM ROOF (45 EXETER ROAD)**

The Board continued discussion and review of the project proposals for the roof repairs for the museum as presented by T. Beattie, Drinkwater Road, and Historical Society member. T. Beattie had looked into The Heritage Company about the roof repair, who had recently done work at the Newburyport Maritime Museum. The museum gave a strong positive reference. The pricing for this contractor's proposal is \$28,277. The other proposal for roof repair was by the Olde Mohawk Company at a cost of \$28,600. No references were sought from Olde Mohawk Company by T. Beattie.

Commenting that the pricing was comparable, M. Lane asked who T. Beattie preferred doing the roof restoration, and she prefers The Heritage Company. She was impressed with the presentation, level of detail, resume and professionalism. It is also a multi-generation company.

The Town Administrator informed the Board that \$20,000 is currently committed to this project from the Frying Pan Lane Fund, the balance available from the Government Buildings Expendable Trust Fund.

**MOTION:** To accept the proposal from The Heritage Company totaling \$28,277 for the Museum roof repair utilizing \$20,000 from the Frying Lane Pan Fund with the balance of \$8,277 from the Government Buildings Expendable Trust Fund.

**MOTION: M. LANE**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**PRICING FOR CULVERT AND PAVING WORK 2020**

**King Street Culvert:** The Board reviewed a draft plan by Jones & Beach detailing the proposed 16'x8' aluminum arch culvert to replace the existing culverts on King Street. The next step will be acquiring the wetland permitting on the project. The Road Agent presented pricing information on the work of \$18,000-\$20,000 for paving with 145 tons of asphalt. The Culvert will have the road installed up to sub-grade. The paving cost estimate does not include guardrails and shoulders. E. Beattie brought up that new guardrails will likely need to be purchased. The Road Agent will seek pricing on shoulders and guardrails for the next meeting.

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M. Lane expressed concern about a giant crack he saw on King Street, and the Road Agent mentioned that had been there a long time and it not as urgent as it may seem. The Road Agent also mentioned the road plates are being delivered this Friday.

Total cost was then considered, in context of the other Town culvert projects. The Drinkwater culvert cost about \$180,000. The Road Agent commented that King Street will cost about the same as it is about the same size project. The Board discussed going forward on the King Street culvert pending more detailed information, but would like Jones & Beach to start getting the DES information and permits. It was mentioned that this project is planned to go forward but details are still being ironed out pending an official motion.

The Chair directed the Road Agent to finalize pricing so a motion can be made at the next meeting, where this issue is continued to for now. The plan is to move forward with the King Street Culvert this year. Crystal, Brown and Crank culverts and Curtis/Blake's Class IV road section will also be on the agenda.

**OTHER SELECTMEN'S OLD BUSINESS**

The Board discussed window repair at the Town Hall, the floor refinishing and other small maintenance projects. The Town Administrator mentioned that even though these are not high cost projects, some have been pushed off for some time. There is a large donation that was given to provide funds for these types of repairs called Expendable Account for Trust Funds.

**OLD BUSINESS PUBLIC COMMENT**

J. Crouse, Drinkwater Road, mentioned what he felt was unprofessional conduct by E.L.M. Services, Inc. on July 24, 2020, to the Board's attention. He had items that were ambiguous as to acceptable or not and a disagreement with E.L.M. as to if these were white goods, but other standard garbage items were not picked up. E.L.M. ceased to reply to texts to pick up the items, so he called J. Ziolkowski on the phone line, and reported that Mr. Ziolkowski became irate and yelled at him. He said he had never been treated that poorly by a contractor and was shocked that he had been screamed at. 24 hours later, he told E.L.M. that the metal was supposed to be removed, and E.L.M. was unresponsive. He reached out then to the Town Administrator. The items were picked up afterwards and the physical issue resolved, but he would like an apology for how he feels he was mistreated.

T. Beattie, Drinkwater Road, commented she is very pleased with the hard work and service of E.L.M. Services, Inc.

The Chair spoke to the solid waste industry changes and issues and the contract. He thinks the Town would benefit from a review of the current standards of curbside pickup protocol. In part, to address a recycling market crisis (\$90/ton to dispose trash; \$135/ton for recycling currently). He said that he would speak to the contractor regarding the customer service issue. The Chair proposes to schedule a Board of Selectmen work session regarding solid waste/recycling with E.L.M. The Town Administrator mentioned updating fees and the Solid Waste Ordinance, and

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that any updates need to go to a Town Vote in March 2021. M. Lane mentioned once policy was decided the Town would need to be educated. He said that contractors should always be professional regarding the alleged customer service incident, but also spoke to the general quality of service and positive reports he had from Town residents regarding E.L.M.

J. Ziolkowski of E.L.M. refuted the accusations of J. Crouse. He mentioned items that he felt are considered unacceptable and belong at white goods day being in the trash. He welcomes the opportunity to have a work session. He also complained about COVID-19 and Amazon contributing to a cardboard overload he is working hard to mitigate.

Gaylee Robinson, Brown Road, stated that she does not think the Crouse complaint is about trash service, but that the issue is about bullying, harassment and lack of respect of one of the Town's residents. She believes that Mr. Crouse deserves an apology. She has had no problems with her trash, but Crouse's account of events is concerning to her.

The Town Secretary checked Town Hall Streams for further remote public comment, and there was none.

The Chair closed public comment.

**CONSENT AGENDA**

- 1. Monthly Financial Reports of Bookkeeper, Treasurer, Tax Collector**
- 2. Highway Block Grant Aid (7/2020 to 6/2021)**

The Board acknowledged the consent agenda items.

**NEW BUSINESS**

**PROPERTY TAX REFUND #704 (MAP 2, LOT 4-10)**

**MOTION:** To approve Property Tax Refund #704 (Map 2, Lot 4-10) as presented by Tax Collector.

**MOTION: M. R. LANE**

**SECOND: E. B. BEATTIE**

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**PROPERTY TAX REFUND #705 (MAP 5, LOT 11)**

**MOTION:** To approve Property Tax Refund #705 (Map 5, Lot 11) as presented by Tax Collector.

**MOTION: M. R. LANE**

**SECOND: E. B. BEATTIE**

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**CAPITAL IMPROVEMENT PROGRAM FOR 2021-2026 (SELECTMEN)**

The Board discussed the annual memo regarding the Capital Improvement Program for 2021-2026. Project proposals for the Town are due by Monday, August 24, 2020, and two meetings will be held. The Chair reminded that the Department heads need complete and provide accurate information for projects.

The Board directed the Town Administrator to bring the matters of the Highway Maintenance Capital Reserve Fund, Master Plan Capital Reserve Fund, Revaluation Capital Reserve Fund, and The Carney Land to the CIP Committee for inclusion on the plan.

**OTHER SELECTMEN'S NEW BUSINESS**

**NEW BUSINESS PUBLIC COMMENT**

No comments were heard at this time.

**SELECTMEN REPRESENTATIVE REPORTS**

**PLANNING BOARD, LIBRARY TRUSTEES, TRICENTENNIAL COMMITTEE**

**E. Beattie** said the Tricentennial Committee is seeking a fundraiser to help raise funds for the Town. They are selling hats and other things. The Library is successfully open now. The Planning Board did not have any significant business at the July meeting.

**PARKS & RECREATION COMMISSION, LINCOLN AKERMAN SCHOOL BOARD**

**M. Lane** said that Parks and Recreation is relooking at the Depot for a floating dock, and possible permitted parking (residents only). The Chair said that the Board had pursued this and the issues with land ownership are complicated. Also, he reported that Concerts on the Common and the Castleberry Fair were successful. The Chair mentioned the work on the baseball field is professional and looks great. The LAS School Board has a goal to open with remote learning opportunities. M. Lane reported on Rails to Trails.

**HERITAGE COMMISSION, CONSERVATION COMMISSION**

**L. Gargiulo** was not present at the meeting.

**OTHER SELECTMEN'S NEW BUSINESS**

No other business was discussed at this time.

**REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES**

**MOTION:** To approve the meeting minutes of July 22, 2020 as written.

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**MOTION: M. R. LANE**  
**SECOND: E. B. BEATTIE**  
**UNANIMOUS**

**PUBLIC COMMENT**

No comments were heard at this time.

**Motion to enter Nonpublic Session** made by M. LANE seconded by E. BEATTIE

**Specific Statutory Reason** cited as foundation for the nonpublic session:

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

  X   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.*

  X   RSA 91-A:3, II(l) *Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.*

<b>Roll Call vote</b> to enter nonpublic session:	Edward B. Beattie, Chairman	Y
	Mark R. Lane, Selectman	Y

**Entered nonpublic session** at 7:47 p.m.

**MOTION: to leave nonpublic session** and return to public session by M. LANE, seconded by E. BEATTIE.

**MOTION: PASSED**

**Non-Public session adjourned** at 8:40 p.m.

**MOTION:** To adjourn the meeting at 8:40 p.m.

**MOTION: M. LANE**  
**SECOND: E. BEATTIE**  
**UNANIMOUS**

*Next Selectmen's Meeting – Wednesday, August 19, 2020, 6:00 p.m., Town Hall*