

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**APRIL 7, 2021- 6:00 PM
TOWN HALL**

FINAL

PRESENT: L. Gargiulo, Chairman; M. R. Lane, Vice Chairman; E. B. Beattie, Selectman;
L. A. Ruest, Town Administrator; R. Webb, Town Secretary

OLD BUSINESS

FINANCIAL REPORTS – GENERAL FUND BALANCE \$1,648,053

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

Bookkeeper	Payroll Warrant #537	43,089.81
	Accounts Payable Warrant #762	51,797.09
	Payroll Warrant #538	26,248.82
	Accounts Payable Warrant #763	129,690.75

MOTION: To approve the warrants as presented above.

MOTION: E. BEATTIE

SECOND: M. LANE

UNANIMOUS

TOWN POLICIES REVIEW (CONTINUED FROM MARCH 17 MEETING)

MOTION: To reaffirm the following Town Policies: Fraud Policy, Fund Balance Policy, and Tree and Limb Removal Policy as written.

MOTION: M. LANE

SECOND: E. BEATTIE

UNANIMOUS

OTHER SELECTMEN'S OLD BUSINESS

L. Ruest reported findings of the Museum work being done to the Front Exterior Stairs and Decking by Glen Aldrich, of Aldrich Carpentry, requesting \$2,158 for labor and materials to bring the deck and stairs into code compliance, as per the Town's Building Inspector's direction.

Tracy Beattie, of Drinkwater Road, reported apparent rot at the base of the front columns of the Museum, that extends six-inches (6") up from the base, and she advocated for addressing this rot in those two (2) front columns, while the decking and stair work is being done simultaneously. L. Ruest recommended that this subject be addressed tomorrow morning by the Town Improvement Committee.

MOTION: To approve the \$2,158 for work scheduled to be completed, using the Government Buildings Expendable Trust Fund; and, to instruct the Town Administrator to obtain pricing on

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carpentry work needed to improve the base of columns, and to report back to the Board of Selectmen.

MOTION: E. BEATTIE

SECOND: M. LANE

UNANIMOUS

OLD BUSINESS PUBLIC COMMENT:

M. Lane inquired about the contract at the Playing Fields at Governor Weare Park, saying that the Vendor, Northeast Sports Performance LLC (NEB-NH), 920 Lafayette Road, Unit 103, Seabrook, NH 03874, has reviewed the proposed contract, and that he approves it. Discussion followed identifying the fact that the fields are currently being used.

MOTION: To acknowledge the current use of the Baseball Field at Governor Weare Park, with the intent of NEB-NH's eminent signature of the mutually agreed upon a one-year Letter of Agreement.

MOTION: E. BEATTIE

SECOND: M. LANE

UNANIMOUS

M. Lane inquired as to the status of the fence replacement at the Brush Dump. E. Beattie stated the Road Agent is obtaining prices.

CONSENT AGENDA

1. MONTHLY FINANCIAL REPORTS OF BOOKKEEPER, TREASURER, TAX COLLECTOR
2. NH Division of Fire Safety Permissible Fireworks Community Restriction List
3. Public Notice Posting – Mosquito Control Program Begins April 5, 2021

The Board acknowledged the items in the consent agenda, no additional discussion was heard.

NEW BUSINESS

RE-OPENING GOVERNMENT BUILDINGS

L. Ruest referenced a summary of what four (4) nearby towns of Hampton, Kensington, New Castle, and Seabrook are doing regarding re-opening plans and implementation strategies, in addition to what is being recommended by the State of New Hampshire.

L. Gargiulo stated that he wants to set a date to re-open Town Hall, stating that residents deserve the right of access. The Town Administrator suggested the matter be added to the 04/21 agenda to allow for staff input. E. Beattie thanked all of the Staff who have worked during the transition in appointment-only mode. M. Lane said that he is comfortable moving forward with re-opening Town Hall. L. Ruest stated that the "Hampton Falls Town Hall Plan to Re-Open to the Public" three-page document will be amended and posted as follows: (1) replacing the effective date to Monday, April 19, 2021 (from November 9, 2020), and (2) by removing the words: "BY APPOINTMENT ONLY". All of the existing protocols will remain the same.

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TRASH AND RECYCLING REQUEST TO RETURN TO PREVIOUS STANDARDS

The Board of Selectmen received an email from a resident requesting that trash and recycling revert to the prior scenario of one-day per week for collecting both Trash and Recycling on the same day, and not the current two-days. The Board acknowledged this same subject as having been discussed at a prior Work Session of the Board of Selectmen held on March 31, 2021. M. Lane stated that he had reached out to the complainant, and that with the information he shared, that the complainant had a better understanding of the details of current trash and recycling in Hampton Falls. L. Ruest prepared a draft response letter for consideration by the Board. It was the consensus of the Board to send the proposed response as written, to respond to the complainant.

PROPERTY TAX REFUNDS #730 AND #731

MOTION: To approve the Property Tax Refunds # 730 and # 731 as presented.

MOTION: M. LANE

SECOND: E. BEATTIE

UNANIMOUS

COMCAST FRANCHISE FEES

MOTION: To accept annual Comcast franchise fees, for the year 2021, for deposit to the Town Communication Fund.

MOTION: E. BEATTIE

SECOND: M. LANE

UNANIMOUS

There was considerable discussion regarding a desire by the Selectmen to upgrade and improve the Town Hall audio visual system, by utilizing the Town Communication Fund. Two Selectmen stated that they have received complaints from residents about their inability to clearly hear the Selectmen's meetings while viewing at home on Town Hall Live Streams. E. Beattie stated that the Board should consider having someone analyze the current system and make recommendations for improvements. L. Ruest stated that the equipment was replaced two-to-three months ago, and indicated that her understanding (after communicating with both the owner of Town Hall Streams and also the supervisor at Stellar at Networks) was that the issue may be the internet speed, and not the equipment. L. Gargiulo instructed the Town Administrator to ascertain from Comcast what speed we are currently receiving at Town Hall, and if the Town can obtain a better and faster speed of internet service, to boost the quality of the Town Hall Live Streams Board of Selectmen meetings, in addition to other municipal meeting broadcasts from Town Hall. As an alternate idea, L. Gargiulo suggested considering a Cloud-based system (like Zoom) which may be more beneficial.

SOLID WASTE ORDINANCE AMENDMENT LETTER TO ELM SERVICES, INC.

The Board was in agreement to move forward and sign the letter to ELM Services, Inc. regarding the Hampton Falls Solid Waste Ordinance as amended 03/09/2021 at Town Meeting.

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WOOD DEBRIS ROLL-OFF CONTAINER FOR SPRING HOUSEHOLD WASTE COLLECTION DAY

The Town Administrator identified that Pinard Waste is the lowest price of the three scenarios presented by the Road Agent at the Selectmen's meeting of March 17, 2021. Additionally, the Town Administrator stated that the Road Agent has already reserved the Dumpsters with Pinard Waste for the Household Hazardous Waste Collection Day.

MOTION: To utilize Pinard Waste for wood debris roll-off for the Household Hazardous Waste Collection Day.

MOTION: M. LANE

SECOND: E. BEATTIE

ESTABLISH COMMITTEE TO STUDY THE DEPOT (WARRANT ARTICLE 15/2021)

Following discussion by the Board, the consensus was to establish a committee of as many as nine (9), or possibly seven (7) residents. The Town Administrator was directed to reach out to ten (10) specific names mentioned at the meeting, to check on their level of interest and availability to participate, and to report back to the Board at their next meeting April 21, 2021.

E. Beattie stated that it will be important to understand the locations of the property lines at the Depot, before much time is committed to the subject, to clarify ownership of municipal property versus private property. L. Ruest commented that it will be important to understand what is enforceable at the site location.

VOLUNTEER APPLICATION/RECOMMENDATION TO APPOINT PARKS AND RECREATION COMMISSION MEMBER

The Chairman submitted a letter to the Selectmen recommending the appointment of Kathy Dittami, of Fieldstone Lane, to the Parks and Recreation Commission.

MOTION: To appoint Kathy Dittami to the Hampton Falls Parks and Recreation Commission.

MOTION: M. LANE

SECOND: E. BEATTIE

UNANIMOUS

CONSERVATION COMMISSION (FENCE ENCROACHMENT, HIRING OF INTERN, RELOCATE DEBRIS)

Mary Ann Hill, Chairman of the Conservation Commission, presented the following three (3) issues for review by the Board of Selectmen:

1. Drinkwater Road resident installed an electric fence on Town-owned Town Forest land. Conservation Commission requests the owners to move the electric fence off the town-owned land.

E. Beattie offered to address the owners personally, and to report back to the Selectmen at their next regularly scheduled meeting April 21, 2021.

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2.The Marsh Lane Preserve abutter has been dumping landscaping supplies on the Town's property. The Conservation Commission is working to identify the exact property line. The Conservation Commission was requesting a letter from the Selectmen to request the abutter (owner of 18 Marsh Lane) relocate their pile away from the property line, to facilitate clarification of the property line, so that the Conservation Commission can install a chain link fence. The installation of the chain link fence was at the request of S.E.L.T. (South East Land Trust of NH), which monitors/manages the Marsh Lane Preserve. This matter will be added to a future agenda.

3.The Conservation Commission requested permission from the Selectmen to proceed to post a Summer Internship position on UNH's Career Service site "Handshake", and also on the Conservation Commission's website page. The Internship position will assist the Conservation Commission in assorted conservation projects such as mapping of invasive plant species and implementing control options, trail design and maintenance, creating a pollinator garden, and habitat study. The Board of Selectmen approved the request to post the Internship position.

OTHER SELECTMEN'S NEW BUSINESS

L. Ruest presented a DRA (Department of Revenue) form titled "2020 Equalization Municipal Assessment Data Certificate" for signature by the Board of Selectmen, and the Board signed the form.

L. Ruest presented preliminary information regarding the federal ARP (American Rescue Plan Act) as presented on the NHMA's (NH Municipal Association) website. This estimated allocation amount, based on population, for the Town of Hampton Falls in the amount of \$238,988.03 over three-years is a federal disbursement to start thinking about, while municipalities await further guidance from the federal Treasury Department.

M. Lane identified an item for a future agenda to: review and go over municipal Escrow Accounts, in order (a) to better understand what can and can not be done with the accounts, and (b) to ascertain how many escrow accounts are active and non-active. It was the consensus among the Board that this was a good idea, and they requested the Town Administrator prepare the requested information for a subsequent Board of Selectmen's meeting.

L. Gargiulo inquired if the Heritage Commission's budgeted monies that were approved at Town Meeting (March 9, 2021) had been transferred into the Heritage Commission's account yet. The Town Administrator responded that June 2021 is the target date for when the money transfers, due to cash flow protocols.

NEW BUSINESS PUBLIC COMMENT: No public comment was heard at this time.

SELECTMEN REPRESENTATIVE REPORTS:

PLANNING BOARD, LIBRARY TRUSTEES, TRICENTENNIAL COMMITTEE:

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E. Beattie reported on the activity of the Planning Board (site plan and subdivision applications), that at the March 23, 2021 meeting that the applicant, Mr. Patterson, for 41 Lafayette Rd is still before the Planning Board pending completion of addressing outstanding concerns and questions of the Board. E. Beattie further stated that he believes the Town should examine the Sign Ordinance regarding parked trucks as “billboards”.

At the Library Trustees zoom meeting, all were pleased to see the funding from the Frying Pan Lane Fund.

The Tricentennial Committee had a productive meeting the day prior (04/06/2021) and decided to meet monthly on the first Mondays, moving forward for the next year. Further, the Committee identified a week next year in which to target and focus their events planned: **July 31, 2022 Sunday through August 6th, Saturday.**

PARKS & RECREATION COMMISSION, LINCOLN AKERMAN SCHOOL BOARD:

M. Lane reported from the Parks and Recreation Commission that there were three dates decided for Castleberry Fairs events.

M. Lane further reported that the School Superintendent search is still on-going. The School Board is considering slightly longer school days, increasing by potentially thirty or sixty-minutes (30-60), as per the Governor’s request to resume in-person schooling. There may be a need to address the ventilation system in the School Gymnasium, because when the renovation work was completed, the project did not take care of the ventilation needs.

HERITAGE COMMISSION, CONSERVATION COMMISSION:

L. Garguilo reported that more homes are being photographed as part of the Heritage Commission’s efforts, but only with cooperation from the property owners. The Conservation Commission issues were identified earlier in the meeting regarding the two fences, and the hiring of an Intern. Additionally, he mentioned that Saturday April 17th 8am to 2pm is the Hampton Falls Annual Roadside Clean-up at the Brush Dump. There is an Information Flyer posted on the Town website for more details.

OTHER SELECTMEN’S NEW BUSINESS: No other business was discussed at this time.

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: MARCH 17,2021

MOTION: To approve the minutes of the March 17, 2021 meeting as written.

MOTION: E. BEATTIE

SECOND: M. LANE

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PUBLIC COMMENT: No public comment was heard at this time.

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

Motion: PASSED

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.*

Roll Call vote to enter nonpublic session:	Louis Gargiulo, Chairman	Y
	Mark R. Lane, Vice Chairman	Y
	Edward B. Beattie, Selectman	Y

Entered nonpublic session at 7:15 p.m.

Motion to leave nonpublic session and return to public session by M. LANE, seconded by E. BEATTIE.

Motion: PASSED

Public session reconvened at 7:49 p.m.

MOTION: To adjourn the meeting at 7:50 p.m.

MOTION: M. LANE

SECOND: E. BEATTIE

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NEXT SELECTMEN'S MEETING – WEDNESDAY, APRIL 21, 2021, 6:00 P.M., TOWN HALL