

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**DECEMBER 29, 2021 – 8:00 AM
TOWN HALL**

FINAL

PRESENT: L. Gargiulo, Chairman; M. R. Lane, Vice Chairman; E. B. Beattie, Selectman;
K. Anderson, Town Administrator; R. D. Webb, Town Secretary
Guests: R. Dirs, Police Chief

Chairman Gargiulo called the meeting of the Board of Selectmen to order at 8:00 AM.

OLD BUSINESS:

Financial Reports – General Fund Balance: \$1,202,842.85

K. Anderson reported that the General Fund Balance was \$1,202,842.85 as of the printing of the agenda last week. She obtained an updated balance from the Treasurer, yesterday, of approximately \$3-million. The transfer over, of all municipal accounts, from Citizen's Bank to People's United Bank will start with the next deposits.

Executive – Accounts Payable, Payroll, Trustees of the Trust Funds Warrant:

Payroll Warrant # 562	\$42,674.52	December 20, 2021
Accounts Payable Warrant #793	\$772,338.13	December 08, 2021
Trustees of the Trust Funds Warrants # 2021-30, 31, 33, 34, 36, 37	\$48,561	December 28, 2021
Trustees of the Trust Funds Warrants # 2021-32, 35	\$1,216	December 28, 2021

K. Anderson reported that the Accounts Payable Warrant of \$772,338.13 includes both the Lincoln Ackerman School (LAS) and Winnacunnet School payments.

Payroll and Accounts Payable Warrants:

MOTION: To approve Payroll Warrant #562 in the amount of \$42,674.52, dated December 20, 2021, and to approve Accounts Payable Warrant #793 in the amount of \$772,338.13, dated December 08, 2021.

MOTION: E. BEATTIE

SECOND: M. LANE

UNANIMOUS

Trustees of the Trust Funds Warrants:

K. Anderson stated that these are reimbursements due from various Trust Funds being processed for year-end and will be submitted to the Trustees of the Trust Funds.

- **From the Highway Maintenance Capital Reserve Fund - \$48,561:**

That amount consists of \$21,590 for Curtis Road Culvert guardrail, paving and engineering; and \$26,971 for Crack Sealing done on numerous streets. After this withdrawal, the ending balance will be approximately \$130,394.42 in the Highway Maintenance Capital Reserve Fund.

MOTION: To withdraw \$48,561, from the Highway Maintenance Capital Reserve Fund, for costs associated with the Curtis Road Culvert and the Crack Sealing of town roads.

MOTION: E. BEATTIE

SECOND: M. LANE

Lou Gargiulo, Chairman – Mark R. Lane, Vice Chairman – Edward B. Beattie, Selectman

FINAL

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- **From the Frying Pan Lane Fund - \$1,216:**

The costs for the Granite State Ringers (\$400) who played at the Holiday event for the Recreation Committee, and, merchandise for the Tricentennial Celebration (\$816) are due from the Frying Pan Lane Fund. After this withdrawal, the balance will be \$67,246.94 in the Frying Pan Lane Fund, of which \$33,000 of that balance is obligated for the Tricentennial for a net balance of \$34,246.94).

MOTION: To withdraw \$1,216.00, from the Frying Pan Lane Fund, for the Granite State Ringers and Coed Sportswear.

MOTION: E. BEATTIE

SECOND: M. LANE

UNANIMOUS

Road Agent Invoice

K. Anderson stated that Russ Hilliard has submitted his year-end invoice for December 2021 in the amount of \$4,735.83. This includes the Core Services as well as the previously approved work order for the guard rail on Curtis Road. Typically, this invoice would have been received mid-January, but K. Anderson asked all Department Heads to submit their bills prior to the end of the year, to reduce the number of encumbered funds.

MOTION: To approve and authorize the Chairman to sign the invoice, for December 2021 from the Road Agent, in the amount of \$4,735.83.

MOTION: E. BEATTIE

SECOND: M. LANE

UNANIMOUS

Other Selectmen's Old Business: There was no other Selectmen's Old Business.

Old Business Public Comment: There was no Old Business Public Comment.

NEW BUSINESS

Executive: Tax Collector: Refunds of Tax Overpayments: K. Anderson presented the following two (2) tax overpayments #753 and #754 in the total amount of \$10,542, with one for \$3,088 and the second in the amount of \$7,454.

MOTION: To approve the refund of tax overpayments #753 & #754 in the total amount of \$10,542.

MOTION: E. BEATTIE

SECOND: M. LANE

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Financial Administration: 2021 Budget Encumbrances: K. Anderson described that

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encumbrance requests from the Police and Fire Departments have been received for expenses incurred in December 2021, paid with the town credit card, although the bill won't be received until later in January.

Police Department:

Account 1-4210-390	Pitney Bowes	\$80.82
Account 1-4210-620	Amazon (paper, post-it notes, Disinfectant, wireless mouse)	\$70.19
Account 1-4210-690	Amazon (Q-tips)	\$11.00
Account 1-4210-850	Ready Refresh- bottled water	\$81.93
Account 1-4210-880	Amazon – Garage Door Opener (\$28.49) 5 Phone mounts	\$83.50
TOTAL TO BE ENCUMBERED		<u>\$355.93</u>

MOTION: To encumber \$355.93 from the Police Department budget as outlined.

MOTION: E. BEATTIE

SECOND: M. LANE

UNANIMOUS

Fire Department:

Account 1-4220-740 -Husky Portable Containment for the replacement of the Fire Department's water tank liner in the amount of \$1,011.82.

MOTION: To encumber \$1,011.82 for the Fire Department's water tank liner.

MOTION: E. BEATTIE

SECOND: M. LANE

UNANIMOUS

Planning:

Chairman Todd Santora, Planning Board requested to speak to the Board of Selectmen regarding Mariners Way, a private road recently developed off Depot Road. L. Gargiulo suggested the discussion occur in Non-Public Session.

Motion to enter Nonpublic Session made at 8:10 AM by E. Beattie, and seconded by M. Lane.

Specific Statutory Reason cited as foundation for the nonpublic session:

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:	Louis Gargiulo, Chairman	Y
	Mark R. Lane, Vice Chairman	Y
	Edward B. Beattie Selectman	Y

Entered nonpublic session at 8:35 AM.

Review of encroachment within a private way

Motion to leave nonpublic session and return to public session by E. Beattie, seconded by M. Lane.

Motion: PASSED

Public session reconvened at 8:12 AM.

Other Selectmen's New Business: There was no Other Selectmen's New Business.

Lou Gargiulo, Chairman – Mark R. Lane, Vice Chairman – Edward B. Beattie, Selectman

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NEW BUSINESS PUBLIC COMMENT: There was no New Business Public Comment.

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: December 15, 2021.

MOTION: To approve the minutes of December 15, 2021, as written.

MOTION: M. LANE

SECOND: E. BEATTIE

UNANIMOUS

Request for Non-Public Session with Chief Dirsa under RSA 91-A:3 II(a) Personnel:

Motion to enter Nonpublic Session made at 8:37 AM by E. Beattie, and seconded by M. Lane.

Specific Statutory Reason cited as foundation for the nonpublic session:

RSA 91-A:3, II (a) Personnel: *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 8:38 AM.

Review of personnel matter and hiring of Animal Control officers.

Motion to leave nonpublic session and return to public session by M. Lane, seconded by E. Beattie.

Motion: PASSED

Public session reconvened at 9:35 AM.

MOTION: To seal the minutes of both of the non-public sessions.

Motion made by M. LANE, seconded by E. BEATTIE, because it is determined that divulgence of this information likely would render a proposed action ineffective.

Roll call vote to seal the minutes:	Lou Gargiulo, Chairman	Yes
	Mark Lane, Vice-Chair	Yes
	Edward Beattie, Selectmen	Yes

MOTION: PASSED, UNANIMOUS

ADJOURNMENT:

MOTION: To adjourn the meeting at 9:37 AM.

MOTION: E. BEATTIE

SECOND: M. LANE

UNANIMOUS

Next Selectmen's Meeting is scheduled for Wednesday January 12, 2022, 6:00 PM, Town Hall Budget Hearing followed by Regular Meeting.

These minutes recorded by: Rachel D. Webb, Town Secretary; Town of Hampton Falls, NH