

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**APRIL 06, 2022 – 6:00 PM
TOWN HALL**

FINAL

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

GUESTS: A. Dittami, Chairman, Depot Road Subcommittee of Parks and Recreation (DRSPR);
S. Sabatini, DRSPR; S. Porcelli, Tricentennial Commission

Chairman Lane called the meeting of the Board of Selectmen to order at 6:11 PM.

OLD BUSINESS:

Financial Reports – General Fund Balance \$1,415,206.10

K. Anderson reported the General Fund Balance.

Executive - Payroll/Accounts Payable/ Treasurer Accounts Payable Escrow Warrants:

K. Anderson presented the Payroll, Accounts Payable, and Treasurer Accounts Payable Escrow Warrants for the Selectmen's consideration.

Payroll Warrant:

- # 570 dated March 30, 2022, in the amount of \$31,666.40

MOTION: To approve Payroll Warrant # 570 dated March 30, 2022, in the amount of \$31,666.40

MOTION: E. BEATTIE

SECOND: L. GARGIULO

UNANIMOUS

Accounts Payable Warrants:

- #807 dated March 23, 2022, in the amount of \$32,081.55, and
- #808 dated March 30, 2022, in the amount of \$9,947.49.

AP-Escrow Warrant:

- #04 dated March 23, 2022, in the amount of \$32,027.99.

MOTION: To approve Accounts Payable Warrant #807 dated March 23, 2022, in the amount of \$32,081.55; Accounts Payable Warrant #808 dated March 30, 2022, in the amount of \$9,947.49, and AP-Escrow Warrant #04 dated March 23, 2022, in the amount of \$32,027.99.

MOTION: E. BEATTIE

SECOND: L. GARGIULO

UNANIMOUS

Tax Collector - Intent to Cut – Eversource:

Application was received and reviewed previously for the Selectmen's meeting of March 23, 2022, for an Intent to Cut for the Eversource Right-of-Way. The Selectmen requested specific maps, that have been provided, indicating that this is routine maintenance of the right-of-way along the edge of the Marsh from Seabrook Station North, crossing at the base of Brimmer Lane and Depot Road to the Hampton town border. The Tax Collector is getting the required bond in place.

MOTION: To approve the Intent to Cut for the Eversource Right-of-Way as indicated on the maps provided on 03/29/2022.

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

Town Clerk – Committee Appointments:

K. Anderson presented the annual appointment of Boards and Committees as follows, as listed to March 31, 2025:

Zoning Board of Adjustment – John DeLeire, Member; Patricia Young, Alternate.

Conservation Commission – James Kibler, Member; Paul Melanson, Member; Mary Ann Hill, Member.

Recreation Commission – Phil Chura, Member; Pam Fitzgerald, Member.

Heritage Commission – Phil Chura, Member.

Highway Safety Committee – Jeremy Poder, Member.

Fire Department – Jeromy Waterman, Firefighter.

RPC: Rockingham Planning Commission – Richard McDermott, Commissioner, as recommended by the Hampton Falls Planning Board.

MOTION: To accept the proposed Committee appointments, as read.

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

Other – Other Selectmen’s Old Business:

DRSPR Grant Application: K. Anderson introduced the revised Grant Application named: the NH DES Critical Flood Risk Infrastructure Grant Program for which the DRSPR plans to apply regarding Depot Road, and noted that there were some amendments made based on discussions with Board members. A. Dittami specified the amendments were to clarify that all grant monies (if received) would be controlled by the Selectmen and the Town in the normal course of business, and that neither the Parks and Recreation Commission nor the Depot Road Subcommittee of the Parks and Recreation Commission would have control of the grant monies. The second amendment was regarding the broad description of the project area, that A. Dittami plans to further edit to be more specific to the Depot Road area. M. Lane asked about which consultant would be utilized for the proposed work, and the response was that the DRSPR has asked both the Town of Hampton who they used, as well as the state DES for names of consultants with these areas of expertise; ultimately, the project would need to go out to bid as an RFP, once the grant money was awarded and accepted. E. Beattie suggested that Jones & Beach Engineers, (the Town’s engineer), be consulted, as they have the town’s best interests in mind, and if not interested in responding to the RFP themselves, they may be able to refer some consultant names for consideration.

L. Gargiulo requested clarification, asking that isn’t the project a “regional” project, and A. Dittami responded that it is, in fact, a regional plan built at the local level. Additionally, L. Gargiulo requested confirmation that there are no matching funds required from the Town, for the grant application, and the response confirmed that no matching funds from the town are required. April 15th is the application deadline. The Selectmen thanked the DRSPR for all of their hard work.

MOTION: To move forward with the proposed grant application, requesting funding in the amount of \$75,600 for the NH DES Critical Flood Risk Infrastructure Grant Program.

MOTION: L. GARGIULO

FINAL

**SECOND: E. BEATTIE
UNANIMOUS**

OLD BUSINESS – PUBLIC COMMENT: No public comment.

NEW BUSINESS:

Executive – Restoration of Windows Proposals:

K. Anderson reported that she met with Arch Weathers from Historic Sashworks in order to evaluate the condition of the windows at the Museum, and she also had Mr. Weathers look at the windows in the Town Hall. The Town received the following proposals, for complete window restorations: the Museum windows would be \$22,176 and, for the Town Hall would be \$25,103. In order to reserve a spot in this company's schedule, deposits need to be made. The earliest work could start would be late Fall 2022. The scope of the work requires a bid process and with the Tricentennial events in 2022, K. Anderson recommended that this would not be the year to schedule this work. There would be time to obtain additional bids, and to ascertain from where the funding would come. At this time K. Anderson suggested that no action be taken and that the Board of Selectmen consider one building for 2023 and the other building for 2024 with a bid process conducted. No vote is required if the Board is in concurrence with delaying any action at this time.

L. Gargiulo asked how long the project would take and about the seasonal timing of the work, in other words best to start in early Spring so as to not have only storm windows utilized during Winter. E. Beattie said that this project aligns with the Selectmen's goal of taking care and maintenance of Town buildings. M. Lane requested that the same vendor utilized for the historic windows on the LAS school building (Window Woman of Amesbury, MA) be given an opportunity to bid on the project. M. Lane asked about the condition of the windows, and if every window needed work, or if the proposed work is selective specific to each window. K. Anderson responded that the vendor assessed each window's needs and wrote the estimates based on a per window cost.

L. Gargiulo asked if there were monies in the Building Reserve Account to use for this project, and K. Anderson responded that there was probably \$50,000 available in that account. He further stated that he would support the idea of moving forward to identify a contractor and to get on their schedule as soon as possible. Bev Mutrie asked if the missing pane of glass at the Museum could be prioritized before December. E. Beattie suggested to start with the windows on the North side first. K. Anderson will work on getting some additional prices and then bring those back to the Board for future consideration.

Tax Collector – Abatement # 756, Map 6 / Lot 039-x-28:

K. Anderson reported that a few motor homes at Wakeda are scheduled for liening for unpaid 2021 property taxes. The Tax Collector reached out to Wakeda to confirm if these homes were returning in 2022 and that liens would be appropriate. One owner is not returning, and the motor home is no longer on site in Hampton Falls with no ability for the Town to place a lien. The other liens will be issued. It is appropriate for the Board to abate \$173.00 plus interest and penalties for the Map 6 / Lot 039-x-28 billed in error to Michael and Kelley Bevin.

MOTION: To approve Abatement # 756 in the amount of \$173.00 plus interest and costs that have accrued for Map 6 / Lot-039-x-28 billed in error to Michael and Kelley Bevin.

FINAL

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

Highways: Authority to Continue Invasive Plant Species Treatment at Brush Dump, 11 Parsonage Road, Map 2 / Lot 60:

Over the past three years, the Town has had Invasive Plant Species treatment done to the Japanese Knotweed, Oriental Bittersweet, and other state-listed invasive plant species at the Brush Dump through the efforts of the Rockingham County Conservation District (RCCD). The Town has been notified that RCCD has funding available to implement one more year of the treatment (from May to November 2022) if the board wishes. L. Gargiulo asked if there was any cost to the Town, to which the response was no. E. Beattie commented that there is a timing to the spraying, that it has to be done before the plant goes to bloom.

MOTION: To authorize RCCD to do Invasive Plant Species treatment at the Brush Dump, from May to November 2022, utilizing funding from RCCD's IPM grant.

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

Other Selectmen's New Business:

Current Use Release: There are two Hampton Falls properties that have been part of a larger parcel in Kensington that was previously under Current Use Assessment, owned by the Buxton family Realty Trust. The parcel in Kensington has been recently subdivided and lots released, making the two lots in Hampton Falls no longer qualify for Current Use Assessment. The smaller lot has frontage on Frying Pan Lane but does not have enough square footage to be a buildable lot. The assessed value of that lot is \$3,800.00 and the current use release penalty is \$380.00. The larger lot fronts on Drinkwater Road and has only 70' of frontage and is a total of 2 acres. Without a variance to waive the frontage requirement, that lot is not buildable. The value of that lot is \$17,600.00 resulting in a tax of \$1,760.00. Upon release, the taxes on the lots will increase based on the assessed value. Hampton Falls voted that 100% of the revenue from properties that transfer out of Current Use Assessment goes toward the Conservation Commission, so it is not revenue to the Town's General Fund to offset anything.

MOTION: To issue a Land Use Change Tax Warrant in the amount of \$2,140 for Map 4 / Lots 15 & 16 to release the lots from Current Use Assessment.

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

NEW BUSINESS PUBLIC COMMENT:

B. Mutrie, Brown Rd. said that there is a patch of Japanese Knotweed next to the Old Schoolhouse (to the rear of the Library's property) on a ledge under an apple tree and would rather not see that Invasive Plant Species spread. She asked if the Selectmen planned to do any more containment of Invasive Plant Species. B. Mutrie said that the Library is hiring someone to eradicate the Poison Ivy at the Library. K. Anderson said that the Conservation Commission is hiring two Interns to work on Invasive Plant Species in Summer 2022, and she agreed to make sure that the Chair of the Conservation Commission received a copy of these minutes.

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Monthly Reports – Selectmen’s Representative Reports:

Planning Board, Library Trustees, Tricentennial Committee – E. Beattie: S. Porcelli of the Tricentennial Committee reminded the Selectmen that during their prior Selectmen’s meeting on 03/23/2022 that they approved approximately \$18,000 for the Tricentennial events, and that she said that she would be back with an additional request of approximately \$6,000. Some additional items were approved at the Tricentennial Committee meeting on Monday, including: event photography (town portrait and 200 4x6 prints to be added to the time capsule), Home Run Derby (t-shirts and baseball food at event), Center for Wildlife event, and publicity (at least 3 mailings, several banners, and other publicity around town). All of the additional items total \$6,060.00. L. Gargiulo asked about the Center for Wildlife event, and S. Porcelli explained that this is an event that was previously sponsored by the Library but that the Tricentennial Committee chose to sponsor the program this year as an additional marketing opportunity. The event is scheduled this year the week before the Tricentennial, and it will be a chance to remind parents about the events the following week. E. Beattie described the event as being held at the Fire Station where the Center for Wildlife brings a variety of animals for children to see.

MOTION: To approve the sum of \$6,060.00 for the Tricentennial events, as presented by S. Porcelli, and to be funded from the Frying Pan Lane fund.

MOTION: L. GARGIULO

SECOND: E. BEATTIE

UNANIMOUS

E. Beattie reported that the Planning Board had a site walk to view and consider the proposed trees to be removed as Hazard Trees determined by Unitil, located in close proximity to their electricity wires along Scenic Roads. Most of the proposed trees were either dead or diseased, and a majority of the proposed trees were approved by the Planning Board for removal. The Ash Bore Beetle is prevalent causing damage in town, and is the root of some of the issues. Residential development is slow, as evidenced by lots that were created by subdivision in 2020/2021, and have not yet been built upon. Commercial development along Route 1 is evidenced by the construction activity at 41 Lafayette Road, that was the site of a former restaurant, and most recently a vacant lot, beside Brimmer Lane will be a Landscape Supply retail business opening this Spring. M. Lane asked if there will be a building at the site, and E. Beattie responded that yes, the Planning Board worked with the applicant on the details about the building design. He also said that the Business District South Guidelines are not as colonial as the Planning Board would prefer, and so the Ordinance and Regulations Committee may be reworking those guidelines in preparation for more anticipated development on Route 1 as commercial development returns. The Planning Board is also pursuing further investigation into possible sewer on Route 1 and it is a standing scenario. E. Beattie is on the Ordinance and Regulations Committee as he wanted to make sure that the Board of Selectmen were informed of that progress.

E. Beattie reported that the Library Trustees have been discussing a proposed walkway and the Town Administrator has a copy of those plans. The Library Trustees did a review of books that were donated by Maureen Stard for a book sale during the past week.

E. Beattie updated the Selectmen that the Tricentennial Committee is working to determine the cost of the history book about Hampton Falls. The book has gone to the printer, and there are major increases with paper costs. The third week of July is the potential target date for delivery of the book. He will discuss

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with the Selectmen the price of the book, once the Tricentennial Committee decides, to see how that price will fit into the overall budget of the event, since some entities paid for the production of the book upfront.

Heritage Commission, Conservation Commission – L. Gargiulo: L. Gargiulo reported that the Heritage Commission is continuing with the photographs of old homes for the booklet that ultimately will be available for the Tricentennial. The Conservation Commission is focusing on Invasive Plant Species and the hiring of two (2) Summer Interns.

Parks & Recreation, LAS School Board– M. Lane: M. Lane informed the Board of Selectmen that the update from Parks & Recreation and LAS school was a general sense that COVID is going away. The Summer Camp for Parks and Recreation is planning a full schedule of fun events for kids during Summer 2022. In terms of LAS, the large trips planned to NYC and DC are not back yet, but there is a trip planned to Boston for 7th & 8th graders which gives some indication of being back to normal. The Route 1 Advisory Committee can be removed from the list, as the consultant completed their report and made a presentation to the Selectmen in March, with their final report due to be received by the Town imminently.

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: March 23, 2022

MOTION: To approve the minutes of March 23, 2022, as written.

MOTION: L. GARGIULO

SECOND: E. BEATTIE

UNANIMOUS

Motion to enter Nonpublic Session made at 7:05 PM.

Motion by L. Gargiulo, and seconded by E. Beattie.

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

Entered nonpublic session at 7:05 p.m.

Review of personnel matter.

Motion to leave nonpublic session and return to public session by E. Beattie, seconded by L. Gargiulo.

Motion: PASSED

Public session reconvened at 8:20 p.m.

ADJOURNMENT:

MOTION: To adjourn the meeting at 8:20 p.m.

MOTION: E.BEATTIE

SECOND: L. GARGIULO

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

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These minutes prepared by Rachel D. Webb, Town Secretary; Town of Hampton Falls, NH.
Next Selectmen's Meeting Wednesday, April 20, 2022, 6:00 PM.