

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**AUGUST 10, 2022 – 6:00 PM  
TOWN HALL**

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**PRESENT:** M. R. Lane, Chairman; E. B. Beattie, Vice Chairman; L. Gargiulo, Selectman;  
K. Anderson, Town Administrator; R. D. Webb, Town Secretary  
**GUESTS:** R. Hilliard, Road Agent; J. Lord, Fire Chief; R. Veno, Police Chief

Chairman M. Lane called the meeting of the Board of Selectmen to order at 6:00 PM.

Chairman Lane praised the Volunteers and Town Staff, (after the prior six or seven years of planning), who made the Tricentennial Celebration a success last week. He said that everyone he spoke with said that it was a wonderful week with great events, and was just a spectacular show all together. He said that he, himself, is still participating in the “If This House Could Talk” activity, as he stops and clicks on houses’ Q-R-Codes on the signs in front, to listen to the historic information about the property, while traveling around town. E. Beattie said that some of those signs are going to stay up for a while, to keep people engaged, to encourage them to continue to learn more about historical houses in Hampton Falls. Chairman Lane said that he hopes that activity will encourage people to get involved with the town and to pay more attention to the historical resources located in town, like the Historical Society, and the opportunity to visit the Old School House building. Chairman Lane said that the Tricentennial Celebration was such an awesome week and that it is important to acknowledge everyone’s efforts who made it happen.

**DEPARTMENT HEAD MONTHLY REPORTS**

**ROAD AGENT – Core Services / Invoice Monthly Report:**

R. Hilliard presented updates on the following current projects:

**Glenwood project:** In response to an earlier question from Chairman Lane, R. Hilliard reported that JAMCO will be ready to start the Glenwood project in October. The paperwork for this project is done, and K. Anderson confirmed that the project went out to bid today.

**Crack Sealing:** The paperwork for the Crack Sealing project has been signed and sent, so that project is moving forward. The vendor needs to arrange for roadside details with the Police Department, but R. Hilliard is expecting to be contacted by them to start.

**Paving:** R. Hilliard reported that he obtained three-(3)-prices for some paving to be done in town for portions of roads on: Drinkwater, Nason, Blake, Town Hall, and the Brush Dump. L. Gargiulo asked if the town has done previous business with any of the proposed three vendors, and R. Hilliard said that New England Paving is the only one with whom the Town has contracted previously. E. Beattie said that New England Paving did a great job on King Street last year, and in fact, they did an extra section of paving for no additional cost in that location, to help solve a low spot in the road. R. Hilliard said that New England Paving is the lowest price of the three proposals, and they are capable of doing the work. Chairman Lane asked if the paving work would be done all at once, for all five locations, and R. Hilliard responded that he estimated it might take two or three days to complete all five locations. E. Beattie commented that he has noticed that whenever the town obtains paving prices that New England Paving is significantly lower than the other vendors, so he wondered if the Town was missing something, or not doing something that other towns are doing, is there a step being missed? R. Hilliard responded that he keeps a watchful eye during projects to make sure that the vendor does not skimp on materials, and they have not. He said that New England Paving is a family-run business, and they may have a volume deal at the asphalt plant, that may enable them to submit lower proposals than their competitors. L. Gargiulo asked if New England Paving did the recent paving work at the LAS school, and R. Hilliard said no, that he had reached out to that company, Brox, to submit a proposal, but they never responded.

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L. Gargiulo continued that the paving work at the school was a good job; however, the edges were left very high, and that someone should tell Matt Ferreira at the School Department that, due to safety concerns, that edge material needs to be added throughout the LAS School paving project, to mitigate the high pavement edges, and to protect the material installed.

E. Beattie asked about the current proposals for paving the five locations being considered, and whether those prices included edge material; R. Hilliard responded no, but that he could ask for that additional price. E. Beattie said that he is in favor of paying the extra money to have the edge material included at the outset because he is convinced that it saves the Town money in the future; as it prolongs the life of the road before needing re-paving, together with the practice of crack-sealing, both of those components defer the expense of road maintenance. R. Hilliard commented that it is important to complete the edge material from a safety point of view, and that is why there are signs identifying “Low Shoulders” in areas lacking edge material.

Chairman Lane asked if the edge material is required for the two-inch (2”) cap project, and the response was yes. R. Hilliard said that many landscaping companies use very large trailers, and they are typically parked on the sides of the road, and ride up and down the edges of the roads with those trailers. In addition, the many delivery companies also ride over those edges of pavement while parking to make their deliveries. Chairman Lane asked if the Selectmen decide to award the paving project to one of the companies tonight, could they add the pricing request for the shoulder edge material afterwards. L. Gargiulo said that the Selectmen could award the paving contract tonight, and then when the Road Agent gets the subsequent price on the additional shoulder material, the Selectmen could schedule a work session to review the shoulder edge material price.

**MOTION: To approve the New England Paving proposal for paving five locations in the Town of Hampton Falls, in the amount of \$120,200.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**Core Services:** R. Hilliard, Road Agent, presented his Core Services bill of \$2,864.78 for the month of July 2022.

**MOTION: To approve payment of the Road Agent’s Core Services bill in the amount of \$2,864.78 for the month of July 2022.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT – Monthly Report:**

J. Lord presented his monthly report. E. Beattie noticed the number of calls for Ambulance Service have increased, and Chief Lord responded that the 98 Ambulance Calls so far this year have already exceeded the number of calls done in prior years annually. He continued that this will affect his budget, so he is micromanaging his budget for the remainder of this year, and then he will adjust his numbers accordingly for next year. E. Beattie asked what did Chief Lord attribute to the cause for the increase in number of Ambulance Calls, and the response was that in two years of COVID, people did not seek health care and now they have deferred medical issues. Chief Lord also said that it is not just Hampton

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Falls, that everyone in the region and state-wide is experiencing these same issues. Emergency Rooms are exceeding capacity at both Exeter and Portsmouth Hospitals, with twice and three-times as many patients waiting for half and a third the number of available beds. Combine these issues with labor shortages and it presents a challenging environment.

Chief Lord presented that every few months he presents an amount for the Town to write-off in terms of uncollected Ambulance Transports from Com-Star. They have billed and sent second bills, and these write-off requests are not going to be paid. Total going back to March of 2021 is \$13,568.95. Chairman Lane asked Chief Lord if that is a typical number to request to write off, and he said yes, that it is a typical number. He receives statements monthly, but saves them up every few months so as not to annoy the Selectmen monthly with the same thing. He reiterated that it was a typical amount for the time period.

**MOTION: To approve the write-off of uncollectable Ambulance Transports in the amount of \$13,568.95.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

The last subject Chief Lord discussed with the Selectmen was the letter they wrote to the Seabrook Plant regarding the event of July 12, 2022, and he reviewed some of the facts from that day's events. Nine (9) speakers, not sirens, were activated at the beach, and there was a lot of confusion about why some speakers were activated and some were not, should people evacuate or not, is it real or not real, etc. Chief Lord called Homeland Security, and he called the Seabrook Plant, and found out it was an "inadvertent activation".

To L. Gargiulo's question of whether equipment is going to be replaced, Chief Lord said that he does not know, but both the Seabrook Plant and Homeland Security are doing an investigation to determine what happened. Chief Lord said that this was not someone deliberately hitting the wrong button, it may potentially have been that a button was hit and an unexpected outcome occurred, which is why the investigations are happening.

September 28, 2022 there is a meeting in Kensington, with Homeland Security and the Seabrook Plant, that Chief Lord will send invitations to the Selectmen and Town Administrator to attend. This is a meeting about what is happening at the Seabrook Plant, that is typically held quarterly with Emergency Management personnel in the region. The meeting is run by Homeland Security, and there will be a representative from the Seabrook Plant to address, this is what we found, and this is what we are doing about it. Apparently, there was not a procedure in place for what to do if the staff at the Seabrook Plant set off the sirens, so they are re-writing all those procedures, which need to be reviewed and approved by the NRC and FEMA and then received back to the Seabrook Plant.

L. Gargiulo asked Chief Lord, if, in his 18 years working for the Town of Hampton Falls, have there ever been any poles added. Chief Lord responded that there are three (3) poles in Hampton Falls, and none have been added since those were installed. L. Gargiulo asked if there has been any study of the town done to determine if all areas of town can hear the sirens, given the increased development and growth of trees / tree canopy since original installation of the sirens. Chief Lord said that he did not

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know of a study, but the last time that the Seabrook Plant tested the sirens was approximately four or five-years ago, and there have been discussions regarding whether the sirens need to be tested more frequently, such as annually. L. Gargiulo proposed testing at least every five years to determine if all areas of town can hear the sirens. He also proposed that the current equipment may be antiquated and need replacement. Additionally, he continued, that there ought to be an “app for that”, for residents to be able to get a notification by phone. Chief Lord asked why he received a Code Red activation one-hour after the event, and why did he receive the national notification two-hours after the event. He said that this is not a new question about the equipment age. He sat in on a meeting a few years ago that concluded that the Code Red and the Reverse 911 should respond faster, as, by comparison, Social Media exploded within a few seconds of the event.

L. Gargiulo asked if anyone has considered looking at the escape routes to determine if they are adequate, given all the development that has occurred (condos at Hampton Beach) since the sirens/poles were initially installed. E. Beattie said that the question is no longer about nuclear power because they got re-licensed. It is now a question of how we appropriately protect the citizens in our area, considering the archaic equipment and the potential negative aspects of social media. No one was injured, to his knowledge, during the event, but this is an opportunity to get the answers to some questions. L. Gargiulo asked about evacuation of schools, and how that would be done with the tremendous shortage of school bus drivers, and Chief Lord said that the plan is to call an Early Dismissal/Release Day and have parents collect their students (if the parents are available), and then only use the school buses as a back-up for those students whose parents cannot pick them up.

Chairman Lane asked if protocols were followed, and the response from Chief Lord was no, because it was not declared that it was “*an unusual event*”, because if it had, then there would have been a protocol. Chief Lord said that the Seabrook Plant is reevaluating the procedures to better define all potential circumstances. E. Beattie said that he hopes that the people at the Seabrook Plant are thinking about all the other things that they have not thought about, to think “outside the box”. Police Chief Veno said that when the event occurred that he happened to be at the LAS School with the Summer Camp program, and that the school found out about the event through Social Media. E. Beattie recalled the balancing decision that the NRC had to make in the 1980s, of which was worse: (a) summertime with 100,000 people on the beach or (b) kids in schools, because both pose different scenarios for Emergency Management in each of the towns. E. Beattie said that he plans to attend the meeting in September and will not be afraid to ask the tough questions. Chief Lord said that he would get the details of the September meeting to the Selectmen when he receives notification.

**POLICE CHIEF, ANIMAL CONTROL – Monthly Report:**

R. Veno presented his monthly report. Chairman Lane asked if the Police Department was experiencing the same type of increase of volume of activity as the Fire Department, and the response was not due to activity, but due to an Officer who left employment with the Town, that puts more stress on the officers who are working. E. Beattie said that the Tricentennial Celebration certainly added more demands to the Police Department during the week, but one of his favorite parts was the closing of Route 1 for the Parade. Chief Veno thanked the Fire Department for everyone combining over at the Safety Complex. He also thanked his Officer Bruce Preston and Administrative Assistant Lacey Kelly for originating the idea of the Dunk Tank, to dunk himself and Chief Lord in the Dunk Tank at the BBQ event at the Public Safety Building, during the Tricentennial.

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L. Gargiulo reported that he attended the School Board meeting last night, and said that the School Board is probably going to introduce a Warrant Article for March 2023 for a School Resource Officer (SRO), and that the Selectmen should probably start to think through the financial implications of that decision, if approved, and staffing, because the Police Department does not have “extra people” to staff that position, so it is something to consider if the proposal moves forward. E. Beattie said that he hoped that the School Board recognized that it takes a special type of Police Officer to be a SRO. He continued that Barry Newcomb was a great SRO because he had such a great rapport with all kinds of people. It is a different environment for a Police Officer, and it will be a challenge to fill the SRO appointment for a school building grades K-8. E. Beattie asked if the funding for the SRO would be staged incrementally, and K. Anderson responded no, that that was an older grant program named the COPS program, that is no longer in effect. Chairman Lane made the point that the requirements for a SRO in the High School is different than the requirements for a SRO in the LAS elementary school. Chief Veno clarified that there are several concerns with the hiring, namely whether it is a part-time or a full-time position. He said that some departments hire specifically for that SRO position for reasons that E. Beattie stated, that it takes a certain type of Police Officer to be able to teach the DARE programs in the schools to children.

L. Gargiulo did not see how the Town could give up a Police Officer, with the limited staff presently, for an SRO position and still be able to cover the Town. Another comment made at the School Board meeting last night was regarding Homeland Security suggesting the installation of a huge number of cameras at the school, but L. Gargiulo’s comment was that proposal is of no use unless someone is watching those cameras. Chief Veno said that there are several cameras already at the school, and that before the start of school this year that, the Police Department will have access to those cameras. L. Gargiulo said that it was a law enforcement person who spoke at the School Board meeting who said that the only time those cameras are going to be effective is in reviewing what happened after the fact, for evidence. The cameras will not help prevent anything. L. Gargiulo said that the real difference would be to increase security on the first floor, such as bulletproof glass, and increased security on the doors, to harden the school. Chief Veno said that he was aware that the LAS School Principal did apply for grant money to harden the school. L. Gargiulo said that he did not think that cameras have a lot of value in terms of security, and that something like cement pillars would be much more effective.

Chief Veno said that he had looked into other schools that had SROs and how they were funded, and some were paid by the School, and some were paid 50% by the School, and 50% by the Town. E. Beattie said that he was familiar with the 50/50 scenario, in his experience. Chief Veno added that there would be a recruiting aspect to that, and L. Gargiulo finished the sentence saying recruiting the right person.

E. Beattie thanked both Chief Lord and Chief Veno for their efforts on the Tricentennial, especially Saturday during the Parade, which was closing roads and making sure that people were back, and opening up areas, and instructing people to go the right way, and instructing people to not go the wrong way on Route 88. E. Beattie thanked them for helping to make the day go smoothly, and everyone walked away very happy. L. Gargiulo seconded E. Beattie’s comments.

**BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER – Monthly Report:**

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The Building Inspector's monthly report was considered, in his absence, and there were no questions nor discussion.

**CONSENT AGENDA: Monthly Financial Reports of Bookkeeper, Treasurer, Tax Collector:**

**OLD BUSINESS**

**FINANCIAL REPORTS: General Fund Balance:** as of 08/01/2022 was \$3,254,242.26.

K. Anderson reported the General Fund Balance.

**EXECUTIVE: Accounts Payable, Payroll Warrant, and Escrow Accounts:** K. Anderson introduced the financial warrants needing approval from the Selectmen, as follows:

**EXECUTIVE: Payroll Warrant:**

Payroll Warrant # 579 dated July 21, 2022, in the amount of \$35,319.51 and Payroll Warrant #580 in the amount of \$31,863.69.

**MOTION: To approve Payroll Warrant # 579 dated July 21, 2022, in the amount of \$35,319.51 and #580 in the amount of \$31,863.69.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

**EXECUTIVE: Accounts Payable:**

Accounts Payable Warrant #817 dated July 21, 2022, in the amount of \$371,931.65; #818 dated July 27, 2022, in the amount of \$31,153.13; #819 dated August 3, 2022, in the amount of \$799,962.45. K. Anderson explained that that is the warrant that contains the School payments.

**MOTION: To approve Accounts Payable Warrant #817 dated July 21, 2022, in the amount of \$371,931.65; #818 dated July 27, 2022, in the amount of \$31,153.13; #819 dated August 3, 2022, in the amount of \$799,962.45.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

**EXECUTIVE: Escrow Accounts Warrant:**

Escrow Accounts Payable Warrant #11 dated July 21, 2022, in the amount of \$25,791.11 which represents \$ 387.94 from Tricentennial Fund; \$24,890.43 transferred from Police Detail Fund to reimburse the General Fund; \$436.00 from Crimeline Gift Account and \$76.74 from Fire Dept. Vehicle Fund.

**MOTION: To approve Escrow Accounts Payable Warrant #11 dated July 21, 2022, in the amount of \$25,791.11 which represents \$ 387.94 from Tricentennial Fund; \$24,890.43 from Police Detail Fund; \$436.00 from Crimeline Gift Account and \$76.74 from Fire Dept. Vehicle Fund.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

Escrow Accounts Payable Warrant #12 dated July 27, 2022, in the amount of \$3,068.47 from the Tricentennial Account and Escrow Accounts Payable Warrant #13 dated August 5, 2022, in the amount

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of \$1,416.97 which is \$1,166.97 from the Tricentennial Account and \$250 from the Recreation Revolving Fund.

**MOTION:** To approve Escrow Warrant #12 dated July 27, 2022, in the amount of \$3,068.47 from the Tricentennial Account and Escrow Warrant #13 dated August 5, 2022, in the amount of \$1,416.97 which is \$1,166.97 from the Tricentennial Account and \$250 from the Recreation Revolving Fund.

**MOTION:** E. BEATTIE

**SECOND:** L. GARGIULO

**UNANIMOUS**

Chairman Lane inquired if there was a balance left in the Tricentennial account, and K. Anderson responded yes, that the History book revenue is going into that account as books are sold, so that account will continue to increase. She clarified that the invoice for the books has not yet been received, but the Town owes approximately \$25,000 for the printing of the books, and currently that account stands at approximately \$8,000. L. Gargiulo asked how many books have been sold to date, and the response was 7 boxes, times 14 books per box = 98 books sold. He followed up asking how many books were printed, and the response was 2,000 books.

**EXECUTIVE: Economic Revitalization Zone:**

Last month, July 2022, the Board authorized the Town Administrator to apply to the State Bureau of Economic Development to have Lafayette Road, and a few properties on the east side of Kensington Road, designated as an Economic Revitalization Zone. That application was approved by Commissioner Caswell and notifications have been sent to all the property owners. It is hoped that this designation will allow for increased business investment and job creation in this area of town. The designation is good for five-years and the area will be evaluated at the end of the five-years to determine if it still qualifies. The number of vacant and underutilized properties were the criteria for qualification. During this period, businesses can receive tax credits from the State on the Business Profits Tax based on the quality and quantity of full-time jobs created, and the amount and duration of taxpayer's investment into a project. There is no cost to the Town for this benefit provided to these property owners. K. Anderson reported that since the letters were sent to the property owners, that she has had two (2) inquiries asking if what they want to do would qualify for the program, so the program is generating the type of interest desired. Chairman Lane asked if this program ties into the long-term goal of sewer along Route 1? K. Anderson said that the program provides the option for a property owner who may want to use Sewer, and would enable them to put funds into infrastructure, and in exchange get the Business Profits Tax benefits.

**EXECUTIVE: Seabrook Station – David Currier:** David Currier was not in attendance, and the discussion about the event on July 12, 2022, was discussed earlier in the meeting tonight within the Fire Department's monthly report.

**OTHER: 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: Hawkers & Peddlers Permit**

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Anchor Pest Sales has applied for a Hawkers & Peddlers Permit for door-to-door sales from August 2 – September 2<sup>nd</sup>. One vehicle with the information provided on the application. There is a fee of \$15.00 that will be collected.

L. Gargiulo asked K. Anderson if the Selectmen have to grant the request, and the response was no. Chairman Lane asked if there was a reason why the Selectmen would want to grant the request? E. Beattie recalled when people would sell things door-to-door without registering and it caused alarm because the general public gets nervous when someone approaches their home unannounced, who is not expected. Even if the Selectmen give permission, it is still disruptive. Chairman Lane said that he is not in support because people get anxious, the vendor might park a car in a neighborhood and then scooter around to homes. Chief Veno added that often there is no car, and someone walks up and down the street. Chairman Lane said that he does not see an advantage to approving the requested permit.

**MOTION: To deny the application for a Hawkers & Peddlers Permit for Anchor Pest Sales.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**EXECUTIVE: 2023 Budget Preparation:**

The Town Administrator is preparing to send out the Budget forms to the Boards, Committees and Departments to start the 2023 Budget preparation. K. Anderson asked the Selectmen if there are any specific parameters to follow, that the Board would like to give the Boards, Committees and Departments prior to their Budget submissions.

Chairman Lane pointed out that Hampton Falls is a small town without much industry and the tax burden falls mainly on the homeowners. Concerns this coming year are: (a) the Winter Road Maintenance costs are going to be significantly higher, and (b) electricity prices are likely to go very high. Chairman Lane asked the Town Administrator if the Town had contracted the electricity costs with a group, and K. Anderson responded that the Town had just renewed their contract with Rockingham Planning Commission, who does a group aggregation with approximately fifteen-(15) towns and a few libraries. The new rates come into effect as of November 16<sup>th</sup>, so the Town is currently locked into a rate until November 2022 that may be 0.785 and the new rate is going to be 1.15 (close to doubling), but it is being spread out over a three-year term to help absorb the increase, however, the Town will see an increase in Electricity costs. E. Beattie said that the Town saved a lot of money participating in that group rate over the years, and now the contract renewal is coming at a time of higher rates. Chairman Lane stated that the Town also got spoiled on a really good former Winter Road Maintenance contract, and the current one will be an increased cost.

The message that Chairman Lane wants to convey to Department Heads submitting their 2023 Budget numbers is to be understanding that many people are currently hurting because of inflation, and whatever the Town can do to keep its budget in check would be helpful. L. Gargiulo said that a two-percent (2%) average increase would be considered, with anything beyond 2% requiring justification for the increase. He identified that fuel costs are a cost that will be higher in 2023, for the Police and Fire Department vehicles, and for heating buildings. L. Gargiulo continued that some non-essential costs will need to be zero. Perhaps the Selectmen should consider not doing paving next year and take a year off road paving to save some money. He said the message should be to justify non-essential requests, and that same message should go to the Schools.



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E. Beattie shared with the Board an inquiry from a taxpayer after the March 2022 Town Meeting, asking how the taxes could be what they are given the tax rate, and he responded that Warrant articles get approved with expenditures. The Selectmen create the Budget, but there is also a “wish list” of Warrant articles that the public vote on, that are generally costly, ex. Paving is \$250,000. E. Beattie stated that he is not in favor of zero-based budgeting because he is of the opinion that it would put the Chiefs of Police and Fire, in addition to Department Heads at risk to cut someplace that would affect safety or to affect operations that Hampton Falls does well. E. Beattie said that his opinion was to send the message that things are tight, and to be respectful of the taxpayer. He agreed with L. Gargiulo’s proposal to ask Department Heads to stick to a 2% cap with their Budgets for 2023.

**FINANCIAL ADMINISTRATION: MS 434 Revised Estimated Revenues:**

The MS 434 is the Revised Estimated Revenues, due to the State September 1<sup>st</sup> to NH DRA. When the Town does the budget process, that is voted on in March, the Town estimates projected revenues, based on the prior year, and the Town had (in March 2022) estimated a little over one-million-dollars (\$1,000,000.00). At this point, there is an increase of estimated revenues to \$1,336,734.00 that represents revenues to date, plus unexpected revenue, such as: (a) the grant, (b) a payment to NH Retirement, (c) donations from the estate of Maurine Stard, and (d) increased revenues from the State due to Senate Bill 4 including monies to the Town for Highway Block Grant and Bridge Aid. There will be one further opportunity to revise the revenue estimates based in October with the tax rate setting.

**MOTION: To approve and submit the MS 434 revised estimated revenues at \$1,336,743.00.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

**FINANCIAL ADMINISTRATION: Yield Tax Warrant:**

This is a warrant to collect the Yield Tax on a permitted cut on Map 6-5-2 from 2021 in the amount of \$418.07.

**MOTION; To sign the Yield Tax Assessment for Map 6-5-2 in the amount of \$418.07.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**FINANCIAL ADMINISTRATION: Intent to Cut -Timber Cut Permit:**

The Town received an application for a Timber Cut for Sanborn Road (1/2-acre). This is the site of a tree cut down last weekend along a Scenic Road, that should not have been cut. One tree was clearly within the right-of-way and should not have been cut, and the other tree was in the stone wall so it is borderline as to whether that cut was in violation. The property owners were not aware that the tree cutter was going to do it, and he said that he did it to gain access into the property. M. Sikorski has met with the property owners a couple of times, and they have agreed to plant a replacement tree, and to also add an Arbor Vitae.

As a point of information, E. Beattie described a new abutter notification procedure, for tree-cutting on Scenic Roads, for which the Planning Board will be holding a Public Hearing in the Fall, and placing on the Warrant March 2023. Instead of Unitil only marking the trees proposed to be cut with ribbon, and

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then knocking on the resident's door to inform the resident of the impending cut, the Planning Board's proposal is to require abutter notification by Certified Mail when tree trimming and/or removal is proposed on Scenic Roads, to allow the abutters to comment on the proposed tree cuts. E. Beattie added that as the Selectmen work on the Budget for next year, that they may want to schedule a Work Session to examine all fees and to address any deficiencies and improvements needed in the current fee structure. K. Anderson added that the Town created a letter for new property owners informing them about the Scenic Roads in town, that they receive when they register as a new resident. L. Gargiulo asked if the Town has ever fined anyone for violation of the Scenic Roads ordinance, and K. Anderson responded that there are currently no fines attached to the ordinance. Chief Lord said that a local Forest Ranger could assist to determine the type and size of tree appropriate for replacement.

**MOTION: To sign the Intent to Cut for 10 Sanborn Road.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**FINANCIAL ADMINISTRATION: Abatement:**

The Tax Collector has presented one abatement for a unit at Wakeda Campground (Map 06-039-A-4), which was legally registered prior to the April 1<sup>st</sup> date and was incorrectly billed, that is Abatement # 766 in the amount of \$125.

**MOTION: To approve Abatement #766 for Map 06-039-A-4 in the amount of \$125.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**ZONING: Acceptance of Resignation – Zoning Board of Adjustment**

Scott Almeda has resigned from the Zoning Board of Adjustment after serving for four-years.

**MOTION: To accept Scott Almeda's resignation and to thank him for his years of service to the Town of Hampton Falls.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**OTHER: Other Selectmen's New Business:**

**Farmer's Market:** K. Anderson reported that the number of vendors at the Farmers' Market has significantly increased thanks to the efforts of Lyn Stan and Karen Sabatini especially, going to other town's farmers' markets, talking to vendors, contacting them to convince them to attend the Hampton Falls Farmers Market: fish monger, added meats, microgreens, vegetables, honey, etc. L. Stan and K. Sabatini have done a fabulous job increasing the number of vendors, so now the challenge is to increase the number of customers. One of the vendors is a Chef, and he is willing to do a cooking demonstration to showcase what can be made using ingredients found at the Farmers Market. The other request is for a children's activity, such as face painting. These two additional activities were not included in the original permit approval from the Selectmen, so K. Anderson wanted to check with the Board to see if there were any concerns adding those two activities, and there were none.

*FINAL*

**Heritage Commission book:** The Heritage Commission had a Hampton Falls' Historical Resources Guidebook printed at a cost of \$1,400 for 100 copies. The Heritage Commission was requesting permission to sell the booklets at \$20 each.

**MOTION:** To approve the request by the Heritage Commission to sell the Hampton Falls' Historical Resources Guidebook for a price of \$20 each.

**MOTION:** L. GARGIULO

**SECOND:** E. BEATTIE

**UNANIMOUS**

**Town Hall Copy Machine:** K. Anderson reported that the Town Hall copy machine is ten-(10)-years old, and has suddenly reached the end of its life; specifically, it jams after every six (6) or seven (7) pages, and it does not do duplex anymore. The repair person came out to fix it a week ago, and he has rebuilt various parts three different times, but they can no longer get parts for the machine anymore. L. Gargiulo asked who owns the machine, and the response was the Town owns it. He continued, saying that the Town should lease the copier, and K. Anderson said that that is her proposal. She continued that the copy machine needs to be replaced, and there is no option other than replacement. The Town currently pays approximately \$4,100 annually for the copier, copy overage, and toner for all printers in Town Hall. Due to the age of the copy machine, the maintenance agreement has been expensive, it started at \$39/month and now is \$102/month, and then the Town pays an excess copy charge if a certain threshold of copies is exceeded. K. Anderson said that she has spoken with four (4) different companies regarding their proposals. Conway (the current company servicing the copier) did not get back to the Town yet and hoped to submit their proposal today, but it was not received.

K. Anderson reported that she received a proposal from Canon to lease a new copy machine for a monthly fee of \$124 for 36-months, and in addition, there would be a per copy fee for black and white and/or color copies. The annual impact to the Budget of the Canon proposal would be \$678. In addition, the Bookkeeper's desktop printer needs to be replaced, as it is only printing one page at a time and needs to be reset after each page, and that machine is approximately 13-years-old.

Connected Technologies is another proposal received by the Town for copier/printer replacement. This is a company with whom K. Anderson has previously worked in Greenland. The proposal is for \$4,428 annually, that would be an approximate annual impact to the Budget of the Connected Technologies proposal of \$500. Their proposal includes replacement of the copier, and all of the desktop printers for a flat rate, and that would cover toner for all of the printers and the copy machine. The equipment is estimated to last five-(5)-years for the desktop printers, and as that equipment failed, it would be replaced at no additional cost. The proposed new copy machine has improved features that would be included, such as the ability to scan documents into searchable PDFs, and the searchable feature also works with Excel. Minutes and accounting invoices and check numbers could be scanned to allow those documents to be searchable. The copy machine would be tied into a cyber security protection, and the documents would be saved to the cloud. The advantage is that the Town would not have to budget for new equipment. The town would be paying a little bit more per year on a flat fee, but then not have to budget \$750 for a new printer in case one needed to be replaced.

Chairman Lane asked what is the proposed contract period for the Connected Technologies proposal, and the response was five-(5)-years. He asked for clarification that the \$2,800 was the current cost of

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toner for the desktop printers in Town Hall, that would be included in the Connected Technologies proposal. He followed up asking if any of the machines were to break down that they would be replaced at no cost, and K. Anderson responded yes.

E. Beattie said that since this is a technology-related proposal, would it qualify for funding by the Comcast Technology account, and all of the Selectmen agreed that it would. He said that the cost would be a fraction of the annual income received from Comcast for the Technology account. E. Beattie continued with the statement for the Town Administrator to get what you want, to make it work, because this has been way behind for a long time. K. Anderson clarified that the printers would be Laser Printers, and not Ink Jet Printers, so that one toner cartridge would last six-(6)-months.

**MOTION: To approve the Connected Technologies proposal for Copier and Desktop Printer Replacement, including toner, for a contract period of five-(5)-years in the annual amount of \$4,428.00.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**PUBLIC COMMENT:** There was no Public Comment.

**NEW BUSINESS PUBLIC COMMENT:**

L. Gargiulo discussed an email received from Judy Wilson of the Old Stage Road Bridge Committee and Friends group, stating their dissatisfaction that they were not included in the recent History Book of Hampton Falls, Volume 3. He said that the omission certainly was not intentional and that perhaps the author could do a one-page summary about the Covered Bridge to make sure to include it in the Hampton Falls history book, volume 3, that could be inserted in the back of the book. If the author cannot do the summary, then perhaps someone else could do it who knows the background, at least to honor the bridge and the people who took their time and who donated funds for the restoration.

T. Beattie stated that the Historical Society did include the Covered Bridge in the painted timeline on the interior wall of the Historical Society Museum building, as part of their recently completed renovations. E. Beattie said that the Covered Bridge is important to acknowledge, and that a written summary should be included in the time capsule. He continued that perhaps one of the people on the email could write a couple of paragraphs that would fit inside the dust jacket of the book, as an addendum. E. Beattie said that when a book is written to cover 103-years, one can only imagine what else may have been missed. The omission was an oversight, as editors were editing for submission and not editing for omission.

**MOTION: To request the Town Administrator reach out to Judy Wilson to explore the possibility of a written summary regarding the Covered Bridge, of a couple of paragraphs in length, of a size to fit inside the book dust jacket. E. Beattie added that the author should be contacted to make him aware of this effort.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES:** July 13, 2022

**MOTION: To approve the Selectmen's Minutes of July 13, 2022, as written.**

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**AUGUST 10, 2022 – 6:00 PM  
TOWN HALL**

*FINAL*

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

Next Selectmen's Meeting Wednesday, SEPTEMBER 07, 2022 at 6:00 PM.

**ADJOURNMENT:**

**MOTION: To adjourn the meeting at 7:35 PM.  
MOTION: L. GARGIULO  
SECOND: E. BEATTIE  
UNANIMOUS**

Board of Selectmen's Meeting Minutes prepared by Rachel D. Webb, Planning/Zoning/Town Secretary.