

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**SEPTEMBER 21, 2022 – 8:00 AM  
TOWN HALL**

*FINAL*

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

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

**GUESTS:** Police Chief Venio; R. Hilliard, Road Agent; Fire Chief Lord; M. Sikorski, Building  
Inspector; J. P. Pontbriand, Moderator.

**PUBLIC HEARING**

Chairman Lane opened the Public Hearing:

**1) To accept unanticipated retirement funds allocated by NH Retirement System.**

K. Anderson reported that the last legislative session at the State approved a thirteen-percent (13%) refund to the Town and School District's Police, Fire, and School Department employees who participate in the NH Retirement System. Hampton Falls has one (1) Fire Department personnel and five (5) Police who are on Retirement. The School District will get a significant refund because they have so many more retirees. That will be a direct reduction to the tax rate as it is unanticipated revenue.

**MOTION: To accept unanticipated funds, allocated from the New Hampshire Retirement System to Hampton Falls.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

**2) To enact a Noise Ordinance as a Selectmen's Ordinance, in accordance with the provisions of RSA 31:39-I(n).**

This is the Noise Ordinance that the Board of Selectmen reviewed and approved several months ago. The purpose of this ordinance is to protect neighborhoods, whereas the Planning Board's noise ordinance is more for protection during subdivision and site plan construction work. This Selectmen's ordinance will go forward for all properties in town, and will control noise from neighborhoods between 10:00 PM and 6:00 AM.

**MOTION: To enact a Noise Ordinance as a Selectmen's Ordinance, in accordance with the provisions of RSA 31:39-I(n).**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

**3) To accept State Highway Safety Grant funds in the amount of \$7,989 for the Community Outreach and Betterment Program.**

Police Chief Venio reported that he had previously applied for a State Highway Grant for speeding vehicles or distracted drivers, and the state matches up to 75% for the equipment. The equipment will provide the Police Department the ability to collect traffic count data (useful for future grant applications) together with speeding data, and be able to move the equipment to place on different roads. The current, Town-owned, speeding equipment has fixed poles with the devices able to switch between the two locations. This new equipment will provide more flexibility as to placement/locations for speeding equipment and data collection.

**MOTION: To accept State Highway Grant Funds in the amount of \$7,989 for the Community Outreach and Betterment Program.**

*FINAL*

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

**Police Department / Animal Control Monthly Report – Police Chief Ryan Venio:**

Chief Venio presented the monthly report for August 2022 and asked if there were any questions. Chairman Lane said that he is always surprised by the number of arrests each month, and asked if they are mostly the same types of arrests. Chief Venio responded that arrest types vary but have been DWI, Suspended Licenses, and Domestic Violence arrests, to name a few.

**Police Department Budget Review:** Chairman Lane requested that Chief Venio present the Police Department's proposed Budget with anything that is significantly different from the prior year. Chief Venio reported that the Wage line Item has decreased from last year, and the Equipment and Fuel costs have increased. He explained that some of those differences are the result of a reallocation of funds. He also said that in the past the Board would underspend on the Wages and overspend on other items, but he would like to present the Budget as more reflective of what they actually spend.

- 1) Line 390 Other Professional, is for IT Service, currently budgeted at \$7,500 and last year was \$2,500 short, so this year Chief Venio is budgeting for \$10,000.
- 2) Crimestar Police records system was \$5,000 last year, and is increased by \$1,500 for next year.
- 3) Employee evaluation software program is proposed for next year at \$1,250, where no formal evaluation tool is currently used. This will facilitate the employees to better understand the Town's expectations of them, and that they are following those expectations. Liability for the Department will be covered, and accountability for the employee will be provided as a result.
- 4) Line 635 Gasoline for Police Cruisers, the price of gasoline has skyrocketed. There was \$9,500 budgeted last year at a rate of \$1.95 per gallon. Next year is calculated at \$16,000 at 400 gallons per month. There are two choices for fuel purchasing, either through the State estimated at \$3.70/month, or using a "Wex" card at any gas service station, so Chief Venio calculated gas at \$3.33/gallon.
- 5) Line 835 Training budget, last year was \$2,000, and Chief Venio is adding \$1,000 for next year to utilize a software program (used by other Police Departments) to meet liability to provide/assign officers additional training beyond traffic stops.
- 6) SERT Training (no Line Item # yet), for Seacoast Emergency Response Training. Chief Venio had met with SERT, and Hampton Falls joined mid-year for a pro-rated dues amount for a partial year, that was paid out of the Police Dept budget. Annual dues are \$5,000 budgeted for next year.
- 7) Line 121 Wages for the Secretary, currently the position is 30-hours weekly, and is more of an Administrative Assistant position, and Chief Venio is requesting the position be 35-hours weekly. Chairman Lane asked if the Police Secretary wants more hours, and Chief Venio responded yes, and that the increased hours are warranted for the Town.

Chairman Lane asked if the Selectmen had any questions, and L. Gargiulo asked what is the Police Department's percent increase over last year's budget, and the response was a 3.3% decrease overall. Chairman Lane asked if there was an offset regarding prior reliance on the State Police. The response was that there was no cost for the State Police to respond, just that their response time was

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unpredictable, with them coming from all over the State. L. Gargiulo said that joining SERT makes sense.

**Police Department, Animal Control, Budget Review:** Last year's budget was \$7,500 for positions only, and at the time the Town was considering a joint Animal Control Officer (ACO) position together with Seabrook; and subsequently decided to go forward with three part-time positions utilizing current Fire Fighter positions for AOCs. L. Gargiulo asked if the three ACO positions are active yet, and Chief Venio responded no, because they have firearms training in three weeks, in case an ACO needs to euthanize an animal. L. Gargiulo asked if the ACOs would be armed, and Chief Venio responded not in the way a Police Officer is, but they would have access to a firearm if needed to put an animal down. L. Gargiulo asked what type of firearm would the ACOs have, and Chief Venio responded that they would train and become qualified with the same 9 mm as used by the Police Officers.

**Road Agent Monthly Report – Russ Hilliard:**

The Road Agent, R. Hilliard, presented an update of ongoing and completed projects around town, as follows:

- There is a new beaver dam in the large box culvert on Sanborn Road. R. Hilliard will monitor it and consider installing a beaver leveler to mitigate the issue.
- Blakes Road is paved and the shoulders are done.
- Nason Road, from Curtis Road to Rt 88, is paved and the shoulders are done.
- The driveway from the combined exit from Town Hall and the Public Safety Building onto Exeter Road is paved.
- Crack sealing is completed.

R. Hilliard distributed some information as an example of challenges identifying the width of the Town's right-of way, in terms of jurisdiction for tree-cutting on Scenic Roads. There is a Town Document, titled "*Inventory of Streets, June 16, 1994*" that lists the road width of pavement and rights-of-way (ROW) or easements. In the example of 37 Goodwin Road, only the road width dimension was included, and not the ROW or easement width (data was missing/not included on the *Inventory of Streets*). R. Hilliard also referenced the property owner's septic plan/survey showing the property line located approximately eighteen-(18')-feet in from the edge of the road pavement at the driveway. In this example, the property owners' survey is a more accurate document to reference in terms of property line locations, and depth of ROW. R. Hilliard shared this example to illustrate the need for the Town to update the *Inventory of Streets* reference for road right-of-ways and pavement widths. E. Beattie said that there are locations in town where property owners' deeds specify ownership to the centerline of the road, further compounding the tree-cutting/maintenance jurisdiction question by either the Town or utilities. R. Hilliard's conclusion is that the *Inventory of Streets* data is obsolete and in need of updating.

E. Beattie said that the Planning Board is interested in getting these issues straightened out because they cause alarm for landowners who are unaware and new residents who are not familiar with the Scenic Road Ordinance, and its implications for tree cutting/stonewall disturbance within the ROW. M. Sikorski added that sometimes the roadway pavement is not centered within the ROW, so it is always worthy of a review. He said he prefers when residents present their survey, or plot plan, or septic plan that shows the property lines in reference to their frontage along the roadway, in terms of tree locations.

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A discussion of Scenic Roads occurred regarding what the Town does to inform residents about Scenic Roads and tree cutting. M. Sikorski stated that the Town Newsletter (printed six-times annually) has included information about Scenic Roads, with quoted sections from the Zoning Ordinance and with the list of roads affected. K. Anderson stated that letters were sent to tree companies in the area explaining the Scenic Road Ordinance, and listing the roads affected. Additionally, the Town Clerk distributes “New Resident” information that includes information about the Scenic Roads Ordinance.

R. Hilliard said that K. Anderson brought to his attention the photo of the “Scenic Road” signs used in Brentwood, as provided by Glenn Coppelman at the request of Todd Santora in follow-up to the August 2022 Planning Board meeting. R. Hilliard presented the non-emergency Highway Department Project Worksheet to install signage to identify the Scenic Roads. Signs would help to educate the public about the status of the roads, and at the base of each sign would be a reference to the State RSA 231:158. E. Beattie said that this will dovetail nicely with the Planning Board’s efforts to get information to the public about the Scenic Roads. R. Hilliard priced twenty (20) signs and ten (10) posts for \$1,600, not including bolts. He plans to install the signs at each end/start of each Scenic Road and utilize existing sign poles where feasible. The color of the sign in the example is White with Green letters. K. Anderson said that the Street Name signs are Green with White Lettering, so you would not want to use a different color, and she recommended the White with Green lettering, and E. Beattie agreed. Chairman Lane made the point that not every Street Name sign is on a post, and R. Hilliard responded that that was why he priced half as many posts as signs and said that if there are any posts leftover they will not go to waste because they can always be used. There are seventeen (17) Scenic Roads in Hampton Falls.

**MOTION: To approve the proposal by the Road Agent to purchase and install Scenic Road signs (White signs with Green lettering) at the beginning and end of all Scenic Roads in town, to utilize existing sign poles where appropriate, not to exceed \$1,750.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

R. Hilliard presented the second non-emergency Highway Department Project Worksheet to Burn Brush at the Town Brush Dump this Fall 2022, for a total of ten (10) hours, with equipment, for a price of \$850. He stated that he wanted to obtain the Selectmen’s approval ahead of the project so that he could do the project when weather conditions allowed.

**MOTION: To Burn Brush at the Brush Dump (11 Parsonage Rd) Fall 2022, for a total of ten (10) hours with equipment for a price of \$850.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

R. Hilliard presented the third non-emergency Highway Department Project Worksheet to repair and install mortar in existing granite curbing, and also to add gravel to the driveway entrance low shoulders at the Library, for a cost of \$1,245. E. Beattie said that he received the complaint about the condition of the curbing at the Library and believes that the damage is snow-related and not related to parking. L. Gargiulo asked who pays for this type of project? E. Beattie stated that the obligation for lands versus the buildings is different, because the Library Trustees manage the Library building. K. Anderson

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clarified that the Library Trustees own from the inside of the Library walls in, and the Town owns from the outside of the walls out, and the land, as per NH RSA.

**MOTION: To fix and repair the curbing mortar and the low shoulders at the driveway entrance to the Library for a price of \$1,245.**

**MOTION: M. LANE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

R. Hilliard stated that the asphalt and crack-sealing at the Library parking lot will be done Spring 2023.

The Road Agent presented his monthly report and Core Services invoice for August 2022, in the amount of \$16,679.58. K. Anderson explained that the number is high this month due to the previously approved Roadside Mowing work order of \$9,500.

**MOTION: To approve the Road Agent's monthly Core Services bill in the amount of \$16,679.58.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**Road Agent Budget Review:**

K. Anderson stated that the very significant increase is in the Winter Road Maintenance that is an impact to the budget of \$139,000 and overall, the budget is up a total of \$146,000, so other than the plowing, the budget is up \$7,000. The majority of that increase is the price of Salt that went from a price of \$65 to \$72.07 per ton. L. Gargiulo said that the increase was not as bad as he had thought it was going to be. K. Anderson said that Hampton Falls is fortunate because of their location close to Portsmouth, where the Salt is delivered, because much of the price of Salt is in the transport of it. L. Gargiulo said that it will be important to educate the voters that many of the increases in the budget are due to factors over which the Selectmen have no control. E. Beattie said that hopefully the Town will see savings in other areas to help offset the increases, such as with grants coming in. K. Anderson said even though the Town has to gross appropriate, the more that the Town can raise/receive in additional revenues will offset the tax rate. As the budget stands now, the total budget is up \$203,000, that is comprised of \$140,000 for snow plowing and \$40,000 for the Revaluation which together total \$180,000 out of the \$203,000. K. Anderson said that the Departments did a great job squeezing their proposed budgets, so the Departments' increase is only \$23,000 overall. Chairman Lane remarked that that was impressive.

**Fire / Ambulance / Emergency Management Monthly Report – Jay Lord, Fire Chief:**

Fire Chief Lord presented his monthly report stating that numbers are starting to slow down a bit, after a solid year of increases. Call volume is up and staff are down, just like many other towns. They have had mostly medical calls which is indicative of the region. They have had a few mutual aid fires. He had a meeting with the Fire Wardens who said that the recent rains are starting to improve the drought. L. Gargiulo said that some public information should be included in the Town Newsletter regarding the safety of propane and fireplace safety. His concern is with the costs of fuel increasing that people may want to use alternative heating sources more, but they should understand the concerns with the heating sources, like green wood, in terms of carbon monoxide, smoke detectors, and getting chimneys cleaned. Chief Lord urged people to get their fireplaces cleaned before they plan to use them.

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L. Gargiulo said that he wants the Town to be ready for an increased level of requests for fuel assistance. He also recommended checking with Southern NH Services to identify relief for fuel assistance. K. Anderson reported that the State recently approved one-time fuel assistance of \$250 for Electricity and \$450 for Fuel for a larger pool of residents. She added that there may be a different demographic profile of those seeking assistance this coming Winter. He said that fuel companies expect to be paid COD, so that the Town should be prepared to provide some services for people in need. K. Anderson said that the Town would be prepared to try to help.

**Fire Department Budget Review:**

Chief Lord presented the Fire Department's proposed budget with an increase in Part-time positions for calls and trainings to cover days and shifts. He has had three (3) part-time people hired by other towns recently. K. Anderson asked what the estimated revenue from Ambulance calls was to offset the increased budget. Chief Lord responded that he is currently at \$60,000 with three months to go to year end, so he would anticipate \$70,000, with a \$5,000 payback to Comstar. Chief Lord said that he also increased his Medical Supplies for next year because not all of the supplies are reimbursable. Telephone costs decreased for next year because of the change to VOIP. Maintenance and Repair increased because every other year Chief Lord does hose testing and next year is the year to do it. Line 560 Dues and Subscriptions increased due to the Dispatch fee to Hampton that is based on a Boston CPI rate that increased 7%. Another increase was the Haz Mat Team coverage for Mutual Aid among the fifty-(50)-towns from \$600 to \$2700, that has been discussed for a number of years was finally implemented. Chief Lord said that it is a great insurance to pay for that coverage. In terms of his part-time staff that was hired by other towns, the pattern that has developed is that he asks other towns if they have people who want to join their Fire Dept to send them over to Hampton Falls, and he will train them, and then they can get hired by the other towns. He said that that approach works for now; however, he can see that in a few years the Town may need to go to a Per Diem shift coverage. He said that he is trailing behind other towns but keeping his program going with the numbers he has, and making it work.

Emergency Management next year there will be one simulated drill in the Fall, in which Selectmen and Town Officials participate.

**Building Inspector, Code Compliance, Health Officer Monthly Report – Mark Sikorski:**

M. Sikorski responded to L. Gargiulo's request to add information to the Town Newsletter about smoke and Carbon Monoxide detectors, saying that that information is seasonally included in the Newsletter. Additionally, when M. Sikorski goes into properties to conduct permit inspections, he always puts "eyes on the ceilings" to look for Smoke and Carbon Monoxide detectors and speaks with the owners if he finds circumstances deficient. He said that people are installing mini-splits, with the result that people are not using fireplaces as much, however, the mini-splits require electricity to run, unless the owner adds solar panels to fuel the mini-splits. Chairman Lane said that there may be interest in pellet stoves; however, E. Beattie added that the pellet stove does not work without Electricity. L. Gargiulo emphasized the need to educate people about the dangers of burning green wood, the potential for creosote build-up and the need to have fireplaces cleaned, and the importance of Smoke & Carbon Monoxide detectors.

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**Building Inspector, Code Compliance, Health Inspector Monthly Report:** The Building Inspector, M. Sikorski, presented his monthly report for the month of August and the first week of September 2022. E. Beattie asked about progress on the court case that was an issue of a junkyard, and M. Sikorski reported that the court case is closed, and that the applicant brought the property back in shape. Chairman Lane asked about the Planning Board case of a proposed subdivision into three lots, and M. Sikorski responded that is an application scheduled for the Planning Board in October, that is an existing home at 5 Kensington Road in the Town Common zoning district. There are some challenges with the application because the subdivision ordinance was designed for two-acre zoning in residential districts and was established prior to the Town Common district so there are inconsistencies in the lot width requirements between the two districts.

**Building Department Budget Review:** M. Sikorski stated that his proposed Budget is flat with no need to expand. He wants to be able to continue to have the ability to utilize an Assistant to periodically help with scanning and digitizing his files. He also wants to provide the public with a Read Only access to a computer terminal for accessing his file information, once the digitizing project is complete.

K. Anderson explained that what she has done with the Budget this year, across all departments, is to consolidate the line items for positions that were paid from multiple sources/accounts, and then include that detail in the notes section. For example, M. Sikorski's wage shows an increase of 28%, however there is no bottom-line increase to the budget because that 28% is being moved over from the Health Budget and consolidated into the Building Department Budget to accurately depict his total wage, for greater transparency.

OLD BUSINESS

**Financial Reports: General Fund Balance: \$1,687,166.61**

K. Anderson reported the General Fund balance of \$1,687,166.61

**Executive: Payroll Warrant:** K. Anderson presented Payroll Warrant #583 dated September 15, 2022 in the amount of \$27,440.55.

**Executive: Accounts Payable:** K. Anderson presented Accounts Payable Warrant #822 dated September 15, 2022, in the amount of \$37,855.93.

**Executive: Escrow Warrant:** K. Anderson presented Escrow Account Warrant #16 dated September 15, 2022, in the amount of \$11,035.09.

**MOTION:** To approve payroll warrant #583 dated September 15, 2022, in the amount of \$27,440.55; to approve Accounts Payable Warrant #822 dated September 15, 2022, in the amount of \$37,855.93; and, to approve Escrow Account Warrant #16 dated September 15, 2022, in the amount of \$11,035.09.

**MOTION:** L. GARGIULO

**SECOND:** E. BEATTIE

**UNANIMOUS**

**Economic Commercial Property Exemption:** K. Anderson reported that she was tasked to see what ratios were offered by seacoast towns and found that no other seacoast towns have adopted the exemption at this point. Chairman Lane commented that that was good. The majority of towns have

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adopted a five-year term, with ratios per year in the sequence of 50, 40, 30, 20, 10. Chairman Lane said that there was nothing that the Selectmen needed to do at this point.

**Historical Society, Tracy Healey-Beattie, Presentations to Police Chief and Fire Chief:** E. Beattie stated that Tracy Healy-Beattie was not going to be present today. K. Anderson said she would move the item to the agenda of the next Selectmen's meeting October 5<sup>th</sup>, 2022.

**Government Buildings, Replace Heater at the Brush Dump:**

K. Anderson reported that the furnace at the Brush Dump is no longer working. It is a wall-mounted unit, and it is no longer feasible to repair. The building needs to have heat available during the winter for the cardboard baling, winter road maintenance and highway needs.

Jim Ziolkowski helped the Town Administrator get prices to replace the existing unit with a Modine gas zone heater to be installed in the same location as the existing furnace at a cost of \$6,750 from D. F. Richard. The current balance in the Government Buildings CRF is approximately \$55,000. With the availability of ARPA Funds in 2022, the Town has not needed to expend from the CRF. K. Anderson added that the money from the sale of the existing Baler will be a similar amount, to offset this cost.

**MOTION: To approve the purchase and installation of a Modine Gas Heater for the Brush Dump building in the amount of \$6,750.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**Other Selectmen's Old Business:** None.

**OLD BUSINESS PUBLIC COMMENT:** J. P. Pontbriand commented by way of physically reversing the location of the two flags in the Meeting Room so that the American flag is displayed on the Left, and the NH State flag is displayed on the Right.

**NEW BUSINESS**

**Executive: Town Report Bid:**

Three bids were received for the printing of the 2022 Town Report. The vendor that has been used for several years is Select Print Solutions.

The bid was based on 150 pages, with a per page cost for pages over 150.

Select Print Solutions: \$1,400.00

The Country Press: \$729.00

R. C. Brayshaw: \$648.00

E. Beattie asked what the cost of the Town Report was last year, and K. Anderson responded \$1,700.

Chairman Lane asked why the bid prices were so different, and K. Anderson responded that sometimes you just have to ask for bids, to get different prices.

**MOTION: To award the printing of the 2022 Town Report to R. C. Brayshaw in the amount of \$648.00.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**



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UNANIMOUS

**Executive: Legislative Policy Positions:**

Each year NH Municipal Association confirms with all towns the policies that they would like supported on their behalf during the legislative process. The town then appoints a representative to attend the Policy Meeting to vote on the policies being recommended. Towns also have the opportunity to submit floor proposals that they would like NMHA to support and all of the towns are given an opportunity to vote on whether or not they would like NMHA to support the proposal. This year the Town Administrator sat on the Finance & Revenue sub-committee for NHMA to review the existing policies to make sure they were still relevant and should continue to be supported.

K. Anderson provided to the Selectmen the policies for review. The meeting is on September 23<sup>rd</sup> at 9:00 AM in Concord and she will be attending. Do any of the Board members wish to attend and be the voting delegate or designate K. Anderson as the voting delegate to support the proposed policies?

**MOTION: To designate the Town Administrator as the voting delegate to the NH Municipal Policy Setting meeting.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

UNANIMOUS

The one policy that has not been reviewed by the Committee, that was submitted by Grafton Selectmen is to Revise RSA 100-A:43 to allow municipalities with fifteen (15) or fewer full-time employees to allow future Group 1 hires the option to not participate in the NHRS. K. Anderson asked for the Selectmen's position on this proposed policy, to communicate it to the NH Municipal Policy Setting meeting.

E. Beattie said that as soon as smaller towns start doing that, it will start driving the costs up, so he is opposed. K. Anderson said that the advantage for Hampton Falls would be that if they all did it then it would be an advantage for us as a hiring incentive for the towns that do have the Retirement system, but it is not something that she would recommend that they support.

**MOTION: To instruct the Selectmen's designee, the Town Administrator, as the voting delegate to the NH Municipal Policy Setting meeting 09/23/2022, to vote against the proposed policy by Grafton.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

UNANIMOUS

**Elections: Moderator to Request Purchase of Poll Pads:**

J. P. Pontbriand, Moderator presented a request to authorize purchase of Poll Pads for use at elections. The Poll Pads will help to check-in voters by scanning their IDs and will also help with end of the evening tabulations. The Poll Pads can additionally help facilitate new voter registration, and instantly update all Poll Pads. The devices are like an iPad tablet and will connect to printers.

The estimated cost for 4 pads is \$6,200 plus an annual maintenance agreement of \$300 per unit. Life expectancy is estimated at 5-6 years, with an upgrade fee per unit of \$300 to \$500. It is a sole source vendor with the State, so competitive bidding is not available. If approved, the Town Clerk's 2023

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budget will be increased. It is likely that part of the cost can be encumbered from the 2022 Election budget.

L. Gargiulo asked if a copy of the voter's ID is retained, and JP Pontbriand responded that no image is taken nor stored. L. Gargiulo followed up asking if any other towns are using this system locally, and JP Pontbriand responded that there are a dozen towns using it in New Hampshire and several in Massachusetts. It has been approved for use in NH for a couple of years. E. Beattie asked if this system makes sense for a town of Hampton Falls' size and recommended that he talk with other towns using it to verify its effectiveness. This proposed equipment would not be ready for the elections in November this year, only one in 2023, however there are four (4) elections in 2024 so there is time for additional discussion. Chairman Lane asked if this would actually take longer and be somewhat redundant with the requirement to also keep the paper book systems in place. JP Pontbriand responded that there would be some redundancy, but they are required to keep the paper records for back-up, in case there is a power outage during an election, but the real benefit would come at the end of the evening tabulating results, that would be faster and more efficient.

**Elections: Trailer Storage for Election Materials:** JP Pontbriand reported that the Election Trailer belongs to the Hampton Falls Firefighters Association, and it has been requested to be used by a youth organization from the Stratham area. JP Pontbriand proposed that the Town purchase a new 6 x 12-foot trailer for a cost of approximately \$5,500 to \$6,000 prior to the next election November 8, 2022, so that after that election the materials can be loaded into the new trailer for storage. He stated that it was his understanding that there is a projected excess of \$20,000 to be remaining in the Election budget after the November 2022 election.

L. Gargiulo asked where the current trailer with Election materials is stored, and the response was at the Fire Chief's house, although longer-term it may be more practical to establish a permanent location at the Public Safety Building parking lot.

JP Pontbriand also proposed purchase of two (2) sandwich board type signs with changeable copy for Election Day, to direct people to the voter main entrance and the handicapped voter entrance. Each sign is estimated at \$275, so he proposed a cost of \$600 total for signage. K. Anderson said that the Town recently acquired two (2) new sandwich board type signs for use at the Brush Dump, that could be used for Elections. Chief Lord said that the next meeting of the Firefighters Association is October 4<sup>th</sup> and he will add the discussion of the Trailer to their agenda.

**MOTION: To authorize the purchase of a trailer for Elections Materials storage, not to exceed \$7,000, to be funded from the Elections Budget.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**UNANIMOUS**

**Elections: Moderator Needs Help Setting Up and Breaking Down Election Nov 7-Nov 8, 2022:**

Monday November 7<sup>th</sup>, 2022, starting at 10:00 AM, the Moderator needs help setting-up the Election materials at LAS. He also needs help after the Election, on the evening of November 8<sup>th</sup>, 2022, putting away all the Election materials. Chairman Lane said that he has added it to his calendar.

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**Elections: Proposal for Joint Town and School Deliberative Sessions at Same Location: JP**

Pontbriand, together with K. Anderson, proposed a Joint Deliberative Session to combine the Town and School Deliberative Sessions to be held concurrently, at the same location. K. Anderson described that this is done in several other towns, and the result is often a greater voter turn-out. The deliberative sessions can be advertised as either the School or the Town portion starting at 9:00 AM, followed by the other session to start not before 10:00 AM, for example. Some towns alternate years on the sequence of the agenda, so that one year the Town starts at 9:00 AM with the School at 10:00 AM, and then the second year the sequence would be reversed with the School Starting at 9:00 AM followed by the Town at 10:00 AM.

K. Anderson said that the School staff does not have to set-up two separate meetings. Last year the School deliberative Session was held at the same time as a Selectmen's Meeting, so the Selectmen had to rush from their meeting to the School Deliberative Session in another location. L. Gargiulo said that he thought it was a great idea. K. Anderson said that if the Selectmen are in favor of the idea of a Joint Deliberative Session in 2023, then a letter can be drafted from the Selectmen and the Moderator to the School Board. There was a consensus among the Selectmen to proceed. K. Anderson will draft a letter for review by the Selectmen and JP Pontbriand, to the School Board.

**Highway: Winter Salt Bid:**

Two bids were received for the annual Road Salt and as anticipated, the costs are higher than last year's price of \$68.00 per ton. Morton Salt - \$72.07 per ton and Eastern Salt - \$72.81 per ton. The town's contractor prefers Morton's product. K. Anderson commented that the Town does not have to purchase all 700 tons of Salt.

**MOTION: To contract with Morton Salt for up to 700 tons of road salt for Winter 2022/2023.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**VOTE:**

**Request to bait for hunting:**

The town has received an application to allow the person to set bait and restrict an area of the Town Forest behind Raspberry Farm for hunting. If approved, the application is put on file with Fish & Game and the area perimeter is marked and reserved for that hunter, plus two or three that he designates.

K. Anderson checked with the Conservation Commission and Police Chief Veno and they would not like to see the application approved. Other towns that have had these requests in the past, and the majority have denied the requests based on the fact that it is public property, and the area should not be restricted to an individual hunter for a private purpose, and that the use can be exclusive. The applicant is not a NH resident.

E. Beattie said that he has no problem with not approving the application. Additionally, he stated that the public needs to be aware that the Town Forest behind the Raspberry Farm is a legal hunting area, even though many people walk their dogs there. Hunting is legal on that property because when the land was purchased, some of the purchase price was funded with Federal money. The applicant can still hunt there, he just can not bait and he cannot be exclusive.

**MOTION: To deny the application from Jack Colpoys to Bait Wildlife in Hampton Falls.**

**MOTION: L. GARGIULO**

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**SEPTEMBER 21, 2022 – 8:00 AM  
TOWN HALL**

*FINAL*

**SECOND: E. BEATTIE  
UNANIMOUS**

**REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: September 7, 2022**

**MOTION: To approve the minutes of September 7, 2022, as written / as amended.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

K. Anderson made the request to enter into Non-Public Session with the Board of Selectmen to discuss Personnel, specifically with Police Chief Venio, as per RSA 91-A:3 Personnel.

**MOTION: To enter into Non-Public Session, for reasons of RSA 91-A:3 Personnel, at 9:50 AM.**

**MOTION: L. GARGIULO**

**SECOND: E. BEATTIE**

**Roll Call**

**Ed Beattie-----YES**

**Lou Gargiulo-----YES**

**Mark Lane -----YES**

**UNANIMOUS**

**MOTION: To close the Non-Public Session, and to return to the Public Session at 10:45 AM.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

**ADJOURNMENT:**

**MOTION: To adjourn at 10:45 AM.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

Next Selectmen's Meetings are Wednesday, October 5, 2022, 8:00 AM – Budget Review  
Wednesday, October 5, 2022, 6:00 PM – Regular Meeting

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