

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**OCTOBER 05, 2022 – 8:00 AM  
TOWN HALL**

***BUDGET WORK SESSION 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, Assistant Administrator

**GUESTS:** Bev Mutrie, Heritage Commission; Jonathan Bohm, Cemetery Trustee; Mary Ann Hill,  
Conservation Commission; Linda Coe and Beth Forgione, Library; Stephanie Grant, Town  
Clerk/Tax Collector; Lyn Stan, Recreation Commission

**HERITAGE COMMISSION:** B. Mutrie, Chair of the Heritage Commission, presented the Commission's proposed budget for 2023 with an overall decrease of \$500, as compared with the current 2022 budget. L. Gargiulo said that the reduction was in line with what the Selectmen are trying to do. B. Mutrie said that the Heritage Commission is interested in doing some barn surveys in the next year, as they finish-up completing their house surveys this year. In the future, the Heritage Commission is interested in loading their Historical Resources Guidebook data as an interactive map on the web, to increase access to the historical information.

**CEMETERY TRUSTEES:** J. Bohm, Chairman of the Cemetery Trustees presented the proposed Cemetery Trustees' budget for 2023. K. Anderson said that each of the mowing contracts last year had a one-year extension option at the same price, and she is waiting to hear back from the vendor servicing the Cemeteries if they are going to maintain the same price. She commented about the Mowing contract for the Cemeteries and said that the service improved over the prior year, it is still not perfect, but it got better. She already received confirmation that the other mowing contracts would be extended at the same prices for the fields and other municipal locations. Overall, the Cemetery Budget is a decrease. J. Bohm said that if the mowing comes in at the same price as last year, that they could reduce that line item from \$13,750 back to \$12,500 since a 10% escalation was calculated into the projected budget for 2023. E. Beattie asked J. Bohm if he was satisfied with the current mowing contract in terms of extending it, and he responded yes. He said that the vendor was responsive, but not pro-active; however, when contacted they responded. K. Anderson said that they were great meeting the expectations for the Tricentennial cemetery tours and had the locations ready the day before scheduled/planned events. Chairman Lane asked if there was a regular schedule for mowing, like every two weeks, and K. Anderson responded that it is every two weeks, but is not always on the same day. E. Beattie asked if the extra mowings in May were implemented to make sure that everything was ready for Memorial Day, and the answer was yes.

**CONSERVATION COMMISSION:** M. Hill, Chair of the Conservation Commission, presented the Conservation Commission's proposed budget for 2023. Chairman Lane said that it is essentially the same budget as last year. M. Hill said that it is \$10 less than last year. She continued that there are a few bills that they are expecting have not yet been received, (such as the Green Head Fly Traps at \$1,750, and the tarps and tie-downs at \$150, and the RCCD invasive species spraying completed at the Raspberry Farm at approximately \$2,000) which is why their overall year-to-date expenditures are a little low. Chairman Lane asked how the two Summer Interns worked out, and M. Hill said great, that was money well-spent, as the Interns were able to clear many invasive plant species (Autumn Olive and Bittersweet) at the Raspberry Farm this Summer, in one instance exposing a stone wall that had been completely covered.

**LIBRARY:** L. Coe and B. Forgione, both Library Trustees, presented the Library's proposed budget for 2023. K. Anderson reported that Health Insurance and Dental rates for 2023 are increasing by 11.7%. The prior Library Director took a buy-out and did not take the health insurance, so that is the significant increase in the Library Budget. The exact numbers are \$24,065 for health insurance, and \$2,005 for dental insurance.

B. Forgione said that the only difference in the Library budget for 2023 is the health insurance and the fuel oil, as the Trustees absorbed all other increases to try to keep their budget flat. Chairman Lane asked about electricity costs and whether the Library was part of the consortium, and the answer was yes. L. Coe said that the Library is part of the same consortium with the Town. Chairman Lane asked if that was a contract, and K. Anderson said that the Town just re-signed the contract. K. Anderson explained that the per wattage cost went up, but the Library had funds in that account, so the balance should cover the increase, based on projections and prior use. B. Forgione stated that the Library will be getting a new HVAC with new filtering so it may be more efficient.

E. Beattie stated that the electric aggregation has saved the Town, for the three municipal buildings (Town Hall, Public Safety, and the Library) lots of money. K. Anderson explained that it is a five-(5)-year plan, and because the biggest increase is happening immediately, that the increase is being spread out over the five-year period.

L. Gargiulo asked about heating oil. B. Forgione said that the Library goes in with the School on oil purchasing, so the Library gets an advantageous rate. She projected oil costs for 2023 for the Library at \$6,500.

Chairman Lane asked about the Maintenance and Repair line item of \$10,000 and whether all of that gets spent. L. Coe said that there were a couple of building issues that need to be addressed, specifically window trim is getting punky, so they want to get started fixing perhaps one side of the building per year. E. Beattie asked if that project should be funded with Governmental Buildings funds in the Town budget, and the response was no. K. Anderson stated that the Town is responsible for the Library grounds, and the Library Trustees are responsible for the Library building, so it is appropriate for this project to be in the Library Budget.

L. Gargiulo asked what the Library's total increase with the updated numbers is, and K. Anderson responded \$24,013 or 14%.

B. Forgione asked if the Town wants to pick-up the Mowing contract at the Library, and E. Beattie said that it makes sense. B. Mutrie suggested that if the same vendor did all properties, that perhaps there would be a cost savings to consolidate. K. Anderson asked B. Forgione for the vendor contact information so that she can see if they would honor the same rate as offered to the Library Trustees last year.

**ELECTION, REGISTRATION, STATISTICS:** S. Grant presented the Election, Registration, and Statistics' proposed budget for 2023 with an overall decrease, going from three (3) elections this year, to

only one (1) election next year. K. Anderson stated that postage has been taken out of individual department budgets and consolidated into one account. S. Grant stated that she has not increased any staff hours, but the budget reflects an increase in wages according to the established pay scales. Chairman Lane asked about revenues, and S. Grant responded that September 2022 was extremely slow. Typically, September is the busiest month with September 2021 at 465 vehicle registrations, and this year September 2022 was 385. S. Grant offered some possible explanations for the decrease in car registrations, that families may be converting to one-car families as more people are working from home, or simply choosing to not re-register cars. E. Beattie said that new car orders have longer delays due to supply-chain issues with parts and stated that the lead time to obtain a new police cruiser, for example, is currently estimated at 15-months.

L. Gargiulo asked S. Grant to talk about the concerns expressed from some people regarding voting at the school. S. Grant said that both Selectman Lane and Selectmen Beattie heard the person complain at the election, and since then she said that numerous people have submitted Absentee Ballots at double the number of the prior General Election, and most are elderly residents complaining about the walk within the school building, specifically that the walk is too long for them from car to voting location within the school building, and that “we are suppressing their vote”. K. Anderson added that someone said that they specifically did not vote because the election was at the school. Chairman Lane said that the subject had been discussed previously to identify a better solution for the elderly and handicapped voters to avoid traveling the long distance within the building to vote. K. Anderson said that the Moderator is ordering signage and the Town has some signs to use to direct voters to a Handicapped parking location by the entrance to the Gym.

S. Grant asked the Selectmen if it would be possible to consider using the Gym for future Elections, because then residents could park right there, and enter and exit right to the Gym and it would be a much shorter walk. Chairman Lane agreed with S. Grant that it made more sense to hold elections in the Gym because then a voting booth could be set-up right by the door, especially for Handicapped and elderly voters, to not have to walk as far. He continued that the potential scenario for the elections in the Gym would be less walking than voting at Town Hall. S. Grant said that she does not want to move elections to another location to confuse the voters, and E. Beattie agreed saying that people need to not be confused about where they vote. He said that the Moderator made the decision to hold the election in that room at the school based on the number of voters on the Voter’s Checklist. E. Beattie said he never understood why the election was not in the Gym from the start, and that maybe that is a conversation that should now occur. S. Grant described that K. Anderson and the Moderator met at the school with Alan Lajoie and he was open to the suggestion of voting in the Gym, but when it was brought to the Principal the request to use the Gym was denied. K. Anderson said that it was a concern for the flooring in the Gym. K. Anderson said that the Town could obtain craft paper rolls (used at new construction sites to protect new floors) and tape it down along the pathways. Understanding that snow or gravel in shoes could damage the Gym floor, the craft paper would protect the floors.

L. Gargiulo asked what interim steps can be taken to address the concerns. E. Beattie stated that no changes are going to be made for the November election, other than the increased signage for a Handicapped/Elderly entrance for voters to use the current location. S. Grant asked if the Selectmen could ask the School Board about changing the election location to the Gym. Chairman Lane said that

the Selectmen could talk to the School Board, but that it might be too late to change it for November, but certainly starting next year. E. Beattie said that for the November election this year there will be reasonable Handicapped parking behind the Gym, on the side of the school where the Maple Sugaring House is located. The access will be through the Gym, so that it will be a shorter trip. B. Mutrie commented that there is a step up at that entrance, and E. Beattie responded that the Moderator, J. P. Pontbriand, is working on that and the logistics of adding signage for the November elections at the LAS school.

**RECREATION:** L. Stan presented the Recreation Commission's proposed budget for 2023. K. Anderson introduced a new way of presenting this budget. As a result of L. Stan, and K. Sabatini, and herself working on separating Parks from Recreation, the budget is in two sections. The Town will be taking care of all Parks, and the Recreation Commission will continue with their programming and activities. There has been discussion about how to handle the Castleberry Fair because Recreation Commission volunteer members do so much to make that event happen, in terms of staking out the sprinkler heads, and the coordination details, but the funds are needing for taking care of the Town Common itself. So, the proposal is for the Town to get 50% of the Castleberry Fair proceeds, and the other 50% would go into the Recreation Revolving Fund, and the Recreation Commission would use that money to offer free programs for residents of Hampton Falls, such as the Home Run Derby, the Scarecrow contest, Holiday events, etc. L. Stan said that it would work out well. She added that a workshop with the Board to help better define their roles and responsibilities, separating the Parks from the Recreation Commission can further review this proposal. K. Anderson said they also reviewed the costs of using the Town Common, and it was discovered that the Friends of the Bandstand pay for one of the Porta-Pottys at the Bandstand at an annual cost of \$500. If the town were to establish a User Fee, for use of the Town Common at \$50 per event, (that could be waived by the Selectmen for reasons TBD), then if the Friends of the Bandstand want to hold ten (10) concerts, that is \$500, and it would become the responsibility of the Town to provide the Porta-Pottys, but the revenue generated from the fee would cover the cost of the Porta-Potty. E. Beattie said that this Budget cannot include decisions about User Fees for the Town Common, since those decisions have not yet been made by the Selectmen. K. Anderson said that the one change to the proposed Budget is the inclusion of that one (1) Porta-Potty (\$500) to the new Parks/Town section of the Budget.

E. Beattie asked L. Stan what the balance in the Recreation Revolving Fund was currently, and the response was approximately \$50,000 and that is comprised of funds from programs and activities over a period of twenty (20) years, that included no taxpayer funds. Chairman Lane said that he is OK with the Recreation Commission having a revolving fund, but the question is what is the Recreation Commission going to do to use those monies, because the point of a Revolving Fund is that it revolves. A hypothetical example is a Senior program that takes Seniors to a ballgame by bus, would have a fee collected, paid into the revolving fund, for the ticket and bus ride, and the costs of those tickets and bus would be paid out of the Revolving Fund. Chairman Lane reported at the most recent Recreation Commission meeting he attended there were new members present who discussed new program ideas such as pickleball.

L. Stan said that the Recreation Commission does have some new members and many ideas are being discussed for programs and activities, including use of the school Gym for programs, since the Gym was

built for use as a community center. Another program the Recreation Commission wants to do are some “walk arounds” in the mornings.

Chairman Lane asked L. Stan if she agreed that the Revolving Fund should be used, and she said that it will be used for all the programs they have coming up. L. Stan also reminded everyone that for the past few years, due to COVID, there has been a reluctance to participate in group activities, so program offerings and participation have not been typical. Chairman Lane said that we are on the right path as long as there is a distinction between what money is used to offset the budget at the Town level, and what funds go into the Revolving Fund.

Chairman Lane said that the Usage Fees for Castleberry Fair, that have historically gone into the Recreation Revolving Fund, should go into offsetting the Budget because of repairs and maintenance needs for the Town Common (to maintain the asset used for the activity). Conversely, activities where the Recreation Commission collects a fee, like the Summer Camp for example, those fees always went into the Recreation Revolving Fund to offset expenses for running those programs. L. Stan responded saying that the Recreation Commission is working with K. Anderson on those issues. She continued that the Recreation Commission is in transition defining their roles and responsibilities. In the past, the Recreation Commission took on the role of property management of the parks, but they are happy now, with the help of K. Anderson and the Board of Selectmen, to redefine their bylaws, etc. as strictly Recreation Commission and not property management.

E. Beattie said that he would like a fact-finding mission to identify what has been done in the past. He also said he wants to celebrate all the volunteers who have worked to keep things the way they are on the Town Common. He continued that the Selectmen need to identify ways to move forward in terms of the Budget and the demarcation between the responsibilities of the Town, and what the volunteers are going to do. Identifying the costs associated with those things will give the Board enough information to set a policy that makes sense for the future. The Selectmen want to celebrate the volunteers who have been doing and continue to do what they do. At the same time, the Selectmen think that the Recreation Commission should not have to do some of the things that they have been doing. This is the legitimate way that the Selectmen are going to set fees for use of the Town Common and Governor Weare Field. This will be a way to get government properties under the management of the Selectmen and the town citizenry. On the other hand, the Selectmen do not want to step on the toes of the volunteers who are doing a great job. E. Beattie said that he has heard different versions of how things happen at the Town Common, and he wants to see some facts before voting on a procedure to move the Town and the Recreation Commission forward, so the more information the Selectmen can have as context the better.

E. Beattie requested that L. Stan provide a list of the programs the Recreation Commission is thinking of doing and their costs. Chairman Lane reiterated that if there is an event that brings in income and the event takes place on a town property, then that income should offset the maintenance of the property, so that the facts are black and white. He said that there may be a case to be made that some portion should go into the Revolving Fund. If a Recreation Activity brings in fees and that activity has expenses, then the fees collected should pay the expenses to run the activity through the Revolving Fund. L. Stan said that K. Anderson has been so helpful figuring out the separation of Parks from the Recreation Commission.

L. Stan said that she has been working with some people (including Jason Farias) who are taking over for Grant Winnes to manage the Ice Rink, and they want to add lighting this year for the possibility of having some games at night and to make an event of it. The lighting would be on a tripod and positioned to not offend neighbors. The Ice Rink will be run by volunteers. Chairman Lane described that the Ice Rink is a program administered by the Recreation Commission, so expenses for materials should come from the Revolving Fund, and if any fees were charged, those fees would go into the Revolving Fund. K. Anderson said that the Liner for the Ice Rink was purchased with funds from the Revolving Fund and then those costs were offset by sponsorships. Chairman Lane said that the income received from sponsorships for the Ice Rink should go into the Revolving Fund, and then any expenses for the Ice Rink can be paid out of the Revolving Fund. L. Stan agreed that what Chairman Lane described made sense.

Chairman Lane continued that the Ice Rink is a different scenario than the Governor Weare Field (GWF) being used by a soccer club who pays \$1,500 to use the field where those fees should go to the Town to offset the costs of maintaining the GWF field such as the mowing, fertilizing, and managing the water service. E. Beattie said that the Recreation Commission may do all the scheduling, but that is why there needs to be a fee structure. He continued describing a hypothetical scenario of someone who wants to hold a soccer tournament at GWF on a weekend for ten teams, and charges a fee of \$250 per team, so that is \$2,500, who does the check get made payable to, how is the money collected used, and how are those logistics handled? L. Stan stated that Mike Montville is overseeing the GWF scheduling. There is a contract between him and the Town to offset usage costs by doing upgrades to the GWF.

E. Beattie said that there are additional locations in Town with similar potential issues, such as the Raspberry Farm, and the potential for a concert to be held there. Who would receive the fees collected there, the Conservation Commission? There is no fee structure to consult/reference. L. Gargiulo stated there is a problem at the Raspberry Farm with private businesses making money off public lands, as private dog walkers are bringing dogs to walk there from all over the area.

L. Stan said that she will look at the contract with Mike Montville. She also said that there is a considerable drainage problem at GWF. Chairman Lane said that there are local professionals in town who would step-up to assist with free labor and some materials to help solve that drainage problem, but there needs to be a coordinated effort, to define what needs to be done at GWF, and to layout an implementation plan. L. Stan stated that the Recreation Commission has nothing to do with the drainage fix at GWF, and both L. Gargiulo and Chairman Lane agreed with her. Chairman Lane said that Jason Farias, had offered to look at the GWF drainage issue to see how he could help, and there were a few other individuals who may be willing to help with the project. E. Beattie said that it would be great to tear-up the pipe when the season is done this Fall, and to fix the drainage issue to have it ready for next Spring. L. Stan said that going forward there are lots of exciting ideas for next year.

**GOVERNMENT BUILDINGS:** K. Anderson presented the Government Building's proposed budget for 2023, that is account 4194. She stated that the only increases in this category were for Electricity and Fuel and Groundskeeping. Groundskeeping is based on what the Town is currently paying to care for the gardens at the Town Hall and at the Museum. L. Gargiulo asked if there was any money available to address the potential issue of the HVAC compressor/air handler for Town Hall, that looks to be all

rusted, and may cost approximately \$10-12,000. He recommended that K. Anderson have it examined by the same vendor (Hart Plumbing) who installed the mini-splits. K. Anderson said that there is a balance of approximately \$50,000 available in the Capital Reserve Fund for Government Buildings.

B. Mutrie asked if M. Sikorski ever looked at the Museum building for the trim boards, and painting. K. Anderson responded that she does have a price on the trim boards and painting, but it can not be done until Spring, and she will also get an additional price. B. Mutrie said that the North side of the building has algae growing on it, and the south side of the building had paint flaking off it, and the clapboards have not been replaced. K. Anderson said that she had not heard from the Historical Society about those issues, but that she would follow-up. B. Mutrie said that she thought that M. Sikorski was going to take a walk around the exterior of the Museum building and determine what needed to be done, and K. Anderson said that she would follow-up. B. Mutrie continued that the rear of the building (Northeast side) clapboards have not been replaced with Hardy Board as originally planned. There is also an issue with the little gutter over the stairs that was clogged and may not be draining correctly and needs to be examined. E. Beattie said that the Selectmen will have to weigh those decisions after they ascertain how much money is left in accounts, and whether to encumber any of it contractually, for projects held-over to 2023.

B. Mutrie made an observation about the Recreation Commission asking if there were any written procedures about where the money goes, and K. Anderson responded saying yes, it is statutory, there are laws establishing purposes, and the Revolving Fund is specific about how it is to be handled through the Recreation Commission.

**SOLID WASTE COLLECTION/DISPOSAL:** K. Anderson presented the Solid Waste Collection's proposed budget for 2023 as basically a flat budget, it is a \$130 difference, and the Town is not anticipating any great change in the quantity of materials collected. The collection is contractual so the rate does not change. Solid Waste Disposal's proposed budget for 2023 is contractual with Covanta and the variance is \$7,450, with \$5,200 of that being cardboard recycling. The Town received a check this week for \$6,000 for the sale of the old cardboard baler; the Town bought that baler at the end of 2020 for \$7,000, and the net receipts minus the baling wire is close to \$3,000 so that has been a positive experience for the Town. The new cardboard baler is in place. K. Anderson said that the price for the sale of recycled cardboard is reducing a bit, but it will not become an expense for the Town, overall, it is a money-maker. Chairman Lane asked in which contract year is the Town with Covanta, and K. Anderson responded that it is a five-year contract with 2023 to be the third year. The Household Waste Day K. Anderson left it the way it was budgeted previously at \$3,000 with \$2,000 of that budgeted for the Spring, and \$1,000 budgeted for the Fall. The Town can not have the Fall Waste Day this year. The Town has been notified by the State that the Road Agent has been approved as an Operator, and now he has ninety-(90)-days to take the class. The Town has not yet received the permit from the State for the Brush Dump. K. Anderson proposed, for the \$3,000 budgeted next year, that the Selectmen could consider having a container at the Brush Dump for one Saturday per month, or every other month, or only through the Spring to Fall season and not year-round. Costs associated with that periodic access to the container would be the Road Agent's time to staff the facility, as required by the permit/licensing requirements of the State.

E. Beattie agreed with the approach of once per month and said that if there was a container at the Brush Dump to collect metal, and the Town would haul the container whenever it got full, that there is money to be made recycling metal (in addition to the cardboard). He said that offering the service once per month would eliminate the cost of the large truck that they typically have at the twice annual events. Theoretically, K. Anderson stated that, the quantities of materials would not increase, just trickle in monthly instead of twice annually. The big question is to decide how the Selectmen want to charge for the service, whether they want to revert to requiring a three-(3)-year Dump Sticker at \$30, and a full load fee (day of the event) of \$20, in addition to extra fees for specific items that cost the Town more money in disposal costs such as: freon, tires, and mattresses. There is the question of pre-paying and/or having a cashier at each event. L. Gargiulo said he would not want a cashier at the Brush Dump, rather, what he has seen in other towns is a sticker system, where the Town Clerk would pre-sell stickers for residents to dispose of tires, freon and mattresses, so that those additional cost items would have stickers to indicate they have been pre-paid. There would have to be a price schedule for the stickers.

E. Beattie said that he would want to talk with R. Hilliard, the Road Agent about the functionality for him managing the site and the lay-out of the site as a Brush Dump and potentially adding monthly (or non-winter months) household waste drop-off events.

K. Anderson said that the \$3,000 will remain in the proposed budget for the labor for the Solid Waste Disposal, and there is \$2,500 for the tonnage disposal.

Chairman Lane said that if there is going to be more activity at the Brush Dump, then maybe the Selectmen should look at the fencing estimate again, and consider doing the work in stages. He said that he has the name of another fencing vendor to consider. E. Beattie said that R. Hilliard was considering installing Emerald Green (deer resistant) planting at 18" to grow into each other and to create a barrier on top of the raised area along Drinkwater Road, and that may save some money that could go toward fencing costs on Parsonage. K. Anderson said that people illegally dump tires over the fence on Parsonage now.

**EXECUTIVE/FINANCIAL/LEGAL:** K. Anderson presented the Executive / Financial / Legal's proposed budget for 2023. The first topic discussed was the movement of partial salary accounts from several sources to be consolidated into single line items, with the result being more transparent. The example was the Assistant Administrator's wage being previously 50% in Executive, and 25% in Planning, and 25% in Zoning, will now show as 100% in Executive. The Building Inspector's wage was similarly consolidated from the three sources of Building Inspection, Code Enforcement, and Health Inspector into a single line item. And the third example was the postage account being consolidated. K. Anderson stated that it will be much more efficient from a bookkeeping perspective, and will be more transparent. Chairman Lane said that he liked it much better.

E. Beattie asked about the Merit Pay System, and K. Anderson clarified that that is only present at the Library. The Library puts aside \$3,000 on an annual basis and award it periodically throughout the year. Under Financial Administration there is a \$49,000 increase, as \$42,000 of that total is the Assessing Revaluation. Chairman Lane asked if the Town annually raises money to offset the cost of the Revaluation, then why is there this proposed increase? K. Anderson provided the context that the Town



has been putting aside \$8,000 annually for the past three-(3)-years, based on the cost of the revaluation in 2018 at a project cost of \$28,000. This current Revaluation bid came in at \$66,000, so we are putting in the budget \$41,792, and then the \$21,000 balance will be paid from the Revaluation Capital Reserve Fund. Chairman Lane said that going forward the Selectmen need to rethink the Capital Reserve dollars for that account. Postage shows an increase of \$3,000 from consolidating the separate postage line items from Planning and Zoning and Town Clerk. Chairman Lane asked if there is a better postage rate using the postage meter, and K. Anderson confirmed that it is a \$0.03 savings per stamp, and the biggest savings using the postage meter has been in staff time, not having to go to the Post Office every day.

The Legal Budget was level-funded for the next year's budget, as the legal expenses have been way down this past year.

**EMPLOYEE BENEFITS REVIEW (4155):** K. Anderson presented the Employee Benefits Review (4155)'s proposed budget for 2023, saying that the Employees Benefits page of the Budget cannot be completed until the Selectmen know if there are any wage changes, because that will affect the Social Security, Medicare, and Retirement calculations within the Budget. The overall increase to Health Insurance is \$57,000. The increase is not strictly due to the rate increase, but is also due to demographics. It is being budgeted for a family plan, anticipating filling the open Police Officer position, and not yet knowing that person's demographics. The Buy-Out line decreased from \$16,750 at two people, to one person, that is a decrease of \$8,000. The Retirement line shows an increase of \$10,117 even though there is a slight decrease in the retirement rates effective July 01, 2023. The increase includes the Police Department Administrative Assistant whose hours are proposed to be increased to 35-hours by Chief Veno, and NH Retirement requires positions of 35-hours to participate in their system. L. Gargiulo shared some information he learned, speaking with someone involved with Police in NH, who said that Police recruitment has become especially challenging within the State since the retirement system was changed for Police Officers. He said that no one wants to come to work in NH because of the retirement scenario. He said that people take the hiring incentive of \$25,000 (or whatever is offered) and they stay for the contract period and then leave after only a few years. K. Anderson explained that the retirement benefits changed as of a certain hire date, so that Officers who were hired before the date, when they work Detail shifts and get paid over their base pay, then those monies are counted towards their retirements; whereas officers hired after that certain date, can not count the extra income toward their retirement. K. Anderson summarized that on the Employee Benefits we have to wait and see if there are going to be any wage increases before the Selectmen can finish that page in the Budget.

Under Land Use, the Planning Board and Zoning Board the only changes were moving the Assistant Administrator's wage and the postage to consolidate accounts for improved transparency, as discussed earlier. K. Anderson said that some of these accounts do not get spent as high because it depends on the number of applications submitted to the Planning and Zoning Boards. Supply costs are managed across the land use boards efficiently.

**INSURANCE:** K. Anderson presented the proposed budget for Insurance for 2023, saying that Insurance rates for property liability insurance will not be available until October 17, 2022, so this page in the Budget cannot be completed until those numbers are known.

Streetlights K. Anderson increased the line item for streetlights by \$500 to account for what may happen with electricity rates. The Town does not have many streetlights within Hampton Falls.

**HEALTH AGENCIES/WELFARE:** K. Anderson presented the Health Agencies' proposed budget for 2023 saying that last year Health Agencies were budgeted a flat \$25,000. After repeated requests last year to reach out to agencies for funding requests, some were non-responsive, and some agencies merged with others, so only \$17,750 was used, and that is the amount for 2023 that has been budgeted. E. Beattie hypothesized that smaller agencies merge together to better position themselves to be eligible for federal grants.

L. Gargiulo asked about the Welfare line item. K. Anderson described the part-time position at \$2,250, who is a Welfare officer who works in Portsmouth to whom welfare clients are referred if necessary. The Town has only spent \$1,276 this year and those were hotel payments. L. Gargiulo said that he thinks the Town may need to provide more money in that area for next year, because people may come in seeking assistance to pay their fuel bill for example, and it takes time to get it through the state fuel assistance program. L. Gargiulo asked if the town is going to be able to help in that scenario, and K. Anderson responded yes. There is \$3,500 available, and she believes that that amount will be sufficient to assist residents in Hampton Falls, given their demographics. E. Beattie requested the Town Administrator to contact a couple of fuel companies to determine if they will accept/acknowledge/the promise that someone has applied for, but not yet received, their state fuel assistance, because he is under the impression that fuel companies have shifted their operations to requiring cash on delivery, and that they no longer run accounts nor do monthly billing. He also said that some people are not aware that there is fuel assistance available. People need to ask for state assistance first before the Town can assist them, and sometimes people do not want others to know that they are struggling. K. Anderson said that she would write an article about it for the Newsletter. L. Gargiulo recalled the appeal implemented last year to ask for Gift Cards for those in need at the holidays, and K. Anderson said that elderly residents who receive the Elderly Exemption received assistance last year in the form of cash, and an assortment of gift cards to Market Basket, gas stations, and Walmart. She continued that the Selectmen authorized that initiative again for this year at the last Board meeting and have discussed implementing it around December 1<sup>st</sup> this year, and L. Gargiulo said that date may not be soon enough. K. Anderson said that people were so generous donating last year, and the recipients were so appreciative.

Patriotic Purposes was level funded at \$600. The Town has spent \$306 in 2022 and will spend more before Veteran's Day when a few more flags will get replaced.

**BOND PRINCIPAL/BOND INTEREST:** K. Anderson presented the Bond Principal / Bond Interest's proposed budget for 2023. The Bond Principal stays the same and that expires in 2025. The Bond Interest has reduced by \$5,000 based on the amortization schedule, it is approximately \$10,700 per year.

For the next Selectmen's meeting, in two weeks October 19<sup>th</sup>, K. Anderson said that she would have the Default Budget number and she anticipates that it will not be too substantially different from the Operating Budget because the three (3) big increases in the Budget, namely the Revaluation, the Winter Snow Maintenance, and the Health Insurance are all contractual, so they will be added into the Default

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**OCTOBER 05, 2022 – 8:00 AM  
TOWN HALL**

***BUDGET WORK SESSION FINAL***

Budget. Chairman Lane asked about the salaries, and K. Anderson said that will be up to the Board, and that generally the Board uses the September Consumer Price Index (CPI) Boston-Brockton to see what the cost-of-living increase has been, and that will be released shortly. K. Anderson said she will provide a ratio with the increase in health insurance to see what the minimum would be for employees to break even, so that without a cost-of-living increase, they are not taking home less money.

**ADJOURNMENT:**

**MOTION: To adjourn at 9:55 am.**

**MOTION: E. BEATTIE**

**SECOND: L. GARGIULO**

**UNANIMOUS**

Next Selectmen's Meeting are Wednesday, October 5, 2022, 6:00 PM – Regular Meeting  
Wednesday, October 19, 2022, 8:00 AM – Budget & Regular Meeting

Board of Selectmen's Meeting Minutes prepared by Rachel D. Webb, Assistant Administrator.