

**DRAFT**

**PRESENT:** R. P. McDermott, Chairman; M. Kasprzak, L. M. Smith, Selectmen;  
L. A. Ruest, Town Administrator; K. Croteau, Secretary

The Chairman called the meeting to order at 6:30 p.m.

**Conservation Commission – Timber Sale Management Contract (Forester Agreement)**

Conservation Commission Chairwoman, B. Burns, presented the Timber Sale Management Contract recommended by the Conservation Commission to perform timber harvest at Raspberry Farm to the Board of Selectmen. L. M. Smith inquired if there had been discussion regarding the consultant fees being based on a percentage of stumpage. B. Burns replied yes, that is how the contract was set up.

**MOTION:** To sign the Timber Sale Management Contract as recommended by the Conservation Commission.

**MOTION: M. KASPRZAK**

**SECOND: L. M. SMITH**

**UNANIMOUS**

• **OLD BUSINESS**

**Financial Reports – General Fund Balance \$2,042,050.**

**ACCOUNT PAYABLE/PAYROLL WARRANTS**

**MOTION:** To approve Payroll Warrant #266 as submitted by the Bookkeeper totaling \$29,633.20 as presented.

**MOTION: M. KASPRZAK**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**MOTION:** To approve Accounts Payable Warrant #421 as submitted by the Bookkeeper totaling \$68,944.76 as presented.

**MOTION: M. KASPRZAK**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**TREASURER'S WARRANT**

**MOTION:** To approve Treasurer Warrant #11 in the amount of \$1,300 as presented.

**MOTION: M. KASPRZAK**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**Opening of Bids for 2014 Town Report**

L. Ruest opened the bids received:

1. Print Solutions, for \$2,353 for 350 town reports.
2. Image Wise offered 2 options, \$3,058 for town reports with an additional cost of \$156 for stapled inserts or \$295 for spiral bound inserts.

The Board took the matter under advisement to allow the Town Administrator time to obtain prices for 300 copies from each of the bidders.

**DRAFT**

**Draft FEMA Flood Maps – 90 Day Appeal Period**

The Board acknowledged the letter received from the Federal Emergency Management Agency dated August 19, 2014 regarding the appeal period. L. Ruest asked if the Board wished to send out a notice on the Web site News and Announcements regarding the 90-day appeal period and courtesy letters to those affected. The Board agreed to do this.

**Scheduled Budget Work Session Dates**

**(Monday, 9/22 & Wednesday 9/24 and Tuesday, 10/28 & Thursday, 10/30)**

The Board acknowledged the dates of the Budget Work Sessions.

**Hampton Falls Yard Sale Ordinance**

Referring to the Board of Selectmen inquiry at the last meeting, L. Ruest explained she provided this information for a better understanding of what can and cannot be done regarding yard sales. The Board agreed to leave the Yard Sale Ordinance as is at this time.

**Salt Shed Cover Replacement**

L. M. Smith said he spoke with the vendor and was told the cover would take 2-3 weeks to arrive, would weigh about 500-600 pounds and could be installed from either side. He said he felt the order should be placed as soon as possible. L. Ruest reported the Board had authorized \$5,500 for the cover and felt \$9,000 would be a reachable amount considering labor and rental of a lift.

**MOTION:** To place the order for the salt shed cover replacement from Iron Horse Structures based on the proposal dated May 30, 2014 for \$5,290.

**MOTION: L. M. SMITH**

**SECOND: M. KASPRZAK**

**UNANIMOUS**

**Wadleigh Lane – Planning Board Recommendation to Release Funds**

Referring to the Planning Board minutes of August 26, 2014, L. Ruest explained the Town Engineer's punch list of outstanding items was reviewed and finalized resulting in the Planning Board's recommendation to release funds for Wadleigh Lane pending payment of any outstanding fees.

**MOTION:** To release the maintenance bond funds to the developer of Wadleigh Lane pending payment of any outstanding fees.

**MOTION: M. KASPRZAK**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**2014-2019 Winter Road Maintenance Agreement**

L. Ruest reported Town Counsel replied to the Board of Selectmen's question of whether a warrant article for special funds for winter road maintenance services leftover budget funds is allowable. Town Counsel did not feel the statutes provide for this. A call has also been made to DRA for an opinion. The Board took the matter under advisement until response is received from DRA. It was noted that if DRA agrees with Town Counsel, the agreement will need to be changed. The Board set a tentative work session date for this matter for Wednesday, September 10<sup>th</sup> at 9:30 a.m.

**DRAFT**

**SRRDD 53-B – Waste Disposal Proposals**

Referring to the August 18, 2014 letter from CMA Engineers, Inc. to the Southeast Regional Refuse Disposal District, 53-B regarding the review of Waste Disposal Proposals, K. Nydam, a member of the Solid Waste Committee, reported a favorable outlook with projected savings of about 15% on disposal costs. He noted there is a meeting of the SRRDD 53-B scheduled for September where they should be able to assess the merits of staying with or leaving the district.

**OTHER**

Wetlands Special Use Permit – Neal Pond, 37 Mill Lane, Map 1, Lot 23-1

The Board reviewed the inspection letter received from Town Engineers, Jones & Beach, with regard to a drawdown of funds posted for this project. A discussion took place with regard to the work done thus far; the Board agreed to wait to release funds when the project is complete, contrary to the Town Engineer's recommendation.

**PUBLIC COMMENT**

The Chairman opened the meeting to the public.

T. Santora, Avery Ridge Lane, asked for clarification regarding the Winter Road Maintenance Contract. L. Ruest explained that the draft agreement with the contractor has been prepared for a 5-year agreement with a maximum number of inches per year. The number of inches is determined by a weather service provider. The Winter Road Maintenance Contractor asked what would happen if the actual inches exceed the contract maximum. To accommodate for this, the Board provided a paragraph in the contract where the exceeded inches would be paid in the next year. The Board has asked Town Counsel and the DRA if it is acceptable to ask for a warrant article within the municipal budget law, to pay potential future year costs when the number of inches exceeds the maximum.

K. Nydam, Victoria Lane, noted most towns use a surplus account for this purpose. T. Tocci also asked if the State required a surplus fund. L. M. Smith said that requesting funds from the surplus account requires a process involving public hearing, etc., the Board is trying to come up with a simpler alternative. M. Kasprzak mentioned that the State has required the undesignated fund to be 5% of the budget; the Town is currently at 2%.

Hearing no further comment, the Chairman closed the meeting to the public.

**NEW BUSINESS**

**Selectmen's Permit – Cycling & Running Event**

The Board acknowledged the Selectmen's Permit for a Fun Run and Bike Race to be held October 4<sup>th</sup> & 5<sup>th</sup> as informational as the group would be traveling through town. The permit has been acknowledged by the Police Chief, Fire Chief and Building Inspector.

**Voting Booth Set Up – Primary Election September 9, Town Hall**

L. Ruest reported the Voting Booth Set Up has been scheduled for Saturday, September 6, 2 p.m.

**Comcast Franchise Fees (through June 30, 2014)**

**MOTION:** To accept the Comcast Franchise Fee payment of \$7,378.44 for the April 1, 2014 thru June 30, 2014 period.

**MOTION: M. KASPRZAK**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**DRAFT**

**Release of Impact Fee Account (Dube Constructions, M1, L65-3)**

A discussion took place where it was noted that the SAU Impact Fee Spreadsheet had been correctly submitted for impact fees for Winnacunnet High School but had been incorrectly reported for Lincoln Akerman School. L. M. Smith and L. Ruest will meet before the LAS school board meeting tomorrow evening to identify the required corrections.

Referencing the letter received from SAU#21 Business Administrator, William Hickey, dated August 1, 2014, L. M. Smith noted in view of the fact that the LAS school does not need the impact fee of \$10,118.74 from Dube Construction, the funds be released for the Winnacunnet Cooperative High School expansion.

**MOTION:** To approve the release of the impact fee account for Dube Construction , M1, L65-3, for the purpose of dedicated, town specific, payment on Hampton Falls' share of the debt for the Winnacunnet Cooperative High School expansion/renovation 20014 project.

**MOTION: L. M. SMITH**

**SECOND: M. KASPRZAK**

**UNANIMOUS**

**CIP 2015-2020 – Selectmen's Proposals**

L. Ruest reported that the Town would be requesting capital improvement funds for \$14,000 for the Museum building, \$5,000 for a review and report on the trussing at Town Hall, and \$5,000 for capping the landfill and an amount from the Fire Chief for interior and exterior maintenance for the Public Safety Building.

L. Ruest asked if the Board wanted to consider asking for an approximate \$35,000 in funds over time through the warrant article process for the required 5-year revaluation of town properties due in 2017, or budget for the entire amount in the year it is to be done. A discussion took place where the advantages and disadvantages to each approach were identified; one disadvantage being the risk of the warrant article failing. L. M .Smith said he was in favor of asking for the funds through the warrant article process whereas M. Kasprzak said she was in favor of asking for funds through the budget process as she felt it was too risky if the warrant article failed. The Board agreed to ask for these funds through the budget process.

**Proposed Warrant Article – Special Fund Winter Road Maintenance**

See previous Agenda Item - 2014-2019 Winter Road Maintenance Agreement

**Volunteer Applications (Augusta, Lane, Martin, Santora)**

T. Tocci, Chairman of the Recreation Commission, presented volunteer applications for Todd Santora, Gary Martin, Kristin Augusta and Mark Lane and recommended the Board of Selectmen approve these appointments to the Recreation Commission.

**MOTION:** To approve the appointments of Todd Santora, Gary Martin, Kristin Augusta and Mark Lane to the Recreation Commission.

**MOTION: L. M. SMITH**

**SECOND: M. KASPRZAK**

**UNANIMOUS**

Recreation Commission Chairman, T. Tocci, reported that the Commission adopted a mission statement at its most recent meeting.

**DRAFT**

R. P. McDermott said that the Board of Selectmen applauded the efforts and volunteerism displayed by the Recreation Commission. He mentioned that, with the help of Town Administrator, they researched and found that the Recreation Commission was established in 1992 and initially was comprised of 5 members, one alternate and a Selectmen's Representative. T. Tocci noted that the Recreation Commission was considering determining a limit for its membership and may need to establish a waiting list as the group now has 11 members. It was determined that L. M. Smith would become an Ex Officio member of the Recreation Commission. Question was raised as to how many members should be in place. Suggestion was made to have a Commission and then possibly subcommittees.

L. Ruest mentioned that the Public Hearing for the Rules For The Use Of Governor Weare Park was scheduled for Wednesday, September 17, 2014 at 7 p.m. The Board of Selectmen signed the posting notice.

**MONTHLY REPORTS**

**SELECTMEN REPRESENTATIVE REPORTS**

**SELECTMAN MCDERMOTT –**

**LIBRARY** R. P. McDermott reported that the Library discussed the change to furniture layout, which will make the Library a more community centered environment.

**SELECTWOMAN KASPRZAK -**

**PLANNING BOARD –** M. Kasprzak reported the Planning Board held a Public Hearing on the Architectural Design Guidelines for the Business District North and the Business District South. During the hearing the Board identified two sections that apply to all three districts; the Landscaping Section and the General Site Planning Section which will be brought to Public Hearing at its September meeting. She mentioned that the Rockingham Planning Commission had appointed Julie LaBranche as Circuit Rider Planner for the time being.

**HERITAGE COMMISSION** - The Heritage Commission did not meet.

**SELECTMAN SMITH–**

**SCHOOL –** L. M. Smith attended the LAS school board meeting and reported that B. McGowan gave a presentation on 9<sup>th</sup> grade English, a discussion took place regarding a student survey and discussion took place regarding three possible options for the renovation of the gym and cafeteria.

**Hampton Post 35 – Rededication of Global War on Terrorism – Memorial Monument,  
Thursday, Sept. 11, 6 pm, High Street, Hampton, NH**

The Board acknowledged receipt of the letter of invitation regarding the rededication.

**OTHER**

L. Ruest presented Records of Marriages that had been restored as a result of the annual appropriation for this purpose.

**PUBLIC COMMENT**

The Chairman opened the meeting to the public.

B. Mutrie, Brown Road, asked if anyone knew why Verizon Fios does not have service in town. R. P. McDermott said Fairpoint provides Fios service; the options for Hampton Falls are Comcast and Fairpoint.

**DRAFT**

T. Santora, Avery Ridge Lane, referring to the school improvements and the tax perspective, asked if there was anything he could be doing to save a dime off the tax rate or if there was anything the municipal side should be doing. R. P. McDermott explained that the Board tries to maintain a very tight budget, he suggested T. Santora meet with Department Heads and talk to them about their budgets.

Hearing no further comment, the Chairman closed the meeting to the public.

**REVIEW AND APPROVAL OF PREVIOUS MINUTES 8/20/14 and 8/25/14.**

L. M. Smith asked that the minutes from the 8/20/14 meeting be amended on page 2 paragraph 1 as follows: "L. M. Smith, with reference to a Safety Drill he attended earlier in the day, inquired if there were procedures in place *to prevent looting* in the event of an evacuation of the town."

**MOTION:** To approve the minutes of the 8/20/14 as amended and the minutes of the 8/25/14 meeting as written.

**MOTION: M. KASPRZAK**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**MOTION:** To go into nonpublic session in accordance with RSA 91-A:3 II. (a) Personnel at 8:32 p.m.

**MOTION: M. KASPRZAK**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**MOTION:** To exit the nonpublic session and go back into public session at 8:45 p.m.

**MOTION: L. M. SMITH**

**SECOND: M. KASPRZAK**

**UNANIMOUS**

**MOTION:** To adjourn the meeting 8:45 p.m.

**MOTION: M. KASPRZAK**

**SECOND: L. M. SMITH**

**UNANIMOUS**

**Next Selectmen's  
Meeting – Wednesday September 17, 6:30 p.m., Town Hall**