

PRESENT: R. P. McDermott, Chairman; M. Kasprzak, Vice Chairwoman,
L. M. Smith, Selectman; L. A. Ruest, Town Administrator; K. Croteau, Secretary
6:30 pm

Building Inspector, Code Enforcement, Health – Monthly Report

The Board acknowledged the Building Inspector report for the month of November. M. Sikorski noted that the issues regarding costs for the septic system repair at 153 Lafayette were resolved. L. Smith noted that an informal discussion had taken place between himself, the Building Inspector and Jack Fermery regarding the design of the proposed garage for the Police Department. A meeting was scheduled to include the Police Chief in this discussion for Thursday at the Public Safety Building.

MOSQUITO CONTROL STATE PERMIT

MOTION: To authorize the Chairman to sign the Special Permit Application for mosquito control.

MOTION: M. KASPRZAK

SECOND: L. M. SMITH

UNANIMOUS

L. M. Smith reported that the Town Improvement Committee asked that a letter of thanks be sent to Christopher Shek for the handicap ramp he built at 45 Exeter Road for his Eagle Scout project. The Building Inspector concurred. The Board signed the letter of thanks.

Road Agent – Monthly Report

The Board acknowledged receipt of the Road Agent's report for the month of November. L. M. Smith inquired if the stop sign replacements had been ordered; L. Ruest said they were installed. L. M. Smith commented on the good job done replacing the salt shed cover at the Brush Dump.

PELTON'S WAY – STATUS OF DEVELOPER'S PUNCH LIST ITEMS

L. Ruest informed the Board that the developer had emailed her saying that the punch list items were complete; she went to check and there is one item, crack sealing, left to be done. The Board asked that the Town hold off releasing any remaining funds from the developer until the work is done.

33 AND 35 COACH LANE – CULVERTS

R. P. McDermott reported that the work for the culverts at 33 and 35 Coach Lane was progressing satisfactorily and the Town would be working on fixing the swale.

Winter Road Maintenance Contractor – Monthly Report

J. Ziolkowski reported on the specifics of the storms to date. He noted that 77 tons of salt had been used; it was suggested that an order for another 30 tons be placed after the first of the year to test the response from the new vendor. L. M. Smith if sand buckets had been placed on Cock Hill yet; J. Ziolkowski replied that he would place them there by December 24th as he had yet to build the stands.

WINTER ROAD MAINTENANCE TO PROPERTY OWNERS

The Board reviewed the draft letter. L. M. Smith asked that "including mailboxes and mail posts" be added to the last sentence of the third paragraph. The Board agreed to this addition. A discussion took place regarding trash bins in the roadways after trash pickup which resulted in the Board asking the Police Chief to let the BOS know when there are complaints of trash barrels in the roadways on non-windy days.

Fire Chief, Ambulance, Emergency Management – Monthly Report

The Board acknowledged the Fire Chief's report for the month of November.

RESIDENTS WITH GENERATORS

Suggestion was made to have the Fire Department obtain names of residents with generators who might be willing to offer shelter to those without power. Chief Lord explained that there are three regional shelters run by the Red Cross for Hampton Falls residents at Winnacunnett High School, Exeter High School and Sanborn Regional High School. The Board asked about providing warming stations in Town where residents could come to get warm and perhaps charge cell phones during emergency events. There was discussion identifying the Library, the Lincoln Akerman School and the Town Hall as possible sites for warming stations. Chief Lord noted that during the ice storm, the Public Safety Building was used for this purpose and this did not work out well.

Police Chief, Animal Control – Monthly Report

The Board acknowledged the Police Chief’s report for the month of November. The number of alarms responses was noted; Chief Dirsa said these were mostly errors due to relatives or cleaning services not familiar with the systems. The number of alarm responses at Town Hall was also noted. L. M. Smith inquired about the report of a raccoon and whether or not it was rabid. Chief Dirsa said the animal was dead and since there was no report of contact or a bite, the animal was not tested. L. M. Smith inquired about the report of a hunter on private property and asked about the policy when a deer wanders onto posted private property after it has been wounded. Chief Dirsa said that should a conflict occur, the NH Fish and Game would be called.

Chief Dirsa reported he would be working with Jack Fermery on developing plans for the proposed garage and that the new color copier had been installed.

• **Old Business**

Financial Reports – General Fund Balance \$2,745,207

ACCOUNTS PAYABLE / PAYROLL WARRANTS

MOTION: To approve Payroll Warrants #279 and #279a in the amounts of \$74,717.33 and \$15,308.27 as presented by the Bookkeeper.

MOTION: M. KASPRZAK

SECOND: L. M. SMITH

UNANIMOUS

MOTION: To approve the Accounts Payable Warrants #439, #440 and #441 in the amounts of \$195,348.86, \$601,894.95 and \$4,7661.82 as submitted by the Bookkeeper.

MOTION: M. KASPRZAK

SECOND: L. M. SMITH

UNANIMOUS

MOTION: To approve Check Warrant #17 in the amount of \$262.50 as presented by the Treasurer.

MOTION: M. KASPRZAK

SECOND: L. M. SMITH

UNANIMOUS

2015 WARRANT – VOTES OF SELECTMEN

DRA AND TOWN COUNSEL REVIEW (NEW REPORTING PROCESS)

2015 Warrant – Selectmen Votes for Money Articles – Send for Review to Town Counsel and DRA

The Board identified and voted on the following money articles as follows:

| | | Dept. Head | Selectmen | Selectmen | Selectmen |
|--|-------------|-----------------------|------------------|------------------|------------------|
| | 2015 | 2015 | 2015 | Vote | Vote |

| Art. | Description | Proposals | Recommend | Yes | No |
|-------------|---|------------------|------------------|------------|-----------|
| 4 | Operating Budget proposal | 2,564,350 | Y | 3 | 0 |
| 5 | Heritage Commission | 1,000 | Y | 3 | |
| 6 | Liberty Elm Fund | 1,000 | Y | 3 | 0 |
| 7 | Tercentenary Celebration Capital Reserve Fund | 1,000 | Y | 3 | 0 |
| 8 | Structural Review of roof trussing - Town Hall Capital Reserve Fund | 5,000 | Y | 3 | 0 |
| 9 | Old Library Building Improvement | 14,000 | Y | 3 | 0 |
| 10 | Multi-Bay Garage Addition to PSB | 65,000 | Y | 3 | 0 |
| 11 | Police Department Computer Equipment | 5,000 | Y | 3 | 0 |
| 12 | Police Cruiser Capital Reserve Fund | 21,000 | Y | 3 | 0 |
| 13 | Police Department In cruiser Computer Equip. | 5,000 | Y | 3 | 0 |
| 14 | Fire Truck Capital Reserve Fund | 50,000 | Y | 3 | 0 |
| 15 | Emergency Information/Radar Speed Trailer | 15,000 | Y | 3 | 0 |
| 16 | Highway Maintenance Capital Reserve Fund | 150,000 | Y | 3 | 0 |
| 17 | Landfill Closure Fund Capital Reserve Fund | 3,500 | Y | 3 | 0 |
| 18 | Purchase of Replacement Voting Machine (half cost) | 30,000 | Y | 3 | 0 |
| 19 | Mosquito Control Program | 30,000 | Y | 3 | 0 |
| | Selectmen's Vote printed on each warrant article | | | | |

With reference to Article 15 above, L. Ruest provided two options for wording the article dependent on whether or not the trailer would be purchased if the grant was not received. Chief Lord will research the grant criteria in regards to purchasing the trailer in the event the grant is not received.

Copies of the budget worksheets were distributed to the Board members.

USE OF GYMNASIUM FOR TOWN DELIBERATIVE SESSION CONFIRMED

The Board acknowledged that the LAS gymnasium would be used for the Town Deliberative Session on January 31.

DRAFT SOLID WASTE ORDINANCE

The Board reviewed the draft ordinance; L. M. Smith provided suggestions. L. Ruest to make changes.

Other

The Board acknowledged the appointment form for Barry W. Newcomb as presented by the Town Clerk.

MOTION: To approve the appointment to part-time permanent status for Police Officer Barry Newcomb.

MOTION: M. KASPRZAK

SECOND: L. M. SMITH

UNANIMOUS

Public Comment

The Chairman opened the meeting to the public.

S. Hanson, Crystal Drive, asked if Northside Carting had changed its schedule as the trash is now being picked up at 5:30 p.m., it was picked up at 7:00 a. m. previously. He also noted an increase in barrels in the roadways. L. Ruest will contact Northside.

T. Samway, Old Stage Road, commented that one can't over complain when the lowest bidders are chosen.

S. Volpone, Batchelder Lane, commented that the Town used to send out a letter to residents and wondered if that would be a useful way for the Fire & Police Departments to obtain information for alarm systems and generators. Chief Lord said he does this through his web site for alarms and will add generators to that survey.

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

New Business

2015 HOLIDAY SCHEDULE – FRIDAYS FOLLOWING HOLIDAYS

The Board approved the Holiday Schedule as presented for the purpose of days the Town Hall will be closed and for Employee-eligible Holiday pay. Discussion took place whether or not the Fridays after holidays, such as January 2 and the day after Thanksgiving, should be listed here as Town Hall is traditionally closed on these days. It was decided to not include these Fridays on the list as the Town Clerk normally notifies the public of the closings on a case by case basis.

2014 EQUALIZATION STUDY – ASSESSOR'S REPORT

The Board acknowledged the report as presented by the Assessor.

2015 SCHEDULING FOR SUBMITTING INVOICES AND PAYROLL

The Bookkeeper will be preparing the 2015 schedule for submitting invoices and payroll for BOS signature and distribution.

DOT LETTER – INTERIM INSPECTION OF JOINTLY OWNED BRIDGES

The Board acknowledged the letter from NH DOT regarding the Old Stage Road and Towle Farm Road bridges over the Taylor River. No action is required.

Other

NH DOT

L. Ruest informed the Board that she had received a reply from the NH DOT regarding meeting at Hampton Falls. She will contact them and offer dates for a work session to be held in Hampton Falls.

NORTHSIDE CARTING

L. Ruest informed the Board that the latest invoice received from Northside Carting indicated that two disposals had been made to the Wheelabrator Landfill site instead of the required Turnkey Landfill site. She spoke with the members of the Solid Waste Committee regarding this matter; they suggested that the payments for these two disposals be held until the matter could be addressed by the District. The Board agreed with this. L. Ruest will check with the auditors regarding holding funds from the 2014 Budget..

Public Comment

The Chairman opened the meeting to the public.

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

REVIEW & APPROVAL OF PREVIOUS MINUTES 11/14/2014, 12/01/14 and 12/3/14

L. M. Smith asked that the minutes of the 11/14/and 12/01 meetings be approved at the next meeting.

For the 12/03/14 minutes L. M. Smith asked that the following be amended.

Page 2 under Winter Road Maintenance – insert the following before the last sentence:

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|--|

It was confirmed by the Board that in regard to any damage caused by snowplowing to anything including mailboxes located in the Town Right-of-Way will be the responsibility of the homeowner and not the Town.

Page 3 under Lincoln Ackerman School insert the following after the word address in the second to last sentence:

each to address, among other things, the roof, windows, electric service in the 1946 wing, locker rooms and kitchen renovation/

MOTION: To approve the minutes of the 12/03/14 meeting as amended.

MOTION: M. KASPRZAK

SECOND: L. M. SMITH

UNANIMOUS

NEWSLETTER

The Board reviewed the Newsletter and asked that the Parks & Recreation article be edited to follow Newsletter guidelines.

TOWN HALL KEYS/CODES

L. Ruest noted concern with incidents of inappropriate use of keys and codes at Town Hall. The Board asked L. Ruest to draft a memo for its review regarding this matter.

MOTION: To go into nonpublic session in accordance with RSA 91-A:3 II. (a) Personnel at 8:36 p.m.

MOTION: M. KASPRZAK

SECOND: L. M. SMITH

UNANIMOUS

MOTION: To exit the nonpublic session and go back into public session at 9:05 p.m.

MOTION: L. M. SMITH

SECOND: M. KASPRZAK

UNANIMOUS

MOTION: To adjourn the meeting 9:06 p.m.

MOTION: M. KASPRZAK

SECOND: L. M. SMITH

UNANIMOUS

Next Selectmen's Meeting – Wednesday, January 7, 2015, 6:30 p.m., Town Hall