

DRAFT

PRESENT: R. McDermott, Chairman; L. Smith, Vice Chairman; M. Kasprzak, Selectwoman; L. Ruest, Town Administrator; S. Smith, Secretary

Call to order: 6:30 PM

BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER – MONTHLY REPORT

The Board acknowledged receipt of the report of May activity submitted by Mark Sikorski.

ROAD AGENT – MONTHLY REPORT

Road Agent Dick Robinson was present to discuss the following matters:

**REPORT ON STATUS OF WINTER ROAD MAINTENANCE DAMAGES AND REPAIRS
(2014/2015)/RELEASE OF RETAINED FUNDS**

J. Ziolkowski was not present. The list of Winter Road Maintenance damages and repairs has yet to be reviewed with Winter Road Maintenance Contractor Jim Ziolkowski of ELM. It was agreed that repairs need to be verified before release of funds. The matter will be put on the July 15th agenda, and written notice will be sent to ELM that if the work is not completed by then, the Board will request that the work be done using the retained funds.

CONTRACT MODIFICATIONS – OUTSTANDING ITEMS NEEDED FROM CONTRACTOR

The WRM Contractor has asked for more time before signing Contract modifications. This will be addressed at the July 15 meeting.

DETERMINATION AND APPROVAL OF PRIORITY ROAD REPAIRS IN 2015

The Board went over a detailed listing of 2015 road projects to be performed by the Highway Department. Paving of two portions of Drinkwater Road, filling and patching of roads and road cutouts will be addressed in order of most need. Roads identified on the filling and patching list are: Brimmer, Mill, Nason, Marthas, Hillcrest, Alexis, River, and Gov. Powell. Cutouts include Curtis, Sanborn, and Depot Roads.

The amount of \$50,000 has been set aside from the Highway Capital Reserve Fund for the purpose of winter road maintenance services.

MOTION: To authorize the Road Agent to perform the work identified on the listing of 2015 Road Projects as presented.

MOTION: M. Kasprzak

SECOND: L. Smith

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FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT – MONTHLY REPORT

The Board acknowledged receipt of the Fire Chief's written report for May.

FEMA – BLIZZARD JUNO APPLICATION ACCEPTED AND APPROVED

The total amount of the Town's claim for funds from FEMA was \$72,758.71. The Town is expecting to receive 75%, or \$54,569.03.

POLICE CHIEF, ANIMAL CONTROL – MONTHLY REPORT

The Board acknowledged receipt of the Police Department report for May.

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ROCKINGHAM COUNTY COMMISSIONERS MEETING, THURS., JULY 16, 6 P.M.

The County Commissioners will be holding a meeting to include representatives from all Towns in the County, to discuss various issues relevant to towns. R. Dirsa will check to see if the information relating to dispatch services is new; if so, he will attend.

GARAGE ADDITION TO PUBLIC SAFETY BUILDING – CHIEF DIRSA

Chief Dirsa shared information from a June 15th meeting of the garage committee. R. McDermott asked if there were any changes from information received at the June 3rd Board of Selectmen meeting. R. Dirsa said there were a few; most significantly, a truss system versus stick build for the second story was proposed by low bidder Nick Gray. This will save \$3,200 and also increase the size of available storage area. Robinson Construction will be used for site and cement work. Site work would begin in August, including relocation of the generator.

Two agreements will be drafted, one for the site work and another for the building construction, to be signed at a future meeting.

MOTION: To accept the recommendation of the Police Chief and award the contract to build the multi-bay garage to Nick Gray Builders, at a cost of \$89,662, and Robinson Construction for site work at \$21,900.

MOTION: L. Smith

SECOND: M. Kasprzak

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POSTING OF POLICE DEPARTMENT ALERTS TO SUBSCRIBERS OF TOWN WEBSITE

R. Dirsa discussed with the Board the issue of posting Police alerts through the Town website, especially in light of a recent incident involving a robbery on Drinkwater Road. Discussion centered on various avenues of informing the public. It was agreed that Town information should be streamlined through the official Town website. R. Dirsa said that he would also maintain the Police Department’s email list, as it allows for direct interaction with residents. He will make it a priority to see that the Town website is utilized, and will be the one to be trained.

• **OLD BUSINESS**

**FINANCIAL REPORTS – EXPENDITURES AND REVENUES
TREASURER MONTHLY REPORT/ BOOKKEEPER REPORTS
TAX COLLECTOR REPORT – MS61**

The Board acknowledged receipt of monthly financial reports.

GENERAL FUND BALANCE \$451,583.

**ACCOUNT PAYABLE/PAYROLL/TREASURER/TRUSTEES OF TRUST FUNDS
WARRANT(S)**

MOTION: To approve the following warrants as presented by the Bookkeeper as presented.

Payroll check warrant	#305	\$14,927.35
Accounts Payable Warrant	#472	\$88,285.54
Accounts Payable Warrant	#473	\$4,803,15

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MOTION: M. Kasprzak

SECOND: L. Smith

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ANNUAL REVIEW – INVESTMENT POLICY (RSA 41:9)

The Board reviewed the Town’s Investment policy in accordance with the annual requirement as outlined in the RSA.

There was a discussion of bonding. It has been verified via Primex that public officials are covered to the extent of the revenue collected by their position. At the request of R. McDermott, L. Ruest will ask the Bookkeeper if there is a listing of officials covered and the amounts. R. McDermott suggested each official covered should sign the list.

MOTION: To reaffirm the Town’s investment policy for 2015.

MOTION: M. Kasprzak

SECOND: L. Smith

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COASTAL RISK HAZARDS COMM. STUDY MEETING – SELECTMAN ATTENDEE

There is a correction to the date for the meeting regarding conservation lands; it is set for July 21st at 6:30 PM. L. Smith agreed to attend as representative of the Board of Selectmen.

CURBSIDE COLLECTION AGREEMENT – PINARD WASTE SYSTEMS

Tony Belanger of Pinard Waste Systems introduced himself and his company’s lawyer, Anthony Delyani, to the Board.

Town Counsel has informed the Board of Selectmen that a court hearing was held today regarding a matter brought forward by Environmental Landscape Management relating to the award of the Town’s recycling and solid waste services contract where the court denied the temporary order and preliminary injunction against the Town. The case can proceed on merits, however. Therefore, the Board will make no further comments on the matter at this time.

Pinard Waste Systems acknowledged that they are aware of this matter and are ready to proceed with signing the contract. Attorney Delyani was provided with contact information for Town Counsel Bart Mayer.

MOTION: To sign and enter into an agreement with Pinard Waste Systems, Inc. for Residential Curbside Collection services for the Town of Hampton Falls for the period of July 1, 2015 through June 30, 2020, with the understanding that there is pending litigation.

MOTION: L. Smith

SECOND: M. Kasprzak

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The Agreement was signed by all and a copy given to Mr. Belanger.

There followed a question and answer period covering various topics, including acceptable items for disposal and the logistics of the changeover from Northside to Pinard. A review of the information provided by Pinard Waste Systems with regard to a web site link relating to the specifics of Hampton Falls permitted and non-permitted solid waste was reviewed. A few changes will be made. Once the web site link is active, it will be shared with Hampton Falls residents.

DISPOSAL AGREEMENT – COVANTA, HAVERHILL, MA

Town Counsel has reviewed the Disposal Agreement and made a few suggestions, which the Board agreed to implement.

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L. Smith identified a minor change to language, and also referred to the section of the contract regarding prolonged labor action, to be sure there is a solution available to the Town in case there is a labor strike within the company.

A meeting was set for Wednesday, June 24th at 9:30 AM to meet with Covanta, to sign the Disposal Agreement.

DELINQUENT TAXPAYER AGREEMENT, MAP 01-056.00

The Board gave consideration to the Town entering into a payment plan with the owner of Map 1, Lot 56, in order to avoid the property being deeded. Concern was expressed with regard to the low payment amount. The Board requested that the property owner be contacted to request additional information and explore other options in this regard.

TAX COLLECTOR'S DEED, MAP 04-005.05, FILED WITH REGISTRY OF DEEDS

The Board reviewed the paperwork regarding property at Map 4 Lot 5.5 having been deeded to the Town due to unpaid taxes. The deed has been recorded at the Registry. As the property is currently rented, the tenant will be directed to stop paying rent to the former owner and instead pay the rent to the Town until the property can be sold.

USE OF EAST ROAD FOR ACCESS OF STATE HIGHWAY CONSTRUCTION VEHICLES FOR THE I95 OVER TAYLOR RIVER BRIDGE PROJECT

L. Ruest reported that Road Agent D. Robinson attended a pre-construction meeting with regard to the I-95 project and learned some details, including that there is a plan to use East Road for construction vehicle access to Route 95. She recommended contacting the Department of Transportation to request that the road's condition be evaluated at the beginning of the project and after the project (2018), with the intention that the Class VI portion of the roadway is maintained in good condition for use of public safety vehicles. The Board signed the letter as presented.

- **NEW BUSINESS**

COMCAST FRANCHISE FEE, FIRST QUARTER 2015

MOTION: To accept the franchise fee for the first quarter of the year in the amount of \$7,583.33.

MOTION: M. Kasprzak

SECOND: L. Smith

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PERSONNEL POLICY AMENDMENT – HANDS FREE DRIVING

The Board looked at examples of policy wording with regard to the law prohibiting the use of hand-held communications devices while driving; a law becoming effective July 1, 2015. There was a brief discussion of the merits of each. The Board agreed to use the personnel policy wording obtained from the Town of Derry.

MOTION: To amend the Hampton Falls Personnel Policy to add a section addressing regulation of employees' use of hand-held communications devices.

MOTION: L. Smith

SECOND: M. Kasprzak

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RESTORATION OF INVOLUNTARILY MERGED LOTS (RSA 674:39-AA)

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6 KENSINGTON ROAD, 72 LAFAYETTE ROAD, 74 LAFAYETTE ROAD

The Board acknowledged the request to separate involuntarily merged lots. While it was acknowledged that the Town's zoning describes the lots as merged (pursuant to Section 2.1 of the Town's Zoning Ordinance), the Town of Hampton Falls Assessor did not merge them; the properties remain three separate parcels with three separate property tax cards. The property owner's attorney will be informed of this information.

PA-28 INVENTORY OF TAXABLE PROPERTY FORM

The Board signed the Department of Revenue form indicating that Hampton Falls will not be utilizing the PA 28 form in 2015.

OTHER

TED TOCCI RESIGNATION

The Chairman read a letter of resignation from Ted Tocci, who is resigning as Parks and Recreation Chairman. It was agreed to accept the resignation with regret, and gratitude for the work Mr. Tocci has done on behalf of the Town.

MOWING

It was reported that trimming at the Town Common and Governor Weare Park has not been done in accordance with the Mowing Agreement.

It was also noted that the Town does not yet have a signed contract, Certificate of Insurance or certification for application of herbicides from ELM. The Board requested that L. Ruest follow up and contact Mr. Ziolkowski as this is a priority requesting all to be in place by the end of the month.

NEWSLETTER

The July/August newsletter was reviewed and no issues were found. M. Kasprzak will approve once she has had a chance to read it.

REVIEW AND APPROVAL OF PREVIOUS MINUTES: 6/3/2015

It was agreed to postpone approval of the June 3rd meeting minutes until all Selectmen have had the chance to read them.

MOTION: To enter non-public session, at 8:10 PM

MOTION: R. McDermott

SECOND: L. Smith

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