

**TOWN OF HAMPTON FALLS**

**PRESENT:** P. G. Robart, Chairman; F. J. Ferreira, Jr., S. C. Volpone, Jr., Selectmen;  
E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

**FORMER SELECTMAN MAURICE J. CARUSO:** M. J. Caruso was invited to this meeting so that the Board could present him with a gift of thanks and Town Report in recognition of his six years' service to the Town as Selectman.

**ROAD AGENT**

**MONTHLY REPORT:** R. B. Merrill reported that tree work is just about complete. Additional downed tree limbs, currently under snow, need to be removed as well as a tree stump on Brown Road. R. B. Merrill requested E. N. Small contact him with this year's spring white goods day clean up date in order to prepare the dump area for containers. It is planned to place the concrete pad for the recycling containers at the Public Safety Building in the spring. R. B. Merrill will also check on a tree clearing project on Sanborn Road to ensure protection of the new roadway. The Sanborn Road guardrail extensions will be installed in the spring.

**LINDEN ROAD – PUNCH LIST AND PAYMENT OF ENGINEERING BILLS:** E. N. Small referred the Board to a listing of outstanding items prepared by Jones and Beach Engineers. The Town has taken deed to this road and the developer is stating that most items of concern have been created by new residents or building contractors. The Board took this matter under advisement.

**FILL TWO DUG WELLS AT JAMES JANVRIN PLACE:** At the Board's request, R. B. Merrill will fill two dug wells once the ground thaws. The Fire Department will be holding a training burn of the structures on this property March 25. The clean-up day is scheduled for April 1.

**FROST BAN:** The Board will be signing the frost ban notice today and the roads will be posted on Friday.

**DAMAGE TO MAILBOX AND LAWN AT 10 OAK DRIVE:** Damage has been done to a lawn and mailbox as a result of plowing during a recent snowstorm. The policy is to pay up to \$20 for the replacement of a damaged mailbox due to snow plowing. R. B. Merrill will repair the area of turf along the edge of pavement.

**BUILDING INSPECTOR**

**MONTHLY REPORT:** T. A. Pare distributed his monthly report for February noting one new home permit. He reported that the Scott Blood code violation court matter has been continued to April. A sign on Lafayette Road is not in compliance with zoning. Contact has been made with the owner. No site plan agreement is in place for the Pelton project on Lafayette Road. Proposed changes to buildings and utilities are being made. The project is basically at a stand still until the site plan approval conditions are met. Brad Jones of Jones and Beach Engineers is working on both the subdivision and site plan portions of this project. The self-storage project on Lafayette Road is underway. T. A. Pare reported that he will be attending a Health Officer's Training class on EEE virus today.

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**APPROVAL OF A COST PER SQUARE FOOT FOR NEW CONSTRUCTION – LIVING AREA AND NON-LIVING AREA:** T. A. Pare referred the Board to a memo he prepared with recommendations for building permit fees. Following discussion, P. G. Robart expressed his concern with exceptions being made for certain projects that do not include living space. It was suggested that this matter be reviewed again and that T. A. Pare submit additional information for the Board's consideration.

**FIRE CHIEF / EMERGENCY MANAGEMENT DIRECTOR**

**MONTHLY REPORT:** J. M. Lord distributed his monthly report for February noting statistics and incidents that occurred. An emergency management drill is scheduled for March 15. F. J. Ferreira, Jr. plans to attend. A copy of the contact numbers in the event of a mass casualty was provided to the Board.

Town Meeting 2005 approved the appointment of firefighters by the Board of Selectmen. J. M. Lord will prepare a listing of firefighters for the Town Clerk in order to prepare appointment forms. Once signed by the Board, firefighters will need to be sworn in by the Town Clerk.

**REPORT ON LEADERSHIP CLASS – SESSION 2 – EMPLOYMENT LAW:** J. M. Lord reported on items regarding harassment, background checks and applications. He is currently reviewing the Department policy regarding these issues.

**APPOINTMENT OF DEPUTY FOREST RANGER HAMPTON FALLS:** A letter acknowledging the appointment of Brian Kent as Deputy Forest Ranger has been received.

**JANVRIN TRAILER- TRAINING BURN – MARCH 25:** J. M. Lord outlined the plans for this training burn and clean-up of debris. He noted the need to rent a dumpster for the debris.

**HIGHWAY SAFETY COMMITTEE:** J. M. Lord reported that the Committee has been reviewing driveway locations for new lots on Brown Road (Map 5, Lot 14-1 & 2). R. B. Merrill has also trimmed the tree at the intersection of Exeter Road and Brown Road.

**COMSTAR:** The billing company for ambulance runs has submitted a report requesting write-off of three incidents of uncollectible amounts. J. M. Lord plans to submit a letter from the Fire Department requesting payment.

**MOTION:** To authorize the Fire Chief to handle the request for write-off.

**MOTION:** F. J. FERREIRA, JR.

**SECOND:** S. C. VOLPONE, JR.

**UNANIMOUS**

**HAMPTON FALLS HAZARDOUS MITIGATION PLAN 2006 – HF EMERGENCY OPERATION PLAN:** J. M. Lord reported that the draft plan for Hampton Falls has been provided by David West of the RPC. Once reviewed and approved by the committee, it will be returned for mailing to FEMA, Bureau of Emergency Management, and then becomes a registered and recognized plan.

**POLICE CHIEF**

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**MONTHLY REPORT:** R. Dirsa distributed his report for February noting statistics and incidents. He informed the Board of an outstanding bill due the NH-SPCA with respect to the Rupia case. He explained that the money is owed for the service provided to the Police Department at the time and that this matter is being addressed in court. He suggests the Town pay the bill and obtain restitution through the court. R. Dirsa will get the bill to E. N. Small.

**REPORT ON LEADERSHIP CLASS – SESSION 2 – EMPLOYMENT LAW:** R. Dirsa reported that he learned issues relating to the Crime Victims Leave Act. He also obtained a book to assist with personnel matters. The Local Government Center encourages all municipal employers to obtain answers to employment law questions rather than waiting.

**TRAFFIC ORDINANCE ON A PUBLIC STREET:** R. Dirsa explained the need for a traffic control ordinance citing numerous examples of recent safety and traffic hazards. He referred the Board to a draft ordinance noting that it mirrors North Hampton's ordinance. This document needs to be prepared in proper form for consideration at a public hearing.

**INCREASE IN DETAIL RATES:** R. Dirsa referred the Board to a memo recommending an increase in detail billing rates effective April 1, 2006. He explained that he researched area towns and made the recommendation to increase the rates from \$31 Officer/\$6 Use of Cruiser/\$8 Administration Fee to \$33/\$7/\$9. This makes Hampton Falls competitive with area towns.

**MOTION:** To accept the Police Chief's recommendation to increase billable detail rates to \$49 effective April 1, 2006.

**MOTION:** F. J. FERREIRA, JR.  
**SECOND:** P. G. ROBART  
**UNANIMOUS**

• **OLD BUSINESS**

**REVIEW AND APPROVAL OF PREVIOUS MINUTES – JAN 9, 18, 26 AND FEB 1, 13, 15 - PUBLIC AND NON-PUBLIC:**

**MOTION:** To approve the minutes of January 9, January 18, January 26, February 1, February 13 and February 15 as written.

**MOTION:** P. G. ROBART  
**SECOND:** S. C. VOLPONE, JR.  
**UNANIMOUS**

**FINANCIAL REPORTS-GENERAL FUND BALANCE:**

**GENERAL FUND - 989,700      TAX COLLECTOR – FEB RECEIPTS - \$46,360**

**FEBRUARY EXPENDITURE REPORT PROVIDED TO BOARD**

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**HAMPTON FALLS NEWSLETTER – TOWN SECTION – HISTORIC DISTRICT**

**ARTICLE:** T. Samway was present to express his discontent with a portion of the recent newsletter. He stated that he feels the Historic District article asks the voters to take a stand to vote yes and that public funds should not be used to promote an issue. The Board acknowledged his concern, noting they will be more sensitive to articles in the newsletter being more neutral and thanked him for his input.

**PERAMBULATION OF THE TOWN LINES WITH KENSINGTON:** This matter will be added to the next agenda.

**WHERE ARE THE TOWN & SCHOOL REPORT BOOKS?** Delivery of the Town and School report books will begin today.

**BANK OF AMERICA / FLEET BANK:** Fleet Bank is now Bank of America.

**SETTING UP THE VOTING BOOTHS- SUNDAY, MARCH 12, 9 AM:** The Board set this date and time to set up the meeting hall for voting.

**SELECTMEN'S DUTIES – ELECTION DAY:** E. N. Small provided a copy of a document outlining the duties of the Selectmen on Election Day.

**TWO APPLICATIONS FOR SPECIAL APPRAISAL OF RESIDENCES IN THE COMMERCIAL ZONE:** Signed by the Board.

**STREET NUMBER CORRECTION – KENSINGTON ROAD:** The Board signed a letter to Didier Matel outlining the need to correct the street number being used for his residence. This correction also affects the neighbor who is also using an incorrect street number.

**NEW COPIER FOR TOWN OFFICES – INTERVIEWS – MARCH 22, 1:30 PM:** E. N. Small informed the Board of this meeting and invited them to attend.

**BUDGET WORKSHEETS- FINANCIAL ADMINISTRATION:** E. N. Small provided the Board with a revised worksheet for Financial Administration. An addition error has been identified and corrected.

**TAX COLLECTOR'S MS-61 REPORT FOR FEBRUARY** was provided to the Board.

**SCOTT BLOOD CASE – RE-SCHEDULED TO APRIL 4 – HAMPTON DISTRICT COURT**

**CHERRY CASE:** Information regarding the court's decision in this matter as well as the Cherry's Motion for Reconsideration was provided to the Board.

**MASTER PLAN/CIP CHAIRMAN:** T. Tocci has submitted a letter to the Planning Board indicating he is stepping down as Chairman of the CIP Committee. He included an outline of plans for 2006 for the Committee's use. The Master Plan is just about complete. The Board was referred to a draft of the final chapter being worked on (Community Vision & Goals).

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**PROPOSAL FOR HORSE SHOWS – 2006 SILVER OAKS/LIBERTY FARMS:** A copy of a letter from Beals Associates on behalf of the property owners at 356 Exeter Road outlining intentions for equestrian shows was provided to the Board. The property owner needs to seek approval from the Planning Board as this is a condition of the approved site plan for these properties.

**BUILDING CODE AMENDMENT – 2007 ANNUAL TOWN WARRANT:** Notice has been received from the Planning Board to place an amendment to the septic reserve requirement on the 2007 ballot.

**RELEASE SWAIN DRIVE FROM THE CONSTRUCTION PHASE:** The Planning Board has released this road from the construction phase. It is now up to the Board to accept the road as a town road, placing Swain Drive into the maintenance phase for two years. A letter of credit is in place, engineering review funds have been posted and the deed has been received. The remaining shoulder work is to be completed before June 15, 2006

**MOTION:** To release Swain Drive from the construction phase and accept it as a town road contingent on shoulder work being completed.

**MOTION:** P. G. ROBERT  
**SECOND:** F. J. FERREIRA, JR.  
**UNANIMOUS**

**UNLINED MUNICIPAL LANDFILL CLOSURE LIST:** This year's listing has been received and Hampton Falls remains low on the list.

**COST FOR PURCHASING 100 RECYCLING BINS:** The Board reviewed information with regard to purchasing recycling bins. Following discussion, L. A. Ruest was asked to inquire as to the cost for color bins other than red as well as giving consideration to ordering 200 (rather than 100) bins and whether there is space to store them.

**LETTER TO KOPKA – COMMITMENT OF BOS RE BOS APPROVAL?:** E. N. Small has not prepared this letter. The Board expressed concern with this request.

**APPLECREST FARM ORCHARDS DEED RESTRICTON:** The last item of the conservation easement on Applecrest is to file this deed restriction to include the out-easement areas with the easement areas for any further sale of the property.

- **NEW BUSINESS**

**NEXT MEETING – MARCH 29, 6:30 PM:** P. G. Robart stated he would return materials provided to him as Selectman to E. N. Small.

**EMAIL, VOICEMAIL AND INTERNET USAGE POLICY:** LifeResources – Member Assistance Program is offering a sample policy and training in the workplace.

**APPLICATION FOR SPECIAL PERMIT – MOSQUITO AND BLACK FLY – NH DIV OF PESTICIDE CONTROL:** The State application has been completed and was signed by the

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Board. There is no commitment in completing this form. If the warrant article does pass, approvals will be in place.

**LETTER OF CONGRATULATIONS – INDUCTION INTO THE NH’S COACHES ASSN. HALL OF FAME:** A letter of congratulations was signed for Ed Beattie.

**LINCOLN AKERMAN SCHOOL PTO ANNUAL ROAD RACE – 5-13-06:** A Selectmen’s Permit was signed by the Board. A copy of this permit is to be mailed with the application to the State.

**COMCAST—THE FAMILY TIER OFFERING:** A letter outlining new program offerings was provided to the Board.

**CURRENT USE TAX (5-51-18)/APPLICATION FOR SPECIAL APPRAISAL OF RESIDENCE IN THE COMMERCIAL ZONE/CURRENT USE WARRANT AND TAX BILL:** These documents were signed by the Board.

**SCHEDULE MEETING WITH D. CALDER – ANNUAL MEETING W/ SELECTMEN – APR 3, 8:30 AM**

**WETLANDS AND NH SUPREME COURT RULING – LETTER TO LGC CHECK WITH LGC:** Information relating to a current matter before the court regarding wetland setbacks was provided to the Board.

**RECEIPT OF A PROTEST PETITION FOR HISTORIC DISTRICT PROPOSAL:** A notice of receipt of protest petition was signed by the Board for posting. This petition is to be read at election as well.

**INSULATING THE ATTIC OVER THE NEW OFFICES – CONDENSATION FILTER FROZE - SYSTEM SHUTDOWN:** E. N. Small will obtain a price to insulate the storage area above the Town Hall addition.

**BONDING FOR BROADBAND:** E. N. Small informed the Board that he sent an email of support regarding this issue for towns in the North Country.

**MOTION TO GO INTO NONPUBLIC SESSION  
AT 9:46 AM TO DISCUSS PERSONNEL,  
POTENTIAL LITIGATION, WELFARE**

**MOTION: F. J. FERREIRA, JR.  
SECOND: P. G. ROBERT  
UNANIMOUS**

**MOTION TO SEAL THE MINUTES OF THE  
NONPUBLIC SESSION AND RESUME AT 10:08 AM**

**MOTION: F. J. FERREIRA, JR.  
SECOND: P. G. ROBERT  
UNANIMOUS**