

**TOWN OF HAMPTON FALLS**

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

John Pedler of the Hampton Union was present.

**RECOMMENDATION ON BIDS OPENED ON JUNE 15:**

**Brown Road and Sanborn Road Culverts:** Brad Jones of Jones and Beach Engineers has suggested the Board meet with RAM General Contractor on June 23 at 7:30 a.m. Selectmen, E. N. Small and R. B. Merrill will attend. E. N. Small will send an e-mail reminder. A letter was received from Hartmann indicating that they would not be bidding this project.

**Road Reconstruction:** E. N. Small reported that there is \$115,200 available. Bids received exceeded this amount for all roads. E. N. Small suggests doing the work on Stard Road and Brimmer Lane. This will leave \$22,000 remaining. Pike Industries was the better priced bid and has done a good job in the past.

**MOTION:** To accept the bid from Pike Industries.

**MOTION:** F. J. Ferreira, Jr.  
**SECOND:** P. G. Robart  
Unanimous

**OLD BUSINESS**

**REVIEW AND APPROVAL OF PREVIOUS MINUTES:**

**MOTION:** To approve the minutes of the June 2 and June 15 meetings as written.

**MOTION:** F. J. Ferreira, Jr.  
**SECOND:** P. G. Robart  
Unanimous

**FINANCIAL REPORTS:** E. N. Small reported a General Fund balance of \$122,000. In May, the Tax Collector collected \$3,500. The Town Clerk collected \$41,300 and the Treasurer reported \$126,000 in receipts. Referring to an updated cash flow spreadsheet, E. N. Small noted his concern in September due to the increase in the local school payment.

**ANNUAL NH MUNICIPAL MANAGER'S CONFERENCE – JUNE 23-25:** E. N. Small will attend this conference.

**TRAINING RE: NEW CHANGES WIT THE FAIR LABOR STANDARDS ACT – JULY 14 AND AUGUST 18:** E. N. Small will attend this training.

**AUTO REGISTRATIONS BY MAIL/PAY BY CREDIT CARD:** The Town Clerk has been providing information regarding registering autos by mail. Payment by credit card will need to wait for the state to provide a software program.

**TOWN OF HAMPTON FALLS**

**SELECTMEN'S MINUTES (1935-1979):** E. N. Small showed the Board the finished project of records restored this year.

**NO CASH POLICY FOR PAYING TAXES – TAX COLLECTOR:** This matter will be added to a future agenda.

**FIRST PROPERTY TAX WARRANT \$2,661,550:** The Board signed the Tax Warrant.

**APPOINTMENT OF TAX COLLECTOR:** E. N. Small recommended Mary Ann Hill as Tax Collector. Two appointment forms were signed based on the suggestion that she be appointed as Assistant Tax Collector until July 1 and then Tax Collector effective July 1. This will allow the audit of books for the outgoing Tax Collector to take place.

**MOTION:** To appoint Mary Ann Hill as Assistant Tax Collector on a six-month probationary period based on a favorable background check.

**MOTION:** F. J. Ferreira, Jr.  
**SECOND:** P. G. Robart  
**Unanimous**

**CURRENT USE TAXES – RESIGN:** The Board re-signed a current use tax bill that was redone at the request of the Registry as well as a new current use tax bill.

**PHOTOS OF TOWN HALL STAGE – NOVEMBER 1956:** E. N. Small showed photographs of the Town Hall stage circa 1956.

**NOTIFICATION TO F. A. GRAY, PAINTING OF TOWN HALL, TWO SIDES:** E. N. Small has called F. A. Gray to discuss a start date for the painting of two sides of the Town Hall.

**PSB – CLEANING DUCTS – BLOWER UNIT IN POLICE CHIEF'S OFFICE NEEDS REPAIR:** E. N. Small reported that as part of the grant for the ventilation system, the duct work has been cleaned and the filters have been changed. A problem with certain pipes has been identified and Lamprey Brothers have been called for service. E. N. Small suggested creating a maintenance spreadsheet for each town building. The Board approved.

**PUBLIC HEARING IN SEPTEMBER FOR ANTICIPATED OVERRUN IN THE POLICE DEPARTMENT BUDGET:** This public hearing will be held with permission from the Department of Revenue Administration to use surplus funds to offset this cost.

**IMPACT FEES:** The Board reviewed an impact fee for Map 2, Lot 004-10 signed in protest by owner Arleigh Greene.

**MARSH LANE TURNAROUND AND DEED RESEARCH (BRAD JONES):** B. Jones will design a plan for a hammerhead turnaround on the northeast side of A. Melville's property along Marsh Lane. Once the plan is drawn, R. B. Merrill, E. N. Small and B. Jones will meet with A. Melville.

**TOWN OF HAMPTON FALLS**

**INVENTORY OF TOWN ROADS ON SPREADSHEET – BI:** R. B. Vigneau prepared an Inventory of Town Owned Roads outlining intersecting roads, width/right of way, length and when last paved.

Another spreadsheet outlining the status of roads in the maintenance phase was reviewed. It was noted that the developer of Elton Lane needs to be contacted to make repairs.

**MERCHANT ROAD:** E. N. Small reported that a notice has been sent to Mr. and Mrs. Cotton regarding violations. It has been reported that the swale has been filled, the land seeded for grass and planted with pine trees. No response has been received from the property owners. Code Enforcement Officer R. B. Vigneau will continue to review.

**SCHEDULE MEETING WITH RECYCLING/SOLID WASTE COMMITTEE RE: DISPOSAL OF TVs, MONITORS, BATTERIES, FLUORESCENT LIGHTS:** E. N. Small asked the Board if there were any other items they wished to discuss with the Solid Waste Committee. Suggestion was made to give thought to creating an illegal dumping ordinance/penalty.

**GOVERNOR WEARE PARK – FILL AND BACK FIELD:** E. N. Small reported that Emile Dumont is willing to sell the fill for the same price he purchased it or \$2.75 a yard. The Board approved the purchase through the Highway Department budget and indicated that it is to remain at its present location.

The Board asked that E. N. Small call Pike Industries to coordinate the schedule with Paul Fitzgerald for grading/reclaiming the ball field. No further action is to be taken on creating a back field at this time.

**NEXT MEETING OF LIBRARY NEWSLETTER COMMITTEE – JUNE 22, 6:45 PM:** E. N. Small will meet with this committee.

**NEW BUSINESS**

**NHMA WAGE, SALARY AND BENEFIT SURVEY QUESTIONNAIRE:** L. A. Ruest completed and mailed this year's survey information.

**LETTER FROM COMCAST – CHANGES FROM ANALOG TO DIGITAL FORMAT:** E. N. Small provided the Board with a copy of a letter from Comcast for their review.

**APRIL AND MAY 2004 PROPERTY TRANSFERS:** An updated spreadsheet of property transfers was provided to the Board.

**INVESTMENT OF PROPERTY TAX REVENUE – TREASURER – PROVIDENT BANK 1.75%:** The Treasurer is exploring the possibility of transferring money to Provident Bank for the better interest rate. The Board agreed with investing town funds with Provident Bank.

**AUDIT OF TAX COLLECTOR'S RECORDS:** Greg Colby of Plodzick and Sanderson will conduct an audit on July 6. Russ Milliken will close his books on June 30.

**TOWN OF HAMPTON FALLS**

**EXPEDITED WETLANDS BUREAU APPLICATION – L. TERRAMAGRA:** A copy of this application package was provided to the Board for review.

**REPRESENTATIVES TO THE ROCKINGHAM PLANNING COMMISSION:** The Planning Board has recommended Roger D. Venden as Member and Richard P. McDermott as Alternate Member.

**MOTION:** To accept the recommendation of the Planning Board and appoint Roger D. Venden as Member and Richard P. McDermott as Alternate Member to the Rockingham Planning Commission.

**MOTION:** F. J. Ferreira, Jr.  
**SECOND:** P. G. Robart  
**Unanimous**

**HISTORICAL SOCIETY – LOANING OLD LIBRARY TO OTHER GROUPS:** E. N. Small received request from B. Mutrie of the Historical Society to rent the old library for group use. The Board indicated that it did not want the Historical Society renting the old library.

**PREPAY FOR PROPANE GAS FOR THE 2004-2005 SEASON – WEBBER ENERGY:** L. A. Ruest explained the opportunity to purchase a certain number of gallons of propane to be paid on a budgeted basis over 12 months. The Board agreed to the offered program. L. A. Ruest will work with Webber to obtain the best price possible.

**ORGANIZATION – RSA 154:1:** E. N. Small provided a copy of this state statute for the Board's review.

**STEVE C. VOLPONE – ALTERNATE TO LIBRARY TRUSTEES:** Recommendation is made to appoint Steve C. Volpone as Alternate to the Library Trustees

**MOTION:** To appoint Steve C. Volpone as Alternate to the Library Trustees.

**MOTION:** F. J. Ferreira, Jr.  
**SECOND:** P. G. Robart  
**Unanimous**

**REPAIR OF ROUTE 84 HAMPTON FALLS RIVER CULVERT – DREDGE AND FILL APPLICATION:** E. N. Small provided the Board with a copy of the application from the State.

**HORSE SHOWS:** E. N. Small reported that he received a call with respect to Map 6, Lot 22-1 and Map 6, Lot 22, 356 Exeter Road. The caller indicated that the owners have informed her that a horse event she has scheduled at this property is not allowed by the Town. The Board acknowledged that small horse shows are allowed, however, large horse shows need site plan approval.

**MOTION TO GO INTO NONPUBLIC SESSION  
UNDER RSA 91-A TO DISCUSS PERSONNEL**

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

**BOARD OF SELECTMEN  
JUNE 16, 2004**

**6:30 PM  
TOWN HALL**

**TOWN OF HAMPTON FALLS**

**AND WELFARE AT 7:20 PM**

**Unanimous**

**MOTION TO SEAL THE MINUTES, GO OUT OF  
NON-PUBLIC SESSION AND ADJOURN AT 7:30 PM**

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

061704.doc