

**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

**MOTION TO GO INTO NONPUBLIC SESSION  
AT 7:00 A.M. TO DISCUSS LAND NEGOTIATION,  
LEGAL AND WELFARE**

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

**MOTION TO GO OUT OF NON-PUBLIC SESSION  
AND RESUME AT 7:38 AM**

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

**CONSERVATION COMMISSION:** The Chairman of the Board signed a letter of support with respect to the Commission's application for a NH Estuaries Program Freshwater Wetlands grant.

**SOLID WASTE ORDINANCE:** Mike Hastings, Tom Cass and Andy Melville were present. E. N. Small provided a draft copy of the solid waste ordinance and requested suggestions should the Committee have any.

**53-B INCREASE IN RATES AT ROCHESTER LANDFILL:** A notice has been received indicating the new rates, representing a 2.5% increase, for July 2004 through June 2005.

**FALL CLEANUP ON OCTOBER 23, 7 AM – 2 PM - PLANS FOR THE DISPOSAL OF MONITORS, BATTERIES, FLUORESCENT LIGHTS:** M. Hastings asked if the Board is interested in grants from 53B or the state. A. Melville informed that the 53B district offers a series of grants to member towns. It was suggested that Hampton Falls could pursue a grant to collect computer equipment. T. Cass noted that the Town of Hampton collects these items on its hazardous waste collection day. M. Hastings reviewed other options of having a vendor leave a container to collect on White Goods Day or another option of curbside pick up. The Solid Waste Committee will work on a proposal to present to the Board. P. G. Robart also noted that the diameter of the tire should be used rather than the rim size to meet today's specifications.

**CODE ENFORCEMENT ISSUE – R. VIGNEAU:**

**Scott Blood, Stard Road, Map 2, Lot 1-1:** R. B. Vigneau reported that the approval for a temporary mobile home at this property has expired. He reviewed the ordinance with the Board and noted that the property owner has not picked up the certified letter mailed to him, and it has since been returned undelivered. R. B. Vigneau added that he has also told Mr. Blood verbally of the expiration and need to remove the trailer. Mr. Blood indicated to him that he has no intention of moving the trailer until the construction of the house is complete. It is estimated that the house is not yet half complete. The Board requested R. B. Vigneau move forward to enforce the ordinance and contact counsel.

**TEMPORARY WEIGH STATION – FORMER HERITAGE HOUSE SITE, RT. 1 – NH DEPT. OF TRANSPORTATION:** Mike O'Malley of the Department of Transportation introduced himself and two representatives of the Department of Safety. He stated that the State plans to lease the former Heritage House Restaurant site for use as a weigh station to enforce truck weights on Route 1. The DOT is currently negotiating with the property owner. It was not realized until this morning, however, that the Town plans to reclaim and repave Brimmer Lane which is the intended access of the weigh station.

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M. O'Malley asked the Board to reschedule its work. The Board indicated that it has contracts to honor as well as a schedule to perform work before the school buses are back in session. The Board suggested an alternative location to access the property. Review of plans took place at this time. It was also noted that the road work may not take place at the same time the weigh station is in operation. E. N. Small inquired whether the State would be willing to take responsibility for any damage to the new road from large trucks. M. O'Malley stated no. Suggestion was made to bring the area to binder course and final coat later.

Following further discussion, it was agreed to meet on site at 1:00 p.m. today to work out details to see if the work can be performed around the weigh station schedule. The Road Agent, Police Chief, and Pike Industries will be invited to attend.

• **OLD BUSINESS**

**REVIEW AND APPROVAL OF PREVIOUS MINUTES**

**MOTION:** To approve the minutes of the July 7 meeting as written.

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

**FINANCIAL REPORTS-GENERAL FUND BALANCE:** E. N. Small reported a General Fund balance of \$1,600,000. Cash flow projections continue to be reviewed. The amount of \$246,000 remains outstanding in tax collection.

**TA COMPUTER:** E. N. Small reported that his computer is back in service and files are gradually being restored.

**DEPT. OF REVENUE ADMINISTRATION – REPORT ON ASSESSMENT PRACTICES IN HF – TA TO MEET WITH BOB GAGNE OF DRA:** E. N. Small will meet with Bob Gagne to discuss assessment practices and regulations as well as veterans and current use applications.

**HOLD ON SPENDING – LEGAL, POLICE AND WELFARE BUDGETS:** E. N. Small reported that expenditures are being carefully watched as these budget lines are projected to be overspent.

The Board signed an agreement for the pre-buy of propane gallons for the upcoming heating season. E. N. Small also informed the Board that L. A. Ruest has received notice from the IRS of a refund of a penalty assessed due to a software error identified at the end of 2003.

**PRIMEX – 25 YEARS OF RISK MANAGEMENT EXCELLENCE - WORKER'S & UNEMPLOYMENT COMP:** E. N. Small provided the Board with the annual report of PRIMEX for their review.

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**APPOINTMENT – BOARD OF ADJUSTMENT:** As a result of the resignation of Elliott Berkowitz, Charles Leto of Drinkwater Road has been recommended as member to the ZBA.

**MOTION:** To appoint Charles Leto as ZBA member to fill out E. Berkowitz’s term.

**MOTION:** F. J. Ferreira, Jr.

**SECOND:** P. G. Robart

**Unanimous**

A letter of thanks was signed for E. Berkowitz’s 12 years service on the ZBA.

**AMERICAN INDEPENDENCE BY-WAY BROCHURE:** E. N. Small provided a copy of this brochure to the Board.

**BUILDING MAINTENANCE SPREADSHEET:** Department Heads have been providing assistance to create a spreadsheet of government building maintenance information.

**PAINTING OF THE FRONT OFFICE AND HALLWAY, BLINDS FOR FRONT AND TA’S OFFICE, REPAIRS TO THE KITCHEN –PAINT CEILING, WORK ABOVE CENTER WINDOW, AND PAINTING OF THE BULLETIN BOARD:** The front office and hallway has been painted by B. Humphrey for use of the Conservation Commission, Recreation Commission and Supervisors of the Checklist. An estimate for blinds was reviewed and approved by the Board. W. Humphrey has been asked to do the repair work needed in the Grange kitchen.

**TRANSFER OF WEST VIEW CEMETERY TO THE TOWN - R. WINN:** R. Winn is working on the transfer of the cemetery to the Town.

**RUPIA CASE – CHIEF DIRSA PREPARING FOR TRIAL:** R. Dirsa is working with the District Attorney with respect to collecting the fees owed to the Town for clean-up, etc.

**SKIM COAT A SECTION OF SANBORN RD – DURING THE PAVING OF BRIMMER AND STARD - HOT TOP CUL DE SACS- BALDWIN AND PENHOLLOW:** This road work will be done in conjunction with the reclaiming and repaving of Brimmer Lane.

**INCREASE ROAD GRADE AT ENTRANCE TO BRIMMER LANE – FIELD REPORT- B. JONES - RECLAIMING TO BEGIN ON JULY 26:** The Board reviewed information received from Jones and Beach Engineers with respect to the cost to increase the road grade.

**REMOVAL OF TREE ON EAST SIDE OF TOWLE FARM RD – SCENIC ROAD PUBLIC HEARING:** R. B. Merrill has declared this tree a safety hazard and asked that the Planning Board address a Scenic Road Alteration application on behalf of the Town. It was noted that once the Road Agent determines a hazard that the process before the Planning Board is not necessary.

**MOTION:** To authorize the Road Agent to remove the tree due to the hazardous condition.

**MOTION:** F. J. Ferreira, Jr.

**SECOND:** P. G. Robart

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**Unanimous**

**WORKSHOP AT HF TOWN HALL – “CARE & MAINTENANCE OF YOUR SEPTIC SYSTEM:”** This workshop is schedule for Wednesday, August 4, 7 – 9 PM.

**BLINKING LIGHTS ON RT. 88 AT LINCOLN AKERMAN SCHOOL ENTRANCE:** E. N. Small will work with the School Board with respect to placing a flashing traffic light at the entrance to the school.

**OTHER**

- **NEW BUSINESS**

**VACATION SCHEDULES:** L. A. Ruest is on vacation the week of August 2 and E. N. Small is on vacation the week of August 9.

**PUBLIC INFORMATION SHEET FOR TOWN OFFICES:** E. N. Small will provide copies of this information sheet for the Board’s review and comment for the August 4 meeting.

**STATEWIDE RESEARCH – TRENDS IN MUNICIPAL SERVICES – UNH & LOCAL GOVERNMENT CENTER:**

**NEW LEGISLATION – DEFAULT BUDGET:** E. N. Small stated that information is coming soon with respect to a new form for preparing the default budget.

**PROPERTY TRANSFERS – JUNE 2004:** An updated listing of transfers was provided to the Board.

**CAPITAL IMPROVEMENT PROGRAM – PLANS FOR 2005-2010:** Requests for capital improvement projects have been sent and are due back August 24, 2004.

**RENT OF TOWN HALL – AUGUST 7, 3:30 – 5 (AFTER GRAVESIDE SERVICES - LOIS PERFECT):**

**DEPUTY FOREST FIRE WARDEN APPOINTMENT:** The Board signed an appointment for Russ Davies.

**2003 HOMELAND SECURITY GRANT PROGRAM:** Information is forthcoming.

**COMMUNITY ASSESSMENT VISIT (CAV) – NATIONAL FLOOD INSURANCE PROGRAM:** George Musler met with E. N. Small and R. B. Vigneau to review the flood zone.

**HF BAPTIST CHURCH VACATION BIBLE SCHOOL – ROADSIDE CLEANUP – STARD/MILL:** Students from the Bible School conducted a community service project this week.

**BOARD OF SELECTMEN  
JULY 22, 2004**

**7:00 AM  
TOWN HALL**

**TOWN OF HAMPTON FALLS**

**THANK YOU FROM RITCHIE MCFARLAND \$825/ AMERICAN RED CROSS \$ 700:** E. N. Small acknowledged thank you letters received for the Town's contribution(s) approved at Town Meeting.

**OTHER**

**RPC Map with House Numbering:** E. N. Small presented a request to the Board to create a map with house numbering for use of the Police and Fire Departments. The Board approved the request with the condition that \$500 is available in the budget.

**Police Department Personnel:** R. Dirsa will be conducting interviews for a part-time police officer. Three candidates have part-time academy experience and the others do not have this training. R. Dirsa will meet with the Board on August 4.

**Personnel Policy:** M. J. Caruso requested that meetings be scheduled the last week of August and first weeks of September to finish the draft personnel policy.

**NEXT SELECTMEN'S MEETING – WEDNESDAY, AUG 4, 2004, 7:30 A.M., TOWN HALL**

**MOTION TO ADJOURN AT 9:08 AM**

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

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