

Town of Hampton Falls

**PRESENT:** S. C. Volpone, Jr., Chairman, T. C. Tocci, Selectmen;  
E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant  
**Not Present:** S. C. Hanson, Selectman

**ROAD AGENT**

**MONTHLY REPORT:** R. B. Merrill, Jr. reported that work is taking place with regard to installation of signage, roadside mowing and planning for tree and tree limb removal. He noted that a property owner on Goodwin Road inquired as to removing a dead tree. E. N. Small and R. B. Merrill, Jr. will review this matter to determine whether the removal of the tree(s) falls under the Scenic Road Alteration Ordinance. Estimates for tree removal will be obtained with regard to removal of identified dead or dying trees throughout Town.

**CHOOSE A DATE FOR THE FALL WHITE GOODS DAY:** The Board agreed on the date of Saturday, November 3, 7 a.m. to 2 p.m.

**CIP PROPOSALS:** E. N. Small and R. B. Merrill, Jr. will meet to determine road projects for consideration and inclusion as part of the Capital Improvement Plan. A road study will be conducted.

**ROAD SIGNS – REPLACE OLD WITH NEW, LARGER SIGNS / POLICE DEPT TO IDENTIFY OLD ONES:** Members of the Police Department will be assisting to identify and inventory road signs that need replacement in order to meet 911 requirements. A comprehensive list of all highways in Hampton Falls has been prepared to assist with this project. Once the needed signage is identified, prices will be obtained.

**TOWN HALL BULLETIN BOARD AND SHRUB REMOVAL:** The Board requested that the bulletin board and lilac bushes be removed as soon as possible. E. N. Small will discuss this with Historical Society Member B. Mutrie to determine whether arrangements can be made to salvage the bulletin board for use by the Historical Society at the old library building.

**ROAD WORK BID SPECIFICATIONS:** Information has been received from Jones and Beach Engineers for use in preparing bid specifications and mailings.

**BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER / HEALTH OFFICER**

**MONTHLY REPORT:** K. C. Kelley referred the Board to his report for the month of July to include code enforcement matters and statistics.

**ANNUAL INSPECTION OF APPLECREST BARRACKS:** K. C. Kelley was reminded that it is time to conduct the annual inspection at the Applecrest barracks. Suggestion was made to review the concerns identified by Interim Building Inspector J. Dever at last year's inspection. The Fire Chief is to attend this inspection.

**FIRE CHIEF / EMERGENCY MANAGEMENT**

Town of Hampton Falls

**MONTHLY REPORT:** The Fire Department report will be presented at a future meeting when the Fire Chief returns from vacation.

**“WREATHS ACROSS AMERICA” PROGRAM – DOES THE TOWN WISH TO PARTICIPATE?** This matter will be added to the next agenda.

**FIRE DEPT LETTER FOR NEW RESIDENTS:** The Board reviewed a proposed letter and form for residential emergency response information. The Fire Chief is requesting this document be included in the mailing to new property owners that is done at the time of property transfer. The Board approved.

**POLICE CHIEF**

**MONTHLY REPORT:** A copy of the Police Department report for July was provided to the Board.

**RE-SCHEDULE BOS MEETING WITH THE POLICE DEPARTMENT:** T. C. Tocci and S. C. Volpone, Jr. indicated availability to meet on September 18 or 19. E. N. Small will check with S. C. Hanson to see if he is available and advise of the date and time set.

**HAMPTON FALLS LIBRARY TRUSTEES – CHAIRPERSON LINDA COE – MEETING RE-SCHEDULED FOR SEPT 5 - ORIGINAL 1901 TRUST**

**8:45 AM**

**RE-HEARING – ANONYMOUS DONATION FOR LIGHTING AT THE TOWN COMMON:**

S. C. Volpone, Jr. opened the public hearing reading the posted notice. Hearing no comments, he closed the public hearing.

**MOTION:** To accept the anonymous donation in the amount of \$8,500 for the lighting of the American Flag pole and Governor Weare Monument at the Town Common.

**MOTION:** T. C. TOCCI  
**SECOND:** S. C. VOLPONE, JR.

**OLD BUSINESS**

**REVIEW AND APPROVAL OF PREVIOUS MINUTES -- AUGUST 1, 2007:** This matter will be added to the next agenda.

**FINANCIAL REPORTS-GENERAL FUND BALANCE \$1,933,000**

**PERRC ORGANIZATION - SELECTMEN TO ATTEND?:** S. C. Volpone, Jr. reported that he has been in contact with a Hampton Falls business owner regarding an idea of establishing a business owners' organization. This would allow for an entity organized by the business owners rather than town officials. Suggestion is made to create a group in this way, inviting town officials to attend its meetings. A meeting is scheduled for September 6, 6:30 p.m. at Currier

Town of Hampton Falls

Leather Furniture. The general purpose of the group would be to promote economic redevelopment and rural character.

**JOINT MEETING OF PB, BOA, CC, BOS- TENTATIVELY FOR 9-10-07:** A draft agenda of this meeting was reviewed by the Board. Question was raised as to whether it is required to post this meeting, and, if so, suggestion was made to post it as work session rather than public hearing. E. N. Small will follow up on this question. L. A. Ruest reviewed the subject of the meeting (Project Approval Process) with the Board explaining the intent to assist all boards and committees with understanding each entity's role in regard to how a project begins and the steps taken to reach a conditional approval to include enforcement. L. A. Ruest will follow up with Attorney Mark Beliveau and send out confirmation of the date and time with a copy of the agenda.

**CAPITAL IMPROVEMENT PROJECTS – SELECTMEN'S REQUESTS:** E. N. Small noted that the deadline for submitting proposals is August 21. He asked the Board whether there are any proposals in mind to submit. T. C. Tocci suggested not putting anything forward that would increase taxes. S. C. Volpone, Jr. suggested that the Town work on obtaining first right of refusal for the Carney land located behind the Town Hall.

B. Mutrie requested that request be submitted to address painting the old library. It was also suggested to consider improvements to the front of the Town Hall, possibly with phasing rather than one amount.

**ACTION ITEMS FOR AUGUST 1 MEETING** were provided to the Board.

**NH DEPT OF STATE – VITAL RECORDS IMPROVEMENT FUND – REPORT ON HAMPTON FALLS:** E. N. Small referred the Board to a report prepared and submitted with regard to assessment and planning for vital records at the Town Hall. Recommendations have been made to improve storage and preservation of old town records. The Town Clerk will address following through on recommendations.

**(RSA 41:26-e) TOWN TREASURER – PROCESS TO APPOINT (TA HAS EXPLAINED THIS OPTION TO THE TREASURER):** A warrant article will be included on the 2008 ballot requesting consideration to allow appointment of the Town Treasurer rather than an elected position.

**SUMMARY INVENTORY OF VALUATION MS-1 & FUND BALANCE:** E. N. Small requested the Board sign a request for extension to allow time to obtain calculations for the total valuations of some utilities. The extension request was signed by the Board.

**TREASURER'S REPORT AND CASH FLOW:** An updated cash flow spreadsheet was provided to the Board. Recommendation has been made by the Department of Revenue Administration to have a greater amount of fund balance than that carried in the past. This is a general guideline for consideration of the Board.

**PETITION COURT FOR RELEASE OF ACCUMULATED INTEREST IN CEMETERY TRUST FUNDS:** E. N. Small reported that the Cemetery Trust Fund has accumulated interest

Town of Hampton Falls

totaling approximately \$13,000 and increases each year. Recommendation is made to petition the court to allow the expenditure of the interest to offset the cost of maintaining cemeteries in Town.

**MOTION:** To authorize the Town Administrator to proceed with petitioning the court.

**MOTION:** T. C. TOCCI  
**SECOND:** S. C. VOLPONE, JR.

**SOUTHEAST REGIONAL REFUSE DISPOSAL DISTRICT 53-B:** A memo to member towns explaining the status of a money embezzlement matter was provided to the Board.

**SUMMARY OF COSTS FOR THE TONRY CONSERVATION EASEMENT:** The Board reviewed the anticipated costs for attorneys fees, survey, etc. that relate to this easement.

E. N. Small reported that he contacted an attorney at the Local Government Center to inquire as to the authority to expend funds. He learned that the Conservation Commission has the authority to expend funds other than those related to the purchase of lands or easements.

**TONRY TREE FARM CELEBRATION – CONSERVATION EASEMENT – Saturday, October 18, 10 a.m. to 11:30 a.m.**

**SPREADSHEET OF THE TOWN’S DEBT OBLIGATIONS 2007 – 2025** was provided to the Board. A spreadsheet of Winnacunnet High School debt is forthcoming.

**IMPACT FEE MEETING – DATE AND TIME TO BE ANNOUNCED:** E. N. Small reported that a meeting is scheduled with the Lincoln Akerman School Board for Thursday, August 23, 7:15 a.m., Town Hall. E. N. Small will prepare an agenda.

**OTHER**

**TOWN COMMON IMPROVEMENT COMMITTEE:** T. C. Tocci reported that he will be recommending changing the mission and name of this committee to “Town Improvement Committee.” This will allow for review of other proposed town improvement projects other than the Town Common. S. C. Volpone, Jr. agreed.

• **NEW BUSINESS**

**NAME FOR BRICKETT SUBDIVISION ROAD – HARDY LANE?:** A review of a map showing old family names brings about the suggestion of “Hardy Lane.” Emergency services will be asked for input.

**MOTION:** To name the new subdivision road for the Brickett/Golas’ properties (Map 1, Lots 65 and 65-1) “Hardy Lane.”

**MOTION:** S. C. VOLPONE, JR.  
**SECOND:** T. C. TOCCI

Town of Hampton Falls

**PLANNING MEETING FOR CENSUS 2010:** Information on an upcoming workshop to be held on August 29 was provided to the Board. T. C. Tocci will check to see if he can attend.

**PROPOSED TOWN SECTION OF THE HF NEWSLETTER:** Following discussion of the fall white goods date and time, the Board approved the newsletter.

**ABATEMENT:** The Board signed approval of a request for abatement for a property that was over-assessed with regard to current use.

**ELDERLY EXEMPTION APPLICATION:** E. N. Small presented an application for elderly exemption and explained that the applicants do not qualify. The Board signed the form in the appropriate space to indicate the applicants do not qualify.

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

**TRANSFER OF \$1,600 FROM THE CEMETERY MAINTENANCE TRUST FUND TO GENERAL FUND:** The Board signed a letter of request to the Trustees of the Trust Funds for release of monies to the Town.

**NEXT SELECTMEN'S MEETING – WEDNESDAY, SEPTEMBER 5, 2007, 6:30 P.M., TOWN HALL**

**MOTION TO GO INTO NONPUBLIC SESSION  
AT 9:09 AM TO DISCUSS PERSONNEL,  
ACQUISITION OF LAND**

**MOTION: T. C. TOCCI  
SECOND: S. C. VOLPONE, JR.**

**MOTION TO GO OUT OF  
NON-PUBLIC SESSION AND RESUME AT 9:32 AM**

**MOTION: T. C. TOCCI  
SECOND: S. C. VOLPONE, JR.**

**RECOGNITION OF PRIOR SERVICE TO THE TOWN:** Suggestion was made to adopt a general policy with respect to acknowledging and recognizing town employees and volunteers for service to the Town. This matter will be added to the next agenda for discussion.

**TELEPHONE SYSTEM:** Discussion took place with regard to options of changing the way in which the telephone system at the Town Hall handles incoming calls. L. A. Ruest will check with Hampton Technical Services to see if the phone system software allows for an auto attendant to answer incoming calls allowing the caller to then choose the extension of the proper office.

**MOTION TO ADJOURN AT 9:41 AM**

**MOTION: T. C. TOCCI  
SECOND: S. C. VOLPONE, JR.**