

**TOWN OF HAMPTON FALLS  
AUGUST 17, 2005**

**7:20 AM  
TOWN HALL**

**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

**ROAD AGENT:**

**COACH LANE:** The Highway Department has stopped sealing cracks on Coach Lane given its poor condition. An estimate has been requested and received from Pike Industries in the amount of \$42,363.10 to shim and pave Coach Lane. There are available funds to do this work. A decision will be made after a road study is conducted.

**MARSH LANE CULVERT:** R. B. Merrill reported that he has called Dig Safe and plans to start work on this culvert next week. He also suggested working on an old stone culvert on Sanborn Road that needs attention. Now is the time to fix it before reclaiming of the road.

**ROAD STUDY:** E. N. Small suggested conducting a road study to update the survey done in 2003. Work scheduled this year will remove five roads from the study. It was noted that petroleum prices are rising and the Town might be able to take advantage of this year's prices with available budget funds. E. N. Small and R. B. Merrill will review older subdivision roads to include in the survey.

**BROWN ROAD:** R. B. Merrill reported that he has crack-sealed a portion of the road damaged by trucks hauling to the orchard from the Avery Ridge Lane subdivision on Old Stage Road. He recommends sending the town engineer to estimate the damage. E. N. Small will contact Jones and Beach Engineers.

**HISTORIC MARKER AT TOWN COMMON – TIM SAMWAY:** T. Samway showed the Board examples of sign markers (wood, stone and metal) relating to his idea of acknowledging the first town meeting in Hampton Falls. He stated he is willing to pursue the project on behalf of the Town if the Board approves. The Board approved.

**CHANGING PLACES, LLC – PELTON MULTI-FAMILY PROJECT AND IMPACT FEES:** Mike Brigham and John O'Neil were present. J. O'Neil showed the Board their plan for a multi-family workforce project at the Pelton farm on Lafayette Road as well as drawings of the proposed buildings. Discussion of how the impact fee is calculated and assessed took place.

M. Brigham reported that historically this type of project does not attract families with children. He questioned whether an impact fee would be assessed to a condo as condos were not allowed when the impact fee ordinance went into effect.

The Board agreed to take this matter under advisement and check into whose jurisdiction this request for waiver of impact fees would fall.

**LIBERTY FARM AND SILVER OAKS – DAVE BIRDSALL:** Attorney M. Donahue and David and Karen Birdsall were present. D. Birdsall introduced himself as the potential buyer of these properties. He explained that he and his family plan to reside at the residence and board horses at Liberty Farm. He noted that his daughter competes nationally.

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Discussion of the letter to previous owner, Gregory Sancioff, dated April 5, 2004, took place. D. Birdsall stated his plans to hold small horse shows with the goal of building a reputation in order to attract finals that take place regionally. He stated that he understands the need for site plan review with the Planning Board for large shows.

D. Birdsall stated he plans extensive renovations to the main house and requested direction on living in the office space temporarily. Building Inspector R. Vigneau stated he would review this with Mr. Birdsall.

**OLD BUSINESS**

**REVIEW AND APPROVAL OF PREVIOUS MINUTES:** The minutes of the July 20, August 3 and June 28 minutes will be considered at the Board's next meeting.

**FINANCIAL REPORTS:** E. N. Small reported a General Fund balance of \$1,234,000. The amount of taxes to be collected totals \$191,000 representing 93.76% of the warrant collected.

**ICMA MEMBERSHIP APPLICATION:**

**MOTION:** To authorize Chairman Peter G. Robart to sign this application on behalf of the Board.

**MOTION:** F. J. FERREIRA, JR.  
**SECOND:** S. C. VOLPONE, JR.

**REVIEW OF GOALS AND PRIORITIZE:** E. N. Small is prioritizing projects.

**RESTORATION OF DEATH RECORDS 1878-1918/19<sup>TH</sup> CENTURY HAMPTON FALLS VOTER CHECKLIST:** E. N. Small presented the records restored this year.

**PROCEDURES FOR INTERNAL CONTROL OF PAYROLL AND ACCOUNTS PAYABLE:** An updated procedure has been drafted and provided to the Board.

**EXPENDITURE – LETTERING AND WOOD FOR TOWN CLOCK \$550:** An invoice for work on the town clock from Selectwood was presented for approval as P. Robart is a member of this company. The invoice was signed and approved by F. J. Ferreira, Jr. and S. C. Volpone, Jr. Payment for this invoice will be prepared by the Treasurer using Clock Fund monies.

**CONTRIBUTION TO THE COALITION:** E. N. Small recommended releasing \$1,000 to the Coalition regarding school funding. The Board agreed.

**MOTION:** To authorize the release of \$1,000 to the Coalition.

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

**LEGAL OPINION RE: LEGAL METHOD OF HIRING NEW EMPLOYEES:**

Discussions of hiring through town meeting and the creation of new positions have been taking

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place. E. N. Small stated that the Board has the authority to hire through the budget, however, suggested requesting a legal opinion to support this position. The Board agreed. R. Dirsa will be asked to meet with the Board to explain his position with respect to the Police Department.

**PAINTING AT THE OLD LIBRARY – ESTIMATE FROM F. A. GRAY:** An estimate to complete outstanding items at the old library has been received from F. A. Gray. A letter will be sent to D. Hoffman explaining the plan to have someone else complete the work given the number of years of no activity on Hoffman's part.

**EMERGENCY ALARM RESPONSE SYSTEM – SERVICE AGREEMENT:** The annual service agreement for the alarm system at the Town Hall has been received and was signed by Chairman P. G. Robart.

**MOTION:** To authorize the Chairman to sign on behalf of the Board.

**MOTION:** F. J. FERREIRA, JR.  
**SECOND:** S. C. VOLPONE, JR.

**PAINTING OF THE NEW ENTRANCE RAILING:** Bill Humphries has completed the priming and painting of the new handrail. R. B. Merrill will be contacted to install it on the expanded ramp.

**APPLICATIONS FOR BUILDING INSPECTOR:** A number of applications have been received for this position.

**DATE AND TIME TO INTERVIEW FOR BUILDING INSPECTOR'S POSITION:** A date and time of Friday, August 19, 9:00 a.m. has been set to hold interviews of candidates.

**RECLAIMING AND PAVING OF TOWN ROADS:** This work is to begin after Labor Day.

**FALL CLEANUP DATE – NOVEMBER 12 (VOTE 6/1/05):** A date of November 12 is set for the fall cleanup. E. N. Small will contact Waste Management to arrange for containers. P. G. Robart requested a "one-way" sign be obtained for this cleanup day.

**CELEBRATE THE HURD FARM CONSERVATION EASEMENT:** A celebration of this easement is scheduled for 11:30 a.m. today.

**APPLECREST FARM ORCHARDS CONSERVATION EASEMENT:** Public announcement of the purchase of this easement was to be made. A newspaper article was written in the Hampton Union. It was suggested to prepare a press release to include the amount of contribution by Applecrest. E. N. Small will ask Mary Currier of the RCCD if there are plans to submit a press release.

**CONSERVATION FUND:** An updated spreadsheet of available funds was provided to the Board.

**BROX INDUSTRIES TO RESURFACE ROUTE 84 – AUGUST AND SEPTEMBER**

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**NEW BUSINESS**

**SPECIAL RECOGNITION OF HAMPTON FALLS RESIDENT:** The Board signed a letter commending Joseph Hackett for his rescue of two swimmers at Seabrook Beach.

**VOLUNTEER APPLICATION – ANN AND CHANNING REIS:** This volunteer application indicates interest in the Historical Society and Library. Copies will be provided.

**2006 BUDET LETTER:** The Board signed the annual request for budget worksheets.

**HAMPTON FALLS NEWSLETTER:** The Board raised the disposal fee for 5, 10 and 20 pound propane tanks to \$5 each.

**MOTION:** To set a fee of \$5 for the disposal of 5, 10 and 20 pound propane tanks.

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

**JULY PROPERTY TRANSFERS:** An updated listing of property transfers as prepared by the Tax Collector was provided to the Board.

**AMBULANCE REPORT – JANUARY THROUGH JUNE 2005:** The total responses (45) and transports (33) through June were provided to the Board.

**DELIBERATIVE SESSION – SAME DAY FOR SCHOOL AND TOWN:** A request to hold the deliberative sessions on the same day has been made by School Board Member John Shaw. Concern was expressed with respect to asking voters to sit through lengthy meetings. It was suggested to wait to see what is on the warrant and determine the estimated time for those items. The Board agreed to take the matter under advisement and add this matter to the next agenda. John Shaw will be invited to attend.

**STATE ROADS AND CONTRACTORS:** E. N. Small presented the Board with a packet of material relating to state roads and contractors for their review. He asked that it be returned to him.

**RAMP AT THE DEPOT:** D. Robinson of Brown Road has suggested placing a ramp on the landing at the Depot. F. J. Ferreira, Jr. reported that when the Recreation Commission was first formed, a suggestion was made to place a ramp at the Depot. The Army Corps of Engineers was not interested in approving any project at that time. The Board agreed to take the matter under advisement.

**SELECTMEN'S PERMIT – LIBRARY:** The Board approved and signed a request from the Library to allow crafters during the annual book sale.

**OTHER:**

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**Change in Traffic Route at Town Common:** F. J. Ferreira, Jr. requested that State Representatives be contacted and requested to meet with the Board regarding the plan to take land from the Town Common to widen Lincoln Avenue (Route 88). E. N. Small will contact the Representatives and request they meet with the Board.

**ELECTRIC RATES – LIBRARY:** F. J. Ferreira, Jr. stated that electric rates were to be flat rates. In speaking with Representative A. Weare, he learned that the Town does have the right to find another provider. He suggested that if Seabrook and Hampton were to form a coop, better rates might be attainable. S. C. Volpone, Jr. stated that there has been discussion to ask Unitil for a donation for the difference, using it for projects at the Library.

**NEXT SELECTMEN’S MEETING – WEDNESDAY, SEPTEMBER 7, 2005, 7:30 AM,  
TOWN HALL:**

**MOTION TO GO INTO NONPUBLIC SESSION  
AT 9:15 AM TO DISCUSS PERSONNEL,  
POTENTIAL LITGATION**

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

**MOTION TO GO OUT OF NON-PUBLIC SESSION  
AND RESUME AT 9:41 AM**

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

**BUILDING INSPECTOR RETIREMENT RECOGNITION:** It was suggested to hold an open house on Thursday, August 25, from 1 to 4 p.m. for Rod Vigneau who is retiring to Florida.

**MOTION TO ADJOURN THE MEETING AT 9:43 A.M.**

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