

**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

**ROAD AGENT:** R. B. Merrill reported that Pike Industries will be placing a wear course on Stard Road and a portion of Mill Lane today. All other road work for 2004 has been completed. Tree tops and limbs from the recent storms have been cleaned up. Culvert work on Marsh Lane will begin one week from Monday. Leftover material from the Brown Road culvert will be used for this project. B. Jones, M. Garrepy, E. N. Small and R. B. Merrill will be meeting to discuss Starvish Lane and Marston Road/Swain Drive as well as the cistern on Swain Drive.

**CULVERT WORK ON BROWN ROAD – RAM AND ROBINSON:** RAM Contractors are to begin culvert work on Brown Road on Tuesday, September 7. High water has delayed the start of this work. The school will be notified of the road work.

**TURN AROUND AT THE END OF MARSH LANE:** This matter will be discussed in non-public session.

**CAPITAL IMPROVEMENT PROGRAM SUBMITTALS:** E. N. Small requested to meet with R. B. Merrill to finalize the Highway Department worksheet.

**BUILDING INSPECTOR / HEALTH OFFICER:** R. B. Vigneau referred the Board to his report for August. He reported that the signage and striping work has been done with regard to handicap accessibility. He has contacted White's Welding with respect to an additional handrail on the ramp entrance. R. B. Vigneau has sent a letter to the owner of the Getty Station with respect to signs. The property is currently vacant and being renovated.

**INSPECTION OF APPLECREST BARRACKS:** Inspection of the barracks will take place today. R. B. Vigneau and P. G. Robart are to attend.

**INSPECTION OF PIGS – MARSH LANE:** R. B. Vigneau reported that a representative from the State Agriculture Bureau has visited the site, talked with both Tony and Isabel Morgado and has reached an agreement to remove manure more regularly to address the odor problem. A deadline will be set to clean up the area. The State Agriculture report is being prepared at this time.

**COMMERCIAL LOGGING ON MARSH LANE:** R. B. Vigneau informed the Board of commercial logging taking place on the vacant parcel at the end of Marsh Lane. Loads of logs are delivered and then cut into cord wood, then removed from the site. This appears to be other than a residential use and R. B. Vigneau has prepared a letter to the property owner requesting response.

**PROGRESS REPORT ON CODE ENFORCEMENT ISSUES:** R. B. Vigneau distributed a listing of outstanding code enforcement issues. He noted that the Anderson Marine issue has been addressed by Planning Board action. The Blood, James and Kat issues are in the hands of counsel. M. J. Caruso requested that the next steps be taken with respect to issuing a cease and desist order.

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**SITE PLAN FOR BON AMIGOS – 122 LAFAYETTE ROAD MAP 8-52-1:** R. B. Vigneau has forwarded a request for site plan review to the owner of record. Violations to the setback requirements have been viewed on both the residential lot and commercial lot.

**LOCAL SOURCE WATER PROTECTION FUNDING GRANTS:** E. N. Small provided R. B. Vigneau with information on this grant.

**LETTER TO PLANNING BOARD – PROGRESS RE CONSIDERATION OF ZONING CHANGES PROPOSED BY BI:** The Board signed a letter requesting status of amendments to the Town regulations. R. B. Vigneau stated that political signs will be an issue again this year as the town's regulations conflict with state and federal regulations. The Board requested he address this issue with Attorney J. Ryan.

**FIRE CHIEF:** J. M. Lord referred the Board to his report on the Wakeda storm incident. He stated that it was a learning experience with respect to mass casualties. He is currently working with the owners of Wakeda Campground to obtain a second entrance/exit. He reported the calls for the month of August to be the same as last year.

**LETTER TO THE FIRE DEPARTMENT:** The Board signed a letter commending the Fire Department on its efforts regarding the Wakeda Campground storm event.

**BUILDING PLANS FOR THE PUBLIC SAFETY COMMITTEE:** J. M. Lord reported that Kimball Chase has archived these plans and that there is a fee to retrieve them. He plans to contact Builder David Witcher also.

**CAPITAL IMPROVEMENT PROGRAM SUBMITTALS:** J. M. Lord was reminded to submit the worksheet for the Fire Department.

**EMERGENCY MANAGEMENT DRILL ON AUGUST 25:** J. M. Lord reported that the drill went well and that comments have been received from the evaluator. Some adjustments are needed and will be addressed next drill. J. M. Lord is working on updating the special needs listing.

**CO2 LEAK – TOWN HALL:** The Fire Department responded to an alarm at the Town Hall. Investigation by Earl Bartlett found a dirty CO detector in the basement as well as a crossed wire in the panel. R. B. Vigneau stated he spoke with the serviceman from Webber with respect to the furnace. He was told that there was a concern with the furnace and that recommendation would be made to fix it. Nothing further has been heard, however.

**MOTION TO GO INTO NONPUBLIC SESSION  
AT 7:46 A.M. TO DISCUSS PERSONNEL,  
LAND NEGOTIATION**

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

**MOTION TO SEAL THE MINUTES, GO OUT OF  
NON-PUBLIC SESSION AND RESUME AT 8:16 AM**

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

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**POLICE CHIEF:** R. Dirsa distributed his report for August and reviewed certain incidents with the Board.

**CAPITAL IMPROVEMENT PROGRAM SUBMITTALS:** R. Dirsa has submitted the worksheet for the Police Department.

**USE OF THE TRAINING ROOM ON TUES, FRI AND SAT:** R. Dirsa explained his concern with traffic flow and parking issues. He noted that employee vehicles have been struck by persons using the training room for recreation purposes. Following discussion, it was suggested to reserve a number of parking spaces for police department personnel and possibly re-align the spacing when re-striping is done. The Board approved.

- **OLD BUSINESS**

**REVIEW AND APPROVAL OF PREVIOUS MINUTES:**

**MOTION:** To approve the minutes of the August 19 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 \$1,097,000. The Town Clerk reports receipts of \$39,000 for August. An updated cash flow spreadsheet was provided to the Board.

**GOVERNOR CANDIDATE'S FORUM AT PORTSMOUTH CITY HALL – COALITION COMMUNITIES:** E. N. Small reminded the Board of this forum scheduled for Tuesday, September 7 at 7:00 p.m. He also noted that a meeting is scheduled with the Conservation Commission for the same date at 5:00 p.m. to meet and conduct a site walk. There is also a work session scheduled for the personnel policy at 7:00 a.m. this day.

**WEB SITE:** E. N. Small informed the Board that he, R. B. Vigneau and L. A. Ruest met to discuss ideas for a Hampton Falls web site and are recommending contacting Arten Technology Group to get started. The Board approved.

**SCHEDULE FOR TOWN ADMINISTRATOR:** E. N. Small presented a proposed schedule. He is to try this schedule to see if blocked time will allow for more work to be completed. Times are blocked out for appointments.

**HAMPTON FALLS NEWSLETTER:** The newsletter is at the printer and will be mailed soon. All three entities have submitted funds to the Treasurer.

**VACANCY ON THE SUPERVISORS OF THE CHECKLIST – TO BE FILLED BY THE SUPERVISORS:** Supervisors of the Checklist are to recommend D. Dail for appointment.

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**TAX RATE PAPERS – MS-1 (INVENTORY OF VALUATION) , MS-4 (REVENUES):** E. N. Small is preparing this form for signature of the Board.

**CHERRY CASE – DEPOSITIONS:** E. N. Small informed the Board that depositions have taken place and are available for review.

**APPOINTMENT TO THE US 1 CORRIDOR SUB COMMITTEE – OF MPO:**

**MOTION:** To appoint R. P. McDermott to the US 1 Corridor Subcommittee.

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

**SECOND:** P. G. ROBART

**Unanimous**

**PAINTING OF THE TOWN HALL:** Painting is scheduled to begin the second week of September.

**PAINTING OF THE OLD LIBRARY BUILDING:** D. Hoffman is to have the work complete by September 11. If the work is not done by this time, E. N. Small recommends seeking advice of counsel to see how to get the work done. The Board approved.

**TEMPORARY DUMP ATTENDANT – DAN LAMONTAGNE (SEPT – NOV) NEED A REPLACEMENT OCT 2:**

**MOTION:** To appoint Dan Lamontagne as temporary dump attendant.

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

**SECOND:** P. G. ROBART

**UNANIMOUS**

**ASSIGNMENT OF SOLID WASTE/RECYCLING CONTRACT - COASTLINE TO WASTE MANAGEMENT:** E. N. Small reported that issues have been addressed and recommended signing the assignment. The Board signed the documents at this time.

**COORDINATOR OF THE FALL SCHEDULE FOR GOVERNOR WEARE PARK:** P. G. Robart reported that Gary Martin of Nason Road has volunteered to coordinate the scheduling of the playing fields. P. G. Robart will provide him with the information he needs to get started.

**PUBLIC HEARING FOR THE PURCHASE OF THE JAMES JANVRIN LAND – SEPT 9 7 PM, TOWN HALL:** E. N. Small will contact counsel with respect to responsibility for well and septic improvements.

**OTHER**

**Conservation Commission Invoice Voucher Form:** E. N. Small presented a sample voucher form for use by the Conservation Commission as their invoices are paid from different accounts.

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• **NEW BUSINESS**

**APPLICATION FOR USE OF THE TOWN COMMON FOR 9<sup>TH</sup> ANNUAL BANDSTAND**

**YARD SALE:** The Board signed a Selectmen's permit for this event.

**GRAND OPENING OF THE TAYLOR RIVER FARM OCT 2, 8 AM – 5 PM:** The Board signed a Selectmen's Permit for this event.

**SET UP FOR THE VOTING BOOTHS FOR SEPT 7 PRIMARY:** Board members agreed to set up the voting booths on Sunday, September 12 at 9:00 a.m.

**APPROVAL TO WAIVER INTEREST ON TAX UP TO \$3- RECOMMENDED BY THE TAX COLLECTOR:** The Board reviewed the Tax Collector's recommendation to waive interest of up to \$3.

**MOTION:** To approve the Tax Collector's recommendation to waiver interest up to \$3.

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

**SECOND:** M. J. CARUSO

**FAXING OF TAX CARDS – AND SETTING A FEE:** The Board reviewed the Tax Collector's recommendation with respect to setting a fee for the faxing of property tax cards.

**MOTION:** To approve the Tax Collector's recommendation to charge a fee of \$3, plus \$1 per page, with a two-page minimum for faxing service.

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

**SECOND:** M. J. CARUSO

**TAX REFUND \$50.50:** The Board signed approval of a tax overpayment.

**TAX DEEDING IN JANUARY –TOTAL OWED, INCLUDING INTEREST \$48,220:** The Board was provided with a copy of the delinquent tax report.

**DISCHARGE OF A 1972 TAX LIEN:** The Board signed a redemption form to discharge an old tax lien from 1972 for property owned by Lester Dennis at the time (Map 4, Lot 29).

**PROPERTY TRANSFERS – JULY 2004:** The Board was provided with a spreadsheet of July transfers.

**ABATEMENT ON INTEREST FOR BACK TAXES FOR A TAXPAYER:** E. N. Small stated that it is a policy of the Board not to waive interest on back taxes. This situation involves a disabled person who indicates relatives will be taking care of the bills.

**DISABLED PROPERTY TAX EXEMPTIONS – INCOME AND ASSET MINIMUMS:** E. N. Small recommends bringing the standards for disability exemption to the same as elderly. The Board

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approved. E. N. Small will include this on the next warrant, possibly at the upcoming special town meeting.

**CONSERVATION COMMISSION PUBLIC HEARING FOR PURCHASE OF JAMES JANVRIN LAND – SEPTEMBER 9, 2004, 7 P.M., TOWN HALL**

**GROUND BREAKING AT WHS – SEPTEMBER 10, 6 P.M.—**Selectmen have been invited.

**NEXT SELECTMEN’S MEETING – WEDNESDAY, SEPT 15, 2004, 6:30 P.M., TOWN HALL**

**MOTION TO GO INTO NONPUBLIC SESSION  
AT 9:06 A.M. TO DISCUSS WELFARE ,**

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

**MOTION TO GO OUT OF  
NON-PUBLIC SESSION AND ADJOURN AT 9:10 AM**

**MOTION: F. J. FERREIRA, JR.  
SECOND: M. J. CARUSO**

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