

FINAL

PRESENT: T. C. Tocci, Chairman; S. C. Hanson, M. J. Farinola, Selectmen; E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

WINTER ROAD MAINTENANCE – AWARD BID – POSTPONED - INTERVIEWS FOR SEPT 4, DECISION, SEPT 8: T. C. Tocci reported that awarding of this bid has been postponed to allow time for interviews of two bidders on September 4. A Selectmen’s meeting has been scheduled for September 8 to award the bid.

OPENING BIDS FOR AMBULANCE SERVICES: E. N. Small reported that three bids have been received as follows:

Bidder	Annual Cost/Current Contract	24 hour/7 day Cost
American Medical Response	\$42,250	\$175,900
Hampton Falls Fire Department	No Bid	\$50,000
Care Plus	\$40,000/\$35,000/\$30,000 First/Second/Third Year	\$85,000/\$85,000/\$85,000 First/Second/Third Year

This matter was taken under advisement to allow time for Selectmen to review the proposals for discussion at a later date. A date of September 15, 6:30 p.m., was set for a work shop. S. C. Hanson suggested inviting bidders to answer questions, if needed.

OPENING BIDS FOR TREE REMOVAL- POSTPONED TO THE SEPTEMBER 17 MEETING

TOWN MODERATOR ALEX DITTAMI – PREPARATION ELECTIONS: A. Dittami reported that he has attended educational programs for the upcoming state and federal elections, that he has evaluated the facilities and voting booths and met with the Fire Chief, Town Administrator and Town Clerk. He reviewed his findings with regard to the number of booths required and the amount of room available that meets public safety requirements. He provided details with regard to the number of registered voters and the number of booths required as well as the options at the Town Hall to meet requirements and indicated that the Town has adequate facilities for now but should the numbers increase, there will be a need to address the matter.

Discussion of obtaining new voting booths took place. A. Dittami stated he plans to bring a carpenter to view the booths and determine the cost to repair in order to use all booths. He reported that he plans to view the aluminum booths used in Seabrook and obtain pricing and noted that the cardboard set-ups satisfy state requirements but feels they do not provide privacy.

T. C. Tocci thanked A. Dittami for his efforts as well as the attendance of election workers at the recent training. S. C. Hanson noted that he has been made aware of 15 used voting booths available from the Town of East Bridgewater, Massachusetts, for \$700, but noted that the warrant article for voting booths did not pass. M. J. Farinola stated \$700 was acceptable to mix old booths with the new and suggested they be included as a budget item. S. C. Hanson will call to make arrangements to reserve the voting booths until March and E. N. Small will check the budget to determine if funds are available to purchase the booths now.

SETTING UP OF POLLING BOOTHS – SEPT 7, 8 AM

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SIGN APPOINTMENTS FOR ELECTION WORKERS

MOTION: To appoint Pam Biggi as Election Worker for one year.

MOTION: S. C. HANSON
SECOND: M. J. FARINOLA
UNANIMOUS

MOTION: To appoint Elizabeth Volpone as Election Worker for one year.

MOTION: S. C. HANSON
SECOND: M. J. FARINOLA
UNANIMOUS

• **OLD BUSINESS**

FINANCIAL REPORTS-GENERAL FUND BALANCE \$1,663,500

SELECTMEN'S ACTION ITEMS 8-6-08: The Board reviewed the updated listing of action items. E. N. Small will obtain a price with regard to posting property tax cards to the Town's website and add the items recommended by the auditor to the Action Items Listing.

SEPTEMBER 29 WORKSHOP – FLIER FOR EMPLOYEES: Following review of a flyer provided for this workshop, E. N. Small stated he would follow up with the Local Government Center representative to verify the information as the flyer is not what was expected.

MS-1 "INVENTORY OF VALUATIONS" AND MS-4 "REVISED ESTIMATED REVENUES:" T. C. Tocci reported that these required reports have been forwarded to the Department of Revenue Administration. He noted that the 2008 valuation of \$412,364,500 has increased \$41,078,000 over the 2007 valuation.

SCHEDULE MEETING WITH DEPARTMENT OF REVENUE ADMINISTRATION TO SET THE TAX RATE: A tentative date of October 6 has been set to meet with the DRA to set the tax rate. E. N. Small will call to verify the date and time.

PERAMBULATION WITH HAMPTON: A perambulation of bounds with the Town of Hampton is scheduled for September 29. E. N. Small will call to verify the time and location to meet.

LETTER TO DEPARTMENT HEADS RE DUE DATE FOR BUDGET PROPOSALS: The Board requested that this memo be revised to include a statement requesting Department Heads reduce spending where they can with a goal of a budget reduction of five percent.

COMPUTER CONSULTANT – REQUEST FOR PROPOSALS: Frank, Valgenti of Arten Technology has given verbal notice of his inability to continue services for the Town of Hampton Falls. He will continue to provide services until another contractor is on board. S. C. Hanson stated he is aware of a number of persons who do this type of work and suggested obtaining bids from persons interested in providing services on an hourly basis. It was also suggested to separate the services for the web site from other computer services. S. C. Hanson stated he would contact F. Valgenti to determine

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the services provided at this time to include the web site and research the issues surrounding replacing this service and report to the Board.

NH TAX COLLECTOR'S ASSOCIATION – STATEMENT ON NEW AUDITING

STANDARDS: E. N. Small referred the Board to information regarding new auditing standards and the increased associated costs for the time needed to meet standards. E. N. Small noted that Plodzik and Sanderson have been the Town's long-time auditors and have served the Town well; the firm would like to continue business with the Town. The three-year contract with the firm has ended. E. N. Small will obtain a proposal for a new contract. M. J. Farinola asked whether this would be a good time to look at other firms. S. C. Hanson stated he would like to contact other towns to see what is paid for auditing services and that he is not adverse to considering another company. The Board approved his calling other towns served by Plodzik and Sanderson to determine the cost of auditing services.

ABATEMENT-REFUND MAP 4, LOT 25 – KING STREET:

MOTION: To approve the abatement of \$1,908 for Map 4, Lot 25, 22 King Street, Jennifer and Michael Desmaris.

MOTION: S. C. HANSON

SECOND: T. C. TOCCI

UNANIMOUS

Board members signed the abatement-refund form as presented by the Tax Collector.

PROPANE AND FUEL OIL – UPCOMING DELIVERIES AND PAY PLANS ADMIN.

ASSISTANT: L. A. Ruest requested direction with regard to the matter of propane and fuel oil for the upcoming winter season. She explained that the Town's current providers are scheduled to deliver soon and that with no arrangements in place, the price of the day will be charged. She also noted that one provider does not plan to offer programs after October 1. Following discussion of the amount of fuel on hand, the Board requested that she contact the providers and request a "do not deliver" or "will call" status as well as call for prices two days in advance of the September 17 meeting where a decision can be made for inclusion in the budget. B. Mutrie reported that the Library has addressed this matter and no longer is to be included for gallons and pricing.

POLICE BARGAINING UNIT HEARING - NH PUBLIC EMPLOYEE LABOR RELATIONS

BOARD – AUG 28: T. C. Tocci reported that a number of personnel attending this hearing, presentations were made to the hearing officers and a deadline of month end was set to finalize paperwork. A decision is anticipated in October or November.

POLICE APPOINTMENT: E. N. Small provided the Board with an appointment form for part-time police officer Joseph Lister. He stated that the Board approved this appointment earlier this year, but that the appointment form was misplaced and not signed. The Board signed the appointment form.

RPF FOR ROADSIDE MOWING AND BRUSH CUTTING TO BE OPENED ON 9-17-08

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RFP FOR SHOULDERS AND DITCHES: E. N. Small stated that information is forthcoming from Jones and Beach Engineers. The Board requested this information be available for review at the September 8 meeting.

GRANITE STATE MINERALS - ROCK SALT – DECISION TO SIGN UP FOR STATE BID AT \$59.23 TON:

MOTION: To authorize the Chairman to sign acceptance of the bid from Granite State Minerals for \$59.23 per ton, delivered, with a tonnage estimate of 600 tons, with a 30 ton minimum purchase per the contract.

MOTION: S. C. HANSON
SECOND: T. C. TOCCI
UNANIMOUS

MOSQUITO CONTROL: E. N. Small reported that EEE was detected in Kensington. Dragon Mosquito will continue to provide services on a regular basis in Hampton Falls with regard to playing fields at the school and park.

WHITE GOODS DAY – OCTOBER 25: The fall clean up day has been scheduled for Saturday, October 25, 7 a.m. to 2 p.m. It was suggested to reconsider the start time for future White Goods Days as the compactors no longer need to leave by a deadline time. It was also suggested to review the number of containers needed given that compactors are available longer.

EVERY OTHER WEEK RECYCLING – START DATE PROPOSED FOR OCT 10: E. N. Small reported that he met with Robbie George of Northside Carting to discuss ways to get information of this change to residents. Information has been included in the newsletter and a flyer will be prepared for distribution at the school, library, town hall and other locations as well as posting in various locations, to include the web site.

PUBLIC COMMENT: Referring the ambulance bids opened earlier, C. Merrill asked the Board to consider all costs associated with the Fire Department bid, to include worker's comp, and suggested they consider the \$80,000 bid for 24/7 service and do away with the ambulance service that was never voted.

B. Mutrie inquired as to the deadline dates for budgets and noted that the Library Trustees are not scheduled to start the budget review process until just days before the deadline. It was acknowledged that the request for budgets is earlier this year.

• **NEW BUSINESS**

2009-2010 LEGISLATIVE POLICY CONFERENCE SEPT 9, REPRESENTATIVE: Following review of the proposed policies, the Board agreed to designate E. N. Small as voting delegate for the Town of Hampton Falls with direction to vote in favor of all except one (amendment to RSA 485-C, authority on water withdrawals from aquifers for commercial bottling purposes) where the Board determined an abstention is to be made.

APPROVAL OF A VETERAN'S EXEMPTION:

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MOTION: To approve the application for Veteran's Exemption for James Fogarty, 149 Exeter Road.

MOTION: S. C. HANSON
SECOND: T. C. TOCCI
UNANIMOUS

LETTER RE IMPROPER PLACEMENT OF REAL ESTATE SIGNS: M. J. Farinola requested time to review the other sections of the sign ordinance before signing this letter for distribution to real estate agents. This matter will be added to the September 17 agenda.

REVIEW AND APPROVAL OF PREVIOUS MINUTES – JULY 2, 2, JULY 16, 16 & AUGUST 6,

MOTION: To approve the minutes of the July 2, 2008, winter road maintenance work shop, as written.

MOTION: S. C. HANSON
SECOND: T. C. TOCCI
UNANIMOUS

With regard to page one of the minutes of the July 2, 2008, Selectmen's meeting, M. J. Farinola requested revision as follows:

ZONING BOARD OF ADJUSTMENT ALTERNATE JOHN A. DELEIRE: *J. Deleire was present and introduced himself to the Board. It was noted that Mr. Deleire was appointed as a ZBA Alternate member last meeting. On behalf of the Board, T. C. Tocci welcomed him and wished him luck in serving.*

With reference to page five, paragraph one, Public Comment, last sentence, M. J. Farinola requested the following revision:

*C. Merrill stated he is happy that the old system with regard to road maintenance has been done away with and indicated he felt the town could have gotten a better price last year **for snow plowing.***

T. C. Tocci corrected the word "patch" to read "path," on page seven, Planning Board, paragraph two, as follows:

...direction of the expectations from the residents not just the developer that puts sidewalks in. She also questioned how many areas would be serviced with sidewalks if the requirement was put in place now. B. Mutrie suggested that a bike path would allow for greater area for walking, keeping country drainage in place. T. C. Tocci stated the Board would take this matter under advisement.

MOTION: To accept the minutes of the July 2, 2008, meeting as amended.

MOTION: S. C. HANSON
SECOND: T. C. TOCCI
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With reference to the minutes of the July 16, 2008, work session with the assessing agent, the following amendments were made:

First paragraph, seventh line: *by the Department of Revenue Administration. Because there have been so few sales in the past six months, she ~~compared~~ reviewed the proposed new assessments to the 50+/- properties currently on the market. Ten percent of the sample will be assessed over the asking price, but these are primarily*

Last paragraph, third sentence: *D. Calder requested direction from the Board. The consensus of the Board is to adjust **by a reduction of the assessment** by 5 percent on all land and buildings. ~~It is estimated that doing so will bring the Town to approximately 88-89% of 06/07 sales.~~*

MOTION: To approve the July 16, 2008 assessing agent work session minutes as amended.

MOTION: S. C. HANSON
SECOND: M. J. FARINOLA
UNANIMOUS

With reference to the minutes of the July 16, 2008 Selectmen's meeting minutes, the following amendments were made by M. J. Farinola:

Page 2, second paragraph, first line: *K. C. Kelley distributed a document dated July 16, 2008, outlining **his opinion of the actions of M. J. Farinola that relate to his influence on the performance of the duties of the Building Inspector.** Following review of the incident where M. J. Farinola interrupted the ~~job of the Building Inspector and told him what to do,~~ he asked for clarification of the roles of individual Selectmen in order to avoid conflict between elected and appointed officials performing their duties.*

M. J. Farinola asked to strike the third paragraph of page two in its entirety. T. C. Tocci and S. C. Hanson indicated they were in favor of it remaining as written.

S. C. Hanson stated he was not sure what should be done; M. J. Farinola is a Selectman and the property owner needs to do what's required. K. C. Kelley noted that M. J. Farinola was being paid to do an appraisal job and that he shouldn't be interfering with the duties of the Building Inspector, acting alone and not within the Board. M. J. Farinola stated he was talking with D. Benoit and questions arose about site plan. K. C. Kelley restated it is his responsibility to provide documentation to support a position on a property and asked the Board to address the duties of Selectmen, roles and interference. T. C. Tocci stated he felt no one on the Board should be involved with any discussions with property owners where the Building Inspector is taking direct action; doing so is not appropriate and a conflict.

Page 3, FIRE WORKS ORDINANCE: *J. M. Lord reported that he has a model ordinance but that ~~a~~ past Boards ~~was~~ were not interested. He reported that he has concern with persons using fire works in an unsafe manner.*

Page 4, paragraph six, first sentence: *M. J. Farinola inquired as to other aspects of the recommendations made by the auditors. The status of each was ~~reviewed~~ questioned at this time.*

Page 5, paragraph one, third sentence: **PUBLIC COMMENT:** *R. McDermott, Coach Lane, requested the Board include funds for a fifth full-time officer to provide coverage overnight in the budget for the*

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upcoming year. M. J. Farinola suggested that this **could** be done by citizen's petition for voters to consider by warrant article.

MOTION: S. C. HANSON
SECOND: T. C. TOCCI
2 IN FAVOR, 1 ABSTENTION, PASSES

With reference to the minutes of the August 6, 2008 Selectmen's meeting minutes, the following amendments were made:

Page 1, second to last paragraph, to read: M. J. Farinola stated that he searched internet sites for information on this subject. He acknowledged that he is not familiar with ~~this subject~~ **inclusionary zoning** and noted his concern of zoning growing larger and more intrusive.

Page 2, section entitled "AMBULANCE REQUEST FOR PROPOSALS – FIRE CHIEF:" last line: He stated he would prefer contracting out the detail hours as well. M. J. Farinola stated he didn't recall making this statement and requested it be stricken from the record. Board members agreed to strike the sentence.

Page 3, section entitled "**POLICE BARGAIN UNIT HEARING BEFORE THE PUBLIC EMPLOYEE LABOR RELATIONS BOARD – 8-28-08, 10:30 AM, CONCORD, NH:** Three Selectmen, E. N. Small and R. Dirsa ~~plan to~~ **are interested in** attending this hearing.

Page 4, section entitled "**SELECTMEN'S LETTER TO UPDATE ELDERLY EXEMPTIONS FILES:**" last sentence was revised to read: M. J. Farinola questioned the need to send this letter every four years and asked for the State Law requiring this and that the letter be revised to include the **actual** RSA.

Page 5, fourth paragraph, revise heading to read "**SCAN UPDATED PROPERTY APPRAISAL ASSESSMENT DATA TO THE TOWN'S WEBSITE**" as well as revise the following sentence of that section: M. J. Farinola stated that doing so will not slow traffic within the office and suggested ~~paying a~~ **researching the fee to have the property tax cards posted on the web site.**

MOTION: To approve the minutes of the August 6, 2008 meeting as amended.

MOTION: S. C. HANSON
SECOND: M. J. FARINOLA
UNANIMOUS

REPORTS OF THE SELECTMEN'S REPRESENTATIVE ON THE

PLANNING BOARD: S. C. Hanson reported that one site plan review for a seafood marketplace restaurant was continued to the next meeting. Two requests for amendment to approved site plans were conditionally approved. The Planning Board also approved a voluntary lot merger for properties located on Coach Lane.

ENERGY COMMITTEE: S. C. Hanson reported that this committee has conducted an energy audit of the library and is looking to do the same for the town hall, public safety building and school. S. C.

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Hanson also reported that the Committee is looking to the Selectmen to consider tax exemptions for renewal energy systems (solar, wind, wood burning). Suggestions were made to consider having local ordinances in place as well as research state regulations.

BOARD OF ADJUSTMENT: M. J. Farinola reported that there was no meeting held in August.

CONSERVATION COMMISSION: T. C. Tocci reported the Conservation Commission has provided an article on the property disposal of objects containing mercury for the newsletter and plans are in place for an article regarding the development of the Marsh Lane Preserve Extension. Work has also been done with the Boy Scouts with an agreement reached with regard to building green head fly traps. The Conservation Commission reviewed the plans and submitted comment with regard to the seafood marketplace restaurant application before the Planning Board.

HERITAGE COMMISSION: T. C. Tocci reported this group has met three times; the first to organize, the second to discuss goals and third to provide direction to the Commission with regard to projects to be considered for further action. T. C. Tocci reported that a survey of historic properties has been done by the Rockingham Planning Commission in the past. It is planned to obtain a copy for review by the Commission. This group meets on the first Monday of each month.

FIRE DEPARTMENT: M. J. Farinola reported he did not attend the last meeting.

OTHER

PROPOSED WARRANT ARTICLE – POLICE DETAIL: S. C. Hanson distributed draft wording of a proposed warrant article he would like to see brought forward to the ballot with the intention of moving police detail funds from the budget to a revolving account. Following discussion, E. N. Small recommended the Board talk with the Chiefs regarding this proposal. It was suggested that Board members consider this proposal and write down questions for discussion at a future date. E. N. Small will review the RSA.

DEPARTMENT HEAD GOALS: S. C. Hanson requested a review of the goals set by department heads be held at the next meeting.

SEPTEMBER 4 MEETING: T. C. Tocci prepared and provided Board members with a copy of items to be addressed when meeting with two bidders for winter road maintenance.

EXETER ROAD DUMPSTER: M. J. Farinola inquired as to a recent action requiring relocation of a dumpster. E. N. Small provided him with an explanation of how the matter came about.

NEXT SELECTMEN'S MEETING – WEDNESDAY, SEPTEMBER 17, 2008, 6:30 P.M., TOWN HALL

MOTION TO ADJOURN THE MEETING AT 9:25 P.M.

**MOTION: S. C. HANSON
SECOND: M. J. FARINOLA
UNANIMOUS**