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

ROAD AGENT

OPEN BIDS FOR TREE REMOVAL AND ROADSIDE MOWING AND BRUSH REMOVAL:
Bids were opened and total bid amounts were announced as follows:

TREE REMOVAL:

Rates Provided	Valley Tree Service (Ralston), Groveland, MA
\$6,300	Coastal Landscaping, Hampton Falls, NH
\$4,935	Bartlett Tree Experts, Wolfeboro, NH
\$6,848	Tamarack Tree Service, Newton, NH

ROADSIDE MOWING/BRUSH REMOVAL:

\$4,402	John McEachern, Hampton Falls, NH
\$8,600	Russ Hilliard, Hampton Falls, NH
\$21,000	Coastal Landscaping, Hampton Falls, NH
\$3,900/1,500 per day	B&S Disposal, Seabrook, NH
\$29,015	Jeff Ham Construction, Hampton Falls, NH

E. N. Small will make copies for Board members' review at its meeting scheduled for September 22, 6:30 p.m. (following the discussion of ambulance requests for proposals).

MONTHLY REPORT: R. B. Merrill, Jr. reported that some trees on the bid listing are falling down and need to be taken care of soon and E. N. Small noted that other limbs have been identified as needing removal. R. B. Merrill, Jr. reported on situations where recent heavy rains are causing problems with falling trees and limbs.

REVIEW DEPT GOALS: A listing of goals for 2008 was provided to the Board. R. B. Merrill, Jr. reviewed the Highway Department goals and the status of each with the Board.

DECISION ON WINTER ROAD MAINTENANCE: T. C. Tocci reported that bids have been received, a workshop and meeting with Dan Melican and Brad Hutchings held, as well as a meeting to decide on a contractor. Two questions arose and have since been discussed with the contractor. T. C. Tocci reviewed some details of the two bids for the contractors interviewed. S. C. Hanson reported on his conversation with Dan Melican and confirmed that the \$4,700 minimum monthly charge relates to the annual cost proposal and not the hourly cost proposal. He also confirmed that any "after storm" needs (tree or limb removal, pot holes, etc.) can be done by hourly rate; a rate that has yet to be worked out.

T. C. Tocci stated that based on the last meeting of the Board, he is in favor of the annual contract proposal of Melican. He added that the hourly rates provided, compared to last year's storms, would bring the cost to an amount more than last year's budget. The \$89,000 represents a 30% reduction in this budget line. He questioned what amount would be budgeted for 2009 regarding an hourly basis. M.

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J. Farinola stated he felt the budget amount would be less than the current amount but that this would be addressed at budget review. S. C. Hanson stated he was considering a budget number 5% less than last year's \$128,000 and stated he felt the annual fee was a gamble should there be a small number of storms and that he could justify the costs based on actual storm events and services provided.

MOTION: To accept the proposal from Melican Construction on an hourly basis for winter road maintenance services for the 08/09 winter season.

MOTION: S. C. HANSON

SECOND: M. J. FARINOLA

VOTE: 2 IN FAVOR, 1 OPPOSED, PASSES

RFP FOR SHOULDERS AND SWALES –TOWN ENGINEER: The Board reviewed a letter from Jones and Beach Engineers dated September 9, 2008, outlining a request for proposals for shoulder backup and swale construction for selected portions of town roads (12 roads listed). E. N. Small noted that there are not enough funds available to do the work on all roads. Discussion took place with regard to the areas of roads in need, the fact that some areas wash out more often and needs at driveway locations without culverts. It was suggested that paving the swale at some steep hill locations would hold up better. E. N. Small suggested that the Road Agent and Town Engineer identify the areas most critical. It was also suggested that a statement be added to the bid summarizing the intent of the work needed. T. C. Tocci provided direction to E. N. Small to not move on this RFP until the mowing is done and areas can be determined. He also asked R. B. Merrill, Jr. to review the roads and report to the Board at its September 22 meeting. S. C. Hanson inquired as to the contractor's responsibility of providing flaggers and safety cones. R. Dirsa reported that roads have been blocked off in the past, but that the Road Agent took care of safety. It was noted that detail is the responsibility of the contractor.

WORKSHOP - SET PRIORITIES - CRACK SEALING/ TREE REMOVAL/ ROADSIDE MOWING & BRUSH REMOVAL – September 22, 2008

DECISION TO REMOVE TREES AT THE CORNER OF RT. 84 / GOODWIN RD. – JOANN LONERGAN: The Board reviewed a letter received from this property owner. Board members indicated they viewed the trees. It was noted that the trees are located on the property owner's side of the stone wall and not town property. It was felt that one tree was dead and could be deemed a safety issue. E. N. Small reported that the property owner is acceptable to having the tree felled, leaving the wood. M. J. Farinola suggested addressing the trees on the listing provided in the RFP and putting this one on the list for next year. S. C. Hanson stated he is in favor of taking care of this dead tree when the other 17 are done. T. C. Tocci and M. J. Farinola agreed and suggested the other two in question be added to the list for next year.

DATE FOR A WORKSHOP TO DEAL WITH THE BROWN ROAD CULVERT REPAIRS – WAYNE BARKER: This workshop was tentatively scheduled for Friday, September 29, 6 p.m., following the LGC presentation. E. N. Small will post this meeting.

RELEASE SWAIN DRIVE FROM MAINTENANCE PHASE AND RETURN ALL FUNDS, LESS ENGINEERING FEES: E. N. Small suggested postponing this matter until another meeting. Following discussion of the status of Marston Road and Swain Drive and the request to keep Swain Drive a private road, the Board agreed to add this matter to a future agenda. E. N. Small was asked to

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research the request to keep Swain Drive private and it was agreed that funds are not to be returned until outstanding work is done.

BUILDING INSPECTOR / CODE ENFORCEMENT / HEALTH

MONTHLY REPORT: K. C. Kelley reviewed his report for August with the Board.

REVIEW DEPT GOALS: K. C. Kelley reviewed his Department goals and the status of each with the Board. In response to S. C. Hanson's inquiry as to whether there is anything needed from the Board, K. C. Kelley stated a few hours of clerical help.

LETTER ABOUT REAL ESTATE SIGNS WAS INITIATED BY A FORMER BUILDING INSPECTOR IN 2004: This matter was brought forward from the last meeting. K. C. Kelley reported that this letter was initiated by a former building inspector. He stated that there is no problem at the present time and that this mailing is a gentle reminder of the regulations. L. A. Ruest stated that this matter is diaried to be sent to realtors each year. Following discussion, M. J. Farinola asked that information on the full ordinance be provided. Board members signed the letter. L. A. Ruest will revise the wording for future mailings to include a statement encouraging full review of the ordinance by visiting the town web site.

FIRE CHIEF / EMERGENCY MANAGEMENT / AMBULANCE

MONTHLY REPORT: J. M. Lord reviewed the Department's report for August.

REVIEW DEPT GOALS: J. M. Lord reviewed the Department goals and the status of each with the Board.

HAMPTON FALLS HAZARDOUS MITIGATION PLAN – PASSED FEMA EVALUATION

WORKSHOP ON SEPT 22, 6:30 P.M. - AMBULANCE BIDS

CRITIQUE OF THE JUMPER CLASSIC: J. M. Lord reported that he plans to meet with the show manager as a follow-up. He noted that although there were no medical issues, traffic issues need to be addressed. T. C. Tocci asked that the Board of Selectmen be invited to planning sessions in the future.

EMERGENCY MANAGEMENT: J. M. Lord reminded the Board of a drill scheduled for October 8. He also reported that sirens will sound throughout New Hampshire for four to five minutes on October 25. J. M. Lord informed the Board that at least one Selectmen's representative is needed for the October 8 drill and at least two are needed for the November 5 graded exercise.

POLICE CHIEF

MONTHLY REPORT: R. Dirsra reviewed the Department report for August noting statistics and incidents.

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REVIEW DEPT GOALS: R. Dirsa reviewed the Department goals and the status of each with the Board. S. C. Hanson informed R. Dirsa of his interest in creating a revolving fund for police details as well as his plan to bring a warrant article forward. This matter will be reviewed during budget review.

TOWN MODERATOR ALEX DITTAMI - RULES FOR ELECTIONEERING: A. Dittami provided a report on the September 9 election. He provided the Board with a brief synopsis of the conduct of the election, a report on problems that occurred and information with regard to remedies to be implemented.

Discussion took place with regard to a complaint of the use of ropes to mark the electioneering area to include a complaint of attempted intimidation of others, electioneering outside the designated area and one incident where a child struck its head on the shelf in the voting booth.

A. Dittami reported that he worked with the Attorney General's office on matters throughout the day. He informed the Board that the Moderator has the discretion to make rules and provided a draft copy of proposed rules for its review. He felt that by posting rules in advance of elections, incidents could be avoided. A. Dittami reviewed his plans for keeping the parking lot safe, allowing for a proper area for electioneering and keeping the polling place free from unnecessary influence. Discussion of the status of the voting booths, the number needed and repairs to be made took place.

T. C. Tocci expressed concern with setting aside five parking spaces for electioneering. M. J. Farinola stated that in reading the RSA with A. Dittami, it was determined that the Moderator has the right to set up procedures and stated this is something the Board could adopt. A. Dittami disagreed and stated the matter would need to go before the town (RSA 31:41c). A. Dittami stated he felt a posted policy is sufficient. The Board asked that this matter be presented to counsel for review to determine whether or not this is sufficient authority for consideration at its next meeting. A. Dittami reviewed the incident involving persons electioneering on Route 88 to include the 200' proposed electioneering area.

A. Dittami commended and complimented the efforts and professionalism of R. Dirsa, H. Knowles, B. Burns and the Supervisors and election workers' on Primary Day and extended thanks to S. C. Hanson and R. Ruest for setting up the booths. He asked that the Board authorize the recruitment, appointment and payment of two extra election workers for the November election and asked that the Board acknowledge the efforts and contributions made by the Town Clerk and Assistant Moderator during the Primary. He noted that he has a volunteer to conduct minor repair to the hooks and eyes to the booth shelves. On behalf of the Board, T. C. Tocci congratulated A. Dittami on a job well done.

The Board acknowledged a copy of a letter of complaint written by Lou Gargiulo, 21 Linden Road, regarding events that took place the day of the Primary. A copy was provided to the Moderator A. Dittami. The Board commended Chief R. Dirsa's efforts in this matter.

**VOTING BOOTHS CANNOT BE PURCHASED FROM 2008 BUDGET – KIM HALQUEST –
LGC ATTORNEY**

• **OLD BUSINESS**

FINANCIAL REPORTS:

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**TOWN CLERK – RECEIPTS \$37,350
TAX COLLECTOR – RECEIPTS \$38,100**

**MISCELLANEOUS RECEIPTS \$17,300
TREASURER’S RECEIPTS - AUG \$96,500**

SELECTMEN’S ACTION ITEMS AUGUST 25 & SEPTEMBER 3: An updated listing was reviewed by the Board. T. C. Tocci requested that a meeting date be revised to the rescheduled date and S. C. Hanson referred to an email he provided to the Board regarding auditing firms and costs. This matter will be added to the next agenda.

SCHEDULE A MEETING TO REVIEW THE PERSONNEL POLICY: E. N. Small will check his schedule in order to propose a date in October.

SCHEDULE A MEETING TO REVIEW POLICIES FOR INVESTMENT, ANTI-FRAUD AND A CODE OF ETHICS: Sample copies will be provided to the Board for review. This matter will be added to the October 1 meeting to set a date to hold a work shop.

BALANCE SHEET FOR THE PREVIOUS MONTH was provided to the Board.

PROPANE AND FUEL OIL – UPDATE ON COSTS – ADMIN. ASS’T: L. A. Ruest referred the Board to an updated spreadsheet of costs for fuel oil and propane. S. C. Hanson reviewed the status of his request to the School District to participate in fuel oil through its carrier. Following review and discussion, the Board agreed to continue with Webber Energy for propane at the Town Hall and wait until Monday when S. C. Hanson can report further with regard to fuel oil.

MOTION: To move on propane with Webber Energy at \$2.699 per gallon for the upcoming winter season.

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

NH GREENWAY’S OPENING CEREMONY – SATURDAY, SEPTEMBER 20: T. C. Tocci provided background information with regard to this border-to-border marked route envisioned to be an all-season, multi-use trail.

PUBLIC COMMENT: B. Mutrie inquired as to the plowing of parking lots, who governs signs and whether the Town has considered purchasing its own propane tank.

- **NEW BUSINESS**

SELECTMEN’S PERMIT FOR PLACING “THANK YOU” SIGNS ON TOWN COMMON FOR A WEEK - THANKING SPONSORS FOR THE 8TH GRADE NYC CLASS TRIP IN MAY 2009: J. Thompson-Stetz provided information with regard to a request on behalf of Lincoln Akerman School to place up to ten or fifteen, 3’ by 5’ “thank you” signs along the sides of the Town Common for a seven day period.

T. C. Tocci expressed concern with the great number of signs and noted that bulletin boards on the school and town common are available for this sentiment. Suggestion was also made to place the signs

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along the frontage of the school and parking lot. J. Thompson-Stetz stated the bulletin boards were discussed and determined to be too small and that the area along the front of the school had not been discussed. S. C. Hanson expressed concern with setting a precedent. R. Dirsa stated a primary concern would be to keep any signage back from the line of site. Vandalism is also a concern. M. J. Farinola expressed concern with the number as well.

MOTION: To allow up to eight (8) signs (four each side) on either side of the Town Common for use of “thank you” signs for the period Monday, October 20 through Monday, October 27.

MOTION: S. C. HANSON
SECOND: M. J. FARINOLA
2 IN FAVOR, 1 OPPOSED, PASSES

The Board requested that the placement of signs be coordinated with the Building Inspector.

**WORKER’S COMPENSATION CLAIMS FROM 1-1-07 TO 9-8-08 TOTAL CLAIMS PAID
\$1,596**

**NH GENERAL COURT – URGING TOWNS TO ESTABLISH AN ANNUAL FREE TIRE
COLLECTION DAY:** T. C. Tocci reviewed a request from the NH General Court. It was noted that ability to dispose of tires is made at the two white goods collection days each year.

REVIEW AND APPROVAL OF PREVIOUS MINUTES SEPT 3, 4, 8: This matter will be added to the next agenda.

OTHER:

RECYCLING: S. C. Hanson suggested including quarterly data in upcoming newsletters with regard to the tonnage brought to the landfill once the every other week recycling collection begins. The Board approved of the intent and authorized S. C. Hanson to collect data for consideration. E. N. Small expressed concern with the accuracy of last year’s statistics.

**NEXT SELECTMEN’S MEETING – WEDNESDAY, OCTOBER 1, 2008, 6:30 P.M., TOWN
HALL**

MOTION: TO ADJOURN THE MEETING AT 9:23 P.M.

MOTION: T. C. TOCCI
SECOND: M. J. FARINOLA
UNANIMOUS

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