

Town of Hampton Falls

PRESENT: S. C. Volpone, Jr., T. C. Tocci, S. C. Hanson, Selectmen;
E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

JUDY WILSON – OLD STAGE BRIDGE: J. Wilson was present to review the status of a project proposing a pedestrian and bicycle path utilizing the Old Stage Bridge. She provided the Board with a recap sheet outlining grant and private funding research, goals, contact with the Hampton Conservation Commission and Engineering firms, issues that relate to both Hampton Falls and Hampton and possible needed repairs. It was noted that the Scenic ByWays program might assist with this project.

She requested the Board form a committee of the persons who have expressed an interest in serving to pursue funding and grant resources, identify possible contractors and draw up plans, and stay in communication with Hampton and Hampton Falls Conservation Commissions and other town entities.

The Board reviewed and signed the appointment forms for those proposed to serve on an Old Stage Bridge Committee.

MOTION: To allow the formation of the Old Stage Bridge Committee and appoint Mark Thompson, Michael Henry, Larry Rice, Paul Fitzgerald, Judy Wilson and Stephen Volpone, Jr. (ex officio).

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

J. Wilson was provided with information as to requirements of posting and keeping minutes of meetings to include the need for members to be sworn in before conducting a meeting. It was noted that Kevin Hurd of the Hurd Farm, Dick Robinson and Nathan Page, Alternate Member to the Hampton Conservation Commission might participate as well.

• **OLD BUSINESS**

REVIEW AND APPROVAL OF PREVIOUS MINUTES (SEPT 5, 19, 24)

S. C. Volpone, Jr. indicated he misstated the roads in the following paragraph and provided the proper roads.

MONTHLY REPORT: R. B. Merrill, Jr. reported that he has been conducting a survey of roads in order to prioritize those needing attention. Board members asked him to check on pot holes at the corner of ~~Towle Farm Road~~ and Brown Road **and Route 88** and also at Route 84 and Kensington Road.

MOTION: To approve the September 5 as written and September 19 meeting minutes as amended.

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

MOTION: To approve the minutes of the September 24 meeting as written.

Town of Hampton Falls

MOTION: T. C. TOCCI
SECOND: S. C. VOLPONE, JR.
1 ABSTENTION, PASSES

FINANCIAL REPORTS-GENERAL FUND BALANCE - \$ 762,200

HAMPTON FALLS WEB SITE HITS: 5,066 – 6-6-06, 19,604 HIT AS OF 9-28-07

ACTION ITEMS - 9-19-07 MEETING: E. N. Small provided the Board with an updated listing of action items.

T. C. Tocci proposed to the Board that Exeter Road (Route 88) and Kensington Road (Route 84) be added to the listing of roads that apply to the Scenic Road Ordinance. E. N. Small noted that these are State roads and the State has had jurisdiction. He suggested that a request be made to Legislators. The Board agreed with a request being made to the Planning Board adding these two roads.

DAILY OPERATIONAL CHART – APPROVAL: The Board reviewed and approved a revised chart.

POLICY FOR POSTING OF MINUTES WITH THE TOWN CLERK’S OFFICE AND HAMPTON FALLS WEBSITE: L. A. Ruest referred the Board to draft wording of a proposed policy to coordinate the posting of meeting minutes with the Town Clerk’s office and ultimately the Town web site. Following review, the Board agreed with the proposal as presented.

MOTION: To adopt a policy for preparing and filing of meeting minutes with the Town Clerk’s office.

MOTION: S. C. HANSON
SECOND: S. C. VOLPONE, JR.
UNANIMOUS

FORMAT FOR TOWN REPORT- SHAWN HAS PRESENTED ON OPTION TO SAVE ON SETUP TIME: E. N. Small has been working with S. C. Hanson to identify a streamlined way in which to prepare the documents and photos for the annual Town Report. No additional software is needed at this time.

SETTING OF THE TAX RATE: A date and time of October 4, 9 a.m., has been set to meet with the Department of Revenue Administration to set the tax rate.

HOUSE BILL 790 – DEPENDENT CHILD ENROLLMENT – NEW LEGISLATION: L. A. Ruest referred the Board to a document explaining this new legislation. She reported that one employee qualifies and that there is no additional cost to the employer. She requested the Board determine a value for the benefit in order to process payroll in accordance with requirements for tax purposes. The Board agreed with a value of the single rate for health benefits.

MOTION: To adopt a value as suggested by the Local Government Center; single rate.

MOTION: S. C. HANSON

Town of Hampton Falls

**SECOND: T. C. TOCCI
UNANIMOUS**

MASTER PLAN – PHOTOS: E. N. Small reported that he is obtaining photos for use in printing the updated Master Plan. It was noted that a clean copy of the text, as well as maps, is still yet to be obtained. T. C. Tocci suggested the Rockingham Planning Commission (Roxanne) be contacted for assistance.

THREE WETLAND VIOLATIONS: Three Wetlands Bureau complaint letters were reviewed by the Board for Map 2, Lot 28, Map 5, Lot 9a, and Map 2, Lot 10.

ESTIMATE FOR REPAIRING SECTIONS OF ROADS –BRAD JONES: Town Engineer B. Jones and E. N. Small viewed sections of roads identified by the road study for repair. It is suggested to repair only those portions needing attention rather than the entire road. B. Jones will provide estimates for the work.

CHANGES TO THE DRIVEWAY PERMIT: L. A. Ruest referred the Board to a revised Driveway Permit form noting the highlighted changes. E. N. Small has contacted Attorney B. Mayer for input and direction on bringing this matter to approval. E. N. Small will post for a public hearing to accept comment on a revised Driveway Permit application at the Board's first meeting in November.

WINTER MAINTENANCE: S. C. Hanson provided a summary of information gathered from his contact with area Towns to include a comparison of road equipment costs. He noted his concern with the way in which Hampton Falls structures the payment of its road maintenance citing reasons of liability/risk and cost of services. Hampton Falls pays an equipment rental fee in addition to an operators hourly rate, workers compensation insurance and social security taxes, instead of a flat contract price which includes a driver and the associated cost. He suggested that Hampton Falls consider the procedures used by the Towns listed.

Following discussion of road work costs, who oversees road work, potential liability and exposure, the Board agreed to the hiring of a consultant to provide guidelines, structure and goals for the Hampton Falls Highway Department. It was also noted that there are intangibles that include knowledge, trust and quality of work that apply. T. C. Tocci stated that due to the quality of work done at the direction of R. B. Merrill, Sr., Hampton Falls has the best roads of surrounding communities.

The Board discussed timing in obtaining a consultant and when the study could be available. It was suggested to take time to obtain input and allow for review and decision in order to determine a long-term solution that makes sense for Hampton Falls. The Board asked the Town Administrator to make contacts with potential consultants.

MOTION: That arrangement be made to hire a consultant to conduct a study of the Hampton Falls Highway Department.

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

Town of Hampton Falls

DUMPING OF DEBRIS AT THE BRUSH DUMP – HOW TO HANDLE: Suggestion was made to post a sign and mount a camera for monitoring of dumping at the Brush Dump.

D. Robinson will be disposing brush and moving fill from Governor Weare Park to the Brush Dump as part of the clean up effort along the property line with E. Dumont.

Suggestion was also made to address the littering and dumping on Stard Road. E. N. Small will discuss this with the Police Chief with regard to signage, penalties, etc.

TOWN COMMON BANDSTAND COMMITTEE: The Board acknowledged receipt of a letter from two members of the Bandstand Committee outlining concern with the plan for improvements to the Town Common and its affect on the Bandstand. The Board requested this matter be referred to the Town Common Improvement Committee.

PROPOSED AGREEMENT WITH SUE BENOIT FOR WELFARE AGENT SERVICES: E. N. Small referred the Board to a proposed agreement for consideration. This document has been provided to counsel for input. Following discussion, the Board approved the wording and will consider the final document approved by counsel.

- **NEW BUSINESS**

PLANET AID – CONTAINER AT THE PSB OR BRUSH DUMP?: Request has been made by a representative of Planet Aid (clothing recycling) to place a collection container at a municipal location. Following discussion, Board members determined that they are not interested at this time.

COALITION COMMUNITIES / DEFINE ADEQUATE INFORMATION- DONATION OF \$1,000: E. N. Small referred the Board to a request from Pat Remick of the Coalition Communities and recommended release of \$1,000 of the \$3,000 balance from the warrant article approved for this purpose. The Board approved and commented that it's in favor of getting this matter out of the Courts to a constitutional amendment.

DOG SHOW TONRY FARM – NEW ENGLAND AGILITY TEAM, INC.: The Board reviewed and approved a request for Selectmen's Permit to allow this event with the condition that the Police Department be contacted for traffic control.

It was suggested that the Selectmen's Permit form be revised to add a section to identify the "expected attendance" at events.

HOUSE BILL 316 – NEW ASSESSMENT REVIEW CYCLE: The Assessor is working toward a revaluation beginning in 2008.

TOWN TREASURER AND TOWN ADMINISTRATOR TO MEET WITH PROVIDENT BANK REPRESENTATIVES - TRANSFER OF CD FROM PROVIDENT BANK TO INSTITUTION FOR SAVINGS \$428,266: E. N. Small reported that money has been transferred to the Institution for Savings to take advantage of a higher rate. The Board approved.

TRICK OR TREAT – TUESDAY, OCTOBER 30, 5 – 7 PM

Town of Hampton Falls

BUILDING PERMITS FOR STRUCTURES – KEVIN KELLEY: The Board reviewed a draft notification planned to be provided to property owners in Town to help with understanding of the ability to place structures in accordance with ordinances. L. A. Ruest explained that requests are made for building permit after money has been spent only to learn that the proposed structure is located within an area that prohibits structures. The notification also includes information on regulations regarding removal of trees from wetland and wetland buffer areas and encourages persons to call in advance of any construction project. The Board approved and requested this document be mailed with the next tax bill.

GREAT BAY ESTUARY COMMISSION- MEETING IN NEWINGTON FRI, OCT 19, 8:30 AM: Information on this meeting was provided to the Board.

SENIOR SEMINAR PROJECT ON CONSERVATION: E. N. Small reviewed a request for assistance from a Winnacunnet High School senior with the Board.

OTHER

S. C. Hanson inquired as to budget line 4215-390. L. A. Ruest will provide him with a breakdown.

S. C. Hanson reminded E. N. Small as to the potential need for a draft warrant article relating to cable franchise fees.

911 ALI Database Transition: The Chairman of the Board signed approval of a liaison appointment form assigning this responsibility to L. A. Ruest and E. N. Small.

OPEN HOUSE – FIRE DEPARTMENT – SATURDAY, OCTOBER 13, 10 AM – 2 PM

SUPERVISOR OF CHECKLIST – RESIGNATION: E. N. Small reported that Dorothy Dail has resigned from this position. The two other Supervisors are required to select a replacement to fill the vacated term.

NEXT SELECTMEN’S MEETING – WEDNESDAY, OCTOBER 17, 2007, 7:30 A.M., TOWN HALL

MOTION: To adjourn the meeting at 8:17 p.m.

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