

TOWN OF HAMPTON FALLS

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

BUDGET HEARING – JANUARY 10, 2007 – WEDNESDAY, TOWN HALL: The Board signed the notice to department heads of due dates for the budget, town report and audit.

2007 AUDIT – JANUARY 15, 2007 – GREG COLBY OF PLODZIK & SANDERSON

CONSERVATION COMMISSION – KAREN AYERS:

BIGGI LAND: K. Ayers reviewed the history of the negotiations with P. Biggi for conservation easement with the Board. She stated that the Commission would like to commission a surveyor/wetland scientist to prepare information on the soils of the property. The appraisals in hand address the potential development of the property. Concern is raised with regard to whether there is enough value for conservation purposes in accordance with the matrix. The Conservation Commission is looking for Selectmen's approval to spend approximately \$3,000 for this additional survey. A grant is in place for this property. The Commission has three years to use it.

Following discussion, T. C. Tocci requested information identifying the number of acres currently under conservation easement and the Board approved proceeding with the appraisal as requested.

MOTION: To endorse the Conservation Commission's proposal for further appraisal of the Biggi property.

MOTION: S. C. VOLPONE, JR.

SECOND: F. J. FERREIRA, JR.

UNANIMOUS

COASTAL WATERSHED LAND CONSERVATION PLAN – REQUEST FOR PILOT

PROGRAM STATUS: The Conservation Commission has sent a letter dated September 22, to the Rockingham Planning Commission indicating interest in being a candidate to assist the RPC with their Coastal Watershed Land Conservation Plan.

KOPKA LAND – MARSH LANE AND SCHEDULED FORECLOSURE AUCTION:

Notice has been received of a mortgagee's notice of foreclosure for Map 9, Lot 9. E. N. Small stated he spoke with Dave Murphy regarding this and the grant awarded for this property. All plan to do the best they can in order to go through with this purchase. E. N. Small will keep the Conservation Commission posted.

SITE WALK ON THE DILMORE PROPERTY – NEXT WEEK: A site walk was scheduled for Wednesday, October 11, at 4:30 p.m. Participants should meet at the Dilmore property.

ROAD AGENT: R. B. Merrill reported that he has ordered street signs and noted that they are the larger size required by 911.

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MOTOR VEHICLE ACCIDENT – GUARDRAIL – AT DRINKWATER & KING: R. B. Merrill has provided information with regard to the future repair of this guardrail.

BROWN/ TOWLE FARM ROAD INDEMNIFICATION FUND – RELEASE OF FUNDS: These funds have been disbursed in a manner based on advice of counsel and the court decision.

COST ESTIMATES FOR REPAIRS TO TOWN ROAD FOR CAPITAL IMPROVEMENT PROGRAM: E. N. Small and R. B. Merrill met with Town Engineer B. Jones to review the repairs needed to town roads. B. Jones will prepare and submit figures for use by the CIP Committee.

CEMENT PADS FOR THE CARDBOARD RECYCLING UNIT – LOCATION: Following discussion, it was decided to leave the cardboard recycling units at the Brush Dump and not relocate them to the rear of the Public Safety Building.

REPAIR TO MARSTON ROAD: R. B. Merrill stated he would make arrangements to repair the damage to this road. Once costs are identified, a request for payment will be made to the towing company responsible for the damage.

BROWN ROAD CULVERT BID: B. Jones is preparing bid specifications for this project.

BUILDING INSPECTOR

APPOINTMENT OF KEVIN C. KELLEY AS BUILDING/HEALTH//CODE INSPECTOR: The Board signed the appointment form as prepared by the Town Clerk.

LETTER TO PLANNING BOARD AND BOARD OF ADJUSTMENT: The Board signed a letter requesting the Board's welcome K. C. Kelley in his advisory role to the Boards.

CODE ENFORCEMENT

NOTICE TO LUIS & MARIA ELIAS – COMPLIANCE WITH CONDITIONS OF SITE PLAN APPROVAL: The Code Enforcement Officer has submitted a letter informing the property owners of the need to meet with the Planning Board.

NOTICE TO LAWRENCE MACIONSKI – 3RD LIVING UNIT AT 6 LAFAYETTE ROAD: The Code Enforcement Officer has submitted a letter informing the property owners of the need to remove a kitchen unit.

COURT ORDER – REMOVAL OF MOBILE HOME ON STARD ROAD: The Court has ordered removal of the mobile home at Map 2, Lot 1-1. There are also violation issues relating to operating a business, commercial vehicles and wetlands.

OTHER: Brown Road: T. C. Tocci inquired as to the status of the wetland issues at Map 5, Lot 12. E. N. Small reported that this matter is with the State Wetlands Bureau. Concern was

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raised as to the disruption and erosion of the area along the edge of pavement. The landowner was to repair. E. N. Small will ask R. B. Merrill to address this.

HEALTH OFFICER

APPOINTMENTS RECOMMENDATIONS FOR HEALTH OFFICER AND DEPUTY

HEALTH OFFICER: The Board signed applications for K. C. Kelley as Health Officer and E. N. Small as Deputy Health Officer.

MOTION: To recommend appointment of K. C. Kelley as Health Officer and E. N. Small as Deputy Health Officer.

MOTION: S. C. VOLPONE, JR.

SECOND: T. C. TOCCI

UNANIMOUS

APPLICATION FOR FINANCIAL ASSISTANCE – MOSQUITO CONTROL: Forms are being prepared. Twenty-five percent of the total amount is eligible for reimbursement.

EEE TEST RESULTS FOR THE WEEK OF SEPTEMBER 17-23: Test summaries for Week 38 show no positive results in Hampton Falls.

FLU SEASON – NOTICE FROM STATE DEPT. OF HEALTH AND HUMAN SERVICES/ FLU SHOT CLINIC IN HF: A clinic will be coordinated with the Seacoast Visiting Nurses Association.

HIGHWAY SAFETY COMMITTEE

RECOMMENDED APPOINTMENT TO THE HIGHWAY SAFETY COMMITTEE – ROBERT W. REGAN, 4 CRANK ROAD:

MOTION: To accept the recommendation of the Fire Chief and Police Chief and appoint Robert Regan as Highway Safety Committee Member.

MOTION: T. C. TOCCI

SECOND: S. C. VOLPONE, JR.

UNANIMOUS

FIRE CHIEF: J. M. Lord referred the Board to the Fire Department's September (and August) reports and reviewed statistics, mutual aid calls and incidents. He noted that the horse show went well with only minor injuries.

FIRE DEPARTMENT OPEN HOUSE – OCTOBER 14, 2006

REVISED ESTIMATE FOR REPAIRING THE PUMP ON ENGINE 3: J. M. Lord reported that he has obtained another estimate that is much less than the first. He plans to schedule time for repair at the end of the year contingent upon available budget funds. Otherwise, the repair will be scheduled for March 2007.

EMERGENCY MANAGEMENT DIRECTOR:

NH DEPT OF SAFETY – HOMELAND SECURITY & EMERGENCY MANAGEMENT – RESPONSE PLAN FUNDING - 2006-2007: Funds available to support Hampton Falls totals \$6,900. This money is used to assist with training for Seabrook Station.

PUBLIC HEARING – HAZARDOUS MITIGATION PLAN – NOVEMBER 1, 2006, 8:30 AM: J. M. Lord reported that as a result of meetings with D. West of the RPC, a written hazardous mitigation plan has been completed and submitted to FEMA. It has been sent back with request for changes. Now that the changes have been made, there is a need to hold a public hearing to accept comment. A copy of the plan was provided to the Board and the posting notice was signed.

GENERATOR THE LINCOLN AKERMAN SCHOOL: The plan to acquire a generator has been placed on hold. The School Board has yet to clarify with the American Red Cross as to the level of accepting the school as a shelter.

POLICE CHIEF: R. Dirsa referred the Board to the Police Department report for September noting statistics and incidents. P. Fowler has begun training.

TRICK OR TREAT NIGHT, MONDAY, OCTOBER 30, 5-7 P.M.

COMPREHENSIVE VEHICLE SPREADSHEET: An overview of the expenses of each police vehicle was reviewed by the Board. The information provided supports the vehicle replacement plan used by the Department.

SECURITY AT THE LINCOLN AKERMAN SCHOOL: With regard to recent school shootings, R. Dirsa and J. M. Lord reviewed the safety and security plan currently in place at the elementary school. It was noted that Hampton Falls is more progressive in this regard in comparison to other schools in the district.

PUBLIC HEARING – ANTICIPATED OVER EXPENDITURE OF THE 2006 OPERATING BUDGET: F. J. Ferreira opened the public hearing. E. N. Small explained the process involved in order to obtain Department of Revenue Administration approval. The budgets affected include public safety (special details \$34,200) and highway (May flooding \$20,800).

Discussion was opened to the public. Hearing no comments or questions, the public hearing was closed. The Board approved the request for over-expenditure in the amount of \$55,000.

REPORT FROM SELECTMEN’S REPRESENTATIVE TO THE PLANNING BOARD, BOARD OF ADJUSTMENT, FIRE DEPARTMENT, LIBRARY: This item will be added to future agendas to allow time to bring current matters forward to the Board’s attention.

TOWN CLERK – TOWN’S STATUS AS A “MUNICIPAL AGENT” FOR THE COMPLETE MOTOR VEHICLE PROCESS: H. Knowles provided the Board with a

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timeline of occurrences leading up to becoming a Municipal Agent of the State. She reviewed the items that have yet to be completed and indicated that the “live” date is fast approaching in November.

• **OLD BUSINESS**

REVIEW AND APPROVAL OF PREVIOUS MINUTES SEPT. 6, 20, 26, 2006.

MOTION: To approve the minutes of the September 6, 20 and 26 meetings as written.

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

FINANCIAL REPORTS-GENERAL FUND BALANCE -- \$503,200

TOWN CLERK –SEPT RECEIPTS -- 38,960
TAX COLLECTOR – SEPT RECEIPTS -- 46,100

ACTION ITEMS 9-20-06: An updated listing was provided to the Board.

HISTORIC DISTRICT COMMITTEE: S. C. Volpone, Jr. requested direction from the Board with respect to revisiting the subject of a historic district or work on a heritage commission at this time. Both need Planning Board and town meeting approval. Following discussion, it was decided to call a meeting of the ad hoc committee to review a proposed direction.

“EXPECTATIONS FOR ALL DEPARTMENT HEADS” - SELECTMEN’S POLICY:
Following review of this policy, it was suggested to add a bullet item to number seven to address the exploration of grants.

MOTION: To accept the policy as amended.

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

REPORT ON THE NEWSLETTER COMMITTEE MEETING - SEPTEMBER 25, 2006.

– **DISCLAIMER:** School Board Member John Shaw has submitted a request on behalf of the School Board to add a disclaimer to each page of each entity’s newsletter regarding content. Following discussion of the Board, it was decided to continue the Town newsletter in its present format with the School placing a disclaimer of its own. The School’s portion of the newsletter funding is being requested by John Shaw and is due.

LAND USE CHANGE TAX – SIGNATURES NEEDED: The Board signed the forms as presented by the Tax Collector.

RESEARCH OWNERSHIP OF MAP 8, LOT 33: K. Ayers has provided an estimated cost of \$1,000-\$3,000 for this work.

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SETTING OF THE TAX RATE – NEXT WEEK – DATE AND TIME TO BE

ANNOUNCED: A representative of the Department of Revenue Administration will be in next week to set the tax rate. E. N. Small will inform the Board of the date. It is anticipated that bills will be mailed by October 23 with a December 4, 2006 due date.

BULLETIN BOARD – REMOVAL: This matter was added to the next agenda.

PROPOSED DESIGN FOR THE FRONT OF THE OLD TOWN HALL: This matter was added to the next agenda.

BID DOCUMENT – 5 YR CONTRACT – RECYCLING AND SOLID WASTE

DISPOSAL: E. N. Small will be preparing information for this bid document. The contract expires December 31, 2006. Statistics will be requested from Waste Management and counsel will review documents on behalf of the Town. The Solid Waste Committee has review the Request for Bid document.

SOLID WASTE ORDINANCE: This ordinance may need to be amended in conjunction with the contract renewal.

PROGRESS REPORT ON RE-SCHEDULED DATE FOR FALL CLEANUP –

NOVEMBER 4, 2006: E. N. Small reported that all have been notified in anticipation of this clean-up day.

- **NEW BUSINESS**

CARBON COALITION (GLOBAL WARMING) – NH CITIZENS FOR A

RESPONSIBLE ENERGY POLICY: A request has been received to include a resolution on the town warrant regarding global warming. This matter will be added to the November 1 agenda.

EXETER HOSPITAL ASSOCIATES RAFFLE – FARO GARDENS – OCTOBER 20, 2006, 6-11 PM:

MOTION: To authorize the Chairman to sign a Selectmen's Permit for this raffle.

MOTION: S. C. VOLPONE, JR.

SECOND: T. C. TOCCI

DEPARTMENT HEAD MEETING – OCTOBER: E. N. Small will be meeting with Department Heads as a group on a monthly basis.

SELECT A DATE AND MEETING PLACE 2007 DELIBERATIVE SESSION: E. N. Small explained the need to set a date for the Town deliberative session. He will call the School Board Chairman to discuss dates.

STAFF MEETING SCHEDULED FOR OCTOBER 12, 10 AM

INQUIRY OFFERING LEGAL SERVICES has been received from **Shaines & McEachern**

GARDEN ON THE HILL NEXT TO THE EAST SCHOOL AND LIBRARY: The Friends of the Library and the Historical Society are looking for permission to plant a perennial garden. The Board approved.

HAWES CEMETERY, ROUTE 88 – VOLUNTEER TO REMOVE STUMPS

NEW HAMPSHIRE RESOURCE RECOVERY ASSOCIATION: A letter has been received outlining changes at NHRRA.

OTHER

SCHOOL PAYMENTS: E. N. Small will meet with Mr. Sanders at SAU 21 to discuss proposed changes to number of school payments made each year.

NEXT SELECTMEN’S MEETING – TUESDAY, OCTOBER 17, 2006, 6:00 P.M., TOWN HALL

**MOTION TO GO INTO NONPUBLIC SESSION
AT 9:33 AM TO DISCUSS PERSONNEL, WELFARE**

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

**MOTION TO GO OUT OF NONPUBLIC SESSION
AND RESUME AT 9:45 AM**

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