

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

BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER

FLU CLINIC – OCTOBER 28, 1-4 PM, PUBLIC SAFETY BUILDING: R. B. Vigneau stated he would call to verify this clinic is to take place given the recent news of lower supplies of vaccine.

R. B. Vigneau referred the Board to his report for September noting one new home permit issued. He reported that the impact fee amounts have been adjusted to address the Planning Board's recent decision to not assess certain building projects. M. J. Caruso requested that R. B. Vigneau send notices to those assessed an impact fee indicating to them whether or not the fee still applies.

Reports were given on the status of current code enforcement actions. Discussion took place regarding the pig odor at the Lafayette Road Morgado property. R. B. Vigneau indicated that limited clean-up has been done and request has been made for site plan review before the Planning Board. A representative of the Agriculture Department has visited the site and submitted findings. It was indicated that good general clean-up practices will not eliminate the odor altogether. Chris Baker, owner of the abutting property, expressed his concern with the odor and contamination of his and area wells. He plans to have an analysis of his water done and also requested that Mr. Morgado be required to honor setback regulations.

R. B. Vigneau noted that the placement of fences on the property line is not restricted. The pens are considered a structure. Suggestion is to resolve this matter through the site plan review process. M. J. Caruso stated that the sty is a structure and is in the setback and therefore, the Code Enforcement Officer can pursue compliance. Abutter L. Knowles noted that some structures on the property are on the property line between the commercial and residential lots owned by Mr. Morgado and that setbacks are an issue all around.

CEASE AND DESIST ORDERS TO BLOOD AND JAMES, SERVED ON SEPT 21 – OCT 14 DEADLINE TO FILE WITH DISTRICT COURT: R. B. Vigneau reported that he has not received any action by these property owners. October 11 is the deadline of the Hampton District Court.

COMMERCIAL VEHICLES IN RESIDENTIAL ZONE ART 11, SECTION 3.3.6: R. B. Vigneau requested the Board's direction with respect to the requirements of the zoning ordinance. The Board instructed R. B. Vigneau to enforce the current ordinance.

CONSERVATION COMMISSION: T. Beattie reported that nine persons have expressed an interest in serving on an Open Space Committee. The Conservation Commission will meet Thursday to establish parameters for prospective easements or purchases and a mission statement. If the Board of Selectmen approves the recommendations for appointment, it is suggested that a joint meeting be held. E. N. Small will add this subject to the Board's October meeting to consider recommendations for appointment.

JAMES JANVRIN LAND – TITLE SEARCH/ ENVIRONMENTAL ASSESSMENT / WATER TEST – PROGRESS REPORT, CLOSING WILL BE ON THURSDAY, NOVEMBER 11, 11

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A.M., AT AL CASASSA'S OFFICE: T. Beattie stated that the Conservation Commission requests that the James Janvrin land be named "James Janvrin Woodland." The Board approved.

ROAD AGENT

FALL CLEANUP DAY ON OCT 23, BRUSH DUMP CLOSED ON OCT 16 – WM, SIMPSON, NERRA: E. N. Small has made arrangements for the fall clean-up day. The brush dump will be closed on October 16 to allow time to remove brush and prepare for the delivery of containers.

ROOF TO THE TOWN GARAGE: E. N. Small reported that he has obtained two bids; one from Wayne Berry \$7,700 and one from Jake's Carpentry \$5,725 (who is not able to begin until December). The Board requested that E. N. Small contact Wayne Berry to request he reconsider his price. This matter will be reviewed at the next meeting.

MARSH LANE CULVERT AND TURNAROUND: R. B. Merrill reported that the culvert is installed and is to be left gravel for the winter. The road is scheduled to be paved next summer.

BROWN ROAD CULVERT COMPLETED: R. B. Merrill reported that the culvert has been installed, the post rails are in and the ditches are paved.

BROWN ROAD CROSS PIPE AT ROBINSONS: D. Robinson has installed one cross pipe. E. N. Small is to call to see when the second one is to be installed.

POLICE CHIEF

TRICK OR TREAT – OCTOBER 30, 5 – 7 PM

R. Dirsra distributed his monthly report for August to include statistics and incidents. He reported that he is awaiting word from an attorney with regard to a personnel matter. The Board requested R. Dirsra contact the State DOT regarding the suggested change to the traffic pattern at the Common.

• **OLD BUSINESS**

REVIEW AND APPROVAL OF PREVIOUS MINUTES

MOTION: To approve the minutes of the September 15 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 \$526,400. The Town Clerk collected \$37,600 in September and the Treasurer reported \$50,400 in revenues for September.

WEB SITE AND ARTEN TECHNOLOGY GROUP: L. A. Ruest reported the results of a meeting held to begin the development of a Town website. Each department will be providing information to create web pages.

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MEETING WITH CHRIS GORDON AND FRANK VALGENTI / PLANS TO INTERVIEW OTHER NH VENDORS: Plans to hold a meeting to determine future computer hardware/software needs of the town are in the works. F. Valgenti of Arten Technology will work with C. Gordon and staff members to determine the best way to approach requests for updated software. L. A. Ruest plans to attend the municipal conference to interview software vendors and obtain information.

DEPT. OF REVENUE ADMINISTRATION - REQUEST FOR \$20,000 OVER EXPENDITURE: No word has been received regarding this request.

SETTING OF THE TAX RATE?: E. N. Small reported that the Department of Education is holding up the setting of the tax rate. E. N. Small will set a date and time and inform the Board.

PERSONNEL POLICY – NEXT WORKSHOP: E. N. Small has updated the draft personnel policy to include changes made at the last work session. The updated draft will be provided to each member and the Board will meet next on October 19 at 7:30 a.m.

PROCEDURE FOR CONSOLIDATING THE MINUTES OF COMMITTEE MEETINGS: The Town Clerk has set up a procedure to ensure notices and minutes of meetings are filed with her office.

COMCAST AND NEW SERVER: L. A. Ruest explained the limitations to the current service provided by Comcast in that the Town does not have a static IP address. The service can be upgraded to provide a static IP at a cost of \$180 per month plus tax. Another option is to obtain a T1 connection. This is available through the town's telephone provider, Bayring, at a cost of \$180 per month. The issue at hand is that certain email addresses are being rejected by Comcast as spam and those persons are not receiving email as needed. The Board requested that a three-member technology committee be formed to look at this and other issues. In the meantime, it was decided to upgrade with Comcast.

COMCAST – SEMI-ANNUAL PAYMENT FOR 2004: \$4,018.19

SPECIAL TOWN MEETING – AMENDMENT TO THE MULTI FAMILY/ELDERLY HOUSING ORDINANCE: E. N. Small provided the Board with a copy of the notice for the special town meeting. He will research the amount of time required between the deliberative and town meeting dates.

REVIEW OF CAPITAL IMPROVEMENT PROGRAM SPREADSHEET AND MEETING WITH CIP COMMITTEE: This matter will be added to the next agenda.

JOINT MEETING OF THE PLANNING BOARD, BOARD OF ADJUSTMENT, BOARD OF SELECTMEN – OVERVIEW OF REGULATIONS AND CODE ENFORCEMENT – HOW ACTIONS OF ONE BOARD AFFECTS ANOTHER: A joint meeting of these Boards, to include Attorney Mark Beliveau, is suggested. The Board agreed. L. A. Ruest will coordinate a date and time.

FIRE OFFICER I & II TRAINING: J. M. Lord is taking part in this training. Non-consecutive weekly sessions are being held in October and November.

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AMBULANCE CONTRACT: E. N. Small and J. M. Lord will meet with representatives of AMR to discuss the proposed contracts on October 13.

COLLECTION OF RECYCLABLES ON WEARE ROAD/ ROUTE 107: Waste Management has been informed of the lack of collection. The driver is to call in to Waste Management when he is at this location to report on the status of collection.

RICHE MACFARLAND – INCREASE IN CHILDREN FROM HAMPTON FALLS:

DONATION OF MARSHLAND – BETTY MERRILL (Map 3, Lot 24): This parcel of marshland has been donated to the town. The Town Administrator will work with Attorney John Ryan to prepare a deed. The cost is to be covered by the Conservation Fund.

NEIBLING LAND ON NASON RD – LETTER FROM CONSERVATION COMMISSION: The Conservation Commission has agreed to pay attorney fees for this matter.

POND EASEMENT: E. N. Small reported that he has not yet had an opportunity to work on this easement.

FILL VACANCY ON CONSERVATION COMMISSION: Larry Smith has contacted Greg Smart of Coach Lane. Mr. Smart is interested and plans to attend the Commission's next meeting.

GRANT FOR CONSERVATION EASEMENT ON THE APPLECREST FARM ORCHARD: A copy of the grant was provided to the Board.

OTHER

- **NEW BUSINESS**

STAFF MEETING FOR TOWN OFFICES: A staff meeting is scheduled for Thursday.

“THE MARTIAL ART OF COMMUNICATING:” A copy of this communication was provided to the Board.

USE OF THE PUBLIC SAFETY TRAINING ROOM BY BROWNIE GROUP 2643: The Board approved a Selectmen's Permit for this use.

CIRCUIT RIDER PROGRAM AGREEMENT (7-1-04 TO 9-30-04) – ROCKINGHAM PLANNING COMMISSION: The Board approved and authorized the Chairman to sign this three-month interim agreement.

RPC ANNUAL LEGISLATIVE FORUM – OCT 13, BRENTWOOD: Information on this forum was provided to the Board.

LAMPREY HEALTH CARE – SEEKING AN APPROPRIATION IN 2005: A request has been received for an annual appropriation. This will be included as a warrant article in 2005. Eighty-three 83 visits have been conducted in Hampton Falls.

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COMMUNITY CONSERVATION ROUNDTABLE – OCTOBER 28, 7-9 PM, RAYMOND HIGH SCHOOL: Information on this meeting was provided to the Board.

NEW COASTAL ZONE MAP: New maps have been received and are available if anyone would like one.

2004 CONSERVATION EASEMENT MONITORING REPORT – BATES LAND:

“TAYLOR RIVER WETLANDS ASSESSMENT & PRIME WETLANDS DESIGNATION PROJECTS” – HF TOWN HALL TONIGHT AT 7 P.M.

DEPT. OF ENVIRONMENTAL SERVICES DAM SAFETY PROGRAM – INSPECTION OF HF RIVER DAM II: Inspection results of the dam next to B. Woodward’s property was provided to the Board.

OTHER

NEXT SELECTMEN’S MEETING – WEDNESDAY, OCTOBER 20, 2004, 6:30 P.M., TOWN HALL

**MOTION TO GO INTO NONPUBLIC SESSION
AT 9:32 A.M. TO DISCUSS WELFARE AND
ACQUISITION OF PROPERTY**

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

**MOTION TO SEAL THE MINUTES OF
NON-PUBLIC SESSION AND ADJOURN AT 9:30 A.M.**

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