

**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

**CONSERVATION COMMISSION – NON-PUBLIC SESSION -**

**MOTION TO GO INTO NONPUBLIC SESSION  
AT 7:33 AM TO DISCUSS ACQUISITION, SALE,  
OR LEASE OF REAL OR PERSONAL PROPERTY**

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

**MOTION TO GO OUT OF NONPUBLIC SESSION  
SEAL THE MINUTES AND RESUME AT 8:09 AM**

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

**ROAD AGENT:** R. B. Merrill indicated that there was not much activity in November. The area where ice was forming at Brown Road and Old Stage Road has been corrected. Tree removal on Old Stage Road is taking place this morning. S. C. Volpone informed R. B. Merrill of other questionable trees on this road. R. B. Merrill stated he would keep this in mind for plans for the next tree trimming throughout Town. The work on tree and brush removal at Whittier Pond will be done during the month of December.

**BUILDING INSPECTOR - MONTHLY REPORT:** K. C. Kelley provided a November, 2006 statistical report on building activity and reviewed a written report on code enforcement activity to include the Scott Blood, Blaisdell/Brown Road, Stateline Landscaping, 6 Lafayette Road, 10 Oak Drive, 174 Exeter Road and 166 Kensington Road matters. He reported that he continues to monitor and research and follow up on the matters that remain open. He will also visit 123 Lafayette Road to verify that the property owner is in compliance with the approved site plan. T. C. Tocci thanked K. C. Kelley for his efforts towards resolving difficult situations in these matters.

K. C. Kelley requested the Board's approval with regard to the fees and billing of the Rockingham County Conservation District. He reviewed the amounts with the Board. E. N. Small requested he provide written documentation to support this request for review of the Board.

**FIRE CHIEF:** Chief Lord was not available for this meeting.

**MONTHLY REPORT:** The report for November will be provided at a future time. Fire Department Lt. L. Anderson was present on Fire Chief J. M. Lord's behalf and inquired as to the status of approving repairs to the vinyl siding at the Public Safety Building. Two prices have been submitted. Following review, it was determined that it would be acceptable for RNB Builders (Brian Kent) to complete the work. A certificate of insurance has been received, however, question remains as to whether worker's comp certification is needed as well.

**MOTION:** To accept the price to repair the Public Safety Building with the condition that if Brian Kent has workers that worker's comp certification be provided.

**MOTION: T. C. TOCCI  
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UNANIMOUS**

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**FINANCING OF FIRE TRUCK – LEASE-PURCHASE ; BOND ISSUE OR STRAIGHT**

**TAXATION WARRANT ARTICLE?:** L. Anderson reported that the Fire Truck Committee has submitted bid specifications to four manufacturers. Bids are due on December 14, 2006, and will be opened on that day. The bids will be taken under consideration to allow time for review and ultimately a recommendation will be made to the Board of Selectmen for consideration. F. J. Ferreira, Jr. stated he is impressed with the Committee’s efforts.

Discussion of available funds to contribute toward the new fire truck as well as financing options took place at this time with regard to lease/purchase, direct taxation or multi-year bond. E. N. Small requested that L. Anderson put the proposed options and steps to acquire the truck in writing for consideration in drafting warrant article(s). Lt. L. Anderson left the meeting to respond to an emergency call.

Following discussion, the consensus of the Board was to propose a bond.

**MOTION:** The Board agrees to finance the purchase of a new fire truck via a bond issue, terms to be set at the time of purchase.

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

**ELKINS FIRE POND ON RTE. 84:** E. N. Small reported that he located this deed and a copy has been provided to Lincoln Akerman School Board Member J. Shaw.

**EMERGENCY MANAGEMENT**

**LETTER FROM DEPT. ENVIRONMENTAL SERVICES – DAM OPERATION AND**

**MAINTENANCE PLAN:** A letter of November 28, 2006 outlines that the content of the dam operation and maintenance plan prepared by the Fire Chief has been accepted by the Department of Environmental Services.

**POLICE CHIEF:** Chief Dirsa was not available for this meeting.

• **OLD BUSINESS**

**REVIEW AND APPROVAL OF PREVIOUS MINUTES:** This matter will be addressed at the next meeting.

**FINANCIAL REPORTS-GENERAL FUND BALANCE**

	General Fund	<b>1,644,000</b>	Oct.. Receipts	98,600
	Town Clerk –Nov Receipts	<b>40,900</b>	Oct. Expenditures	662,000
	Tax Collector – Nov Receipts	<b>2,372,900</b>	Nov Current Use	none

**HAMPTON FALLS’ WEB SITE HITS: 5,066 – 6-6-06/ 9,212 – 12-5-06, INCREASE OF 4,146**

**ACTION ITEMS:** An updated listing of action items and the status was provided to the Board.

**TOWN OF HAMPTON FALLS**

**2007 TOWN WARRANT:** E. N. Small reported he has begun drafting this warrant.

**RSA 419-A ESTABLISHMENT OF FEES- CONSULT WITH B. MAYER:** E. N. Small reviewed this issue with B. Mayer and learned that voters need to approve RSA 41:9a to allow the duties of town officers to include the establishment of fees. A warrant article will be added for 2007.

**2007 PROPOSED BUDGET:** E. N. Small is working on four remaining department budgets (employee benefits, financial administration, solid waste, government buildings (and also Library)) for review of the Board on December 18.

**HAMPTON UNION CORRESPONDENT – ARTICLE IN 12-5-06 EDITION OF HU:** An article has been printed by Seacoast Newspapers seeking persons interested in serving as correspondent for the Town of Hampton Falls.

**IMPORTANT DATES – 2007:** E. N. Small prepared and provided the Board with a listing of upcoming dates for hearings, deliberative session, town meeting, etc. to assist the Board with scheduling their time.

**REPORT ON ETHICS WORKSHOP AT HAMPTON BEACH 12-1-06- MAINE AND NH MANAGERS:** E. N. Small provided the Board with information he learned at a recent workshop relating to a code of ethics adopted by ICMA. He noted that it was a good session and that the document is a good guide to follow.

**6 MONTH PROBATIONARY PERIOD – TOWN CLERK’S ASSISTANT 12-7-06:**

**MOTION:** To appoint Town Clerk Assistant Karen Sabatini to permanent part-time status per the recommendation of the Town Clerk.

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

The appointment form was signed by the Board.

**CASH FLOW:** An updated cash flow spreadsheet showing recent tax collections was provided to the Board.

**DRA – EMERGENCY OVER EXPENDITURE - PUBLIC SAFETY, HIGHWAY, SOLID WASTE:** Approval has been received from the DRA for this over-expenditure request of \$55,000. Recommendation was made to increase the amount of the Town’s unreserved fund balance.

**2007-2012 CAPITAL IMPROVEMENT PROGRAM- RECOMMENDED BY THE PLANNING BOARD:** The Planning Board approved the plan for 2007-2012 at its November 28, 2006, meeting. E. N. Small reviewed the proposed projects and the priority of each.

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**LETTER FROM HAMPTON FALLS HISTORICAL SOCIETY 11-20-06:** This letter informs the Board of the installation of a burglar alarm at the Old Library. E. N. Small stated that permission should be obtained in writing before such work is done. T. C. Tocci inquired as to fire alarms. E. N. Small will ask the Building Inspector to report on what's required for this building.

**PROPOSED SOLID WASTE CONTRACT – CAPE DISPOSAL CO OF BRENTWOOD, NH:** E. N. Small stated he has not heard from C. Hussey since the meeting on December 4. T. C. Tocci reviewed additional changes to the contract with E. N. Small. Items identified by counsel have been incorporated into the contract. This contract will be discussed again at the Board's meeting on December 18.

**ADJUSTED SCHOOL DISTRICT ASSESSMENT – LAS & WHS – received.** No payment is due in May 2007 for LAS and the payment for WHS in May 2007 is now \$55,793.

- **NEW BUSINESS**

**SB 2 FORM OF GOVERNMENT – PETITION TO ABOLISH:** A petition is expected to be received for the 2007 warrant. This needs to be submitted by January 9.

**2007 HOLIDAYS:** The Board signed the holiday schedule for 2007 for posting.

**ZONING AMENDMENT SCHEDULE 2007:** The schedule for zoning amendments for the ballot was provided to the Board.

**GRANT ROUND TWENTY-TWO (FY2007) – FED'L LAND AND WATER CONSERVATION FUND:** F. J. Ferreira, Jr., Recreation Commission Chairman, was referred to a letter received from the Division of Parks and Recreation announcing a land and water conservation fund program.

**NEXT MEETING – BUDGETS, POLICE DEPT MONTHLY REPORT, OTHER - MONDAY, DECEMBER 18, 2006, 7:30 A.M., TOWN HALL**

**MOTION:** To adjourn the meeting at 9:57 a.m.

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