

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

HAMPTON UNION CORRESPONDENT - LAURA E. MELLOW: E. N. Small introduced L. E. Mellow. She will be attending Selectmen meetings in order to provide coverage of Hampton Falls' happenings in the local newspaper.

CONSERVATION COMMISSION

CONSERVATION EASEMENTS: K. Ayers reported that the Conservation Commission will be holding a public hearing on Wednesday, December 20, to receive comment on proposed underwriting of surveying and other related expenses for conservation easements from Tonry Tree Farm, Route 88 (Map 6, Lots 34, 36-3 and 36-4). A representative of the Southeast Land Trust was present for questions. The Board was asked to attend.

E. N. Small indicated he has spoken with counsel regarding this and informed the Board of the need to make a motion at this time as the Board does not meet again until after the first of January.

MOTION: To accept the proposed underwriting of surveying and other related expenses for conservation easements from Tonry Tree Farm, Route 88 (Map 6, Lots 34, 36-3 and 36-4) of the Conservation Commission with the condition that the proposal is endorsed contingent upon holding a public hearing.

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

CLOSING ON THE KOPKA LAND DEC 20?: The closing on Map 9, Lot 9 is scheduled for Wednesday, December 20, 2006. E. N. Small will follow up with Peter Dow to ensure all debris has been removed from the site as required.

POLICE CHIEF

MONTHLY REPORT: R. Dirsra distributed and reviewed incidents and statistics with the Board.

APPOINTMENT OF PART TIME PATROL OFFICER: Gary Keough was present. R. Dirsra recommended him as a candidate for part-time police officer and noted that he has reserved a place for him in part-time police academy training in January.

MOTION: To appoint Gary Keough as part-time police officer on a six-month probationary basis.

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

The appointment form was signed by the Board.

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POLICE DEPARTMENT BUDGET: R. Dirsa reviewed the proposed 2007 budget for the Police Department line by line. Certain amendments were noted in that the details did not equal the amount proposed in some instances. A missing figure will also be added. This results in an overall \$14,200 increase over 2006. R. Dirsa reported on the three warrant articles proposed (new cruiser, new video system for the cruiser and an upgrade to a shared data system). These have been presented to the Capital Improvement Committee. R. Dirsa reviewed the information provided to the CIP committee regarding the three-step process planned to upgrade the system to digital from analog, acquire software for the recordkeeping system for cruiser computers and allow connection to Hampton via a hub.

SOLID WASTE CONTRACT – CAPE DISPOSAL, CARL HUSSEY – 2007-2011: Carl Hussey of Cape Disposal was present. E. N. Small noted minor changes have been made to the contract per the Board's last discussion with Mr. Hussey. F. J. Ferreira, Jr. requested that Section 4 Holidays be reworded for better understanding. E. N. Small revised the document at this time.

MOTION: To accept the contract as proposed for the solid waste and recycling agreement with Cape Disposal Company.

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

The Board members and Mr. Hussey signed the contract.

FIRE CHIEF

MONTHLY REPORT: J. M. Lord reviewed the statistics for the month of November noting that there were only seven calls; very slow compared to previous years' activity. He reviewed the proposed 2007 budget for the Fire Department with the Board.

FIRE DEPARTMENT – FIRE CHIEF – Bids Received for Fire Truck: J. M. Lord reported that four bids were received, opened and taken under advisement on Friday. Over the weekend, Fire Department personnel reviewed the proposals. L. Anderson reported on the findings of the review and noted that although recommendation did not go to the lowest bidder (Crimson \$374,956), it is felt that recommending Ferrara at \$395,643 will suit the needs of the Town for the reasons of location of repair facility, a 2006 model engine, warranties, and certain stainless steel parts, etc. Ferrara is offering a \$10,000 reduction in cost if commitment can be made by December 27, 2006, and commitment is received from Ferrara in writing with regard to the 2006 model engine. This recommendation results in the need to raise \$385,000+/- instead of the anticipated \$400,000. The Board extended it thanks to and commended the efforts of the reviewing committee.

MOTION: To accept the recommendation of the Fire Department to accept the bid from Ferrara for a new fire truck contingent upon Ferrara equipping the truck with a 2006 motor and by doing so results in a price of \$385,649 and this acceptance is contingent of voter approval at town meeting.

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

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MOTION: To authorize the Chairman to sign on behalf of the Selectmen for the purposes of accepting the bid on the fire truck.

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

INSURING THE CHASSIS: J. M. Lord stated he would review this matter with E. N. Small at a later time.

EMERGENCY MANAGEMENT

OPERATION AND MAINTENANCE PLAN FOR WHITTIER (BID DODGE) POND DAM: J. M. Lord referred the Board to an informational document outlining this plan. This document was mailed to abutters to the pond.

EMERGENCY ACTION PLAN - WHITTIER (BID DODGE) POND DAM: The Department of Environmental Services requested the Town prepare this plan. Following preparation and review by the DES, this plan has been accepted. Copies have been provided to other appropriate agencies. A training practice will need to take place in January.

• **OLD BUSINESS**

REVIEW AND APPROVAL OF PREVIOUS MINUTES -- NOV 1, 29, 30 AND TWO FOR DEC 4, DEC 6:

MOTION: To accept the minutes of the November 1, 29, 30 and December 4 (two sets) and December 6, 2006 meetings.

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

HAMPTON FALLS WEB SITE HITS: 5,066 – 6-6-06: S. C. Volpone, Jr. requested that this information be reported as number of hits per month with a total of hits to date on a yearly basis.

FINANCIAL REPORTS-GENERAL FUND BALANCE

NOV. RECEIPTS \$2,438,400

NOV. EXPENDITURES \$693,100

CASH FLOW SPREADSHEET THROUGH JAN-NOV: An updated spreadsheet was provided to the Board.

ACTION ITEMS FROM NOV 30 AND DEC 4 & 6 MEETINGS: An updated action items listing was provided to the Board.

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2007 DEPARTMENTAL BUDGETS: E. N. Small reported that the school wage increase for union employees has not been set, however, non-union wages are proposed to increase three percent. E. N. Small provided a revised copy of the Executive budget noting that an increase is proposed in the printing line to cover the costs of ballots, notice of deliberative session and town report costs.

FINANCIAL ADMINISTRATION: E. N. Small noted increases in audit costs and assessing costs (to begin three-year revaluation and verification of data and software upgrade).

EMPLOYEE BENEFITS: S. C. Volpone, Jr. inquired as to why employee benefits are not shown per department rather than in one category. E. N. Small indicated that the manner in which it is presented is set by the State. S. C. Volpone, Jr. asked if the figures could be shown by department for Selectmen's use next year. He requested that medical benefits figures be provided over a five-year period showing percentage of benefits of the total budget. He also stated that he feels a study should be done to address a long range plan of medical premiums (i.e., place a cap on benefits in accordance with the percentage of total compensation). He stated he has concern with absorbing 90% of medical benefit premiums and suggested grandfathering existing employees and applying a new process to newly hired employees. T. C. Tocci stated he saw no harm in reviewing or researching this matter as a Board.

GOVERNMENT BUILDINGS: The detail sections of this proposed budget were reviewed to identify areas of proposed increases.

SOLID WASTE COLLECTION: E. N. Small explained that he included additional tonnage to help offset an amount owed to the 53-B District as a result of under-billing. A review is being conducted to identify the amount of the discrepancy.

LIBRARY – JUDY HASKELL AND LIBRARY TRUSTEE: The proposed budget is to be reviewed by the Library Trustees tonight and will be reviewed at the Selectmen's meeting Tuesday, December 19, 8:30 a.m.

Question was raised with respect to the proposed five percent pay increase proposed by the Librarian and whether the Selectmen are required to approve five percent when other pay lines are proposed to be three percent. S. C. Volpone, Jr. will bring the results of the Library Trustees review of the proposed budget to the December 19 Selectmen's meeting.

RIGHT TO KNOW LAW –SUNDAY UNION LEADER ARTICLE: F. J. Ferreira, Jr. reported that a recent complaint regarding the right to know law related to votes not being recorded with names of voting members. He questioned whether Hampton Falls is accurately reflecting votes in the record.

2007 BUDGET HEARING NOTICE – 1-10-07: This item will be added to the December 19 agenda.

FIRE TRUCK BOND ISSUE – PUBLIC HEARING – 1-10-07: This matter will be added to the December 19 agenda.

INVESTMENT OF PROPERTY TAX REVENUE: A breakdown of current rates by bank were provided to the Board. The Treasurer recommends staying with the Provident Bank. This review is conducted twice a year, at tax time. The Board agreed with the Treasurer's recommendation, however, asked that the accounts with Bank of America be reviewed.

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MOTION: To remain with the Provident Bank.

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

SURPLUS AND OVERLAY SPREADSHEET: E. N. Small referred the Board to a spreadsheet outlining historical data with regard to the surplus balance. The Department of Revenue Administration has recommended a 5% surplus. The Board will review this next time the tax rate is set. E. N. Small was asked to contact other Towns similar in category to Hampton Falls to see what they reserve for surplus.

REVISED 2006 PROPERTY TAX WARRANT: The Board re-signed a revised property tax warrant as requested by the Tax Collector.

PARKS CASE - NH SUPREME COURT SUMMARY JUDGMENT: Although summary judgment has been granted, there is still a need to deal with the vehicle held by the Town in this case. R. Dirsra will check with the County to see if arrangements can be made to place the vehicle there. A copy of the judgment was provided to the Board.

HEALTH OFFICER APPOINTMENTS have been received for K. C. Kelley as Health Inspector and E. N. Small as Deputy Health Inspector.

IMPACT FEES – PELTON’S WAY \$5,719 PER UNIT – TOTAL OF \$91,509

CODE COMPLIANCE: E. N. Small referred the Board to reports on the following on behalf of K. C. Kelley.

- Septic System Approval needed at 174 Exeter Road.
- Wetland encroachment on Brown Road – NH DES is handling the complaint.
- Failed septic system and wetlands encroachment at 6 Lafayette Road. There is a stall on the auction sale of this property as not all representations were accurate.

OTHER:

Benefit Strategies – 457(b) Enrollment Forms: The Board authorized the signature of the annual enrollment forms for pretax insurance premium contributions.

MOTION: To authorize the Chairman to sign on behalf of the Board for qualified employees.

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

F. J. Ferreira, Jr. signed the application forms.

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TOWN COMMON IMPROVEMENT COMMITTEE: E. N. Small reported that this committee has recommended a figure of \$12,500 for the proposed warrant article to make certain improvements to the Town Common.

MOTION: To accept the recommendation of the committee to place a warrant article in the amount of \$12,500 on the 2007 ballot.

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

LINDEN ROAD: E. N. Small reported he received an email request to release the remaining funds for this development. The utility box has been stabilized.

MOTION: To approve the return of the balance of the maintenance fund for Linden Road.

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

• **NEW BUSINESS**

SPECIAL PETITION ARTICLE – RESCIND SB-2: A petition to rescind the adoption of RSA 40:13 has been received with the proper number of signatures. This will be added to the ballot.

PROPERTY TRANSFERS NOVEMBER 07: An updated spreadsheet as prepared by the Tax Collector was provided to the Board.

POMONA GRANGE USE TOWN HALL FEB 14 AND JUNE 13- WEDNESDAYS: This does not conflict with the Selectmen’s meeting schedule.

“COURT APPOINTED SPECIAL ADVOCATES (CASA) OF NH: The Board reviewed a request and explanation to place a request for \$500 on the 2007 ballot. The consensus of the Board was to approve the request to place a warrant article for this health agency on the 2007 ballot.

MEETING MINUTES: Conservation Commission meeting minutes have not been filed with the Town Clerk in a timely fashion. The Chairman of the Commission is working to correct the problem. S. C. Volpone, Jr. suggested that the Administrative Assistant to the Conservation Commission take and prepare the minutes.

DES DREDGE AND FILL APPLICATION 227 KENSINGTON RD: The Selectmen’s copy of this application was reviewed by the Board.

NEXT SELECTMEN’S MEETING – WEDNESDAY, JANUARY 3, 2007, 6:30 P.M., TOWN HALL

**MOTION TO GO INTO NONPUBLIC SESSION
AT 10:10 AM TO DISCUSS ACQUISITION, SALE,**

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

**BOARD OF SELECTMEN
Town of Hampton Falls**

**December 18, 2006
Town Hall**

TOWN OF HAMPTON FALLS

**OR LEASE OF REAL OR PERSONAL PROPERTY, UNANIMOUS
WELFARE AND PERSONNEL**

**MOTION TO GO OUT OF NONPUBLIC SESSION MOTION: T. C. TOCCI
SEAL THE MINUTES AND ADJOURN AT 10:31 AM SECOND: F. J. FERREIRA, JR.**

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