

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

6:30 PM - ATRIO PROPERTIES GMAC HOME SERVICES – DEVELOPMENT USING EAST ROAD – AARON BROWN: Aaron Brown introduced himself to the Board and reported that he plans to develop Map 9, Lot 2; a 72+/- acre parcel that fronts East Road, a Class VI road. This parcel is within the Multi-Family overlay district and two market rental type apartment-style buildings are planned.

A copy of an Agreement and Release with another property owner on East Road has been reviewed by Aaron Brown. He stated that preliminary wetland soil survey has been done and four test pits have passed. The majority of the parcel is wetland that fronts the Taylor River. A conservation easement might become part of the proposal.

He stated his purpose for meeting with the Board is to obtain a sense of the Board's interest. S. C. Volpone, Jr. cited his interest in Village Plan Alternative, although not adopted by the Town at this time. T. C. Tocci noted that the entire Seacoast area is in need of affordable living units.

E. N. Small requested that A. Brown submit a letter outlining his proposal for review by counsel given the issue of the Class VI road. The preliminary consultation process at the Planning Board was suggested to A. Brown as the next step.

7:00 PM - CONSERVATION COMMISSION – WATER RESOURCE PROTECTION GRANT – AQUIFER PROTECTION: K. Ayers informed the Board of the Conservation Commission's interest in applying for this grant. She explained that there is a parcel in Hampton Falls (that falls within Seabrook public water aquifer wells) that would benefit from protection and requested the Board's support should Hampton Falls be approved. The actual cost to the Conservation Commission is not yet known and other funding sources are being sought. She explained the intended use of this grant money, if awarded, in conjunction with Farm and Ranchland Protection grants. The consensus of the Board was to proceed.

7:30 PM - WINTER MAINTENANCE CONTRACT – JIM ZIOLKOWSKI: S. C. Volpone, Jr. reported that this meeting is to review and sign an agreement for winter maintenance of town roads at a fixed price for one snow season. He noted that since the demise of R. B. Merrill, Sr., it has become evident that the Town would need to address this matter. He reviewed the process in which three estimates were requested and two replies received. The Board agreed to proceed with the low bid of \$128,500 (other bid \$146,000). By entering into a fixed price contract, the Town will not incur certain payroll expenses and taxes.

Jim Ziolkowski introduced his company, Environmental Landscape Management, providing information as to its establishment in 1994 and how it's grown from a landscape contractor to include snow removal contractor. He indicated his customer base includes large commercial vendors, municipalities and school districts of 75-80 customers.

S. C. Hanson inquired as to available equipment and what types would be used in Hampton Falls. J. Ziolkowski stated that he has reviewed the town roads and created plans to address different storms. He reviewed the way in which R. B. Merrill, Sr. handled winter maintenance and the equipment used and has drafted a plan to include the use of specific vehicles to address

straight roadways and cul de sac areas. A loading vehicle will be used at the dump and will also be used as part of the plowing operation. With regard to staffing, one employee, a resident of Hampton Falls, has been reassigned along with an employee from Kensington. Two former Highway Department employees of the Town have agreed to assist.

E. N. Small reported that he spoke with two of the three references who responded positively and commended timeliness and dependability. S. C. Hanson stated concern with the payment schedule and asked that an additional payout be included in the schedule.

MOTION: To accept the Agreement For Winter Maintenance Services Between Environmental Landscape Management And The Town Of Hampton Falls, November 1, 2007 – April 30, 2008.

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

It was noted that although the agreement end date is April 30, 2008, there is allowance for any storm(s) that might occur in the month of May, 2008. J. Ziolkowski approved. There is also an addendum of a snow and ice policy as prepared by the Department of Transportation and a requirement that the entrance to the Oaklawn Cemetery be kept clear. S. C. Hanson restated that he would prefer one additional payment in the schedule.

VOTE: UNANIMOUS

The Agreement and Winter Ban on Parking Exhibit was signed by the Board.

The Board also signed a Winter Ban on Parking notice for posting in Town.

A meeting will be scheduled with J. Ziolkowski, the Fire Chief, Police Chief, Road Agent and Town Administrator to review storm procedures and obtain telephone contact numbers. This matter will be addressed again next year with the intention of putting it out to bid for a longer term. Time did not allow for a bid process this year.

FIRE CHIEF – INSURANCE RATINGS: J. M. Lord informed the Board of a misstatement made by an employee that was included in a recent newspaper article. The misstatement referenced that insurance ratings would reduce with respect to the purchase of a new fire truck. J. M. Lord explained that the reference to ISO ratings is not accurate and that this matter was addressed with employees and Department members at Tuesday's Fire Department meeting.

Suggestion was made to submit a press release to clarify this matter and that one person be designated to speak for the Fire Department.

George Merrill of Depot Road questioned the need for a new fire truck citing the mutual aid services that are available to Hampton Falls.

- **OLD BUSINESS**

REVIEW AND APPROVAL OF PREVIOUS MINUTES OCT 3, 12, 17.

S. C. Hanson proposed the following amendment to the minutes of the October 3 meeting.

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 ~~conducts~~ *structures the payment of* its road maintenance citing reasons of liability/risk and ~~equipment rental costs~~ *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.

MOTION: To approve the minutes of the October 3 meeting as amended as well as the October 12 and 17 meetings.

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

An updated listing of action items was provided to the Board.

FINANCIAL REPORTS-GENERAL FUND BALANCE \$316,000

BALANCE SHEET: The balance sheet for the month of September was provided to the Board.

HAMPTON FALLS WEB SITE HITS: 5,066 – 6-6-06, 4:30 PM 21,313 HITS ON WEBSITE AS OF 11-5-07

APPOINTMENTS TO THE OLD STAGE BRIDGE COMMITTEE: Two appointments of Fran Rice (Alternate Member) and Dick Robinson (Member) were approved by the Board and appointment forms signed.

REPORT ON TOWN MEETING WORKSHOP: T. C. Tocci reported he attended this workshop and found it to be informative and beneficial. He provided Board members with packets of information pertaining to town meetings he obtained at the workshop. He also provided E. N. Small with a calendar of important dates with regard to town meeting.

PROVIDENT BANK: E. N. Small reported that he and the Treasurer met with Provident Bank representatives to review new products offered. Once proposals are received, they will then again review to determine whether a recommendation should come forward to the Board. S. C. Volpone, Jr. asked that other banks be contacted to see if the same products are available for comparison.

COUNTY TAX BILL: The warrant for the County tax has been received in the amount of \$395,485 and is due December 17.

MASTER PLAN: E. N. Small reported that he has provided photos for the master plan chapters and that L. A. Ruest and T. C. Tocci are working with the Rockingham Planning Commission to finalize the mapping and chapters so that the document can be sent to the printer.

TOWN HALL ROOF REPAIR: E. N. Small reported that K. C. Kelley has been attempting to obtain estimates from contractors, however, those who work on slate have been difficult to find and obtain estimates from.

**SARAH MACGREGOR OF DRAGON MOSQUITO – TO MEET WITH SELECTMEN
ON NOV 21, 8:30 AM**

NH OFFICE OF HOMELAND SECURITY & EMERGENCY MANAGEMENT – MAY 2006 FLOODING: E. N. Small provided a completed form (P4) required in order to close the file relating to the May 2006 storm. This form confirms that the repairs needed as a result of the “Mother’s Day Flooding” have been completed in accordance with the paperwork submitted for funding already received by the Town. The form was signed by Chairman S. C. Volpone, Jr.

REPORT ON WHITE GOODS DAY: E. N. Small reported that the large containers have been removed and that metals are scheduled to be removed. This matter will be added to the next agenda for review of figures, procedures, the possibility of making more space for containers and holding one collection day per year.

OTHER

RESIGNATION – SUPERVISOR OF CHECKLIST: D. Dail has submitted a letter of resignation. The remaining two Supervisors have appointed Lyn Stan to fill this term.

• **NEW BUSINESS**

SENIOR SEMINAR: E. N. Small reported that he has been contacted by a WHS student and assisted with information relating to the student’s project.

NH LOCAL GOVERNMENT CENTER’S ANNUAL REPORT CONTEST: E. N. Small reported that Hampton Falls has been selected as 3rd Place winner in the 1,500 – 3,000 population category of NH-LGC’s annual report contest.

REQUEST FOR INFORMATION BY CHRISTOPHER G. MERRILL: E. N. Small acknowledged a hand-written letter of request dated October 31, 2007 received from C. Merrill. He offered C. Merrill a copy of the Town’s policy in this regard and C. Merrill refused the document asking that it be sent to him. C. Merrill inquired as to response to a letter sent last spring. E. N. Small stated he would check.

IT SERVICE – TOWN OFFICES: E. N. Small requested this matter be added to the next agenda. T. C. Tocci expressed concern with the IT services provided to the Town offices and requested a review of the process. S. C. Hanson indicated that he would like to look at a tech plan and other sources for IT services. This matter will be added to the next meeting agenda and F. Valgenti of Arten Technology Group will be invited to attend to also review immediate needs of the Town Hall.

WETLANDS BUREAU – APPLICATION FOR MINIMUM IMPACT AGRICULTURAL PROJECTS – BROWN ROAD: The Selectmen’s copy of this application was provided for review of Board members.

VETERAN’S DAY SERVICE IS ON THE COMMON, SUNDAY, NOV 11, 9 AM

OTHER

Town Holiday Social: S. C. Volpone, Jr. reported the date for this year’s holiday social is Wednesday, December 12, 7 p.m.

NEXT SELECTMEN’S MEETING – WEDNESDAY, NOV 21, 2007, 7:30 A.M., TOWN HALL

MOTION TO ADJOURN THE MEETING AT 8:02 PM

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

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