

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

INTRODUCTION OF – MELISSA LEBRUN – HAMPTON UNION REPORTER: The Board welcomed Melissa Lebrun to its meeting.

Two Winnacunnet High School students were also present as part of a school project.

• **OLD BUSINESS**

REVIEW AND APPROVAL OF PREVIOUS MINUTES OCT. 29, NOV. 7, 19, 20, & 21.

MOTION: To approve the minutes of the October 29, November 7, 19, 20 and 21 meeting minutes as written.

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

FINANCIAL REPORTS-GENERAL FUND BALANCE - \$1,400,000

ACTION ITEMS – NOV 19, 20, 21: An updated listing of action items was provided to the Board.

RECOMMENDATION FOR PRINTING THE TOWN REPORT: E. N. Small reported he obtained an additional price of \$5,485 (other prices \$8,860 and \$12,200). He recommended the price of \$5,485 submitted by Velocity Printing of Lynn, Massachusetts, indicating that he has worked with this individual in the past and has had good experiences.

T. C. Tocci provided the Board with copies of information with regard to what's required in an annual report he obtained from this year's municipal conference. He asked that Board members review the information and provide input to E. N. Small. Suggestion was again made to reduce the number of pages of the town report in order to save money.

MOTION: To accept the bid from Velocity Printing of \$5,485.

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

SELECT A DATE FOR THE TOWN'S BUDGET HEARING: Numerous dates were suggested as to not be in conflict with school budget hearings. January 10 was suggested, however, S. C. Hanson did not agree given that this is the date Winnacunnet is holding its budget hearing.

MOTION: To schedule January 10 as the budget hearing date for the Town.

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

2 IN FAVOR, 1 OPPOSED, PASSES

NEXT BUDGET WORKSHOP: The Board scheduled December 13, 5 p.m., as the next date and time to hold a budget workshop session.

TOWN ENERGY COMMITTEE: S. C. Hanson stated he is interested in trying to form this committee and added that the Climate Change Resolution matter could be addressed through this committee. This five member committee would be charged with reviewing how the Town could conserve energy. A mission and set of parameters needs to be developed by the Board.

T. C. Tocci stated there is a contact (Eric Steltzer, Energy Planner) at the Rockingham Planning Commission who could assist the committee. He also indicated he has information and documentation on the subject available for review. T. C. Tocci reviewed ways in which the committee can be established and noted there is a recommended procedure. He also has a sample resolution drafted by the Town of Durham. This matter will be added to the next agenda.

BALLOT CLERK – JANET E. GORDON:

MOTION: To appoint J. E. Gordon as Ballot Clerk to fill the vacated position of L. Stan.

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

PRIMARY ELECTION: T. C. Tocci requested that this matter be added to the next agenda.

SPRINT/NEXTEL PHONES: L. A. Ruest reported that she, the Fire Chief and Police Chief met with a representative of All Wireless who has reviewed the Town's account and has made recommendations for a change in service that will result in a \$42 per month savings to the Town. L. A. Ruest suggested that this matter be added to the next agenda to allow R. Dirsra the opportunity to report on his findings.

INFORMATION ABOUT CLASS VI ROADS- FROM SESSION AT THE NHLGC ANNUAL MEETING: E. N. Small provided the Board with copies of documentation he received from a seminar he attended at this year's municipal conference. This information addresses issues raised recently by a real estate agent who is planning to develop a parcel that fronts a Class VI road. E. N. Small noted that there has been no letter submitted by this real estate agent as requested.

ASSESSMENT OF RECENT SNOW STORM AND ROAD PLOWING: E. N. Small reported that he has received a number of calls. He has met with the contractor and the Road Agent and identified concerns. All have been cooperative and realize this is the first snow storm under the new contract. Improvements will be made to include the plowing of intersections, turnarounds and cisterns. B. Mutrie requested snow fence be placed on a portion of Route 88. It was noted that this is a State road under State jurisdiction.

SUMMARY REPORT ON THE FALL WHITE GOODS DAY – NOV 3 – TED. TOCCI: T. C. Tocci indicated that some cost figures have yet to be received. This matter will be added to the next agenda.

SOUTHEAST REGIONAL REFUSE DISPOSAL DISTRICT 53-B: S. C. Hanson reported that he attended a recent meeting of this District. He reported on the issue of embezzlement and audit results and questioned what benefit Hampton Falls receives from membership in this District. It was explained that this group was formed approximately 20 years ago to negotiate better pricing on tipping fees for a number of towns. The District also provides billing services on behalf of the participating towns. S. C. Hanson reported that there is a proposal to increase the budget to fund a bookkeeper and therefore, the annual membership fee will increase. Question was raised as to whether Hampton Falls needs this assistance or whether fees can be negotiated by the Town directly. E. N. Small was asked to obtain a copy of the contract for review of the term, what Hampton Falls can do on its own and the cost benefit to membership.

CARDBOARD RECYCLING AND CLEANUP AT THE BRUSH DUMP: E. N. Small reported this area of the Brush Dump has been cleaned up and noted there is a need to find a way to prevent people from disposing of waste on roadsides. S. C. Volpone, Jr. asked that this matter be reviewed with the Police Chief to consider additional surveillance or electronic surveillance equipment. S. C. Volpone, Jr. also asked that the wooded area of the Brush Dump be cleaned up in the spring.

OLD STAGE BRIDGE- PROGRESS REPORT: S. C. Volpone, Jr. reported that this committee has discussed a simple bridge of hot top and chain link fencing as well as a covered bridge. In either proposal, plan is to use private funding as a joint effort with Hampton. E. N. Small noted that Hampton has been opposed in the past due to a report and analysis of the safety of the bridge for vehicular traffic. This matter is now being looked at for pedestrian traffic only.

OTHER

PUBLIC WORKS MUTUAL AID: T. C. Tocci reported that all have reviewed the materials and video he obtained from the annual municipal conference on this subject. The Fire and Police Chiefs, Board of Selectmen and Town Administrator agreed that Hampton Falls should become part of this program.

MOTION: That the Town of Hampton Falls make formal application to become a member of public works mutual aid program in the state of New Hampshire for \$25 per year.

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

Richard McDermott, Coach Lane, requested the Board consider appointing a committee to review Town roads and issues relating to the Highway Department similar to how the ambulance in the past. The Board agreed to take this request under advisement. R. McDermott also asked the Board to remember that the Town of Hampton Falls is municipal and not corporate. He added that he felt the Board has been addressing issues in more of a corporate manner than a municipal manner. R. McDermott also asked whether the Board of Selectmen could assist in any way given the increase in taxes this time relating to the school budgets. S. C. Volpone, Jr. stated the two entities are exclusive and the Selectmen have no powers in this regard. Suggestion was made to attend school board meetings.

TOWN IT SERVICES: S. C. Hanson requested authorization to contact other vendors with regard to IT services for the Town Hall. Board members noted preference to having this work done through the Town Administrator rather than Board members as individuals. E. N. Small suggested that requests for proposals be drafted in order to obtain a better idea as to expertise. S. C. Hanson will provide two vendor names to E. N. Small.

- **NEW BUSINESS**

2008 HOLIDAY SCHEDULE as prepared by the Town Clerk was signed by the Board.

BENEFIT STRATEGIES FOR TOWN EMPLOYEES: S. C. Volpone, Jr. signed applications for employees who qualify for the Section 125 plan.

OTHER

TAX COLLECTOR OFFICE HOURS: Suggestion was made to look at the hours the Tax Collector is available to receive payments at tax time. Concern was also expressed in the processing of cash by employees and the potential need for security. E. N. Small will meet with the Tax Collector to review. This matter will be added to the next agenda.

BUDGET WORKSHOP

Insurance: E. N. Small budgeted for the premium amount presented by PRIMEX that reflects a savings over the policy with LGC Property-Liability Trust. E. N. Small noted that the Town is within a multi-year contract on worker's compensation, and therefore, cannot consider changing to another company until the contract ends January, 2009. Also, if decision is made to change companies, the unemployment insurance will need to change along with the worker's comp.

Building Inspection/Health: These budgets will be reviewed with K. C. Kelley next meeting.

Other Public Safety: This budget has been amended to remove gasoline and telephone charges placing those funds in the Fire and Police Department budgets.

Solid Waste Collection/Solid Waste Disposal: E. N. Small noted that additional households have been added to the cost. He will also relocate the budget funds for membership in the 53b District to the Solid Waste Disposal budget. Suggestion was made to consider reducing the number of bulky item collection days to one in order to save money. It was also suggested to include a warrant article on the next ballot to allow Selectmen to address changing fees to offset costs.

Health Agencies: E. N. Small added CASA (Court Appointed Special Advocates) as approved by warrant article last year.

NEXT SELECTMEN'S MEETING – WEDNESDAY, DEC 19, 2007, 7:30 A.M., TOWN HALL

MOTION TO GO INTO NONPUBLIC SESSION

MOTION: S. C. HANSON

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**DECEMBER 5, 2007
TOWN HALL**

AT 7:38 PM TO DISCUSS MINUTES

**SECOND: T. C. TOCCI
UNANIMOUS**

**MOTION TO GO OUT OF NONPUBLIC SESSION
AND ADJOURN AT 7:43 PM**

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

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