

FINAL

PRESENT: M. J. Farinola, Chairman; Maryann Kasprzak, R. P. McDermott, Selectmen;
E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

6:30 PM - REORGANIZATION:

MOTION: To nominate and elect M. J. Farinola as Chairman.

MOTION: R. P. MCDERMOTT

SECOND: M. KASPRZAK

UNANIMOUS

MOTION: To nominate and appoint R. P. McDermott as Vice Chairman.

MOTION: M. KASPRZAK

SECOND: M. J. FARINOLA

UNANIMOUS

COMMITTEE ASSIGNMENTS:

Conservation Commission and Fire Department	R. P. McDermott
Lincoln Akerman School Board and ZBA	M. J. Farinola
Planning Board and Library	M. Kasprzak

MOTION: To appoint members of the Board of Selectmen to the groups referenced above.

MOTION: M. J. FARINOLA

SECOND: R. P. MCDERMOTT

UNANIMOUS

ENERGY GRANT FOR THE PUBLIC SAFETY BUILDING HEATING SYSTEM – SHAWN HANSON: S. C. Hanson announced that the Town of Hampton Falls has been awarded a \$77,860 grant with regard to the Public Safety Building Renewable Energy Grant application submitted on behalf of the Town for a microCHP unit which will provide heating and electricity for the building at 3 Drinkwater Road. He noted that the other two grant applications for the Lincoln Akerman School building were not awarded grants. This grant award is contingent upon the Town's ability to enter a contract with TRC Energy Services within a reasonable timeframe. S. C. Hanson provided the Board with information relating to the unit, how it works, the needs with regard to installation and the need for a signed contract.

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S. C. Hanson also reported that the Energy Committee is looking at the area of property between the Public Safety Building and Library as a location for solar panels. He requested that any funds saved by energy projects be used toward other energy savings projects for the Town.

E. N. Small reported that he received a call from a vendor interested in bidding on this project. There is a question at this time as to whether this project is required to go through the bidding process. S. C. Hanson stated he would check to see if there are federal or state requirements to bid and that he will know more once he hears from TRC Energy Services.

E. N. Small presented S. C. Hanson with a letter of thanks for his and his daughters' help with the Town Reports this year. He also mentioned computer services to be done by Two-Way Communications with regard to the server. S. C. Hanson reviewed the status of his efforts in this regard and stated that he would talk with Two-Way to bring them up to date. E. N. Small thanked S. C. Hanson for his efforts with regard to computers during his term as Selectman.

ROAD AGENT – DICK ROBINSON - MONTHLY REPORT: E. N. Small reported that Road Agent D. Robinson will be returning from vacation soon and that he has made arrangements to have potholes filled.

WINTER ROAD MAINTENANCE CONTRACTOR – JIM ZIOLKOWSKI: J. Ziolkowski was present to review road maintenance services to date in accordance with terms of the contract. He stated that there has been little snow, but a lot of rain, and that his invoice for February 16 through March 15 has been submitted for payment.

M. J. Farinola requested that the Board review spending in conjunction with the contract terms and considers exercising the contract option to continue for one more year. This matter will be added to the April 21 agenda.

The Board thanked J. Ziolkowski for his assistance during the wind and rain storms. J. Ziolkowski stated that he plans to schedule a time with D. Robinson to review the condition of the roads and determine whether any damage falls under the responsibility of Environmental Landscape Management. J. Ziolkowski reported that he repaired the damaged mailbox for the Godfreys on Depot Road.

BUILDING INSPECTOR, CODE ENFORCEMENT, HEALTH – KEVIN KELLEY - MONTHLY REPORT: K. C. Kelley reported on damages to homes as a result of storms, code enforcement matters relating to motor vehicle inspection stations and repairs needed to Town buildings as a result of the storms. Discussion took place with regard to who is responsible for Town buildings with regard to matters resulting from power outages (lighting, batteries, safety). It was determined that K. C. Kelley addresses the Town Hall and assists the Fire Chief at the Public Safety Committee; the Library Trustees are responsible for the Library. The matter of bidding out the repair work will be discussed once information is received from the insurance company.

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FIRE CHIEF, EMERGENCY MANAGEMENT – CHIEF JAY LORD - MONTHLY REPORT: J. M. Lord reported on statistics and incidents for the month of February to include matters relating to rain storm events. It was noted that the over-sizing of culverts over time helped with these rain storms and that there are few expenses incurred as a result of the storms but once paperwork is received from the State, applications for assistance will be considered. He reported the results of the nuclear plant drill and reported that another is to take place next Wednesday. M. J. Farinola stated he was impressed with the efforts of the Fire Department during the storms and asked that he pass this sentiment on to his personnel.

FIRE TRUCK: Ed Pollard of Ferrara Fire Apparatus, Inc. was present and presented two copies of an agreement for the purchase of a new fire truck as approved at Town Meeting. J. M. Lord thanked all for support of the fire truck and requested the Board sign the contract agreement so that the order for the new truck can be placed. Delivery will be 120 days from the order date; payment is due on delivery.

MOTION: To authorize Chairman Farinola to sign this contract agreement for a fire truck on behalf of the Town.

MOTION: M. KASPRZAK

SECOND: R. P. MCDERMOTT

UNANIMOUS

GRANT FOR BARRICADES, SAFETY CONES, ETC.: J. M. Lord reported that the Town has been awarded a 50% matching grant. He presented the Board with documents for signature. The grant agreement was signed by the Board.

T. Samway, Old Stage Road, inquired as to who is responsible for flooding on Route 1 as the signage was inadequate. J. M. Lord reported on the responsibilities of the State and Town in this regard and stated he would be addressing this and other concerns with District 6 of the NH Department of Transportation.

POLICE CHIEF – CHIEF ROB DIRSA - MONTHLY REPORT: R. Dirsa reported on statistics and incidents for the month of February. M. J. Farinola acknowledged and thanked the Police Department for its efforts during the storms.

OLD BUSINESS

FINANCIAL REPORTS - GENERAL FUND BALANCE: \$203,700

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TOWN CLERK – RECEIPTS - 23,725; MISCELLANEOUS RECEIPTS - 1,791; TAX COLLECTOR – RECEIPTS - 41,417

SELECTMEN’S ACTION ITEMS FROM PREVIOUS MEETING: The Board reviewed an updated listing of action items as well as policies established 2008-2010. No comments were heard.

NEW POLICY RE SPENDING CAP – REVIEW AND CLARIFY:

“TO IMPLEMENT A SPENDING CAP OF \$1,000 ON EXPENSES OTHER THAN PAYROLL.”

E. N. Small reported that his review of expenses during 2009 resulted in approximately 400 checks processed in an amount exceeding \$1,000; these being contractual or budget items. Discussion took place with regard to amending the motion establishing this policy. R. P. McDermott stated that he does not want any surprises and that the Board should be apprised of expenditures of items not budgeted. Chief Dirsa and Chief Lord explained that they are aware that they have a bottom line budget and work within parameters. However, if an expense arises that falls under a budget line category, but was not considered at budget time becomes an issue; it is addressed within available budget funds. M. J. Farinola stated that he is looking to delay spending and understands that some items outside the budget apply to this policy. E. N. Small stated that he keeps the Board aware of when large expenditures are coming up and finds that this is not an issue for Hampton Falls. E. N. Small added that Department Heads work hard to put a budget together and only spend what is available through the budget. Determination was made that unanticipated expenses are those the Board wants advance approval of. M. Kasprzak stated she interprets this policy to require everything over \$1,000 to be pre-approved by the Board and stated that she is not in favor of the policy as it shows a lack of trust of department heads.

MOTION: To amend the policy to read “To implement a spending cap of \$1,000 on expenses not included in the approved budget or encumbrances.”

MOTION: M. J. FARINOLA

SECOND: R. P. MCDERMOTT

2 IN FAVOR, 1 OPPOSED, PASSES

REVIEW GOALS FOR 2010 WILL TAKE PLACE AT THE APRIL 7 MEETING

VOTING BOOTHS: R. P. McDermott requested that the Board revisit obtaining voting booths to replace the ones used now. He added that his participation in setting up the booths identified the fact that the booths have had their time. M. J. Farinola stated that the voters have been asked a number of times to consider funding for voting booths and have overwhelmingly turned the warrant article down and that he is not in favor of including funds in the budget. E. N. Small noted that the Town Attorney has indicated that “no is no” and that budget funds cannot be used for this purpose. K. C. Kelley stated he plans to condemn the wiring used for lighting the booths

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and referenced other issues in a report written in the past. The Town Administrator asked K. C. Kelley to obtain prices for lighting and other hardware needs.

M. Kasprzak expressed concern with waiting for an injury or law suit to address this issue. T. Samway, Old Stage Road, suggested the funds be made part of the next budget and addressed at the deliberative session where voters can amend the budget. K. Ayers, Nason Road, offered to draft a citizen's petition as well as information to educate voters as to why the booths are needed and utilize the email distribution list for residents. .

POWERS OF THE CONSERVATION COMMISSION – RSA 36-A:4: The Board reviewed this RSA with regard to who is to develop and maintain management practices of conservation lands. M. J. Farinola noted that there are three groups that are interested in participating: the Board of Selectmen, Parks and Recreation Commission and Conservation Commission. He added that it is his position that the Town purchased the land and that the Town should have this authority.

K. Ayers, Chairman of the Conservation Commission, stated per the RSA the Conservation Commission is best suited to manage conservation lands. She reported that the Conservation Commission has been discussing this matter as well as a Land Management Committee and Trail Blazers Committee. Proper management, public access, public documents and where, when and how lands can be used are being discussed. The Conservation Commission is looking at an all encompassing management plan of conservation lands in Hampton Falls. It has been suggested that a member of the Board of Selectmen, Parks and Recreation Commission, Conservation Commission members and members at large be part of these committees. A questionnaire has been suggested for public input as well.

M. J. Farinola agreed with these goals; however, felt that the Conservation Commission could manage over the long term once details are established. M. Kasprzak stated she would like to see a plan before the Board of Selectmen takes control and would like to give those whose job it is a chance to meet the purpose of the conservation lands. She added that the money was voted by the Town for the Conservation Commission to use, permission was granted by the Board of Selectmen to purchase and grants were obtained. K. Ayers noted that the over-riding control in conjunction with the grant for the Raspberry Farm is agricultural, not recreational. The initial management plan will include parking area, an acceptable easement holder and the location of a gazebo. R. P. McDermott stated he is not in favor of the Board of Selectmen managing conservation lands but asks that input be obtained from the Board of Selectmen as part of the process. Information has been, and will continue to be provided in newsletters in order to keep the public informed.

OTHER

ELECTIONEERING: T. Samway, Old Stage Road, expressed concern with the location set aside for electioneering at the last election. He explained his understanding of the Board of Selectmen having jurisdiction over this matter and requested that consideration be given to

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moving the location to a better location. The Board took this matter under advisement and requested the Town Administrator obtain direction from the Attorney General's office.

NEW BUSINESS

2010 REGIONAL LGC DINNERS- APRIL 28 11 WATER STREET, EXETER, NH:
Information was provided to Board members for consideration of attending.

COMMITTEE AND EMPLOYEE APPOINTMENTS FOR 2009-2010: A listing of those persons whose terms are expiring was provided to the Board. It was suggested to change the end date of appointments to April 15 for future years. The Board agreed to address the appointments for the Police and Fire Departments this meeting and wait for other groups to reorganize.

MOTION: To appoint Fire and Police Department employees whose terms are expiring 3/31/10, using an expiration date of 4/15 going forward (4/15/11).

MOTION: M. KASPRZAK
SECOND: R. P. MCDERMOTT
UNANIMOUS

REVIEW AND APPROVAL OF PREVIOUS MINUTES:

MOTION: To approve the minutes of the March 3 meeting as written.

MOTION: R. P. MCDERMOTT
SECOND: M. J. FARINOLA
2 IN FAVOR, 1 ABSTENTION, PASSES

OTHER

(RSMS) ROADS SOFTWARE TRAINING: E. N. Small reported that he is scheduled to attend two full-day training sessions (March 31 and April 2).

Pot Holes and Swales: R. P. McDermott stated that the swales along roadsides need to be addressed. It was agreed to identify road issues and prioritize work needed. E. N. Small reported that potholes are scheduled to be worked on Thursday. He noted concern with liability in some instances and asked that the Road Agent be allowed to deal with problems as they arise. R. P. McDermott agreed that funds are available in the budget for this purpose and that the Road Agent should be able to fix it and not bother the Board. M. J. Farinola suggested that the current budget be reviewed to identify separate categories for spending on issues such as pot holes.

**BOARD OF SELECTMEN
MARCH 17, 2010**

**6:30 PM
TOWN HALL**

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PUBLIC COMMENT: No public comment was heard at this time.

NEXT SELECTMEN'S MEETING – WEDNESDAY, APRIL 7, 2010, 6:30 P.M., TOWN HALL

MOTION: To adjourn the meeting at 9:15 p.m.

MOTION: R. P. MCDERMOTT

SECOND: M. KASPRZAK

UNANIMOUS