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

ASSESSING AGENT DIANA CALDER – OVERVIEW – ASSESSING DEPARTMENT:
E. N. Small reported that D. Calder was unable to attend, however, requests that the Board sign an agreement with S. Blanchard for assistance with the revaluation.

MOTION: To approve the appointment of S. Blanchard as assistant to the Assessor.

MOTION: M. KASPRZAK
SECOND: R. MCDERMOTT
UNANIMOUS

DISCRETIONARY PRESERVATION EASEMENT – DATE FOR PUBLIC HEARING:
E. N. Small reported that D. Calder will attend this public hearing on June 2. A copy of the application documentation was provided to the Board.

ROAD AGENT - MONTHLY REPORT: The Board reviewed the Road Agent's invoice with descriptions of work completed in April.

ESTIMATED COST FOR IMPROVING THE SHOULDER AND DRAINAGE ALONG TOWN ROADS: D. Robinson reported that he has not finalized figures and will report to the Board at a future meeting. D. Robinson inquired as to whether Coach Lane is a priority with regard to blocked culverts. It was determined that research needs to be done to determine who is responsible for culvert pipes under driveways located in the Town's right of way. D. Robinson stated that other driveway culverts that are blocked may be able to be flushed out with the assistance of the Fire Department. R. P. McDermott informed D. Robinson of a problem with one catch basin on Taylor River Road. D. Robinson will check.

PRICING FOR STOP BARS AND YELLOW LINES: D. Robinson reported that he is awaiting a call back with regard to pricing.

WINTER ROAD MAINTENANCE AGREEMENT – IN PROGRESS, READY FOR REVIEW AT THE JUNE 16 MEETING: E. N. Small reported that he has scheduled a time to meet with J. Ziolkowski of Environmental Landscape Management on June 8. He plans to review the agreement for inconsistencies and removal of dated information. Lengthy discussion took place with regard to M. J. Farinola's suggestion to change the dates of the existing agreement and sign it and other members' indication of allowing the Town Administrator time to review the document for clarity and accuracy. E. N. Small reported that J. Ziolkowski has indicated he may reconsider the suggestion of a containment tank for a magnesium chloride liquid product at the Brush Dump. K. C. Kelley reviewed the specifications for placing the container with the Board. E. N. Small will double-check with J. Ziolkowski as to his intentions and ask him to be present when the agreement is signed. This matter will be added to the June 2 agenda.

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BUILDING INSPECTOR, CODE ENFORCEMENT, HEALTH - MONTHLY REPORT:

K. C. Kelley referred the Board to his report for April and reported on building permit statistics and status of various code enforcement matters.

REPORT ON THE ROOF WORK AT THE PUBLIC SAFETY BUILDING, TOWN HALL AND LIBRARY: K. C. Kelley stated that the roof to the Public Safety Building has been completed as a result of the damage from the February storm. Other damages to the Public Safety Building, Town Hall and Old Library will begin soon. There is an issue of rot that needs to be assessed and addressed at the Old Library.

R. P. McDermott asked all department heads to add previous year information to their monthly reports.

FIRE CHIEF, EMERGENCY MANAGEMENT - MONTHLY REPORT: J. M. Lord reviewed incidents and statistics for the month of April and noted an increase in ambulance transports. He reported on average response times of the Fire Department and noted that on average there is one emergency call per day. R. P. McDermott asked that J. M. Lord report ambulance response times as well.

TAYLOR RIVER DAM – INFORMATION MEETING AT HAMPTON TOWN HALL, JUNE 21, 6:30 PM: J. M. Lord reported that he plans to attend this meeting and that it is anticipated that a decision will be made with regard to removal or repair of the dam.

LAPTOP COMPUTER GRANT – DEPT OF SAFETY – DIV. OF HOMELAND SECURITY & EMERGENCY MANAGEMENT: J. M. Lord reviewed the specifics relating to this grant request and requested signature of the Board. He noted that the cost will be shared (50% emergency management/25% RERP/25% town budget).

MOTION: To approve the Selectmen signing this grant agreement and accompanying exhibits for a grant request for a laptop computer.

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

POLICE CHIEF - MONTHLY REPORT: R. Dirsa reviewed incidents and statistics with the Board relating to the month of April. M. J. Farinola inquired as to a recent accident and inquired as to whether there is a high speed chase policy for Hampton Falls. R. Dirsa confirmed that the Police Department does have a policy and that the policy was followed in this regard.

M. J. Farinola also inquired as to a matter of dumping on Kensington Road. R. Dirsa reported that the dumping was found to be intentional and reported to the Code Enforcement Officer.

R. P. McDermott inquired as to the status of a tree on Nason Road. He stated that he felt that the Board cannot let this situation happen again given the concern of liability. He added that the

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Board should be more proactive and not have to close a road. M. J. Farinola identified that there was a question in this regard as to whether the tree was the responsibility of a utility company.

7:30 PM - OPEN RFPS FOR REMOVAL OF TREES AND LIMBS FROM THE FEBRUARY STORM: E. N. Small reported that two bids have been received: M. Kasprzak identified the results as follows:

Valley Tree Service	\$5,995
Chris Merrill, Inc.	\$5,725

R. Dirsra requested that traffic safety precautions be undertaken with regard to proper dress, cones, signage, etc. E. N. Small noted that this requirement is part of the bid. D. Robinson will work with the contractor to ensure requirements of the bid are addressed.

MOTION: To accept the bid from Chris Merrill, Inc. contingent on compliance with traffic controls.

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

Board members stressed the need to address safety concerns.

VOTE: UNANIMOUS

D. Robinson reported that FEMA representatives identified additional trees to be removed and questioned whether these are to be added to the bid tree list. M. J. Farinola stated yes. E. N. Small emphasized that it is important for C. Merrill to get debris and trees to the Brush Dump as soon as possible for chipping and removal by ProBark. D. Robinson noted that some trees may require a crane.

- **OLD BUSINESS**

TOWN CLERK – RECEIPTS 43,114

SELECTMEN'S ACTION ITEMS FROM PREVIOUS MEETING: No comments or questions were heard. M. J. Farinola provided E. N. Small with bank contact information for use by the Town Clerk with regard to ACH transaction fees.

2010 GOALS – SELECTMEN AND TOWN ADMINISTRATOR: E. N. Small requested direction with regard to goals identified for this year. He noted that review of the Personnel Policy for compliance and reinstating the Safety Committee are two goals that should be top priority. M. J. Farinola stated that he should use the list provided to determine priority unless the Board decides otherwise.

TOWN HALL OFFICE HOURS: R. P. McDermott reported that he has identified a bulletin board for the exterior of the Town Hall at a cost of \$120. He inquired as to why the proposal of

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town hours does not include a full day for Friday. E. N. Small explained certain employee situations where it becomes problematic with regard to the Fair Labor Standards Act as well as concern of having only one employee in the building at times. The Board also requested that coverage be provided for the lunch hour when the Town Hall is normally closed and that information be provided to residents as to hours of departments. Concern was expressed with persons entering the Town Hall only to find that the office they wish to do business with is closed.

R. P. McDermott stated he would relook for a sign that can be posted at the end of the entrance ramp for view from an auto. E. N. Small will talk with employees to address a schedule for the lunch hour and Friday afternoon hours and prepare a flow chart for the Board's review.

HOUSE BILL 1393 – POOLED RISK PROGRAM IN NEW HAMPSHIRE: E. N. Small reported on the status of this matter as outlined in an email from the LGC Executive Director dated May 14.

WARRANT TO COLLECT PROPERTY TAXES IN THE AMOUNT OF \$4,062,291: The Board signed the warrant as prepared by the Tax Collector.

WEST VIEW CEMETERY TRANSFER AGREEMENT: This agreement transferring real estate on Nason Road and its financial assets to the Town of Hampton Falls was signed by the Chairman.

WETLANDS CROSSING AGREEMENT – G. BINETTE: E. N. Small reported that this agreement is being drafted and that he is awaiting figures from the Town Engineer as to the construction cost and engineering review fees to be posted.

PLANS FOR WHITE GOODS DAY ON JUNE 5: The Board discussed the needs for the spring white goods collection day. M. J. Farinola will make arrangements for an umbrella or portable shelter. M. Kasprzak reported that she is not available this day. Volunteer forms are to be provided to the Assistant Town Clerk.

MEMORIAL DAY OBSERVANCE AND PARADE – MAY 31: The Board acknowledged an invitation from the Hamptons Post No. 35 to participate in the Memorial Day exercises on the Town Common.

OTHER

Computer Software Upgrade: R. P. McDermott expressed discontent with the information received from Two-Way Communications relating to the version of software acquired and utilized by the Town Hall. The Board discussed the conflict with this software and suggested investigating the cost to correct the software product with Two-Way Communications and put money in next year's budget. This was determined to be a high priority.

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PUBLIC COMMENT: David French, Exeter Road, expressed concern with the conflict of timing with regard to White Goods Day and the celebration for the Old Stage Road Bridge. He was informed that White Goods Day ends at 2 p.m. and that Selectmen can then go to the celebration for the Bridge that ends at 4 p.m.

• **NEW BUSINESS**

SPIRIT OF NEW HAMPSHIRE AWARDS – DEADLINE 9-15-10: M. Kasprzak reported that she brought this matter to the Town Administrator’s attention with the recommendation of nominating the Old Stage Road Bridge Committee. The Board had no objections and R. P. McDermott will bring the matter to Judy Wilson’s attention.

OLD LIBRARY BUILDING – OKAY TO REMOVE CARPETING?: The Board approved the removal of carpeting for the Historical Society’s project of refinishing the wood floor. If it is found to be that the floor is unable to be refinished, the Historical Society will replace the carpeting.

SHELVING AT THE OLD LIBRARY –REMOVE SOME?: B. Mutrie reported that some of the shelving has been identified in history books to date back to 1901 and some is dated later. She stated that a woodworker would be able to tell. D. French reported that the Historical Society plans to replace the shelves with display cabinets for artifacts and exhibits. He noted that the interior furnishings belong to the Town and that the Historical Society is seeking permission to reuse the shelving for other purposes. M. J. Farinola asked that the Historical Society check with the Library Trustees to determine if there is a requirement to offer the shelving for sale or if there are other issues. M. Kasprzak will bring this matter to the next Library Trustees meeting and report back to the Board.

INSTALL AN OLD HITCHING POST ON THE GROUNDS OF THE EAST SCHOOL: D. French reported that the Historical Society has received a donation of an antique hitching post and requested to install it at the East School located next to the Library. The Board approved of the location as presented.

PROPERTY-LIABILITY INSURANCE – FIVE YEAR TERM WITH SAVINGS: The Board considered renewal information received from PRIMEX. M. Kasprzak asked for time for the Town Administrator to research questions she has with regard to rates. The Board agreed. This matter will be added to the June 16 agenda. M. J. Farinola requested that a price be obtained from the Local Government Center as well.

REVIEW AND APPROVAL OF PREVIOUS MINUTES - APRIL 21 AND MAY 5

MOTION: To approve the April 21 and May 5 minutes as written.

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

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PUBLIC COMMENT: B. Mutrie, Brown Road, inquired as to the repairs needed to the Town Hall that are not part of the storm damage insurance claim. The Board informed her that there is a plan to bring a request for siding replacement (Hardy board) to the Capital Improvement Program Committee. She also inquired as to the plan to address the problems with the water at Town Hall (and Old Library). Following discussion, M. Kasprzak and R. P. McDermott agreed to explore this matter again by obtaining prices to address the problem.

**NEXT SELECTMEN'S MEETING – WEDNESDAY, JUNE 2, 2010, 6:30 P.M.,
TOWN HALL**

MOTION: To adjourn the meeting at 8:40 p.m.

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