

**FINAL**

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

**REVIEW OF RFP FOR CO-GENERATION HEATING SYSTEM GRANT – SHAWN HANSON:** This matter was not discussed this meeting.

**THANK YOU LETTER TO SUSAN SMYLIE AND OPENING ON THE ENERGY COMMITTEE:** The Board signed a letter of thanks to S. Smylie for her participation on this committee. Her resignation leaves a vacant position.

**BRIEFING – LICENSE RENEWAL APPROVAL PROCESS FOR NEXTERA ENERGY SEABROOK STATION:** Dick Winn of Nextera Energy Seabrook was present to provide the Board with a briefing of the license renewal process for Seabrook Station. He provided packets of information to Board members that included a Seabrook Station Nuclear Power Plant fact sheet, Reactor License Renewal document and Powerpoint presentation regarding the license renewal process. He provided information with regard to the application filed on June 1, 2010, the extension of the license to the year 2050 and Nextera’s interest in maintaining the plant and its equipment. Nextera is also cognizant of no affect on the environment over its current affect. He added that the license renewal assists with planning for the future and allows for better management. Meetings have been set for August 19 at the Galley Hatch Restaurant in Hampton to accept public comment.

With regard to the potential of a second reactor, D. Winn reported that for financial reasons this has been cancelled even though it is part of the license renewal. He added that Nextera is active in wind and solar energy and that they are actively looking throughout New England for sites. D. Winn stated that representatives of Seabrook Station have a good working relationship with Hampton Falls’ public safety officials and plans to continue this relationship. The Board thanked D. Winn for his presentation.

**OPENING OF RFPS FOR ROADSIDE GRASS CUTTING AND ROADSIDE BRUSH CUTTING:** E. N. Small reported that two bids have been received for mowing. M. Kasprzak read the results as follows:

Hurd Farm/Steve Hurd	\$3,500
Ken Carpenter	\$3,640

Discussion took place with regard to the equipment proposed. E. N. Small and D. Robinson will determine when this work is to start and inform the contractor.

**MOTION:** To accept the bid from Ken Carpenter for \$3,640.

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

E. N. Small reported that three bids have been received for brush cutting. M. Kasprzak read the results as follows:

**FINAL**

Hurd Farm/Steve Hurd	\$3,500	Cut to height of 6'
Chris Merrill	\$13,750	Mowing to be done first.
Ken Carpenter	\$8,945	

E. N. Small and D. Robinson will review these bids and make recommendation to the Board at its next meeting.

**OLD BUSINESS**

**FINANCIAL REPORTS-GENERAL FUND BALANCE \$2,984,500**

**ACTION ITEMS FROM THE LAST MEETING:** An updated listing of action items was reviewed at this time. M. J. Farinola inquired as to posting of minutes to the web site. L. A. Ruest explained the software problem that has been addressed and the manner in which minutes are posted to the web site.

**TOWN OFFICE HOURS - COST FOR HIRING PART TIME EMPLOYEES TO BE AT THE TOWN OFFICES WHEN A SECOND PERSON IS NOT IN THE OFFICE:** M. J. Farinola informed the public that this matter is a follow-up to the Board's request to have the Town Hall open to the public five days a week from 8 am to 4 pm. He added that two employees are to be present, never one.

E. N. Small prepared a schedule to illustrate the times when coverage is needed for vacation, comp, training hours. He stated he anticipates needing approximately \$3,500 to cover these times for the remaining half of the year. It is planned to utilize current part-time employees to cover these hours; employees to be paid for this additional time. It was identified that Wednesdays and Fridays are the days that may need coverage as the Building Inspector, Administrative Assistant and Town Administrator offices have one employee to each office. It was determined that if staff is unable to fill certain times that a sign be placed on the door that the Town Hall is closed. The Board asked E. N. Small to identify budget lines where this money would be spent.

M. J. Farinola stated he would prefer to expand the Town Clerk's office time rather than fill in for the Town Administrator or Administrative Assistant. It was suggested to work with Wednesdays for now leaving Friday closed in order to not incur additional cost. M. Kasprzak suggested the Town Clerk be asked to consider opening on Wednesday afternoon.

E. N. Small reported concern with employees other than the Tax Collector collecting taxes as bonding is required. E. N. Small will contact the Department of Revenue Administration to discuss this. M. Kasprzak suggested that the Tax Collector's office be opened additional hours at tax time. E. N. Small and M. Hill will review the schedule and budget. M. J. Farinola stated he plans to propose combining the Town Clerk and Tax Collector's offices at budget time.

M. Kasprzak recommended that handouts be prepared for certain offices outlining Frequently Asked Questions (FAQs) for employees to provide to patrons.

**TOWN OFFICE SIGN:** R. P. McDermott provided Board members with information obtained regarding two different types of signs. One is a double sided sign with glass doors with grooves for

**FINAL**

lettering (\$750) and the other is a larger PVC sign for placement on the building that will outline business hours of town offices (\$250).

M. J. Farinola stated he preferred the larger PVC sign and also asked that R. P. McDermott obtain a price for a 2' x 3' cabinet sign for additional postings of election results, etc.

**MOTION:** To approve the larger PVC sign proposal from Sign A Rama, with information wording to be determined.

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

**TOWN OFFICE & DEPARTMENT HEAD STAFF MEETINGS:** E. N. Small reported that the next staff meeting is Thursday, July 8, 2010.

**SOLAR ENERGY, WOOD HEATING ENERGY AND WIND-POWERED ENERGY SYSTEMS EXEMPTIONS – QUESTION IS WHETHER OR NOT SUCH ACTION NEEDS THE APPROVAL OF THE LEGISLATIVE SESSION (TOWN MEETING):** E. N. Small reported that this matter needs to be presented to Town Meeting for consideration.

**NEGOTIATING A FRANCHISE WITH COMCAST – HIRING OF DONAHUE, TUCKER LAW FIRM?:**

**MOTION:** To accept the representation agreement with Donahue, Tucker & Ciandella, PLLC, to represent Hampton Falls in its Cable Franchise Renewal with Comcast and authorize the Chairman to sign the agreement on behalf of the Board.

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

M. J. Farinola signed the agreement at this time.

**RFP FOR PAINTING OF THE OLD LIBRARY:** E. N. Small reported that he plans to revise the specifications listed. M. J. Farinola suggested that the wording allow for other options. This matter will be added to the Board's next agenda.

**VACANCY ON THE BOARD OF CEMETERY TRUSTEES:** L. Walker, Chairwoman, reported that one of the three members has resigned. She expressed concern as there is a need for people to step forward who have an interest, can regularly attend meetings and assist with other duties such as recordkeeping.

L. Walker also noted that there is a need for volunteer help to clean grave sites. M. Kasprzak suggested that something be included in the next newsletter. L. Walker added that with the addition of the West View Cemetery, the Trustees may need to increase to five members. E. N. Small stated this request would need to be part of the warrant.

**FINAL**

**TANKER 4 - FIRE DEPARTMENT:** Fire Chief J. M. Lord informed the Board that the pump on Tanker 4 has failed. He stated that the cost to repair cannot be determined until the pump is taken apart. The truck is operable; however, the pump does not work. He reported that he has received a low estimated cost of \$5,000 and a high estimate of \$20,000 and requested approval of the Board to allow service to take the pump apart and determine the problem. All three Board members approved proceeding as recommended.

**PROGRESS REPORT RE WORK ON TOWN HALL AND LIBRARY ROOFS:** This work is planned to begin once the extreme high temperatures subside.

**RFP FOR EMERGENCY TREE AND LIMB REMOVAL FROM TOWN ROADS:** M. J. Farinola made one change to #6 Delivery...”Quicker **quoted** response times are appreciated.” J. M. Lord stated that it is important to him that there is a guarantee that the contractor will be on site within a set timeframe. The Board approved mailing this RFP as amended.

**HIGHWAYS:** E. N. Small reported that \$3,000 is available for striping and stop bars and parking lots. D. Robinson obtained a price of \$2,380. The Board approved completing the striping of the town parking lots. Should the Library decide to take advantage of the striping company being in Town, there will be a cost of \$295 the Trustees will be responsible for. B. Mutrie asked that someone check with J. Haskell as she is unaware of approval of this work.

**LETTER OF THANKS FOR VOLUNTEERS DURING WHITE GOODS DAY** were signed by the Board.

**OTHER**

**Wetland Special Use Permits:** E. N. Small reported that he is working on two wetland special use permits; one for an Exeter Road property and one for a Drinkwater Road property.

**Dead Trees Route 88:** R. P. McDermott requested that E. N. Small call the Department of Transportation to report dead trees on Route 88. R. Ruest, Coach Lane, requested that the Town inquire with the Department of Transportation as to whether and when they plan to finish road work on Route 88; the road was shimmed but never paved. The Board requested E. N. Small inquire.

**PUBLIC COMMENT**

B. Mutrie, Brown Road, suggested a drive-up window so that two persons don't have to be present at all times. M. Hill, Exeter Road, expressed concern with welcoming patrons into the Town Hall only to find that their business or question cannot be addressed. R. P. McDermott stated that the staff can provide them with a time to return when the office is open. M. Hill stated she felt that it would be just as frustrating as finding the employee or office unavailable. M. J. Farinola stated he thought certain employees had cell phones and asked E. N. Small to identify who has one and who doesn't for report next meeting.

FINAL

- **NEW BUSINESS**

**RECOMMENDATION OF THE NEWSLETTER COMMITTEE RE COST FOR ADDITIONAL PAGES:** The Board considered a recommendation to amend the newsletter agreement to read “9. *Should a committee of the Town, School or Library wish to add an additional page to the newsletter, the cost for such printing and mailing shall be paid by that entity. All other conditions of this agreement shall apply.*”

All three Selectmen approved. Once all three entities indicate approval, a revised agreement will be prepared for signature.

**HAWKER’S & PEDDLER’S PERMIT TO SELL EDUCATIONAL BOOKS DOOR TO DOOR:** Board members recommended denying this permit. Concern was expressed with the manner in which this vendor is conducting business in Town. M. J. Farinola signed the permit as denied.

**MOTION:** To deny the request for Hawker’s and Peddler’s Permit from Daytona Barker of South Western Company.

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

**PA-28 INVENTORY FORMS – ORDER FOR 2011:** E. N. Small presented the form for ordering these forms from the State for signature. It was noted that useful information is obtained through this process. All Board members signed the request.

**RFP - PROPANE FOR THE TOWN HALL AND NEW HEATING SYSTEM AT PSB:** An RFP has been prepared to obtain prices for propane for the upcoming winter season. The Board approved the RFP for mailing as presented.

**OTHER**

**Cash Flow:** E. N. Small reported that he plans to update the cash flow and also review funds for diversifying in a number of banks.

**ABATEMENT APPEALS:**

**Desmaris, King Street:** The Board signed documentation for appeal to the Board of Land and Tax Appeals.

**Ruest, Coach Lane:** R. P. McDermott recused himself at this time. The two remaining Board members reviewed a recommendation from the Assessor for an economic obsolescence adjustment. M. J. Farinola was not in favor as he felt the matter is based on personal property and not real estate. M. Kasprzak supported the Assessor’s recommendation indicating a negative effect on property values. Discussion took place with regard to the manner in which one keeps their property and its affect on sales as well as other issues such as farm animals, odor, and crowded properties. M. Kasprzak referred to the supporting documentation and reviewed the Assessor’s findings. M. J. Farinola stated he felt economic obsolescence relates to a neighboring dump or four lane highway.

**FINAL**

**MOTION:** To accept the Assessor's recommendation and approve the difference in assessed value of \$16,000 less than current assessed value.

**MOTION: M. KASPRZAK**

No second was heard to the motion and no action was taken. It was noted that the applicants have the right to bring the matter to the Board of Land and Tax Appeals. R. P. McDermott resumed his seat on the Board.

**300<sup>th</sup> Anniversary:** R. P. McDermott suggested a committee be formed to give consideration to a 300<sup>th</sup> Anniversary event to include considering budget or warrant article funds. There was a general feeling of support from the Board and it was suggested to include the Heritage Commission in discussions.

**RPC Meeting:** R. P. McDermott requested the use of Town Hall on the second Wednesday of September or October. E. N. Small stated the hall should be available.

**PUBLIC COMMENT**

**Web Site and Town Hall Hours:** Suggestion was made to consider a survey of residents to determine what is liked about the web site and also seek input with regard to the Town Hall being open 40 hours. It was determined that the web site has yet to be finalized for consistency and that the Board is willing to consider input regarding Town Hall hours.

**REVIEW AND APPROVAL OF PREVIOUS MINUTES - JUNE 16 PUBLIC AND NON-PUBLIC:** M. Kasprzak requested that these minutes be considered next meeting.

**NEXT SELECTMEN'S MEETING – WEDNESDAY, JULY 21, 2010, 6:30 P.M., TOWN HALL**

**MOTION:** To adjourn the meeting at 8:31 p.m.

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