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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**

• **OLD BUSINESS**

FINANCIAL REPORTS-GENERAL FUND BALANCE - \$1,415,500: E. N. Small reported that the Treasurer's research of interest rates resulted in a rate of one percent. Funds will be divided between the Institution for Savings and Peoples United Bank.

ACTION ITEMS FROM THE LAST MEETING – NOV 17 AND 23: Updated listings of action items were provided to the Board. No comments or questions were raised.

REVIEW SPREADSHEET OF THE FOUR LOWEST PROPOSERS FOR MOWING AND GROUNDS KEEPING: The Board reviewed a spreadsheet prepared by E. N. Small outlining the results of the four lowest bids received to include costs, answers to questions, references, experience and available equipment. E. N. Small reported that he has called a number of references and received no adverse comments. There are additional calls to be made. It was noted that one contractor did not comply with one requirement. Discussion took place with regard to input from the Cemetery Trustees and its decision to stay with the incumbent contractor or whether they will be considering one of the proposers. The Board decided to wait until the Cemetery Trustees have an opportunity to review and report. This matter will be part of the December 15 agenda.

Brian Kent of RNB Landscaping stated that most of those who submitted proposals did so on the basis of a package and that the potential of not including the Cemetery portion may have affected results. Board members noted that the RFP included language that the categories may be considered separately.

E. N. Small stated that the Selectmen do have control of the monies of the Cemetery Trustees but that it is up to the Trustees as to how it is spent. M. J. Farinola stated it is within the power of the Board of Selectmen to reduce the Cemetery budget; however, he would like to offer the Chair the courtesy to review and report to the Board. L. Smith added that significant time was spent on the specifications in order to have certain expectations in the quality of work known and asked that the Board take this into consideration. Shane Bateman stated that taking the Cemetery portion from the RFP may affect the four lowest proposers and asked the Board to check to see that the contractors remain. The Board requested E. N. Small check and prepare results for the other four proposers. E. N. Small asked if this review should include those proposers who did not meet requirements of the RFP. M. J. Farinola asked that the four highest proposers be reviewed without the Cemetery portion to see if they fall into a lower category.

SELECT WARRANT ARTICLES FOR 2011 TOWN MEETING: The Board reviewed a listing of proposed money warrant articles for the 2011 ballot. Board members reviewed and discussed each item listed approving, amending or removing as voted.

1,000	Heritage Fund
	300 th Anniversary Committee
	Solar, Wind and Wood Property Tax Exemptions
1,500	Computer Hardware and Software Upgrade for Town Offices
20,000	Town Hall Building Capital Reserve Fund
5,000	Old Library Improvement Capital Reserve Fund

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38,000	Police Cruiser to Replace 2003 Ford Crown Victoria and In-Cruiser Digital Video Camera
25,000	Fire Vehicle Capital Reserve Fund
9,000	Replace 40 pagers – Fire/Ambulance
	Ambulance Replacement
45,000	Highway Capital Reserve Fund
25,000	Mosquito Control
6,000	Library Improvement Capital Reserve Fund
5,000	Town Hall Sound System

As part of this review, the Board requested that E. N. Small contact town counsel to discuss the proposed warrant article for an ambulance. Question is raised as to whether the cost needs to be included in a warrant article as an amount to be raised or whether the Selectmen can accept the ambulance as a gift from the Fire Department Association.

The Board also reviewed a number of items that have been discussed during the year and agreed to include a warrant article to raise \$5,000 for a sound system for the Town Hall.

The Board discussed including the warrant articles for a cruiser and in-cruiser video camera as one. R. Dirsa supported this suggestion. He also reported on the findings of the trial of CopVu wearable video cameras.

TOWN ASSESSING AGENT DIANA CALDER - BOARD OF LAND AND TAX APPEALS – CAN MEET WITH THE BOARD ON JAN 19, 6:30 P.M.: The Board agreed to meet with D. Calder in regard to the Ruest v. Town of Hampton Falls matter.

2010 EQUALIZATION MUNICIPAL ASSESSMENT DATA SHEETS CERTIFICATE: The Board signed this paperwork prepared by D. Calder.

FUNDS FOR “COPVU WEARABLE VIDEO CAMERAS” – POLICE CHIEF AND TA: R. Dirsa suggested that consideration be given to purchasing an in-cruiser video camera with 2010 budget funds and budgeting for 2011 for the wearable video cameras. This way less money would need to be requested in 2011. R. Dirsa reported that the trial of the wearable camera has been favorable with one matter of a wider-angled lens being identified as a concern. He reviewed the resulting cost per unit to be \$745 each after discount. The Board agreed to discuss this at its December 15 meeting allowing time for R. Dirsa and E. N. Small to determine if budget funds are available.

M. J. Farinola asked if R. Dirsa had any objection to combining the two warrant articles for a cruiser and an in-cruiser video camera. R. Dirsa stated he had no objection.

SNOW PLOWING FOR UPCOMING SEASON- NOV 23 DEPARTMENT HEAD MEETING: E. N. Small reported that a meeting was held to review the contract and other snow removal matters. M. J. Farinola confirmed that the Road Agent is the point of contact for the Fire Chief in emergencies and the Road Agent will contact the contractor (Environmental Landscape Management). E. N. Small noted that J. Ziolkowski plans to use a liquid magnesium product in addition to salt and sand. D. Robinson added that the contractor now has a wing and plow vehicle. D. Robinson reported that arrangements are still being coordinated to repair the hole in the salt shed roof.

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COLLECTING SOLID WASTE EVERY OTHER WEEK WITH RECYCLING: E. N. Small reported he contacted Robbie George of Northside Carting to review this suggestion. R. George stated he has never heard of a community collecting solid waste every other week and requested time to consider the suggestion. He offered to meet with the Board.

PUBLIC COMMENT:

B. Mutrie, Brown Road, questioned the Board's indication of accepting an ambulance as a gift and indicated that an RSA indicates otherwise. She stated she would provide a copy of the RSA to E. N. Small. She also stated that she thought the Heritage Commission was asking for more than \$1,000 this year by warrant article.

F. Brown, Exeter Road, asked the Board to reconsider the suggestion to pick up trash every other week noting that trash does not keep well during mild weather. T. Samway, Old Stage Road, agreed with F. Brown and added that he felt this is something the Town does not want.

• **NEW BUSINESS**

APPLICATION FOR A VETERAN'S EXEMPTION: Two applications were signed by the Board.

ABATEMENT APPEAL MAP 2, LOT 44-1: The Board reviewed a report from Assessor D. Calder dated November 24, 2010, recommending denial of this abatement request.

MOTION: To accept the recommendation of the Assessor and deny this appeal to assessment.

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

PROPERTY TAX REFUNDS: A number of property tax refund requests as prepared by the Tax Collector were signed by the Board.

SELECTMEN REPRESENTATIVE REPORTS"

SELECTMAN FARINOLA – ZONING BOARD OF ADJUSTMENT, SCHOOL BOARD: M. J. Farinola reported that the ZBA addressed a question relating to the septic system approval for the function hall at 1 Lafayette Road. No change was needed. The School Board is reviewing its bullying policy.

SELECTMAN MCDERMOTT – CONSERVATION COMMISSION, FIRE DEPT., ENERGY COMMITTEE: R. P. McDermott reported there was no Conservation Commission meeting. The Fire Department had discussed delivery of Christmas trees for its fundraiser and needs relating to the new fire engine with regard to equipment and training. The Energy Committee did not have a quorum to hold a meeting.

SELECTWOMAN – PLANNING BOARD, LIBRARY, HERITAGE COMMISSION: M. Kasprzak reported that the Planning Board is proposing amendments to the Building Code and also held

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a public hearing on an amendment to a conditionally approved site plan for a seafood marketplace at 115 Lafayette Road. She reported a conflict with Selectmen's meetings and Library Trustee meetings. The Heritage Commission has met with persons interested in serving on its Commission.

OTHER

Letter of Appreciation: The Board acknowledged receipt of a letter of appreciation for Town Administrator E. N. Small's acts of assistance from the Library Trustees.

Public Hearing Notice – Budget January 12, 2011, 7 p.m.: The Board signed this notice for posting.

Tax Rate Chart: E. N. Small referred the Board to a spreadsheet outlining information requested by M. J. Farinola. Following review, E. N. Small was asked to revise the sheet to remove the information on expenditures and unexpended funds, leaving appropriations for years 2001 through 2010. The Board thanked E. N. Small for his efforts in this regard as well as the chart outlining tax rates over the same period of time.

Property/Liability Insurance: In response to a question of the Board as to the increase in premium of \$3,572, L. A. Ruest referred to a report on her findings. It was explained that the Town is currently in a multi-year discount policy through July 2013. This year, PRIMEX is proposing two options; one to continue an additional year under the current terms and one to consider committing for five years for an additional discount of \$694. It was also explained that should the Town choose to participate in a 10-step assessment program, there could be an additional two percent discount. The Board decided to stay with the policy as is and give consideration next year.

Department of Labor: E. N. Small reported that he called the Local Government Center with regard to yesterday's visit from a representative of the Department of Labor to obtain assistance with developing a revised Safety Policy. He explained that the Town can take part in a hearing to request a lower fine, however, needs to get a new Safety Policy together as soon as possible. E. N. Small will follow up with Town counsel in this regard. The Joint Loss Management Committee is scheduled to meet Thursday, December 2.

Cable TV Franchise: E. N. Small reported that he received a call from Kate Miller of Donahue, Tucker, Ciandella requesting permission to send a letter to Comcast. E. N. Small added that he sent notification to all departments but did not receive any responses to questionnaires. The Board approved K. Miller's sending a letter to Comcast.

53B DISTRICT MEETING: E. N. Small reported that Recycling/Solid Waste committee members K. Nydam and M. Hastings plan to attend this annual meeting.

PUBLIC COMMENT

T. Samway, Old Stage Road, inquired as to the results of the Town Hall Hours survey. The Board indicated that they are expecting results at its December 15 meeting using December 15 as the cut-off date to accept surveys.

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B. Mutrie, Brown Road, asked the Board if they have given thought to changing the Town's calendar year to a fiscal year. She stated that there was an editorial in the Hampton Union addressing this and felt that doing so might reduce some expenses and give flexibility. M. J. Farinola asked Board members to read the editorial and if it is felt that it should be considered to bring it back to the Board. Otherwise, the calendar year will remain. B. Mutrie will provide a copy of the editorial to E. N. Small.

REVIEW AND APPROVAL OF PREVIOUS MINUTES (NOV 17 AND 23): These minutes were not addressed this meeting.

NEXT SELECTMEN'S MEETING – WEDNESDAY, DECEMBER 15, 2010, 6:30 P.M., TOWN HALL

MOTION: To go into nonpublic session at 8:29 p.m. in accordance with RSA 91-a:3 II. (a) Personnel.

MOTION: M. J. FARINOLA
SECOND: R. P. MCDERMOTT
UNANIMOUS