

**BOARD OF SELECTMEN
Town of Hampton Falls**

**January 19, 2011
Town Hall**

M. J. Farinola called the meeting to order at 6:07 p.m. This meeting, as well as the public hearing for the town budget, has been rescheduled due to inclement weather.

SNOW REMOVAL CONTRACTOR – DISCUSS THE MOST RECENT STORM: Board members reviewed issues of damaged mailboxes, an oil leak and narrow plowed lanes that were eventually widened. Overall all Board members felt that roads have been serviced well. M. J. Farinola noted a report of plow trucks using a private driveway as a turnaround by a resident of Hampton and an inappropriate hand gesture made by a plow driver reported by a resident of Depot Road. J. Ziolkowski reported that snow banks are an issue at present and that they are being pushed back as much as possible. He stated that residents are placing snow markers along the front of the property within the Town’s right of way which is affecting plowing and getting snow off the roadways. J. Ziolkowski expressed concern with plowing down the markers noting that they have been honored up until this point, but that with the number of snowstorms and accumulation, there is a need to push snow back off the roads. The Board determined that the stakes are within the Town’s right of way, that there is a need to push snow back and directed J. Ziolkowski to do so. R. P. McDermott stated he would include information in an email to residents that items such as snow markers are not to be placed in the Town’s right of way. He will also include a note regarding the concern of persons using snow blowers in the roadway area and the plow truck drivers unable to see them as well as indication that damages to mailboxes will be addressed in the spring.

BUILDING INSPECTOR, CODE ENFORCEMENT, HEALTH - MONTHLY REPORT: K. C. Kelley referred the Board to his report for December, 2010. He reported on statistics, the insurance claim for water damage at the Library and work being done to reorganize his office. He reported that he has done safety inspections of town buildings and will submit a report on his findings. K. C. Kelley also reported that he has been contacted by Dragon Mosquito Control with regard to information for consideration of the voters.

JOINT LOSS MANAGEMENT COMMITTEE’S PROPOSED “SAFETY POLICY:” Minutes of the January 11 meeting of this committee were provided to the Board as well as an amended Safety Policy revised to January 13, 2011.

MOTION: To accept the Safety Policy for the Town of Hampton Falls revised to January 13, 2011 as written.

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

R. P. McDermott inquired as to the status of potential costs for work needed at the Town Hall with regard to insulation, foundation work and boiler service. K. C. Kelley stated he has not yet prepared this information and plans to take photos to compare to photos taken in 2008. He stated he has not been contacted by the Energy Committee in this regard, however, has been working with members of the Town Improvement Committee in this regard. R. P. McDermott stated he would inform the Energy Committee of the need for them to bring information and recommendations to the Board of Selectmen.

FIRE CHIEF, EMERGENCY MANAGEMENT - MONTHLY REPORT: J. M. Lord referred the Board to the report for December noting statistics and incidents; most notably the delivery of a baby boy by the Fire Chief. J. M. Lord requested permission to sell the fire truck that was replaced with a new one in 2010. He asked if it could be first offered in-house and then put to sealed bid. E. N. Small was asked to look into the best way in which to address this and report back to the Board.

MOTION: To authorize the Fire chief to sell the fire engine in accordance with state statutes/sealed bid.

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

PUBLIC HEARING – ACCEPTANCE OF FEDERAL/STATE FUNDS FOR PUBLIC SAFETY GRANT – FEB 2: A public hearing notice for this matter was signed by the Board.

POLICE CHIEF - MONTHLY REPORT: R. Dirsa referred the Board to the Police Department's December report noting incidents and statistics. In response to M. J. Farinola, R. Dirsa reported that burglaries have decreased since the summer and fall. R. Dirsa explained that a revised listing of statistics is forthcoming.

REPORT ON THE AIR HANDLING UNIT: R. Dirsa stated he has spoken with Freedom Energy who is making arrangements to do this work. Parts have been ordered and a date to install has yet to be determined. Overall, Chief Dirsa and Chief Lord feel the new heating system is working better than in the past with regard to balancing of temperature in various locations.

6:30 PM - PUBLIC HEARING OF HARDY LANE AS A TOWN ROAD: M. J. Farinola opened the public hearing noting that conditions have been met. E. N. Small noted that the Town has received the deed to the road; however, it still needs to be recorded at the Registry of Deeds. Funds are set aside and certificate of monumentation and an as-built plan have been received. The Road Agent and snow removal contractor will need to be notified of this new town road once the deed is recorded. Discussion was opened to members of the public. B. Mutrie, Brown Road, inquired as to the length of the road and M. J. Farinola noted that there would be an adjustment to the snow removal contract for this new road being added. Hearing no other questions, M. J. Farinola closed the public hearing.

MOTION: To accept Hardy Lane as a town road contingent upon the deed being filed at the Rockingham County Registry of Deeds and all town requirements being met.

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

• **OLD BUSINESS**

FINANCIAL REPORTS - GENERAL FUND BALANCE \$1,612,400

SELECTMEN'S ACTION ITEMS FROM PREVIOUS MEETING: An updated listing was provided to the Board. No questions or comments were heard.

ASSIGNMENT OF BUDGETS AND WARRANTS ARTICLES FOR THE DELIBERATIVE SESSION: R. P. McDermott provided a listing showing which Selectman would be presenting which budget line at this evening's budget hearing as well as at the deliberative session.

TOWN WARRANT AND HIGHWAY BLOCK GRANT: E. N. Small requested reconsideration of the amount of the highway block grant being brought forward in a warrant article for roadwork to the voters. He noted that last meeting request was made by M. J. Farinola to include the full amount of the grant in the warrant article. This would result in less money offsetting the taxes to be raised. M. J. Farinola stated he would be willing to explain this at the deliberative session and supported leaving the amount of \$66,000 in the warrant article. R. P. McDermott and M. Kasprzak agreed with E. N. Small's request and offered the amount of \$55,000 thus resulting in a total fund of \$100,000 available for road work should the voters approve. E. N. Small noted that there is another \$7,000 available for this purpose approved in the past.

MOTION: To change the amount of Warrant Article #20 Highway Maintenance CRF to \$55,000.

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

M. J. Farinola stated that although he understood the intent of the change, he is not in favor of adding to the surplus where money is not fixed to future road costs; he does support the intent of the warrant article. E. N. Small noted that all highway block grant funds are dedicated to road improvements.

VOTE: 2 IN FAVOR, 1 OPPOSED, PASSES

SELECTMEN'S VOTES ON WARRANT ARTICLES: Selectmen reviewed a listing of warrant articles and voted on those not yet voted upon. This information will be included on the warrant.

DELIVERY OF THE TOWN REPORT: S. Hanson has again volunteered to deliver town reports this year. The Board approved and thanked him for doing so.

REVIEW OF THE 2011 TOWN WARRANT AND BUDGET – POSTING IS REQUIRED BY JAN 24: Results of the budget hearing will be included in these forms for signature and

posting. The Board approved of the printing and mailing of an informational flyer to residents informing of the deliberative session meeting and proposed warrant articles and budget for 2011.

SIGNING OF AMENDED DEPOT ORDINANCE: Two copies of the amended Depot Ordinance were signed by Board members.

MEETING WITH TOWN MODERATOR PRIOR TO THE FIRST SESSION (DELIBERATIVE) OF TOWN MTG?: The Board requested that E. N. Small invite the Town Moderator to meet at the next meeting.

BALANCE SHEET FOR DECEMBER 2010 was provided to Board members.

MSDS SHEETS FOR THE TOWN HALL, JANUARY 2011: Lt. L. Anderson updated this information for the Town. The Board extended its appreciation for his assistance.

PROGRESS REPORT ON THE REIMBURSEMENT FROM THE INSURANCE COMPANY FOR LIBRARY: L. A. Ruest reported that the adjuster's report and contractor invoices have been received and the anticipated insurance payment identified. Once a proof of loss is signed and returned to PRIMEX, payment will be forthcoming. There is an amount of damages not covered by insurance that needs to be addressed with the Library Director.

BONUS FOR DUMP ATTENDANT - 2010/2011, WHEN TO PAY THE BONUS? Selectmen stated this bonus should be paid as soon as possible.

PUBLIC COMMENT

B. Mutrie, Brown Road, inquired as to whether the voters agreed to the selling of the fire truck. M. J. Farinola stated that the Board of Selectmen has the authority to sell and that E. N. Small will verify in what manner. L. Smith, Old Stage Road, asked if the Board could put an informational poster board out outlining the areas of the budget where there are offsetting revenues. M. J. Farinola stated that the Town cannot but that the townspeople could outside an electioneering area. S. Hanson, Crystal Drive, noted that the warrant articles for discussion tonight include money articles and asked if other non-money warrant articles are available. He specifically inquired as to whether the citizens petition to negotiate a public access channel was approved by the Selectmen. This warrant article is included, however, the Board of Selectmen is not in favor.

L. Knowles, Marsh Lane, asked that Marsh Lane be plowed more than one lane wide and before 16 inches of snow accumulates. The Board asked that this information be reported to the Town Administrator in the future. M. J. Farinola stated that the snow removal contractor will be notified

PUBLIC HEARING – OPERATING BUDGET AND WARRANT ARTICLES – 7 PM: M. J. Farinola opened the public hearing noting that the proposed budget as prepared represents a 2.11% decrease over the 2010 budget representing an approximate \$49,000 decrease. Selectmen took turns introducing each budget category, the amount budgeted in 2010 and the proposed

budget amount for 2011, identified increases and decreases in certain budget lines, noted projects done in 2010 as well as projects yet to be done and answered questions of the public.

Comments and questions related to the Town's insurance policy deductible of \$1,000 per occurrence, equipment for the police department, increase in health and dental insurance, decrease in stipend, cost for postage meter, offsetting revenues, unanticipated costs to repair fire apparatus, anticipated grant funds, road repairs and other services, funds for an intern to assist with road software, checking with Unitil to ensure street lights are the most energy efficient bulbs, options with regard to disposal of trash and recycling as compared to current, amounts allocated to health agencies, anticipated maintenance costs for the Library building, part-time position of the Conservation Commission, leftover budget funds of the Conservation Commission deposited to Conservation Fund, and the status of bonds.

The Board requested E. N. Small add a summary statement, where applicable, explaining how a budget line was affected by an unexpected expense or anticipated grant funds. R. P. McDermott suggested requesting the Conservation Commission Chair to meet with the Board to discuss the Conservation budget and the Conservation Fund.

S. Hanson, Crystal Drive, asked the Board to review revenue history (page four) provided with the budget worksheets. A review of various categories took place and S. Hanson requested that this information be provided in the Town Report so that the information is available at the deliberative session.

B. Mutrie, Brown Road, inquired as to revenue from renting the Town Common. E. N. Small explained that those funds are deposited to a special fund for maintaining the bandstand; monies from the craft fairs are deposited to the Recreation Fund.

A review of money warrant articles took place at this time. M. J. Farinola introduced and explained the purpose and amount proposed. Questions were raised with regard to the need for another cruiser and whether the warrant article for changes to the building for a combined town clerk/tax collector office was sufficient to cover the additional costs associated with the combination of offices such as personnel training.

M. J. Farinola reviewed the non-money warrant articles (zoning and building code amendments, tax exemptions, combination of the Town Clerk and Tax Collector offices, and citizens' petition for a public access channel) at this time at the request of those present. Hearing no further comments or questions, he closed the public hearing.

The total operating budget is \$2,230,300 and the special warrant articles \$211,500.

- **NEW BUSINESS**

REQUEST FOR A SELECTMEN'S PERMIT FOR THE GIRL SCOUTS TO USE THE TOWN COMMON: Chairman Farinola signed approval of a request to use the Town Common for cookie sales.

**BOARD OF SELECTMEN
Town of Hampton Falls**

**January 19, 2011
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OTHER

Encumbered Articles – 2011: E. N. Small presented his recommendations for encumbering warrant articles.

MOTION: To approve the encumbered articles for 2011 as recommended by the Town Administrator.

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

Volunteer Application – Tercentenary Celebration: The Board reviewed an application and statement from Marietta Garavaglia.

MOTION: To appoint Marietta Garavaglia as member of the Tercentenary Celebration Steering Committee.

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

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

REVIEW AND APPROVAL OF PREVIOUS MINUTES: Minutes were not reviewed at this time.

**NEXT SELECTMEN’S MEETING – WEDNESDAY, FEBRUARY 2, 2011, 6:30 P.M.,
TOWN HALL**

MOTION: To adjourn the meeting at 8:51 p.m.

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