

FINAL

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

ACTION ITEMS FROM THE LAST MEETING: The Board reviewed an updated listing of Selectmen's items and the status of each. The Board confirmed the ordering of a laptop for the Administrative Assistant to include software, installation and wireless network. It was also confirmed that the bonus pay for Dump Attendant P. Michael has been processed.

2010 TOWN REPORT – PROGRESS REPORT: The town report books have been delivered **to the printer** and will be prepared on Thursday for delivery over the weekend.

TERCENTENARY CELEBRATION STEERING COMMITTEE – APPLICATION – JUDY WILSON: E. N. Small will ask Town Clerk H. Knowles to prepare an appointment form for signature of the Board.

PREPARATION FOR SETTING UP THE ELECTION BOOTHS: M. J. Farinola reported that Assistant Moderator B. Burns is coordinating help to set up the voting booths on Sunday at 1 p.m. Boy Scouts are being asked to volunteer.

2010 AUDIT COMPLETED: A copy of the audit has been provided to Board members. M. J. Farinola noted that there was approximately \$47,000 unspent from the 2010 budget and approximately \$70,000 in unanticipated revenues. Discussion took place with regard to the discrepancy in the amount of debt versus assets. E. N. Small noted that fixed assets have not yet been established and affects this number. M. J. Farinola suggested that the Board consider allocation in next year's budget to conduct a forensic audit of one department in town. He stated that in speaking with the auditor he learned that the auditors do not check on correctness or accounting practice throughout each office. E. N. Small will obtain an estimate of the cost in this regard.

RUEST CASE AND DIANA'S REPORT TO BOARD OF LAND AND TAX APPEALS: E. N. Small reported that Assessing Agent D. Calder sent a report on February 21 to the BLTA indicating no change of opinion of the Board.

AIR HANDLING UNIT AT POLICE STATION- MARCH 9-10: The work to install this unit will begin next week.

DEPT OF LABOR – REPAIRS FOR SAFETY, AS RECOMMENDED BY THE JLMC: E. N. Small explained that the fine of \$2,000 has been reduced to \$200 based on the work done to comply with requirements. E. N. Small reported that K. Kelley has reviewed each building on behalf of the Joint Loss Management Committee and will be putting together information with respect to the work

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that needs to be done and the costs for review and prioritization of the Board. M. J. Farinola stated that certain work has been included in the 2011 budget, that those repairs should be done and then the Board should determine if there is a need to put together another list. R. P. McDermott stated that at the last meeting, the Board agreed to do a comprehensive study in response to K. Kelley's report. E. N. Small noted that the Board has not set priorities with regard to K. Kelley's findings and that the budget items are separate from this matter. There are requirements within the safety plan that deal with improvements for safe buildings. These have not been done and are not connected with the budget. M. Kasprzak stated that the Town is under compulsion from the Department of Labor to do certain work relating to safety. This should not be put off until another time but rather the Board should determine dates, times, work and costs. The Board asked that information be provided for advance review and discussion next meeting.

NH E911 MAPPING PROGRAM TO BEGIN (REVERSE CALLING ABILITIES): It was reported that this work began last Thursday. Representatives of E911 are working with the Fire Chief and Administrative Assistant.

NORTHSIDE CARTING WHITE GOODS DAY – JUNE 4: Northside Carting has reported that June 4 will be difficult to do, as they will be collecting garbage that day. Following discussion, it was determined to tentatively schedule June 11 with the possibility of scheduling May 21. E. N. Small was informed that there may be a need to obtain additional assistance as the Dump Attendant may not be available. It was also requested that E. N. Small work with the Fire Chief to obtain volunteer assistance of firefighters for the spring white goods collection.

RELAY FOR LIFE – UPDATE: E. N. Small referred the Board to minutes of the Recreation Commission where it was approved to allow the use of Governor Weare Park for this event from 1 p.m. June 4 through Noon on June 5.

PUBLIC COMMENT:

B. Mutrie, Brown Road, inquired as to the number of town report books printed and the costs. She also suggested that the Town Report be posted to the web site. E. N. Small will request a PDF copy from the printer.

T. Samway, Old Stage Road, asked the Board to reconsider the every other week recycling collection. He stated he felt that the recycling put to the curb on a non-recycling collection week is being collected and disposed of as trash. M. J. Farinola stated that this matter should be addressed at budget time. T. Samway added that it would be worthwhile to see what the cost would be for the final years of the contract. B. Mutrie asked whether the recycling put to the curb on the non-recycling collection days was being collected as trash.

• **NEW BUSINESS**

CITIZENS' STAMP ADVISORY COMMITTEE – HAMPTON FALLS NATIVE & ARCHITECT RALPH A. CRAM: A request has been received from St. George's School seeking

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support of a commemorative stamp in recognition of R. A. Cram. A sample letter of support is provided. It was suggested that this request be forwarded to the Historical Society.

MOTION: To prepare a letter of support from the Board of Selectmen for signature.

MOTION: M. KASPRZAK

SECOND: R. P. MCDERMOTT

UNANIMOUS

LITTER-FREE NEW HAMPSHIRE - SPONSORED BY NH THE BEAUTIFUL: Following review of this program offering trash bags and plantings, the Board suggested that the documentation be forwarded to the Conservation Commission, Town Improvement Committee and Recreation Commission.

APPLICATION FOR AN ELDERLY EXEMPTION: Two applications are being prepared for consideration of the Board.

OTHER

Building Inspector Recommendations: The Board discussed an email from K. Kelley with regard to installing electrical outlets in the floor as well as obtaining wireless access. The Board was not in favor of cutting holes in the meeting room floor, however, agreed that with the approval of wireless access and the new laptop battery that there is no need for additional outlets at this time. The Board requested that a lock box cover be installed over the thermostat in the meeting room to prevent persons from overriding the program and leaving the heat running unnecessarily.

PUBLIC COMMENT:

T. Samway, Old Stage Road, asked that the Board reconsider the manner in which the budget is presented at the deliberative session. He suggested that one Selectman present a group of budget line items so that microphones do not have to be passed back and forth. It was also suggested that the seating be broken into four groups rather than two to allow for easier access to microphones. The Board took this matter under advisement.

REVIEW AND APPROVAL OF PREVIOUS MINUTES FEB 16, FEB 24/Public and NonPublic:

MOTION: To approve the minutes of the February 16 meeting as written.

MOTION: R. P. MCDERMOTT

SECOND: M. KASPRZAK

UNANIMOUS

MOTION: To go into nonpublic session at 7:15 p.m. to discuss personnel and welfare in accordance with RSA 91-A:3 II. (a) and II. (c) welfare.

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

MOTION: To go out of nonpublic session at 7:25 p.m. and resume the meeting.

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

MOTION: To approve the minutes of the February 24 public meeting as written.

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

MOTION: To seal the February 24, 2011 nonpublic session minutes.

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

MOTION: To adjourn the meeting at 7:26 p.m.

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

**NEXT SELECTMEN'S MEETING – WEDNESDAY, MARCH 16, 2011, 6:30 P.M., TOWN
HALL**