

**FINAL**

**PRESENT:** R. P. McDermott, Chairman; M. Kasprzak, Vice Chairwoman; C. P. Graham, Selectmen;  
E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

**PUBLIC HEARING – CONSIDER REMOVAL OF AN ELECTED PLANNING BOARD**

**MEMBER:** R. P. McDermott opened this public hearing reading the hearing notice outlining the purpose of removing Roland Janvrin as an elected member of the Planning Board due to his not having been in attendance at meetings since April 2010. Discussion was opened to members of the public. Hearing none, the public hearing was closed. C. P. Graham asked whether notice has been provided to R. Janvrin. Planning Board Chair C. Brown stated numerous attempts were made, however, the most recent attempt sent Certified Mail—Return Receipt Requested was returned undeliverable.

**MOTION:** To conclude this public hearing by removing Roland Janvrin from membership of the Planning Board extinguishing his service as of this date.

**MOTION:** C. P. GRAHAM  
**SECOND:** M. KASPRZAK  
**UNANIMOUS**

**ROAD AGENT – MONTHLY REPORT:** D. Robinson’s report of activities for March was provided and reviewed by the Board. It was agreed that D. Robinson and the Board would review which roads are to receive priority attention for 2011. R. P. McDermott asked D. Robinson to continue to address repairs at the Town Garage to include the repair to the back gate. D. Robinson informed the Board of electrical, door repair, gate and fencing and venting repairs at the Town Garage. He also reported on road issues at Old Stage Road and Crystal Drive. A copy of prioritized Highway Projects for 2011-2012 was provided to the Board.

**SALT:** It was estimated that approximately 60 tons of salt remains at the salt shed and reported that less salt was used than anticipated.

**REPORTED DAMAGES TO MAILBOXES DURING SNOW REMOVAL:** A listing of reported mail box damages was provided to the Board.

**BUILDING INSPECTOR, CODE ENFORCEMENT, HEALTH – MONTHLY REPORT:** The Board acknowledged the Building Inspector’s report for March. K. C. Kelley reported on a price he obtained to insulate the original town hall portion of the building (\$26,000). Discussion took place with regard to insulation for an area partially insulated. K. C. Kelley recommended eliminating a pull-down staircase and eliminating items stored in an attic space, thus using the access only for emergency purposes. C. P. Graham suggested that the Energy Committee be included in the discussion and process for Requests for Proposals. K. C. Kelley was asked to contact the Energy Committee Chairman by email to provide him with information as to the status of this project. M. Kasprzak inquired as to the estimate obtained and noted that there is a cost included to remove other stored items from the attic. Question was raised as to whether the insulation contractor will be doing so or whether volunteers will be assisting with removing items. K. C. Kelley also recommended the Board consider changing the siding of the Town Hall to **cement board** siding given the exorbitant costs of mitigation.

R. P. McDermott inquired as to the status of the function hall and the need to return to finalize the site plan. K. C. Kelley provided a status informing the Board that the property owner has been informed of

**FINAL**

the limited amount of time to bring an application to the Planning Board. K. C. Kelley stated he would follow up with the owner's attorney. R. P. McDermott expressed concern that charity events might be affected and stated he wanted to see the business continue. C. P. Graham acknowledged that this is a Planning Board and Building Inspector matter at this time. Planning Board Chairwoman C. Brown stated that it was expected that the property owner would have been back before the Planning Board before now. She will be seeking authorization from the Planning Board at its April 26 meeting to send the property owner a letter seeking application to complete certain site plan items.

*K. C. Kelley reported later in the meeting that he sent an email to Attorney John Colliander, counsel to the owner of the function hall, 1 Lafayette Road informing him that if no application is received, he will be contacting State agencies to revoke licenses.*

**FIRE CHIEF, EMERGENCY MANAGEMENT – MONTHLY REPORT:** The Board acknowledged and reviewed the Fire Chief's report for March. R. P. McDermott noted that there has been less activity over last year. J. M. Lord reported on recent training provided as part of March being Public Service Month. He added that a number of grant projects have been closed and that he is working on another grant installation and gas tank for a generator for the Public Safety Building.

**HORSE SHOW SEPT 14-18:** Information on this year's Jumper Classic at 356 Exeter Road was provided to the Board. J. M. Lord stated that the manager of this event is looking to talk about scheduling for the next four or five years. The Board asked that scheduling take into consideration any other events that occur in town so as to avoid multiple events in town that may need emergency services. J. M. Lord informed the Board of a Boy Scout Troop fundraising spaghetti dinner on Friday, May 6.

R. P. McDermott inquired as to whether the Fire Chief would like to see the snow clearing of cisterns done differently as he has heard complaints from fire department personnel. J. M. Lord stated that he works with the Winter Road Maintenance contractor in this regard and that the matter is under control.

**POLICE CHIEF – MONTHLY REPORT:** The Board reviewed the Police Department report for March. R. P. McDermott inquired as to Animal Control services listed in the police log. R. Dirsra informed the Board that Animal Control falls under the responsibilities of the Police Department. With reference to numerous calls listed in the log, R. P. McDermott suggested that the Chief include information in the newsletter with regard to dogs at large.

R. Dirsra informed the Board of an opportunity to apply for a grant for building materials through Home Depot. He explained that during the winter months, it was difficult to keep the cruisers clear of snow and ice and that this grant may provide an opportunity to construct a car port for the cruisers. He requested the Board's approval to explore this grant. All agreed to have the Police Chief proceed in this regard.

- **OLD BUSINESS**

**FINANCIAL REPORTS - GENERAL FUND BALANCE: (\$32,000)**

**TOWN CLERK – RECEIPTS - \$42,500                      MISCELLANEOUS RECEIPTS \$68,570**  
**TAX COLLECTOR – RECEIPTS \$130,760 INCLUDES CURRENT USE OF \$17,500**

**FINAL**

**SELECTMEN'S ACTION ITEMS FROM PREVIOUS MEETING:** The Board reviewed an updated listing of action items. R. P. McDermott reported that he continues to work on obtaining a sign for hours of offices for the exterior of the Town Hall addition. He acknowledged C. P. Graham's efforts with updating the Welcome Letter sent to new property owners. The draft will be reviewed at the next Selectmen's meeting for approval. It was also requested that draft Requests for Proposal documents be brought forward to the next meeting for roadside mowing and brush cutting.

**CITIZENS' STAMP ADVISORY COMMITTEE:** An April 5, 2011, letter has been received from the United States Postal Service informing the Town of the decision not to recommend stamp issuance commemorating Ralph Adams Cram. Suggestion was made to seek commemoration through the pictorial cancellation service.

**SET TIME ASIDE FOR THE REVIEW OF THE SAFETY PLAN:** Monday, June 20, was set as a date to review the Safety Plan.

**SALARY PLAN CHANGES:** E. N. Small reported that it has been identified that the Selectmen's salary budget line was miscalculated.

**MOTION:** To correct the error occurring in the 2011 budget as presented to the Town and reported in the Town Report and adjust the Selectmen's salary to \$2,470 each which was originally intended by the line item amount.

**MOTION:** C. P. GRAHAM  
**SECOND:** M. KASPRZAK  
**UNANIMOUS**

**CHANGE IN BONDING FOR THE REMOVAL OF AT&T CELL TOWER:** The Board reviewed a request to address an outstanding item with regard to releasing a previous bond and accepting a new bond in its place with regard to AT&T's portion of the cell tower on East Road.

**MOTION:** To grant the release of the \$150,000 bond to AT&T for removal of the cell tower when necessary (\$150,000 released and replaced with \$23,000 bond).

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

**SELECTMEN'S REPRESENTATION ON THE CONSERVATION COMMISSION:** The Board reconfirmed its position to not appoint a Selectmen's member to the Conservation Commission. The Conservation Commission was asked to contact the Board of Selectmen at times when it would be beneficial to have a Selectman in attendance. The Board agreed that the same rationale applied to the Zoning Board of Adjustment in this regard should be applied to the Conservation Commission. Board members acknowledged concern of conflict and not wanting one third of the Selectmen prejudging any matter.

**FINAL**

**TAX COLLECTOR'S LIEN ON UNPAID PROPERTY TAXES:** A copy of the lien totaling \$198,000 was provided to the Board.

**WORKFORCE HOUSING AWARD – TOWN OF HAMPTON FALLS – CHARLYN BROWN:** Planning Board Chairwoman C. Brown presented the Board with an award granted to Hampton Falls for its efforts in establishing ordinances to address workforce housing, an overlay district and conservation subdivisions. This award was presented to her at the Coalition's 10<sup>th</sup> anniversary celebration. The Board acknowledged the efforts of many to achieve this outcome.

**CEMETERY TRUSTEES – BUDGET ISSUES:** E. N. Small reported that the contractor awarded the mowing contract was not originally aware of two small cemeteries to mow. Following review and discussion with the Cemetery Trustees, the contractor had asked for additional funding, but later agreed to stay with the figure as awarded in his bid.

**GLENN SCHREMPF – MOWING THE HAY FIELDS AT THE RASPBERRY FARM:** G. Schrempp was present and explained that he is willing to mow the hay fields again this year in exchange for the hay. The Board and G. Schrempp agreed to consider this matter on a year to year basis rather than a longer term. G. Schrempp reported that he is volunteering for the Conservation Commission's Land Management Committee.

**MOTION:** To authorize Glenn Schrempp to hay the Raspberry Farm fields in the course of this season and to take the hay he mows.

**MOTION:** C. P. GRAHAM  
**SECOND:** M. KASPRZAK  
**UNANIMOUS**

B. Mutrie, Brown Road, asked that the first mowing be delayed to allow time for nesting birds. G. Schrempp stated that the timing of mowing allows for this not to be a concern. B. Mutrie also asked that consideration be given to placing signage to prevent trespassing. R. P. McDermott stated that it would be up to the Conservation Commission to place signage.

**OTHER**

**Department Heads:** The Board concurred that should Department Heads wish to leave the meeting once reports have been given that they can do so and that they are welcome to stay if they wish.

**PUBLIC COMMENT:** B. Mutrie, Brown Road, acknowledged the new plantings along the Route 88 side of Town Hall and suggested drip irrigation be used so as not to stain the siding of the building.

• **NEW BUSINESS**

**VOLUNTEER FOR ENERGY COMMITTEE – JOE MINAI, EXETER ROAD:** The Board acknowledged receipt of a Volunteer Application for membership on the Energy Committee. C. P. Graham stated he met J. Minai at the last Energy Committee meeting and stated he speaks with knowledge with regard to electric energy usage and would be an asset to the group. R. P. McDermott

**FINAL**

and M. Kasprzak stated they are not averse to appointing, however, request that J. Minai submit a brief statement as to his interest in serving.

**MOTION:** To have J. Minai provide a brief statement as to why he is interested in serving on the Energy Committee to support this appointment to the Energy Committee.

**MOTION:** M. KASPRZAK  
**SECOND:** C. P. GRAHAM  
UNANIMOUS

**AMERICAN LUNG ASSN BIKE TOUR MAY 1:** R. Dirsra reported that this is an annual event where cyclists pass through Town. The Chairman signed approval of the event.

**MOTION:** To authorize the Chairman to sign approval of the American Lung Association Bike Tour through Town on behalf of the Board.

**MOTION:** M. KASPRZAK  
**SECOND:** C. P. GRAHAM  
UNANIMOUS

**EMPLOYEE EMAIL MESSAGES AND RSA98-E “PUBLIC EMPLOYEE FREEDOM OF EXPRESSION:”** This matter was discussed and addressed at the Board’s work session of April 18.

**CONTRACT FOR AUDITING SERVICES:** The Board reviewed a letter outlining information to continue with Plodzick and Sanderson for another three years. E. N. Small reported that the pricing and services are good and that the Town has had a good relationship with this auditing firm.

**MOTION:** To agree with the terms of the engagement letter dated April 11, 2011 provided to the Town by Plodzick and Sanderson for the provision of auditing services for fiscal years ending December 2011, 2012 and 2013, and further to authorize the Chairman to sign on behalf of the Board.

**MOTION:** C. P. GRAHAM  
**SECOND:** M. KASPRZAK  
UNANIMOUS

**OTHER**

**EARTH DAY CLEANUP:** C. P. Graham acknowledged the efforts of many with regard to this year’s Earth Day roadside cleanup and requested that a letter of acknowledgement and thanks be drafted for signature of the Board at its next meeting. The Board concurred.

**DUMPING OF DEBRIS – KENSINGTON ROAD:** It was reported that the Building Inspector/CEO will be taking action to have this debris removed by the property owner who is responsible.

**PERAMBULATION WITH TOWN OF KENSINGTON:** E. N. Small reported that he will be participating in this perambulation on Monday, April 25.

**FINAL**

**DEPARTMENT OF REVENUE FORM MS2 :** E. N. Small reported that he has this form prepared for signature of the Board.

**RECOGNITION OF SERVICE:** R. Dirsa reported that the Police Department Secretary Sheri Allen has served the Town of Hampton Falls for 20 years this year and requested the Board recognize her service. A letter will be prepared for signature.

**PUBLIC COMMENT**

**FARMERS' MARKET:** Hampton Union representative Liz Primo inquired as to the status of a Farmers' Market on the Town Common. The Board reported that this request is still in the works.

**REVIEW AND APPROVAL OF PREVIOUS MINUTES - APRIL 6:**

**MOTION:** To approve the minutes of the April 6 meeting as written.

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

**NEXT SELECTMEN'S MEETING – WEDNESDAY, MAY 4, 2011, 6:30 P.M., TOWN HALL**

**MOTION:** To go into nonpublic session at 8:15 p.m. in accordance with RSA 91-A II. (c) Matters Affect Adversely a Person's Reputation at 8:15 p.m.

**MOTION:** C. P. GRAHAM  
**SECOND:** M. KASPRZAK  
**UNANIMOUS**

**MOTION:** To go out of nonpublic session and resume at 8:35 p.m.

**MOTION:** C. P. GRAHAM  
**SECOND:** M. KASPRZAK  
**UNANIMOUS**

**T<sup>2</sup> ROAD (RSMS) SOFTWARE:** E. N. Small provided an update on obtaining assistance with this software.

**FARMERS MARKET ON THE TOWN COMMON:** The Board was informed of a request to hold a farmers' market on the Town Common. The matter is presently before the Recreation Commission.