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

The Board of Selectmen acknowledged the attendance of Webelo Scouts from Hampton Falls Troop 377, Den 8, and its Den Mother Eileen Pierro.

PHOTOS FOR THE UPCOMING 2011 TOWN REPORT – SELECTMEN & DEPARTMENT HEADS were taken prior to this meeting.

6:30

BUILDING INSPECTOR, CODE ENFORCEMENT, HEALTH – DECEMBER 2011 REPORT:

the Board acknowledged the Building Inspector's report for December. Discussion took place with regard to three proposals obtained to address the infestation at the Old Library. K. C. Kelley reviewed the information obtained and recommended the contractor who submitted the lowest bid of \$1,600. E. N. Small expressed concern with the varying opinions on how to resolve the problem as well as the products proposed to be used and suggested the Board obtain information from an expert. M. Kasprzak suggested that additional research be done through the UNH Cooperative Extension (A. Eaton) for further review at a future Selectmen's meeting.

MOSQUITO CONTROL AGREEMENT: This matter was not discussed this meeting.

STATE HEALTH OFFICER-LIAISON POSITION – VACANT- IMPACT ON SERVICES IN HAMPTON FALLS: K. C. Kelley reported that a liaison from the State is no longer available to assist and added that in the five years he's been employed with the Town that he has had no interaction with the State Health Officer Liaison.

ROAD AGENT - DECEMBER REPORT: D. Robinson reported that he continues to work with Valley Tree Service to remove brush from the Brush Dump. He also needs to acquire information from Valley Tree Service as to the location the chips are taken to in order to report this information to FEMA in conjunction with the Town's application for assistance resulting from the October snowstorm. In response to R. P. McDermott, D. Robinson reported that Valley Tree Service has taken care of the hanging limbs as provided on the listing.

DAVID FRENCH REQUEST TO REPAIR FENCE AT CORNER OF RT. 88 AND NASON RD: D. French, Exeter Road, requested that the Town reset the stones along the Nason Road property line of his property so that he can repair the fence. He stated that over a number of years the stones have been pushed away from the road toward the fence and that he is unable to repair the fence due to the stones. He stated that he is asking that when the Town plans to repave the road in this area that the stones be moved when the equipment is in place. He also requested that the fence posts be reset. He stated that he feels there is some responsibility of the plow truck drivers over the years.

Discussion took place with regard to the Town's responsibility to act. It was noted that the stones are in the area of the Town right of way and State right of way and that there is no work planned for this road/area. C. P. Graham suggested that Selectmen view the area in order to get a better sense of this request. He also questioned whether the stones are part of a stone wall that is a boundary. D. French

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stated that he felt the stones were placed to prevent damage to the fence. The Board requested that the Road Agent review the matter and provide a price for consideration and authorization to proceed.

FIRE CHIEF, EMERGENCY MANAGEMENT – DECEMBER REPORT: The Board acknowledged the Fire Department report for December 2011.

PROGRESS REPORT ON FEMA GRANT: J. M. Lord reported that he is working with the Road Agent and Valley Tree Service to obtain information to report to FEMA with regard to the location where the chips will end up.

HOW THE CO-GENERATION SYSTEM WORKS AT THE PUBLIC SAFETY BUILDING EXPLANATION: J. M. Lord referred the Board to a hand-drawn sketch of the equipment relating to this new system and explained the manner in which it works. He noted that the building is not busy enough to offset the entire cost of propane and electricity. He added that the net meter has been installed and that programmable thermostats are being used.

POLICE CHIEF – DECEMBER REPORT: R. Dirsa reported on statistics and the status of hiring a part-time police officer. He stated that the testing is complete of both certified and non-certified candidates and that the Department was unable to find any suitable candidates out of the 25 that applied. He expressed concern with the impact on the overtime budget and suggested he try selective recruiting next; getting word out to other Police Departments. Discussion took place with regard to the Chief's plan from this point forward as well as the need to review the salary plan.

The Board asked the Fire Chief as to staffing as well and noted that there is a plan to reorganize a Compensation Review Committee to review these matters.

- **OLD BUSINESS**

FINANCIAL REPORTS - GENERAL FUND BALANCE \$1,641,800

TOWN CLERK – RECEIPTS	2011 – 465,952
MISCELLANEOUS RECEIPTS	2011 – 175,818
TAX COLLECTOR – RECEIPTS	2011 – 8,131,713

SELECTMEN'S ACTION ITEMS FROM PREVIOUS MEETING: An updated listing of action items was reviewed. C. P. Graham reported that he and R. P. McDermott did not view culverts on Coach Lane and noted that they would be reviewing the culvert at J. Casey's frontage. It was also reported that the Conservation Commission has decided to not pursue a grant for removal of phragmites as presented at a past meeting. T. Samway, Old Stage Road, suggested that this may be an Eagle Scout project. The Board requested that E. N. Small follow up in this regard with J. P. Pontbriand and refer him to T. Samway for more information.

M. Kasprzak inquired as to the status of repair to the doors of the new voting booths. R. P. McDermott stated he would contact J. Brouillard with regard to repairing the doors to the new booths prior to the March election.

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COMCAST FRANCHISE – SAMPLE AGREEMENT BY KATE MILLER: The Board acknowledged receipt of this agreement wording and noted that it appears to be standard document wording. At this time, K. Miller is seeking direction as to whether the Board would like her to negotiate on behalf of the Town.

MOTION: To delegate to Attorney K. Miller of Donahue, Tucker, Ciandella to finish the cable television franchise renewal for Hampton Falls and finalize documentation for renewal.

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

2011 ENCUMBRANCES FOR WARRANT ARTICLES AND OPERATING BUDGET: The Board acknowledged and approved the listing of encumbrances as prepared and recommended by the Town Administrator.

2012 TOWN WARRANT, BUDGET AND DEFAULT BUDGET: Board members signed these forms for posting.

RECOMMEND LIBRARY TRUSTEES AS AGENTS FOR THE LIBRARY EXPANSION CAPITAL RESERVE FUND – ARTICLE 26: E. N. Small referred the Board to Article 26, explained his reasons for presenting it in this manner and requested a vote of the Board.

MOTION: To recommend Article 26 as written.

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

VACANT POSITIONS: E. N. Small reported that he has received a volunteer application for membership to the Conservation Commission. This matter will be brought to a future meeting.

T. Samway, Old Stage Road, noted that Chairman R. P. McDermott has sent an email to residents in the past with information of vacant openings, however, did not provide information as to openings that are available. He suggested that more information be provided to include information in the Town section of the newsletter. It was noted that information had been provided in the newsletter in this regard.

AGENTS FOR CAPITAL RESERVE FUNDS (RSA 35:15 Expenditures): E. N. Small reported that he obtained information from Assistant Director Terry Knowles of the Charitable Trust Unit, Department of Justice, that there is no further action necessary for the agents of Capital Reserve Funds to expend funds once determined to be agent(s); a public hearing is not necessary.

FUND BALANCE POLICY: E. N. Small referred the Board to a draft Fund Balance Policy as recommended by the Town's auditing firm, Plodzick and Sanderson. He added that inquiry was made during this week's audit as to whether this policy had been adopted.

MOTION: To adopt a policy for fund balance as recommended by Plodzick and Sanderson as written.

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

2011 AUDIT: E. N. Small reported that the auditors were in for two days this week.

PRIMEX THREE YEAR PROPERTY LIABILITY AGREEMENT: Selectmen Chairman R. P. McDermott signed a three-year membership agreement with PRIMEX (original effective date July 1, 2008; new coverage period effective date January 2, 2012).

OTHER

Old Library Building – D. French has submitted an email with regard to the manner in which a portion of Selectmen’s minutes were written, provided suggestion as to how the minutes should read and asked the Board if they had any questions regarding his changes to the minutes. It was noted that the minutes reflect what took place at the 1/4/12 meeting. D. French stated he interpreted the minutes differently and that it is important to him that the Historical Society is not linked to the Town in this regard and that initially the Historical Society had volunteered funds.

***1/4/12 - PESTICIDE TREATMENT OF OLD LIBRARY – FUNDING:** Discussion took place with regard to the cost of this treatment, how to pay for it and who is to pay. It was suggested that the three-year treatment plan be paid over a three-year period and that two additional prices be obtained for comparison. C. P. Graham asked if funds from 2011 could be encumbered for this unanticipated expenditure. E. N. Small will ask the auditor and obtain two additional prices.*

C. P. Graham stated that the Board never held the misconception of D. French and that there was nothing compelling offered for the Historical Society to pay. D. French stated that at a previous meeting, he, on behalf of the Historical Society, offered to pay funds in order to gain Selectmen support for extending the lease for the Old Library building.

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

- **NEW BUSINESS**

DELIBERATIVE SESSION FLIER: E. N. Small referred the Board to a copy of this year’s flier for consideration of printing and mailing. The flier shows a snow date of February 11. The Board approved the flier as presented. E. N. Small will verify school dates and the availability of the gymnasium.

JOINT TOWN AND SCHOOL CALENDAR: R. P. McDermott stated he is trying to get more communication between the school and town. He contacted Lincoln Akerman School Principal Deblois with regard to dates for school meetings to include on a schedule he forwarded to residents by email.

REQUEST FOR LIQUOR LICENSE HAMPTON FALLS DELI BARN: Notice of request for liquor license for Map 8, Lot 55 was reviewed by the Board.

ABATEMENT APPEAL 2011 ASSESSMENT MAP 7, LOT 50: Suggestion was made to meet with the Assessor to discuss this recommendation to abate \$1,042,000 of assessed value. It was noted that a

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Demolition Permit application has been approved by the Building Inspector, however, the demolition has not yet begun. The Board acknowledged the merit of meeting with the Assessor.

SELECTMEN'S PERMIT APPLICATION - GIRL SCOUTS COOKIE BOOTH SALE MARCH 25, 2012-TOWN COMMON: E. N. Small referred the Board to this application and noted that all Departments have reviewed the request in accordance with the new Selectmen's permitting process. The permit was signed as approved by Chairman R. P. McDermott.

PUBLIC COMMENT: B. Mutrie, Brown Road, expressed concern with the amount of abatement for Map 7, Lot 50. T. Samway, Old Stage Road, provided some suggestions to consider with regard to the Deliberative Session flier.

B. Mutrie, Brown Road, also inquired as to the status of pesticide treatment for the Old Library building; specifically, whether information was obtained from the contractor she recommended. E. N. Small reported that Building Inspector K. C. Kelley obtained prices but not from the vendor B. Mutrie provided. B. Mutrie asked if there is a prejudice against her recommendation (EcoTech). E. N. Small asked her for contact information again to provide to the Building Inspector.

REVIEW AND APPROVAL OF PREVIOUS MINUTES DEC 21, JAN 4, 11

MOTION: To approve the minutes of the December 21, January 4, and January 11 meetings as written.

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

NEXT SELECTMEN'S MEETING – WEDNESDAY, FEBRUARY 1, 2012, 6:30 P.M., TOWN HALL

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

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