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

PUBLIC HEARINGS:

ACCEPTANCE OF WADLEIGH LANE AS A TOWN ROAD & ACCEPTANCE OF PELTON WAY AS A TOWN ROAD: R. P. McDermott opened these public hearings and reviewed proposed action that needs to be taken with regard to accepting these roads as town roads. There are a number of matters that have yet to be addressed with regard to receipt of proper documents and proper funds resulting in a number of conditions that would be placed on acceptance of these roads. The actual acceptance date of the road would be determined by the date in which these outstanding matters are completed.

R. P. McDermott opened discussion to members of the public. There were no members of the public present with regard to Wadleigh Lane, however, there were a number of persons present on behalf of Peltons Way. G. Hardee, Peltons Way, President of the Village at Peltons Farm Association, commented that he understood the outstanding items would have been completed before this point. E. N. Small reported that all have been working toward assuring all would be met before the scheduled hearing; however, questions arose from Planning Board counsel with regard to the deeds and type of security posted.

V. Iacozzi, present on behalf of the developer, explained that a pledge agreement is being drafted in order to allow the Town access to the Certificate of Deposit posted as security if needed. He also stated that the signed deed and easement documentation was delivered to the Town. L. A. Ruest stated that these documents have not been received at the Town Hall. V. Iacozzi stated he felt all has been done. E. N. Small reported that most items are available to the Town but will not be recorded until the Town accepts the road; the proposed conditions protect the Town from possible problems with recording documents at the Registry, etc.

Hearing no further comments, R. P. McDermott closed the public hearing. C. P. Graham asked if any of the other persons present have anything to say about the Town accepting Peltons Way. No comments were heard other than G. Hardee's request to the Board to expedite this matter. C. Brown, Chair of the Planning Board, noted that most items are housekeeping items. It was noted that the Selectmen posted this public hearing timely after the request was made.

C. P. Graham expressed reservation with the matters that still remain outstanding. Following discussion, the Board agreed to continue this hearing to its next meeting of March 7.

MOTION: To continue these public hearings to the March 7 meeting.

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

BUILDING INSPECTOR, CODE ENFORCEMENT, HEALTH - MONTHLY REPORT: The Board acknowledged receipt of K. C. Kelley's report for January. M. Kasprzak requested a status on the demolition of Map 7, Lot 50. K. C. Kelley reported that the building and foundations and pavement

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have been removed and that the septic system remains as of today. E. N. Small was requested to check on the timing with regard to the Board's decision for the abatement request for this property as well as the meeting date with the Assessor. E. N. Small asked K. C. Kelley to contact W. Lojek to determine a date as to when the repair to the ceiling in the Grange kitchen will be repaired.

ROAD AGENT - MONTHLY REPORT: The Board acknowledged D. Robinson's report for January. Discussion took place with regard to placement of jersey barriers at an entrance to the Raspberry Farm and the action of who authorized the work. E. N. Small reported that the Conservation Commission made this request. The Board asked E. N. Small to apply the cost of this work to the Conservation Commission budget.

D. Robinson reported on discussion held last year with regard to expanding the area of the dump. He stated that two volunteers have been working to remove trees which will ultimately make room for more brush to be pushed out of the way. E. N. Small stated that this matter had not been discussed by the Board at a public meeting and suggested that the Board review and give authorization to proceed in advance of projects such as this. Question was raised as to whether the cost for this work was included in the 2012 budget and whether there are any liability issues. E. N. Small stated that Certificates of Insurance are to be submitted. R. P. McDermott agreed that the Road Agent should present his proposal for projects with a dollar cost in advance of doing work for the Board's consideration and approval. B. Mutrie, Brown Road, inquired as to whether bounds are in place at the Brush Dump. She was told there are bounds in place.

D. Robinson stated that the next project for discussion is that of trimming the brush from sides of roads. He stated he would provide information to the Board for its consideration and approval in conjunction with the direction of the Road Agent renting equipment and providing the labor. R. P. McDermott suggested that a meeting be held in April with the Town Administrator and Road Agent to review the recommendations of the Road Services Management System (RSMS) project.

RELEASE FOR OLD STAGE ROAD INDEMNIFICATION AGREEMENT – AVERY RIDGE: E. N. Small reported that the Town Engineer has reported and recommended release of the funds held in this regard.

MOTION: To release the indemnification agreement for Old Stage Road in accordance with the recommendation of the Town Administrator.

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

COACH LANE DRIVEWAY CULVERT REPLACEMENTS – LETTER TO TOWN COUNSEL: C. P. Graham stated he is working on a draft letter for the Board's consideration at the next meeting.

FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT - MONTHLY REPORT: The Board acknowledged the Fire Chief's report for January. A review of statistics and incidents took place at this time.

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NH EMERGENCY MANAGEMENT PERFORMANCE GRANT AGREEMENT CHECKLIST:

J. M. Lord reviewed the status of this grant, as well as the project costs, with the Board and requested signatures of the Selectmen. The Board signed the documents at this time.

J. M. Lord reported that the Fire Department Association is looking to purchase a Lifepak 12, automatic external defibrillation machine. He reviewed the differences and improvements of this machine over the current equipment. He stated that he is seeking permission of the Board to trade in two pieces of existing equipment toward the purchase of the new machine; doing so will streamline equipment and assist with availability of supplies and maintenance costs.

MOTION: To approve the recommendation of the Fire Chief with regard to the purchase of Lifepak CPR equipment and exchange of equipment.

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

SAFER GRANT (Staff for Adequate Fire and Emergency Response Grant Program): J. M. Lord provided the Board with information relating to this grant opportunity and requested its support of application. He explained that this program is a 100% funded, no matching funds, grant for firefighter personnel. J. M. Lord explained how this grant could benefit the Town, the term of the grant, how the financial portion would work and the opportunity to get certain projects accomplished within the two year availability of additional personnel. He also noted that the two additional personnel would allow the Department to have four employees available for calls within minutes.

C. P. Graham asked if the Town would have any obligation at the end of the two year period. J. M. Lord said none whatsoever. In response to R. P. McDermott, J. M. Lord stated he would use existing call employees to fill the positions. The Board requested information for review. J. M. Lord provided copies of the quick guide to this grant and informed the Board of the limited time to apply.

MOTION: To authorize the Fire Chief to continue to explore this grant opportunity.

MOTION: M. KASPRZAK
SECOND: R. P. MCDERMOTT
1 ABSTENTION, PASSES

LETTER OF COMMENDATION: The Board of Selectmen acknowledged a letter from a property owner with regard to the professionalism of the Fire Department during a recent fire at a residence. R. P. McDermott asked that the Town Administrator prepare documents for the Fire Department on behalf of the Selectmen in this regard.

POLICE CHIEF - MONTHLY REPORT: The Board acknowledged the Police Chief's report for January and reviewed incidents and statistics. R. P. McDermott inquired as to whether the Police Department Secretary could handle some of the calls listed on the police log. R. Dirsra stated no and that the statistics listing shows a tally of the calls the Secretary handles.

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- **OLD BUSINESS**

GENERAL FUND BALANCE: \$1,637,000
MISCELLANEOUS RECEIPTS - \$2,626

TOWN CLERK – RECEIPTS - \$39,354
TAX COLLECTOR – RECEIPTS \$97,947

SELECTMEN’S ACTION ITEMS FROM PREVIOUS MEETING:

Compensation Review Committee: C. P. Graham suggested a workshop be scheduled to draft a mission statement for this proposed committee. The Board scheduled Wednesday, February 22, at 1 p.m.

Proposed Change/New Town Website: C. P. Graham stated he would bring information on the proposal of a new Town web site to the School Board to see if they would be in favor of newsletters being posted, rather than printed, and sharing in the initial cost of the web site.

TOWN REPORT PROGRESS REPORT: E. N. Small reported that most of the narrative portions of the town report are complete and that he will be working on finalizing finishing touches and photos.

DATE TO REVIEW SELECTMEN’S POLICIES: A date and time of Wednesday, March 14, 9:30 a.m. was set to review Selectmen’s policies.

CHAIR AND VICE CHAIR SIGN PLATES FOR BOARD OF SELECTMEN: R. P. McDermott requested additional sign plates for use at Selectmen’s meetings that read “Chairman” and “Vice Chairman.”

APPOINTMENTS FOR 2012 – APRIL 15: E. N. Small reported that a listing of expiring appointments will be provided for the Board’s consideration. It is the practice of the Board to use April 15 as the end term date.

VOLUNTEER APPLICATIONS AND ZBA APPOINTMENTS: E. N. Small provided the Board is a volunteer application from Larry Job, Fieldstone Lane. The Board agreed to address all appointments at one time with the forthcoming listing.

BUDGET WORKSHEETS – PAGES 3, 4 AND 5: E. N. Small explained that revisions were made to these budget worksheet pages and provided copies for members.

LIGHTS FOR VOTING BOOTHS: The Board requested that an additional 20 battery operated lights be purchased for use with the voting booths.

RUBBISH COLLECTION DAY- COLLECTIONS OTHER THAN FRIDAY: R. P. McDermott had raised a question as to why the Town’s collection day is Friday. The Board has since received an explanation from Northside Carting that Friday is the contract date for collection for Hampton Falls.

- **NEW BUSINESS**

OTHER

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Bankruptcy Reconstruction Plan – Map 5, Lot 53-13: Tax Collector M. Hill explained that the Town has received recommendation from Attorney James Raymond, who handles these matters on behalf of the Town, to accept the plan as presented.

MOTION: To approve the recommendation of counsel with respect to the KATIM bankruptcy reorganization dated 2/10/12.

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

Veterans Exemption qualified application was signed by the Board.

Intent to Cut Application was signed by the Board for Map 1, Lot 66-1a.

Library Newsletter – March/April: The Board reported no concerns with the content of this edition.

Town Land – Janvrin Parcel: E. N. Small reported that he has received inquiry as to the status of this town-owned parcel of land. He reported that when the land was purchased by the Conservation Commission, there was an intention to put a conservation easement on the land, however, it was not done. E. N. Small will bring this to the attention of the Conservation Commission.

PUBLIC COMMENT:

B. Mutrie, Brown Road, inquired as to the status of the survey at the Museum (formerly Old Library, 45 Exeter Road). E. N. Small reported that the surveyor is ready to present information to the Board at the first meeting in March.

REVIEW AND APPROVAL OF PREVIOUS MINUTES - FEB 1:

MOTION: To accept the minutes of the February 1 meeting as written.

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

NEXT SELECTMEN’S MEETING – WEDNESDAY, MARCH 7, 2012, 6:30 P.M., TOWN HALL

MOTION: To adjourn the meeting at 8:48 p.m.

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