

**JUNE 19, 2013**

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**TOWN HALL**

**DRAFT**

**PRESENT:** R. P. McDermott, Chairman; M. Kasprzak, Vice Chairwoman; C. P. Graham, Selectmen; L. A. Ruest, Administrative Assistant; K. Croteau, Secretary

**BUILDING INSPECTOR, CODE ENFORCEMENT, HEALTH -- MONTHLY REPORT:**

The Board acknowledged M. Sikorski's report for the month of May. C.P. Graham noted the code violation improvement on Crank Road. R. P. McDermott inquired as to whether a time to discuss signs had been set up with the Planning Board. M. Sikorski reported the Planning Board Chair had asked to set this topic aside for now. M. Sikorski mentioned that he was beginning to review permit fees for proposed adjustments.

**ROAD AGENT - MONTHLY REPORT:**

Winter Road Maintenance – Return of Retention Funds

A discussion took place regarding the reports of concern with regard to the remaining repairs at the turnaround at the end of Frying Pan Lane and adjustment to a gate at the Brush Dump. The Road Agent will work with J. Ziolkowski to repair the gate.

**MOTION:** To return the retained funds to the Winter Road Maintenance Contractor for the contract ending 2013.

**MOTION: C. P. GRAHAM**

**SECOND: M. KASPRZAK**

**UNANIMOUS**

Request for Information (RFI) for Winter Road Maintenance Services

R. P. McDermott explained that the Board would be sending out a Request for Information for Winter Road Maintenance Services in order to explore options and obtain new ideas. L. Ruest provided a list of 14 contractors from 2009 (last bid). A discussion took place with regard to the list of suggestions provided by R. Dirsra to be included in the contract for winter maintenance services. It was decided to send out the Request for Information with a requested response date of July 12 allowing for review at the July 17 meeting. It was stated that if the need for a Request for Proposal is determined, these suggestions could be included for discussion at that time.

Tree Work – 2013

D. Robinson reported he is waiting for Unitil to finish its tree work before starting his tree work. L. Ruest will contact Chris Moultrou from Unitil for a schedule of the tree work to be done in Hampton Falls.

Hazard Trees – Depot Road (at #15 and #38), a Scenic Road

**MOTION:** To deem the trees at 15 and 38 Depot Road a hazard and authorize the Road Agent to remove them.

**MOTION: M. KASPRZAK**

**SECOND: C. P. GRAHAM**

**UNANIMOUS**

**FIRE CHIEF, EMERGENCY MANAGEMENT - MONTHLY REPORTS**

The Board acknowledged receipt of the Fire Department reports for the month of May.

Emergency Management Meeting – Storm Nemo

J. M. Lord reported that he is waiting to hear from the FEMA representative regarding Hampton Falls' Storm Nemo submission.

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Joint Representation – Jumper Classic Fire Detail

J. M. Lord presented a letter he had received regarding joint representation concerning the conduct of the management at the Jumper Classic that was held last year. There is money owed to the Town for Fire Department detail work done at the Jumper Classic last year. A lengthy discussion took place regarding the current permits before the Board for this years' scheduled events on the property. It was suggested that a condition for approval of these permits be payment for the detail work done last year. It was decided to address these concerns with the second permit for the event to be held in August. L. Ruest will contact the property owners to explain the concerns of the Board. L. Ruest asked if the Board felt there was merit to J. M. Lord signing and submitting the joint representation papers. The Board approved.

Request to Replace Chevron (Route 84) and Trimming of Brush (Route 1) - DOT

The Board signed the letter to the Department of Transportation dated 6/19/13 presented for request to replace the Chevron on Route 84 and for trimming of brush on Route 1 at Whittier Pond.

**POLICE CHIEF, ANIMAL CONTROL - MONTHLY REPORT:**

The Board acknowledged receipt of the Police Department reports for the month of May.

R. Dirsa reported he had concluded a hiring search and had a candidate he would like to hire.

**MOTION:** To approve the Police Chief's request to bring in a part-time police officer candidate for conditional hire.

**MOTION: C. P. GRAHAM**

**SECOND: M. KASPRZAK**

**UNANIMOUS**

R. Dirsa reported he had been to a meeting with the County Commissioner regarding dispatch user fees. He expressed concerns regarding this matter and will draft a letter for the Board's review and signature.

P. Robart, Curtis Road, was present to address concerns from both the Town Improvement Committee regarding the Museum Building (45 Exeter Road) and the Recreation Committee regarding fees and banners at Governor Weare Park. The Board concurred with the recommendations.

Hampton Falls Museum Building (45 Exeter Road):

P. Robart presented a report from the Town Improvement Committee regarding the Museum Building. The Committee recommends that the 2013 Warrant Article be best spent on siding and insulation for the building. The Committee proposes that the building should be heated for preservation purposes. It was suggested that future warrant articles should include funds for a furnace.

Governor Weare Park:

P. Robart reported that the Recreation Committee was considering entering into more formal agreements with the groups that use the park and to include a charge of a seasonal fee as part of the agreement. One of the groups has approached the Recreation Committee regarding sponsored banners on the fences there. Discussion took place as to setting limits for the banners. It was decided that if the Recreation Committee decides to allow these banners that there be a one year trial.

• **Old Business**

**Financial Reports – General Fund Balance \$255,158**

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**Account Payable/ Payroll Warrant(s)**

**MOTION:** To approve Payroll Warrant #227 in the amount of \$17,425.84 and Accounts Payable Warrants #364 in the amount of \$112,821.84 and 365 in the amount of \$5,553.28.

**MOTION: M. KASPRZAK**

**SECOND: C.P. GRAHAM**

**UNANIMOUS**

**Public Comment**

J. M. Lord, Brimmer Lane, asked if a decision had been made regarding the compost at the Town Dump. He suggested considering Lincoln Akerman Ball Park if there is no place else to put it. R. P. McDermott explained he is in the process of checking on prices and would include this suggestion for consideration.

**• NEW BUSINESS**

**SELECTMEN'S PERMIT** – American Legion Post 35 – Use of Town Common, June 27 – Aug. 22, Waiver Requested

L. Ruest explained that this permit is requested annually.

**MOTION:** To approve the application for the Selectmen's Permit including the waiver of liability/certificate of insurance from the American Legion Post 35 for the Summer Concert Series on the Town Common.

**MOTION: C. P. GRAHAM**

**SECOND: M. KASPRZAK**

**UNANIMOUS**

**SELECTMEN'S PERMIT** – NH Hunter Jumper Assoc. - July

**MOTION:** To approve the application for Selectmen's Permit for the New Hampshire Hunter Jumper Association.

**MOTION: M. KASPRZAK**

**SECOND: C. P. GRAHAM**

**UNANIMOUS**

**CEMETERY FUNDS TO TRUSTEES OF THE TRUST FUNDS**

L. Ruest explained the request from L. Walker to move these funds into one account.

**MOTION:** To approve the request from the Cemetery Trustees to transfer funds from the Town's General Fund (FEMA) and from the Town Treasurer's Cemetery Maintenance Fund to the Cemetery Maintenance Fund held by the Trustees of the Trust Funds.

**MOTION: C. P. GRAHAM**

**SECOND: M. KASPRZAK**

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**JUNE 19, 2013**

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**VOLUNTEER APPLICATION –**

Volunteer Application – Glenn Schrempf –  
Alternate Member Conservation Commission

**MOTION:** To approve Glenn Schrempf's application as an alternate member of the Conservation Commission.

**MOTION: M. KASPRZAK**

**SECOND: C. P. GRAHAM**

**UNANIMOUS**

**MOTION:** To authorize the volunteer services of Glenn Schrempf for the mowing at Raspberry Farm for June – September, with the condition he signs the volunteer form required by the Town.

**MOTION: M. KASPRZAK**

**SECOND: C. P. GRAHAM**

**UNANIMOUS**

**Other**

**Letter of Thanks – Donation of Food for White Goods Day**

The Board signed the letter of thanks to the Hampton Falls Deli for their donation of food at White Goods Day.

**Newsletter – July/August –**

A paper copy of the newsletter was given to M. Kasprzak for review. R. P. McDermott and C. P. Graham have reviewed and approved the document.

**Land Use Change Tax Collector's Warrant and Bill – Map 1, Lot 6**

The Board signed the Current Use Land Use Change Tax Bill and the Current Use Change Tax Collector's Warrant for Map 1, Lot 6, Mill Lane.

L. Ruest presented a draft letter to Comcast for the Board's review and signature. This letter requests a cable drop be installed at 45 Exeter Road (Historical Society Museum).

C. P. Graham reported that a letter had been sent to the property owner of the Carney Land. He also reported that he had contacted Hampton's town counsel, Attorney Gearreald, regarding Nextera and had received positive feedback concerning working together in regards to the Nextera appeal.

There were no comments from the public at this time

**REVIEW AND APPROVAL OF PREVIOUS MINUTES – June 5, 2013**

**MOTION:** To approve the minutes of the June 5, 2013 meeting as written.

**MOTION: M. KASPRZAK**

**SECOND: C. P. GRAHAM**

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**MOTION:** To adjourn the meeting at 8:26 p.m.

**MOTION:** M. KASPRZAK

**SECOND:** C. P. GRAHAM

**UNANIMOUS**