

DRAFT

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

MOTION: To go into nonpublic session in accordance with RSA 91 A:3 II. (e) Consideration or negotiation of pending claims or litigation at 6:07 p.m.

MOTION: R. P. MCDERMOTT

SECOND: C. P. GRAHAM

UNANIMOUS

MOTION: To go out of nonpublic session at and resume at 6:39 p.m.

MOTION: R. P. MCDERMOTT

SECOND: M. KASPRZAK

UNANIMOUS

OLD BUSINESS

Financial Reports –General Fund Balance \$1,811,568.

ACCOUNTS PAYABLE/PAYROLL WARRANTS

MOTION: To approve the Accounts Payable warrant #375 in the amount of \$64,715.28 and the Payroll warrant #233 in the amounts of \$31,992.20.

MOTION: C.P. GRAHAM

SECOND: M. KASPRZAK

UNANIMOUS

UPDATED CASH FLOW

There Board acknowledged the updated cash flow spreadsheet.

APPLECREST FARM ORCHARDS INVITATION, 100TH ANNIVERSARY

It was agreed that R. P. McDermott will speak on behalf of the Board of Selectmen at the event. M. Kasprzak to draft information for R. P. McDermott's use.

POLICIES REVIEW

Select Board's Rules and Procedures

Selectmen's Expectations for All Department Heads

The Board acknowledged receipt of drafts prepared on the above and took the matter under advisement until the October 2 meeting.

DRAFT

SEA LEVEL RISE AND OTHER COASTAL HAZARDS STUDY COMMISSION – APPOINT A REPRESENTATIVE FOR HAMPTON FALLS

MOTION: To appoint Paul J. Melanson as town’s representative to the Sea Level Rise and Other Coastal Hazards Study Commission.

MOTION: M. KASPRZAK

SECOND: C. P. GRAHAM

UNANIMOUS

PROPERTY OWNER’S REQUEST TO PURCHASE TOWN OWNED LAND – MAP 8, LOT 73, RESPONSE FROM ABUTTER MAP 8, LOT 74

After discussion regarding the assessed value recommendation of \$4,400 provided by the Assessor, less costs associated with the sale, the Board acknowledged that with 1 interested party the price of \$4,000 would be a good amount to receive for the property.

L. Ruest explained that the procedures to follow in this matter require recommendation from both the Planning Board and the Conservation Commission.

MOTION: Having notified and received a response from the abutting property owner, the Board of Selectmen is seeking comment from the Planning Board and the Conservation Commission with regard to the property at Map 8, Lot 73 being sold to DeCosta for the purchase price of \$4,000 and the Board of Selectmen requests a response from the Planning Board and the Conservation Commission.

NH BTLA – UTILITY COMPANIES (2012) – GLENN WALKER

Based on recommendation from Glenn Walker, of George E. Sansoucy, PE, LLC, the Utility companies appeal applications will be forwarded to Town Counsel.

MOTION: To have the Administrative Assistant forward the utility abatement appeals to Town Counsel to respond to on behalf of the Town.

MOTION: C.P. GRAHAM

SECOND: M. KASPRZAK

UNANIMOUS

MOTION: To engage the firm George Sansoucy, PC, LLC to represent the Town in pending negotiations in the pending tax appeals.

MOTION: C.P. GRAHAM

SECOND: M. KASPRZAK

UNANIMOUS

DRAFT

MEETING ROOM FLOOR – TOWN HALL

A discussion took place regarding costs associated with water-based products and quotes received.

MOTION: To approve the expenditure of up to \$1,300 for refinishing the Town Hall Meeting Room floor and authorize the Administrative Assistant to make any decision regarding vacating the building if deemed necessary.

MOTION: C. P. GRAHAM

SECOND: M. KASPRZAK

UNANIMOUS

APPOINTMENT – CEMETERY TRUSTEES

MOTION: To approve the appointment of Forrest C. Brown to fill Lillian Walker's seat as Cemetery Trustee until March 2014.

MOTION: M. KASPRZAK

SECOND: C. P. GRAHAM

UNANIMOUS

WINTER ROAD MAINTENANCE AGREEMENT 2013/2014

L. Ruest referred the Board to highlighted sections of the Agreement. Discussion took place regarding deadlines for the end of the season checklist and the issue of non-storm related calls addressed in the contract. The Board asked L. Ruest to make final revisions and send the Agreement out to the Contractor and bring back to the October 2 meeting for signature.

UPDATE – SRRDD 53B

L. Ruest reported that the Seacoast Regional Refuse Disposal District 53B has sent out an RFP and received one response.

OTHER

Audit Letter:

The Chairman and Vice-Chairwoman signed the representation letter for the Town of Hampton Falls financial report for the year end December 31, 2012 as provided by the audit firm, Plodzick and Sanderson.

Town Report Bid:

L. Ruest reported 2 bids had been received for the Town Report and opened them at this time.

1. Image Wise with a total cost of \$3,441 for 400 town reports at .03955 per page

2. Select Print Solutions with a cost of \$2,144 for 400 town reports.

L. Ruest will verify these prices meet specifications of the bid.

MOTION: To take matter under advisement and await report from Administrative Assistant.

MOTION: C. P. GRAHAM

SECOND: M. KASPRZAK

DRAFT

UNANIMOUS

PUBLIC COMMENT

The Chairman opened the meeting to the public.

C. Brown, Exeter Road, asked what was expected of the Planning Board in regard to the purchase of town owned land. C.P. Graham explained that since the statute was adopted, the Board is now required to get the recommendation of the Planning Board and Conservation Commission for the sale of Town land.

L. Ruest said she would put together a draft for both the Planning Board and the Conservation Commission to provide the details and history of this parcel.

D. Robinson, Brown Road, mentioned he knew of a contractor who is interested in providing winter road maintenance.

R. P. McDermott inquired about signs and tree branches. D. Robinson reported they were waiting for Unutil to finish their work. L. Ruest suggested a list by territory would help to prioritize the work. The Chairman closed the meeting to the public.

- **NEW BUSINESS**

COMCAST FRANCHISE FEES

L. Ruest reported that the check for franchise fees representing fees from April to June had been sent to the Trustees of the Trust Fund for the Scholarship Fund.

SELECTMEN'S PERMIT – HISTORICAL SOCIETY USE OF TOWN HALL

MOTION – To authorize the Chairman to sign the Selectmen's Permit for the Historical Society to use the Town Hall on November 3rd.

MOTION: C. P. GRAHAM

SECOND: M. KASPRZAK

UNANIMOUS

MOSQUITO SPRAYING – GOV. WEARE PARK AND TOWN COMMON

L. Ruest reported that additional spraying had been done in response to positive test pools for EEE in neighboring towns.

MONTHLY REPORTS - SELECTMEN REPRESENTATIVE REPORTS

SELECTMEN MCDERMOTT – LIBRARY: R. P. McDermott reported the discussion was focused around the Library furnace and boiler and prioritizing the improvements.

SELECTWOMAN – KASPRZAK - PLANNING BOARD, HERITAGE COMMISSION: M.

Kasprzak reported that the Planning Board held a public hearing and approved an application from Kevin O'Brien for Heronfield Academy for redesign of existing spaces for classrooms in the farmhouse. M. Kasprzak reported that the Heritage Commission had not met last month.

DRAFT

SELECTMEN GRAHAM - SCHOOL BOARD, ENERGY COMMITTEE: C. P. Graham reported he was unable to attend the School Board meeting last month but had heard from other School Board members that proposals to subdivide and sell the Merrill property house and barn were discussed but that this information may have changed depending on enrollment figures at the school. C. P. Graham reported that the Energy Committee had not met last month.

OTHER

The Board acknowledged receipt of the Volunteer Application from Jason P.M. Raymond. L. Ruest reported the application had been forwarded to the appropriate department heads.

PUBLIC COMMENT

The Chairman opened the meeting to the public.

C. Brown, Exeter Road, reported that the kindergarten has 12 students with a total population of 263 at the Lincoln Akerman School for the 2013/2014 school year.

The Chairman closed the meeting to the public.

REVIEW AND APPROVAL OF PREVIOUS MINUTES

MOTION: To approve the minutes of the August 21, 2013 as written.

MOTION: C.P. GRAHAM

SECOND: M. KASPRZAK

UNANIMOUS

MOTION: To adjourn the meeting at 7:53 p.m.

MOTION: M. KASPRZAK

SECOND: C.P. GRAHAM

UNANIMOUS

Next Selectmen's Meeting – Wednesday, September 18, 2013, 6:30 p.m., Town Hall