

SEPTEMBER 18, 2013

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**TOWN HALL
6:30 p. m.**

DRAFT MINUTES

PRESENT: R. P. McDermott, Chairman; M. Kasprzak, Vice Chairman;
L. A. Ruest, Administrative Assistant; K. Croteau, Secretary
NOT PRESENT: C. P. Graham, Selectmen

PROPOSED AMENDMENTS TO FEES (WARRANT ARTICLE 9/2013) BY DEPARTMENT

L. Ruest explained that the Town Department's had given consideration and made recommendations on fees. The spreadsheet provided relates to licensing and permitting proposed changes for the Building Inspector and Fire Department. She stated that any proposed changes would need to be included in an upcoming warrant article. The Board decided to wait until the full Board is present to discuss this. Chief Lord mentioned the topic of events which are becoming more frequent. He stated that currently there is no fee charged for events. R. P. McDermott asked him to obtain comparisons.

BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH – MONTHLY REPORT

The Board acknowledged the Building Inspector report for August. R. P. McDermott asked if any progress had been made on the issue of signs. M. Sikorski said he would like to hold a workshop to discuss this issue.

ROAD AGENT – MONTHLY REPORT

The Board acknowledged the Road Agent report for the month of August.

Winter Road Maintenance Agreement 2013/2014

L. Ruest reported that the Winter Road Maintenance Agreement had been updated and was ready for signature. The Board signed the agreement.

Update on Roads & Trees

The updated spreadsheet prepared through the month of August was discussed identifying areas yet to be done. The Board discussed the status of a tree on Parsonage Road and questioned if Parsonage Road was a Scenic Road.

MOTION: To declare the dead and dying tree a hazard on Parsonage Road at the edge of the Brush Dump at the chain link fence.

MOTION: R. P. MCDERMOTT

SECOND: M. KASPRZAK

PASSES

L. Ruest and D. Robinson will work together to prepare a list of hazard trees to be trimmed by Valley Tree Service.

FIRE CHIEF, AMBULANCE, EMERGENCY MANAGEMENT – MONTHLY REPORT

The Board acknowledged the Fire Chief's report for the month of August.

Highway Safety Committee – Drinkwater Road

Chief Lord, on behalf of the Highway Safety Committee, recommended the citizen's request for placement of signs in the area of a blind driveway at 65 Drinkwater Road naming safety concerns.

MOTION: To accept the recommendation of the Highway Safety Committee to place 2 signs, in the area of the driveway at 65 Drinkwater Road.

MOTION: M. KASPRZAK

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**SECOND: R. P. MCDERMOTT
PASSES**

Mezzanine

Chief Lord reported that the mezzanine project is progressing with a projected completion date of September 28.

Chief Lord reported that Engine 3 had passed a recent pump test but a leak was found. A discussion took place on options for repairing the leak.

MOTION: To allow the Fire Chief to expend up to \$4,000 to repair the leak in Engine 3.

MOTION: M. KASPRZAK

**SECOND: R. P. MCDERMOTT
PASSES**

Chief Lord asked if the subject of Volunteers versus Stipend was a topic for discussion for this meeting or the upcoming Budget Work Session to be held the following week explaining that it was his goal to evaluate this method. The Board will discuss this matter at the Budget Work Session.

POLICE CHIEF, ANIMAL CONTROL – MONTHLY REPORT

The Board acknowledged the Police Chief's report for the month of August.

Ratify Traffic Control on a Public Street Ordinance

Chief Dirsa spoke about the history of the efforts to have a Traffic Control on a Public Street Ordinance passed. He reported that the effort had failed final vote in 2008 at Town Meeting. He mentioned that through discussions with former Town Administrator, E. Small they discovered that a Traffic Control Ordinance could be enacted through the Board of Selectmen and Public Hearing process but that this avenue would not allow for a penalty clause. The Board decided to discuss this further with a full Board in a month.

New Cruiser

Chief Dirsa reported that the new cruiser was being used with only a couple of minor adjustments to be done.

Chief Dirsa reported that the Halloween Trick or Treat is to be held on Wednesday, October 30th from 5 p.m. until 7 p.m.

LIBRARY – 7 DRINKWATER ROAD – HEATING SYSTEM REPAIRS

Library Director J. Haskell and Library Trustee B. Forgione, A. Magnarelli and B. Mutrie were present.

Speaking on behalf of the group, B. Forgione summarized the problems and issues with the current heating system at the Library. She explained they obtained 3 proposals and had chosen one. She explained that the group had met with the Capital Improvement Committee earlier in the day to work out the finances of the projects. B. Forgione stated that they were concerned that the project would leave them with no funds for any additional expenses or shortfalls.

In response to a question regarding conversion to propane, B. Forgione said that would be discussed in Phase II as propane conversion is not part of their current strategy and has not been funded.

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R. P. McDermott asked if there were any other comments or questions.

B. Mutrie wanted to express thanks to T. Delano for his help with finding a solution to the heating system issues at the Library.

J. Haskell thanked Chief Lord and the Firemen who helped set up tables for the Library's Book Sale.

• **OLD BUSINESS**

Financial Reports – General Fund Balance \$1,180,964.00

Executive

Account Payable/Payroll Warrants

MOTION: To approve payroll warrant #234 in the amount of \$14,781.54 and accounts payable warrant #376 in the amount of \$676,138.20 as presented.

MOTION: M. KASPRZAK

SECOND: R. P. MCDERMOTT

PASSES

Property Owner's Request to Purchase Town Owned Land

L. Ruest reported that the request for review and comment has been sent to both the Planning Board and Conservation Commission as required. A timeline was distributed outlining the dates for Public Hearing and final decision. L. Ruest stated that she explained to the DeCosta's the Legal Notice fee and other fees that they will be responsible for.

Elections

Town Clerk Assistant – Karen S. Parry

L. Ruest referred to the memo from the Town Clerk recommending the appointment of the candidate for the position of Assistant Town Clerk.

MOTION: To appoint Karen S. Parry as Assistant Town Clerk with a six-month probationary period.

MOTION: M. KASPRZAK

SECOND: R. P. MCDERMOTT

PASSES

Financial Administration

Budget Work Sessions – September 24 & 26, 9:30 am

The Board acknowledged that the Budget Work Sessions are to be held September 24 & 26 at 9:30 a. m.

Legal

NH BTLA - Utility Companies (2012)

L. Ruest reported that the four larger utility companies have appealed their assessments and she has responded to those appeals.

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Other

No Other items were heard.

Public Comment

The Chairman opened the meeting to the public.

C. Brown, Exeter Road, asked that the Capital Improvement Committee be acknowledged for their effort with working through the Library Committee's financial issues.

R.P. McDermott asked to thank the Library Committee as well.

Hearing no further comment, the Chairman closed the meeting to the public.

• **NEW BUSINESS**

Executive

Selectmen's Permit – Use of Town Common

MOTION: To authorize the Chairman to sign the Selectmen's permit for the Candle Light Vigil on October 10th at the Town Common.

MOTION: M. KASPRZAK

SECOND: R. P. MCDERMOTT

PASSES

Insurance

Property-Liability Trust – Joint Authorization and Power of Attorney

L. Ruest explained that due to the Local Government Center reorganization, a new Property Liability Trust Agreement has been drawn up requiring signature.

MOTION: To authorize the Chairman to sign the Property Liability Trust Agreement

MOTION: M. KASPRZAK

SECOND: R. P. MCDERMOTT

PASSES

Highways

Resident Request for Sign

A discussion took place regarding the request and whether it was for a "town line" marker or a "entering" the town sign.

R. P. McDermott will contact the resident for clarification.

NH Dept. of Transportation 2015-2024 Transportation Projects

The Board acknowledged the NH Department of Transportation 2015 – 2024 Transportation Projects letter.

L. Ruest will have the document posted on the bulletin board.

Other

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No Other items were heard.

Public Comment

The Chairman opened the meeting to the public.

C. Brown, Exeter Road, asked if the NH Department of Transportation had moved up the work on Route 88 ahead of schedule. R. P. McDermott answered no but he would ask the NH DOT if there were any changes to the schedule.

C. Brown, Exeter Road, asked if Towle Farm Road was the only road that did not have a “town line” marker. It was the consensus that it may be the only unmarked “town line”. Hearing no further comment, the Chairman closed the meeting to the public.

REVIEW AND APPROVAL OF PREVIOUS MINUTES 9/4/2013

MOTION: To approve the minutes of the 9/4/2013 meeting as written.

MOTION: M. KASPRZAK

SECOND: R. P. MCDERMOTT

PASSES

The Board acknowledged Hampton Union representative, Nancy Rineman.

MOTION: To go into nonpublic session in accordance with RSA 91 A:3 II. (a) at 7:59 p.m. to discuss Personnel.

MOTION: M. KASPRZAK

SECOND: C. P. GRAHAM

PASSES

NON-Public Session RSA 91-A:3 II (a) Personnel

MOTION: To go out of nonpublic session and resume at 8:01 p.m.

MOTION: M. KASPRZAK

SECOND: R. P. MCDERMOTT

PASSES

MOTION: To adjourn the meeting at 8:05 p.m.

MOTION: M. KASPRZAK

SECOND: R. P. MCDERMOTT

PASSES

Next Selectmen’s Meeting – Wednesday, October 2, 2013, 6:30 p.m., Town Hall