

**TOWN OF NEW HAMPTON  
BOARD OF SELECTMEN  
MEETING MINUTES  
TOWN OFFICE  
NEW HAMPTON, NH 03256**

October 17, 2019

**MEMBERS**

Mr. Irvine, Mr. Mertz, and Mr. Denoncour were present.

**PRESENT:**

**OTHERS**

Town Administrator Mrs. Lucas

**PRESENT:**

**CALL TO ORDER:**

Mr. Irvine called the meeting of the Board to order at 6:00 p.m.

**WORK SESSION**

Manifests, bills, requisitions, purchase orders and leave request forms.

The board approved a purchase requisition for Transfer Station (2020 stickers), Fire Dept (17A1 tires mounted/balanced).

The board approved the following Building Permit application(s):

1. Timothy & Cheryl Mitchell – Tax Map R10, Lot 34A
2. Kevin & Cheryl Drake – Tax Map R4, Lot 58A: Held for septic design approval.

The board approved the following Septic Design:

1. Kevin & Cheryl Drake – Tax Map R4, Lot 58A (Revised)

**APPOINTMENTS**

*6:30 pm*

*Barbara Ford*

Barbara and Eric Ford were present. The board discussed the delinquent 2016 taxes on Tax Map R20, Lot 58, Estate of Lawrence Downing, which is facing tax deeding. Mr. Irvine said the amount needing payment is \$2,410, calculated to 10/25/19. Mr. & Mrs. Ford continued to make monthly payments of \$300. Mrs. Lucas to draft an agreement for them to sign.

*6:45 pm*

*Police Chief Stevens*

Chief Stevens was present.

The board asked Chief Stevens to explain why he was proposing a warrant article for a sedan and switch to a Dodge. Chief Stevens said the Dodge is AWD and is performing well in the state and he wants to keep a sedan in the fleet and this would replace the Ford sedan. Mrs. Lucas said there had been discussion on waiting another year for replacement, as recommended in the CIP. Chief Stevens said if the Ford isn't replaced there will likely be costly repairs.

As there had been discussion on potential grants for the file server Mrs. Lucas advised that unanticipated funds came to the town and the board thought they could hold a hearing to use the funds for the replacement of the file server so she wanted to know what the potential of the grant was and when was it anticipated to be awarded. Chief Stevens said the grant award was scheduled for 2020 and there were no guarantees. The board agreed to go ahead with the hearing to use the funds for the purchase. Chief Stevens said maybe they could seek a grant for a cruiser as a replacement. Relative to possible grant writer the board asked what 4 grants the PD would apply for and Chief Stevens said Tasers and speed sign trailer.

Relative to the Chief's contract the board is offering a 6-month contract and is seeing

ongoing improvements. They provided Chief Stevens with the job description and contract for his signatures.

### **RECESS**

At 7:12 Mr. Irvine made a motion, seconded by Mr. Denoncour to recess allowing Chief Stevens to review the changes made and ask questions. Vote was unanimous.

### **RECONVENE**

At 7:20 Mr. Irvine made a motion, seconded by Mr. Mertz to reconvene. Vote was unanimous.

As Chief Stevens had no questions and asked for several days to review further. Mr. Irvine made a motion, seconded by Mr. Denoncour to extend the probationary employment agreement as Police Chief to 10/21/19, when the board meets again. Vote was unanimous. Mr. Irvine swore in Chief Stevens.

### **DISCUSSION**

- Grant acknowledgement from HSEM for the grant application for Local Hazard Mitigation Update work to be performed; \$7,500, 75/25 match with the match at \$2,500 being participation by department heads. Mr. Irvine made a motion, seconded by Mr. Denoncour that the Town of New Hampton is accepting the grant agreement with the terms as presented in the document. Vote was unanimous. Mr. Mertz made a motion, seconded by Mr. Denoncour to appoint Mr. Irvine to sign the agreement when a Notary Public is available. Vote was unanimous.
- Application to merge lots of V&R Development LLC, Tax Map U16, Lot 8 through 25. Planning Board had reviewed the application. Selectmen signed the merger.
- The board reviewed a draft credit card policy to cover all departments with several revisions made. Mr. Irvine made a motion, seconded by Mr. Denoncour to adopt the credit card policy with the agreed upon changes. Vote was unanimous.
- Notification from Primex: Worker's Compensation program - not to exceed 6% increase. Property Liability program - not to exceed 7% increase. Unemployment compensation - decrease of 17%.
- Discussion on purchase of new picnic tables for Old Home Day and whether to purchase them from State prison using town truck and personnel or to buy from Ashland Lumber for higher cost. After weighing out total costs the board agreed to purchase them locally.
- Be Fair Builders have looked at the town office facilities and felt the work could begin before year's end, would come back next week to discuss plans further and will provide a quote for work.
- NHDES notification of acceptance of Expedited Wetland Permit Application. NHDES called to say someone from town contacted them to hold off on the review. Mrs. Lucas to follow-up.
- Relative to a new property owner, Michael Cobb, on Old Bristol Road who had previously been told by the board that an Airbnb was permitted, Mrs. Lucas said he had met with a member of the Fire Dept to learn what steps he had to take, and was not happy with the requirements. She said Mr. Cobb was meeting with Chief Drake to

discuss further.

- Request to negotiate past due ambulance fee, which the board denied.
- Board reviewed 2020 budget amendments.
- Mr. Irvine read into record a letter from resident/property owners John & Louise Tilton relative to concerns they had near the roadway in front of their house, praising Mr. Boucher on his response.
- Supervisors of the Checklist Notice.
- Mr. Mertz made a motion, seconded by Mr. Denoncour to authorize Mrs. Lucas to sign the insurance renewal. Vote was unanimous.
- As Mrs. Provencher asked for additional time, Mr. Mertz made a motion, seconded by Mr. Denoncour to extend the grace period for tax deeding of Patricia Provencher's lot, Tax Map R20, Lot 61 to 10/21/19. Vote was unanimous.
- NHDES will be in attendance at the meeting in the Town Office upstairs meeting room on 10/21 at 5:30pm to discuss water situation in Precinct.

#### **OTHER BUSINESS**

- Mr. Mertz advised that CIP subcommittee learned of a piece of equipment that was missed on the list and after that revision it will go to public hearing.
- Mr. Mertz said a resident approached him to ask about holding special events such as weddings, on private property. There was discussion that under GRA District in the ordinance "Permitted Uses" allows for a "Public Use or Building" by Special Exception. The board agreed holding wedding events would be a commercial use, for profit and is not open to the public, which could have a negative effect on neighboring properties. There was discussion on what type of properties could possibly hold special events, language in the ordinance to address them, and what type of approvals could be necessary, with special exceptions allowing for input from Fire & Police and conditions determined by the ZBA. The board agreed that Mr. Irvine could develop some proposed language for consideration with Planning Board.
- Mr. Mertz brought up the status of the Veteran's memorial that was proposed and Mr. Irvine said he would bring what he had to the next meeting.
- Mr. Irvine advised that PFAS are now being discovered in sludge pits, such as RMI and wherever the material ends up.
- Mrs. Lucas advised board of notice of hearing for use of unanticipated funds scheduled for 10/31/19 and once it's approved the encumbrance doesn't need to happen in 2019.

#### **PUBLIC COMMENT**

There was none.

#### **NON PUBLIC SESSION**

At 8:32 pm Mr. Denoncour made a motion, seconded by Mr. Irvine, to go into Non-Public Session, according to RSA 91A:3 II (e) Litigation. Vote passed. Roll call was taken, Mr. Irvine – Y, Mr. Denoncour – Y, Mr. Mertz –Y.

#### **PRESENT**

Mr. Irvine, Mr. Denoncour, Mr. Mertz, and Mrs. Lucas.

**RETURN TO  
PUBLIC SESSION**

At 8:43pm, Mr. Irvine made a motion, seconded by Mr. Denoncour, to come out of Non-Public Session and to seal the minutes for 5 years. Votes were unanimous.

**ADJOURNMENT:**

Mr. Irvine made a motion, seconded by Mr. Denoncour, to adjourn at 8:44 pm. Vote was unanimous.

Respectfully submitted,  
Pamela Vose

DRAFT