

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

October 3, 2019

MEMBERS

Mr. Mertz and Mr. Denoncour were present.

PRESENT:

OTHERS

Town Administrator Mrs. Lucas and Police Chief Stevens

PRESENT:

CALL TO ORDER:

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

APPOINTMENT

6:00 pm

Police Chief Stevens

Chief Stevens submitted an Office of Hwy Safety Grant Agreement for a Hwy traffic study. Mr. Mertz made a motion, seconded by Mr. Denoncour to approve the agreement. Vote was unanimous and the agreement was signed.

Chief Stevens signed and submitted his review.

Mr. Mertz advised they were extending the probationary period in order to get his contract prepared for 10/17. Town Clerk Ms. Adams swore in Chief Stevens effective 10/3 to 10/17/19.

WORK SESSION

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

There was some discussion on some of the charges the Cemetery Assn was requesting reimbursement for. Mrs. Lucas to contact Kent Bicknell to explain what charges the town had agreed to pay.

The board approved purchase requisition for Selectmen's Office (upgrades to work stations), PD (revision -addition of room tax for accommodations to attend IMC training), Hwy Dept (leaf springs for 2003 Mack; cutting edge for F350 plow – HELD for completion).

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

1. Pat & David Dietlin – Tax Map R13, Lot 17 (Held for further information)
2. Bryan & Waneta Forbes – Tax Map R15, Lot 11 (Held for further information)

It was the consensus of the board that if the information needed was submitted any Selectmen could come sign the permits outside of a regular meeting.

3. Jay Wilson & Terry Buchmiller – Tax Map U11, Lot 10.

The board approved the following Intent to Cut Wood(s):

1. Scribner-Fellows State Forest, Tax Map R19, Lot 3A & 33 – Held for calculation of bond amount to be required.

APPOINTMENT

6:45 pm

Pat Provencher

Ms. Provencher was present. She asked for a 2-week extension on her delinquent tax bill as a family member intends to purchase the affected property. It was the consensus of the board to allow the extension and asked Ms. Provencher to contact Mrs. Lucas to update her.

7:00 pm

Arthur Mooney and his daughter Hope were present. Mr. Mooney explained that prior to

Terry Mooney

zoning they had constructed a cabin with no septic or well, and then constructed their home that they live in now. He explained that over the years people have resided in the older cabin. Hope said she and her son want to move back to the cabin but not in the state that it is in. Mr. Mooney asked what options they have to utilize the dwelling and bring it up to code and connect it to utilities. It was noted the cabin existed prior to zoning and so did construction of the new home so 2nd dwelling is considered grandfathered non-conforming. One option provided was a subdivision, with a deeded ROW, accessing only two lots, and current use regulations were explained. The board said they could tear down the original cabin and rebuild and as there are no setback issues it would not be required to be on the same footprint. This grandfathered right would need to happen in a timely manner or the grandfathered nonconformity of a 2nd dwelling on one lot would be considered abandoned. Mr. Mooney said they would install a well and septic system. Setback distances were provided.

7:30 pm

NHS Headmaster Joe Williams

Mr. Williams was present to discuss their bi-centennial celebration being planned for 2021. They would like to have a banner placed across Main Street and wanted to know about additional signage they would like to have. Mr. Mertz said the board has had some discussion on the subject of NHS signage as it relates to this upcoming celebration and had agreed any banners would need to meet the regulations as they are a sign. It was noted that flag limitations do not apply in the Village District. There was discussion on using a flag instead of a banner to advertise the celebration and how it might be affixed to a pole.

DISCUSSION

- Mr. Mertz signed the IRS Form 941.
- Memo from Finance Officer Ms. Duggan and Chief Steven's concern that the Town Office have a copy of the PD Credit Card Policy. Mr. Mertz noted the original policy was created by former Chief Salmon when the first credit card was obtained for a town department head and that this policy was previously reviewed by the Selectmen when it was adopted. The board agreed to have further discussion with Chief Stevens relative to internal documents.
- PD Drug Forfeiture Fund and Investigative Petty Cash Fund Policy – the Board was advised that the Police Chief and the custodian had signed the policy earlier in the day. Town Treasurer will now release the funds.
- Notification from State Farm relative to damages incurred on 9/26/19 that were sent to Primex.
- Flag Cove Properties, Tax Map U8, Lots 6 & 9 - notification of temporary signs that meets regulations.
- Notification from NHDES – Lori Sommoer that they will visiting the Pemi culvert at a future date relative to the Streambed Restoration Grant.
- Copy of memo to Trustees of the Trust Funds to reimburse \$120.45 to the town from the Nature-Fitness Trail Fund. Mrs. Lucas said Dave & Sherry Boynton used a DR Mower to trim back vegetation that was growing into the trail. Afterwards the NHS students did additional clean-up.

- Copy of a memo to the Treasurer for fire reimbursement to the Fire Dept. for 2019 Warrant Article \$10,809.04.
- Memo from Ms. Adams listing properties for possible tax deeding; 2016 tax levy, including deeds, deed waivers, and amount owed. The board discussed further correspondence to some and legal questions for counsel, that Mrs. Lucas would follow-up on.

OTHER BUSINESS

- Board reviewed 3 months of PD stats and noted the numbers did not add up to the total calls for service. The board said they would discuss this with Chief Stevens for further clarification on the numbers.
- Mrs. Lucas said Mid-State sends a letter each year requesting appropriations and the office always sends them a letter explaining the petition warrant article process for which they never follow through. Board agreed no letter should be sent this year.
- Notice from Town of Holderness for a cell tower installation.
- Before and after photos of the fitness trail at the PSB.

PUBLIC COMMENT

There was none.

NON PUBLIC SESSION

At 8:30 pm Mr. Mertz made a motion, seconded by Mr. Denoncour, to go into Non-Public Session, according to RSA 91A:3 II (e) Litigation. Vote passed. Roll call was taken, Mr. Denoncour – Y, Mr. Mertz –Y.

PRESENT

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

RETURN TO PUBLIC SESSION

At 8:45 pm, Mr. Mertz 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. Mertz made a motion, seconded by Mr. Denoncour, to adjourn at 8:46 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose