

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

November 14, 2019

MEMBERS

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

PRESENT:

OTHERS

Town Administrator Mrs. Lucas

PRESENT:

CALL TO ORDER:

Mr. Irvine called the meeting of the Board to order at 6:14 p.m.

WORK SESSION

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

The board approved purchase requisition(s) for Hwy Dept (), Fire Dept ()

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

1. James & Jennifer Doig – Tax Map R12, Lot 28A
2. Bradford & Penny Leclerc – Tax Map U6, Lot 9
3. Shana & Lucas Martinez – Tax Map U1, Lot 6

APPOINTMENTS

Police Chief Stevens was present.

6:30 pm

Police Chief Stevens

The board suggested meeting with Mr. Doig first as he was present and Chief Stevens agreed.

7:00 pm

James Doig

Mr. Doig was present to discuss his building permit which is proposed to be either a 2-family dwelling. They will be constructing a home and want room for his mother-in-law and their daughter. They'd like to use the basement of the proposed ranch as an apartment, with potential in the future to rent it out. The board advised it would require a Special Exception approval from the Zoning Board of Adjustment for either a 2-family dwelling or an ADU. The board did a rough calculation on the square footage of the basement apartment which puts the apartment at over 800 sq. ft. which is the limitation for an ADU. There was discussion that a 2-family home would likely bring more value to the home and be more desirable for rental purposes. As the Doigs were in a rush to complete the home as it is a modular, the board was willing to approve a building permit for a single family home, which was amended on the application, with the Doigs filing for a Special Exception with the ZBA. Once ZBA approval is given the board advised Mr. Doig another building permit would be required for the apartment, with an additional \$100 fee needed above the \$150 submitted. It was noted that he submitted a check for \$200 so the board agreed \$50 of it would be credited towards the ZBA application fees, when it's filed.

Police Chief Stevens

**NON PUBLIC
SESSION**

At 6:55 pm Mr. Irvine made a motion, seconded by Mr. Denoncour, to go into Non-Public Session, according to RSA 91A:3 II (c) Personnel. Vote passed. Roll call was taken, Mr. Irvine – Y, Mr. Denoncour – Y, Mr. Mertz – Y.

PRESENT

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

**RETURN TO
PUBLIC SESSION**

At 7:21 pm, Mr. Irvine made a motion, seconded by Mr. Mertz, to come out of Non-Public Session and to seal the minutes for 5 years. Votes were unanimous.

Chief Stevens advised that the new cruiser is going to be built in December. He said as a VIN is available the vehicle can be invoiced in 2019. OME has also ordered the parts.

Mr. Irvine said a vehicle struck a tree and it was subsequently taken down and the Town and Conservation Commission planted those trees along Main Street and would like the responsible motorist's insurance company to replace it with a mature tree. He asked for information on the motorist so the town could seek damages. Chief Stevens advised that the tree was on state property and Mr. Irvine said the state gave permission for the town to plant them there, offering to contact NHDOT directly to discuss it with them. Chief Stevens expressed concern with supplying personal information from an accident report for damage done on state property, when the state doesn't want to get involved and would rather see all the trees in that area - removed. He said if it isn't the state then it would be considered the school's property. Mrs. Lucas compared this to the signs that the town is looking to install in the state's ROW and asked if a motorist strikes those wouldn't the town have the ability to seek damages. She also questioned and was concerned about the town recourse if someone struck the antique watering trough that is next to where this tree was. Mrs. Lucas will discuss the tree loss and the proposed Welcome sign with NHDOT.

Chief Stevens will discuss with NHS Chuck George an updated policy for skateboard use.

DISCUSSION

- Based on the recommendation of the Public Works Director on the winter subcontractor's bids Mr. Mertz made a motion, seconded by Mr. Denoncour to enter into agreements with Chambers Asphalt Paving and Partridge Trucking. Vote was unanimous.
- Review of online privacy policy in order to allow webmaster to collect analytics on site visits. Mr. Denoncour advised CCS should review it so if they recommend any revisions.
- Review of draft warrant articles. There was discussion on whether the ordinance on dog control should be brought to the voters with the board agreeing to include it if Chief Stevens provides it. The board agreed to add an Article for working on Class VI road where the outlet culvert is failing, with monies coming from the Hwy Dept operating budget. Mr. Irvine reviewed the meeting they had with NHDES reps regarding the culvert where it was learned there was a chance for a wetland restoration grant, which – if awarded, wouldn't have monies available until 2021. The board agreed not to go through this process. Relative to new backhoe, Mr. Boucher will be obtaining information on whether the old backhoe has trade-in value.
- New Hampton selected for CMS Audit for ambulance transports. Webinar being offered to provide information.
- Wetlands Permit application for parking area on Winona Road: response from NHDES asking for additional information.
- Copy of Finance Officer Ms. Duggan's request to Treasurer for Conservation

Commission monies from Fish & Game grant.

- ZBA letter to New Hampton Community Church: rejection of Variance for construction into ROW and they subsequently withdrew their application for the Variance on parking requirements.
- Village Precinct November water progress update.
- Copy of letter to Wintringham, Tax Map U15, Lot 8, reminding them of need to seek a variance on construction that had done.
- Minutes and agenda for Conservation Commission.
- Conditional offer template that was drafted, was sent to town counsel.
- Tax bills sent.

OTHER BUSINESS

- Mr. Irvine asked Mrs. Lucas to contact NHDOT to ask further questions about the damaged tree in the Main Street ROW.
- Mrs. Lucas expressed concern with encumbering funds for a cruiser that has not been received in 2019. The board agreed that if a contract for a VIN# specific vehicle was acceptable. Mrs. Lucas to review this issue and the installation of equipment with the auditors.
- Mr. Mertz said Master Plan subcommittee met on 11/11 and began compiling data. Mr. Irvine asked for some results to use at 1st Deliberative Session.
- Mr. Denoncour advised that NHS and Gordon-Nash Library signed the final agreement to merge which is going to Attorney General's office.
- Mr. Irvine reviewed the NHMA conference.
- The board agreed to meet on 11/27 at 5:30pm to sign the manifest as the board would not meet on Thanksgiving.

PUBLIC COMMENT

There was none.

NON PUBLIC SESSION

At 8:32 pm Mr. Irvine made a motion, seconded by Mr. Mertz, 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 8:33 pm, 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.

NON PUBLIC SESSION

At 8:33 pm Mr. Irvine made a motion, seconded by Mr. Denoncour, to go into Non-Public Session, according to RSA 91A:3 II (c) Personnel. 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

At 8:37 pm, Mr. Irvine made a motion, seconded by Mr. Denoncour, to come out of Non-

PUBLIC SESSION Public Session and to seal the minutes for 5 years. Votes were unanimous.

Based on information discussed Mr. Irvine made a motion, seconded by Mr. Denoncour to support the closing of the Town Offices on 12/24 at noon, reopening on 12/26 for regular hours. Vote was unanimous.

ADJOURNMENT: Mr. Mertz made a motion, seconded by Mr. Denoncour, to adjourn at 8:40 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose

DRAFT