

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

Thursday, December 10, 2020

**MEMBERS**

Mr. Mertz, Mr. Drake and Mr. Shaw were present.

**PRESENT:**

**OTHERS**

Town Administrator Mr. Irvine and department heads, Chief Tyrrell, Chief Lang, Jim Boucher and Regina Adams.

**PRESENT:**

**CALL TO ORDER:**

Mr. Mertz called the meeting of the Board to order at 6:00 p.m. and led the group in the Pledge of Allegiance.

**MINUTES**

Mr. Mertz made a motion, seconded by Mr. Drake to approve the following minutes:

1. 11/12/20 with the following amendment:
  - a) 2<sup>nd</sup> item under discussion – clarification that the signage was being mounted on the existing barricade on the antennae.
2. 11/19/20 approved as written.
3. 11/25/20 with the following amendment:
  - a) 1<sup>st</sup> item under “discussion” – add that there was a unanimous vote to abate taxes on the Ballou trailer as previously discussed in Oct.
4. 12/3/20 with the following amendments:
  - a) 2<sup>nd</sup> item under “discussion”, 2<sup>nd</sup> sentence – after “12/10,” put “to prepare for the budget hearing...”
  - b) Under “work session” when the purchase order for sand and gravel was signed Mr. Shaw asked if this was put out to bid and it was explained to him that it is an open requisition and the Public Works Director seeks the best price at the time of purchase.

**WORK SESSION**

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

The board approved the following purchase requisitions: Hwy Dept (chainsaw, tree removal at town office), PD/Fire (monthly email, monthly cleaning, monthly IP address – all required by auditors to be in compliance with the purchasing policy, and are “do not exceed” amounts based on contracted rates).

The board approved the following Building Permit application:

1. Geoffrey Ouellette – Map R8, Lot 31
2. Hofling Rev Trust – R10, Lot 25

The board approved the following Occupancy Permit application:

1. Timothy & Cheryl Mitchell – Map R10, Lot 34A

**2021 PROPOSED  
BUDGET &  
WARRANT**

Selectmen and Mr. Irvine reviewed the finalized 2021 proposed budget and warrant articles with the department heads.

**DISCUSSION**

- Mr. Mertz made a motion, seconded by Mr. Drake to sign a Supplemental Tax Warrant in the amount of \$104.11 for an unregistered, taxable trailer that was moved to a different site. This was caused by a registered, non-taxable trailer being moved to the site this trailer *had* been on previously. The first issue tax bill had it correct

but the 2<sup>nd</sup> issue tax bill had made the assessed value - zero causing it to be billed improperly. Vote was unanimous.

- Email from Mark Dragon, Tax Map R20, Lot 41 requesting input on a Home Occupation/Professional Office approval to provide on-call towing service. He would be the only employee and would only need to use a small space in the home for a desk. His email states when he picks a vehicle up it would go directly to a mechanic or private residence but it that isn't possible it would remain at his house, connected to the tow truck. Mr. Drake expressed concern with another vehicle needing to be towed, would the 1<sup>st</sup> vehicle then be left on the property as that would affect the outward appearance. Mr. Irvine to discuss with Mr. Dragon further.
- Mr. Mertz made a motion, seconded by Mr. Shaw to accept the Tax Collector's recommendation to waive interest of \$28.85 as the property owner never received the 1<sup>st</sup> issue bill and was not aware of it until they received their 2<sup>nd</sup> issue bill. Mr. Mertz noted the fact that the town was aware there were others that didn't receive their 1<sup>st</sup> issue bill either. Vote was unanimous.
- The board discussed possible individuals for the 2020 Town Report Dedication.
- The board discussed possible recipients for the Dedicated Service plaque.
- PD Call Duty Policy draft to be reviewed by board for discussion on 12/17.
- fyi – Lien redemptions.
- fyi – Motor vehicle and tax collections to date.

**PUBLIC  
COMMENT**

There was none.

**OTHER BUSINESS**

- Mr. Mertz said the banner at the RV parts sales location has been removed but not the signs on the building face and the signage for the Texas BBQ is still in place. Mr. Irvine said he's contacted the property owner for the BBQ sign and is waiting for the signature card on the other letter for RV parts sales so he knows it been delivered.
- Mr. Mertz suggested another contact with Linden Drake relative to his dilapidated roof as it has been about 1 year since the last meeting.

**ADJOURNMENT:**

Mr. Mertz made a motion, seconded by Mr. Drake, to adjourn at 8:43 pm. Vote was unanimous.

Respectfully submitted,  
Pamela Vose