

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

December 12, 2019

MEMBERS

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

PRESENT:

OTHERS

Town Administrator Mrs. Lucas and Jamie & Lisa Emery.

PRESENT:

CALL TO ORDER:

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

Mr. Irvine announced that it was Mrs. Lucas' last Selectmen's meeting she would be attending. He said for 30 years she has been the definition of a public servant and it would be wrong of us to let you leave without saying a few kind words. Mr. Irvine turned the meeting over to Mr. Denoncour.

At 6:02 pm Mrs. Lucas' son Glen Lucas, and daughter Kerrin Rounds, were present, as were Town Clerk/Tax Collector Ms. Adams and Administrative Assistant Mrs. Vose.

Mr. Denoncour advised that he had a Commendation from Governor Christopher Sununu which he read into record.

“Whereas Barbara Lucas is the Town Administrator of the Town of New Hampton and is retiring on December 19, 2019 after more than 28 years of honorable service to the Town, (Mr. Denoncour stated that it was actually 30 years)

Whereas Barbara has been an ardent protector of the environmental quality of the Town of New Hampton through her work in marshalling local resources and expertise in helping to implement an innovative gas extraction strategy in the closing of the New Hampton Landfill,

And whereas she successfully led the Town in the construction of the Central Street Bridge, a main access road from the town to nearby business areas, saving many residents from driving extra miles to work and seeking recreation in surrounding communities,

And whereas she served those most in need by insuring that every resource was available to our most vulnerable residents recognizing that she made a real difference in the lives of many,

Whereas she worked tirelessly and persistently in developing plans for a Public Safety Building that was adopted after several votes giving citizens of New Hampton a valuable resource that will serve future generations,

And whereas Barbara has clearly demonstrated her remarkable interpersonal and leadership skills as she guided 19 different Selectmen and women, 17 different Boards of Selectmen and women, over the course of her 28 year career,

Now therefore I, Christopher T. Sununu, Governor of the State of New Hampshire, do hereby commend Barbara Lucas for her service and dedication to the Town of New

Hampton and wish her all the best for the future.”

Mr. Emery presented Mrs. Lucas with red roses.

Kerrin said “it was important for she and Glen to be here. This was our lives”. She shared some stories with everyone present which illuminated Barbara’s dedication to the Town during her day to day life, even outside of the office.

Jamie Emery said *“I work with a lot of municipal leaders all over the New England, mid Atlantic, the North and South Atlantic; really from Atlanta to Quebec, and probably thousands of municipalities and I will tell you there’s no one better that I’ve worked with in my life, than Barbara. She’s exceptional. For this town to have had a leader that she is, and has been, is an exceptional gift. Sometimes when we have people in town this close to us – we don’t really get it, but when you see it on a national scale I would put Barbara anywhere in that top tier of leaders that I’ve worked with over the course of my life.”*

Mr. Emery recalled his own involvement with the closing of the landfill and the work he and Mrs. Lucas did to accomplish it.

Mr. Irvine said Mrs. Lucas is the quintessential description of a public servant; you just have to look at your kids as they found their own path in public service.

Mrs. Lucas explained that Selectmen Larry Blood was a real mentor for her, but that there had been many great Selectboards she worked for over the years.

WORK SESSION

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

The board approved purchase requisition(s) for Hwy Dept (3 extra days on mower rental; recap & recalibrate tires; cordless impact gun – follow up requested by board for quotes on additional manufacturers), Fire Dept (FD grant writing service contract package, backup camera for 17E1), Executive (Town Report publishing costs).

The board approved the following septic design(s):

1. Cathy & Barry Hoeg – Tax Map R7, Lot 32 - Amendment.

APPOINTMENTS

6:00 pm

Jim Doig

6:30 pm

Police Chief Stevens

Mr. Doig was present to obtain his building permit.

Mr. Irvine advised that Chief Stevens could not be present for the meeting due to an unanticipated emergency.

7:00 pm

Jamie Emery

Mr. Irvine advised that Jamie and Lisa Emery were as the board nominated Mr. Emery for the Kim Ayers Award, given annually by LRPC, for which Mr. Emery was awarded this honor. It was noted that this award was given on a date Mr. Emery that he was unable to attend due to prior commitments but that the Selectmen wanted to recognize him for at this meeting. Mr. Irvine reviewed the requirements for nomination and said it was an easy name for the Selectmen to bring forward to honor based on the contributions made to the community and the greater region, which were too numerous to list. Mr. Emery expressed great appreciation the recognition of his service.

6:45 pm
Mark Rowell

Mr. Rowell was present. He said he's been renting property on Lang Dr for approximately 15 years and had a car out along Route 104 for sale and was advised by his landlord that it wasn't allowed. He advised that he removed it and has not put out any cars for sale since that time. He said his son was working for Kevin Lang's son who had told him that the Selectmen were going to send another enforcement letter about car sales. Mr. Mertz said there has been a constant exchange of vehicles for sale and asked if they were his vehicles and Mr. Rowell advised they were not. Mr. Rowell said he told the man who is renting space from Mr. Lang that he shouldn't do that as he is the one offering vehicles for sale. To clarify what he was renting Mr. Rowell said he was renting shop space. Mr. Irvine asked if he running a business from the shop and Mr. Rowell said he was not but uses it for storage and will sometimes work on his vehicle there. Mrs. Lucas advised that Mr. Morin is the property owner where the shop is located, and Mr. Morin has received the past enforcement letters, contacting the office to explain how the space was being used as Mr. Rowell attested to. Mr. Morin had said, at that time, that he would notify his tenant to cease any vehicle sales. Mrs. Lucas said another letter was sent more recently as there were 4 cars along Route 104 being offered for sale. Mr. Morin responded saying that these vehicles have nothing to do with his property but said he would speak with Kevin Lang. Mr. Mertz noted that now one vehicle at a time is being parked at the entrance of Lang Drive, next to Route 104, each being swapped out on a regular basis. The board asked Mr. Rowell if he had several cars parked outside his garage and he said he did. The board advised him that there could be no more than 1 unregistered vehicle stored there and Mr. Rowell said he would comply in removing excess unregistered vehicles.

DISCUSSION

- Receipt of Richard Shea's petition warrant article to accept 375 ft. of the Class VI road from the end of Beech Hill Road. There was discussion that Mr. Shea solicited signatures during his work period at the Transfer Station and Mr. Irvine said Public Works Director Mr. Boucher spoke to Mr. Shea about this use of his time.
- Prime Wetlands Designation issued for the New Hampton portion of the Snake River.
- Mr. Boucher obtained a trade-in value for the Caterpillar backhoe at \$29,000 with the purchase cost now reduced to \$125,000.
- Board signed Timber Tax Warrant at \$945.20 for Tax Map R3, Lot 20.
- Board signed appointment and 9-month contract for Fire Chief Drake.
- Town credit card issued to Town Administrator Barbara Lucas will be reissued to a corporate account. Finance Officer, Ms. Duggan working with the issuer.
- Mr. Denoncour made a motion, seconded by Mr. Mertz to enter into a 1 year contract between Town Clerk and Sanders Searches LLC (deed research). Vote was unanimous and the contract was signed.
- Mrs. Lucas said relative to the refinance of the Public Safety Building it was determined the bond be reissued which will require attorney's fees. Contract will be submitted for signatures.
- Board signed CU Form A-5 for William Huckins to add acreage into current use, Tax

Map R4, Lot 16 and change to Stewardship status.

- Board accepted assessor's Change Use penalty recommendation for 1 acre, William Huckins, Tax Map R17, Lot 4.
- Copy of letter to Charles Lyle from Permitting Assistant, advising him to obtain an Occupancy Permit or request permit extension, as previous letters were unanswered.
- Letter of interest from Anne Arsenault to serve on the ZBA. Mrs. Arsenault will be invited in to speak with the board.
- On 11/22 Sergeant Cunningham asked Administrative Assistant Mrs. Vose how to access the NHMA website to post a new position as it appeared Mrs. Vose was the administrator. Mrs. Vose had told her to send her the ad and she would get it posted. Sergeant Cunningham never did this but contacted NHMA directly to post the opening, a position which had not been reviewed by the office. The ad indicates a pay range, which the town never advertises. The board agreed this issue should be followed up with Police Chief Stevens.
- LRPC requesting letter of support from New Hampton to state their support for LRPC's USDA Solid Waste Management Grant Proposal. The board stated their support and agreed to sign a letter, which would be provided at a future date.
- Copy of 2nd letter from Permitting Assistant to Patricia Provencher advising that a camper cannot be used as a dwelling unit.
- New Hampton Village Precinct water quality update – Mr. Denoncour reviewed the steps being taken to address the recent issues.
- Copy of letter to Janet Clement from Permitting Assistant that there was concern the garage was being used as living space.
- Listing of property on Airbnb, on Lake Winona. Mrs. Lucas noted that a letter went to the property owner in February and that this owner owns 3 lakefront parcels in New Hampton, which could also be offered for short-term rental.
- Tax Deeding:
 1. Mobile home only on son' property – DRA has provided statute to allow the owed taxes on the mobile home to go to the property owner.
- Privacy Policy for website is in place and web analytics will begin.
- Mr. Irvine advised they added money to budget for full-time Fire Chief in 2020. There was discussion on removing \$50,000 from the paving budget adding it to the Warrant Article for road improvements, with the board deciding to remove the \$50,000 from the highway budget and not adding it to the \$150,000 warrant article, noting it could be amended at Deliberative Session.

OTHER BUSINESS

- Mr. Mertz asked the board if there was anything relative to “Special Events” regulations that the Planning Board should discuss prior to a hearing on proposed

zoning amendments. Mr. Irvine agreed to email the format he drafted.

- Mr. Irvine advised that he would step down as Selectboard Chair, with Mr. Denoncour taking that role, while he acts as a part-time Interim Town Administrator.
- Mrs. Lucas expressed her thankfulness in serving New Hampton, but said she would have liked to do more. Besides items mentioned in the Declaration she was proud to have obtained grants to restore the Town House windows and Grange curtains for the town.

PUBLIC COMMENT

There was none.

NON PUBLIC SESSION

At 8:32 pm Mr. Irvine made a motion, seconded by Mr. Denoncour, to go into Non-Public Session, according to RSA 91A:3 II (a) 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 PUBLIC SESSION

At 8:33 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. Vote was 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 (a) 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 PUBLIC SESSION

At 8:35 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. Vote was unanimous.

Review of Conditional Offer letter for the Fire Dept. as an EMT. It was the consensus of the board to move forward with the hire.

NON PUBLIC SESSION

At 8:37 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 8:40 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. Vote was unanimous.

NON PUBLIC SESSION

At 8:40 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 8:42 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. Vote was unanimous.

NON PUBLIC

At 8:42 pm Mr. Irvine made a motion, seconded by Mr. Mertz, to go into Non-Public

SESSION

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 8:44 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. Vote was unanimous.

ADJOURNMENT:

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

Respectfully submitted,
Pamela Vose

DRAFT