

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

Wednesday, December 23, 2020

MEMBERS

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

PRESENT:

OTHERS

Town Administrator Mr. Irvine

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. Shaw to approve the following minutes:

1. 12/10/20 with the following amendment:
 - a) 3rd item under discussion – missing the name, Mr. Shaw, who seconded the vote to waive interest.
2. 11/9/20 approved as written.
3. 11/16/20 approved as written.
4. 12/7/20 approved as written.

Vote was unanimous.

WORK SESSION

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

The board approved the following purchase requisitions: Fire (snowblower, software 1-time implementation charge), Hwy Dept (additional tree removal at town office, hydraulic valve converter for 2020 Kenworth, tires for F350, hauling costs – not to exceed). PO for a gutter for transfer station recycling windows was not approved.

The board approved the following Building Permit application:

1. Theresa Saunders – Map R11, Lot 17.17
2. Bradford & Penny Leclerc – U6, Lot 9

The board approved the following septic design:

1. Gate City Development Partners LLC – Map R20, Lot 60E

The board approved the Home Occupation/Professional Office application for:

1. Mark Dragon – Map R20, Lot 41

APPOINTMENTS

6:30 pm

Mark Dragon

Mr. Dragon was present. The board reviewed the Home Occupation application submitted by Mr. Dragon. Mr. Mertz said there are other home occupations in town that are not dissimilar. Mr. Dragon said he works full-time, and also has been towing for a local service. He now wants to tow vehicles on his own, in addition to his full-time job and has purchased a tow truck. He said he would not be doing any work on vehicles – only towing them to their destination. Mr. Dragon advised most of his work is done out of his truck, otherwise he has a desk and file cabinet in his home, for business purposes. There are times he may have a disabled vehicle attached as the place where he would be towing to may be closed at that time. Mr. Drake expressed his only concern was with there being a disabled vehicle left on the tow truck as a repair facility isn't open, and then Mr. Dragon leaves the vehicle at his house to go pick up another vehicle. Mr. Dragon said that wouldn't happen. The application was approved with the condition there be no on-site storage of disabled vehicles.

DISCUSSION

- Mr. Mertz made a motion, seconded by Mr. Drake to appoint Shana Martinez as Treasurer. Vote was unanimous. Board signed appointment.
- Abatements:
 1. Mr. Mertz made a motion, seconded by Mr. Shaw to abate James O'Brien (Map R16, Lot 10-17) \$500 based on a software problem with a tax credit.
 2. Mr. Mertz made a motion, seconded by Mr. Drake to abate, Mary Lagarde (Map R20, Lot 1-104) at \$55.86.
Votes were unanimous.
- Board signed a Supplemental Tax Warrant to accurately reflect what should have been billed to Mary Lagarde (Map R20, Lot 1-104).
- Request from David Drake to allow extension of time for removal of trailer (Map R4, Lot 54) as power has not yet been removed by power company and person who is doing the demolition has said it will be 2-3 months before demo. The Board approved the request, and asked that Mr. Drake keep them informed of the progress.
- Review of draft PD Call Duty Policy. Discussion on standardizing a policy in 2021 to cover call hours for PD, Fire and Highway. The board agreed the PD policy should include a failure to respond clause.
- Board reviewed 3 carpet quotes for the Town Office, agreeing to Mr. Irvine's recommendation for a vendor. Mr. Mertz made a motion, seconded by Mr. Drake to encumber monies, not to exceed \$5,500 for carpet installation by Carter Mountain Flooring. Vote was unanimous.
- SAU4 has received a Petition Warrant Article for the district to review the article with each town and has asked the board for guidance. The board agreed to holding this meeting on 2/8/21, time TBD, at the New Hampton Community School.
- fyi – Motor Vehicle and Tax Collections to date.
- fyi – follow up street lights – Mr. Irvine advised there were 5 lights.
- Copy of Permitting Assistant's enforcement letters to Ronald & Brenda Olson (1st) & Roy & Janet Fielding (2nd).
- fyi – Precinct Water update
- fyi – Eversource 2021 project to rebuild a portion of the line. Meeting anticipated with the board prior to beginning.
- Mr. Irvine advised that the enforcement letter about signage sent to the RV sales store owners was not received so it will be hand-delivered.

PUBLIC COMMENT

There was none.

OTHER BUSINESS

- Mr. Irvine advised that delayed mail caused some late fees on some charges. He said he would like to institute some ACH payments for some regular bills and will provide the board with a list of vendors he would like to do this with.

NON PUBLIC SESSION

At 8:15 pm Mr. Mertz made a motion, seconded by Mr. Drake, to go into Non-Public Session, according to RSA 91A:3 II (a) Personnel.
Roll call was taken, Mr. Mertz –Y, Mr. Drake-Y, Mr. Shaw – Y. Vote was unanimous.

PRESENT

Mr. Mertz, Mr. Drake, Mr. Shaw, and Mr. Irvine

RETURN TO PUBLIC SESSION

At 8:17 pm, Mr. Mertz made a motion, seconded by Mr. Drake, to come out of Non-Public Session. Vote was unanimous. Mr. Mertz made a motion, seconded by Mr. Shaw

to accept the resignation of Police Sergeant Cunningham effective date to be 1/1/21 after reading her letter of resignation. Vote was unanimous.

**NON PUBLIC
SESSION**

At 8:18 pm Mr. Mertz made a motion, seconded by Mr. Drake, to go into Non-Public Session, according to RSA 91A:3 II (b) Hiring.

Roll call was taken, Mr. Mertz –Y, Mr. Drake-Y, Mr. Shaw – Y. Vote was unanimous.

PRESENT

Mr. Mertz, Mr. Drake, Mr. Shaw, and Mr. Irvine

**RETURN TO
PUBLIC SESSION**

At 8:23 pm, Mr. Mertz made a motion, seconded by Mr. Drake, to come out of Non-Public Session and to seal the minutes for 5 years. Vote was unanimous.

Mr. Mertz made a motion, seconded by Mr. Shaw to advise Fire Chief Lang to move forward with the hiring process for 2 individuals. Vote was unanimous.

ADJOURNMENT:

Mr. Mertz made a motion, seconded by Mr. Shaw, to adjourn at 8:24 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose