

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

December 26, 2019

MEMBERS

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

PRESENT:

OTHERS

Public Works Director Mr. Boucher and Finance Officer Ms. Duggan

PRESENT:

CALL TO ORDER:

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

WORK SESSION

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

The board approved purchase requisition(s) for Hwy Dept (amended: open requisition for road salt not to exceed \$10,000 – delivery was made on 12/23 which went over by \$1,487.59; hauling fees; cutting edge for plows; conveyor chain for sander), Town Buildings (Town Office renovations per 2019 Warrant Article 4 - \$42,900), PD & Town Clerk (Atlantic Broadbands Static IP #'s with a do not exceed number for 2020), Town Office, PD & Town House (2020 janitorial services), All departments (IT contract for 2020), Town Clerk/Tax Collector (office supplies).

Discussion on invoice from Cemetery Assn – board agreed to additional payment of \$2,000 as \$2,900 had previously been paid with the new total paid representing 50% of the cemetery's annual maintenance of \$9,800, as approved by voters.

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

1. Charles & Bridget Lyle – Tax Map R18, Lot 23B.

The board approved the following Intent to Cut Wood:

1. Dana & Jonann Torsey – Tax Map R9, lot 10

APPOINTMENTS

6:30 pm

Michael Sharp

Mr. Sharp and Engineer Kent Brown were present.

Mr. Brown asked about the bond or Letter of Credit requirement and Mr. Irvine advised it allows the town to apply to NHDOT for a driveway permit for the relocated East View Drive. Mr. Irvine said that any bond for the reclamation would be handled by the Planning Board. Mr. Brown expressed concern with the recommendation made by Mr. Pollock for conditions of site plan approval and the requirements for date specific completion of different phases as much of this could depend on NHDOT approvals. The board expressed flexibility with timeframe deadlines when there is reasonable reasons for the delay. The board advised Mr. Sharp that NHDOT will be performing work on Route 104 at Hwy 93 for bridge repainting which could affect the project.

Mr. Sharp signed the agreement.

DISCUSSION

- The board signed a Change Use penalty for William Huckins, Tax Map R17, Lot 4.
- Board reviewed Payroll Change Notice for Neil Irvine and Interim Part-time Town Administrator. Mr. Irvine recused himself from this vote. Mr. Mertz made a motion,

seconded by Mr. Denoncour made a motion to approve the notice. Vote passed.

- Board signed the following enforcement letters:
 1. Wendy Traynor – two lakefront properties currently offered on Airbnb; cease & desist issued.
 2. Elliott Trusts – one lakefront properties currently offered on Airbnb; cease & desist issued.
 3. Jack Daniel – one lakefront properties offered on Airbnb.
- Letter from Janet Clement in response to enforcement letter, stating her detached garage was not being used as living space.
- Discussion on Vonda Uhlendorff's property and whether any outbuildings are being used for a dwelling as a 2nd driveway is plowed and traffic is indicated.
- Discussion on town vehicle titles and the need for consistency on their registrations. The board agreed to create a guideline for future registrations.
- Email relative to Lindsay Lane tax deeded properties – inquiry from realtor as to when the town may dispose of them. Mr. Irvine advised that delinquent taxes, interest and penalties for the parcels totals \$122,676.88; fair market value noted on the property cards totals \$225,000. It was noted that the town could hold the properties for 3 years to allow the prior owners the time to pay the taxes, interest and penalties but it was not a requirement. If the town decided to dispose of the properties it would take a town vote and a subsequent notification to the prior owners that they would have 90 days to buy them back. If sold any proceeds after taxes, interest & penalties would go to the prior owner. The board agreed to notify the realtor of the process and the value involved and Mr. Irvine would draft a warrant article for possible inclusion in 2020.
- Email from Conservation Commission Chair Mr. DuBois inviting a Selectman to their planning session in January. Mr. Irvine advised that he emailed Mr. DuBois about the Selectmen's concern with a 3rd party holding an easement on town property.
- Email from Pat Schlesinger proposing ways to honor Barbara Lucas. Mr. Irvine to respond to Mrs. Schlesinger.
- Public Notices:
 1. Hearing for proposed amendments to zoning.
 2. Budget Hearing.
- Election Law Trainings
- GZA Environmental – groundwater sampling results to be submitted to NHDES by end of Jan. 2020.
- Discussion with Adam Willette; re: water disposal onto Town House Road causing icing. Mr. Irvine said Mr. Willette had been visited by PD and then came to discuss issues as he wanted Public Works to fix the problem which Mr. Irvine said couldn't be done. Suggestions had been made to alleviate the problem which Mr. Willette will pursue.

- Pemi Outlet culvert issue has been solved with the water receding. Mr. Irvine said Public Works Director Mr. Boucher counted 37 culverts feeding into the lake with only 1 for outflow, which is a 5 foot state culvert. Feedback from affected residents was positive.
- Response from Chief Drake on NHS plans and preliminary use of 3rd party review; no conflict of interest has been created.

OTHER BUSINESS

- Mr. Mertz suggested creation of the job position for a full-time Town Administrator prior to the March elections. Mr. Irvine to create a draft for the board's review.
- Mr. Irvine said July 4th falls on a Saturday in 2020, so it will be recognized on Friday. He asked for the board's input on how to handle Saturday relative to overtime and holiday pay. Holiday pay for 7/3 and straight time for 7/4. Board to decide in January.
- Mr. Irvine said Chief Drake is compiling a work group for the Hazard Mitigation Plan Update. Mr. Irvine said he would serve as Interim TA and Mr. Denoncour said he could serve as Selectmen's rep.

PUBLIC COMMENT

There was none.

ADJOURNMENT:

Mr. Mertz made a motion, seconded by Mr. Irvine, to adjourn at 8:00 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose