

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

Wednesday, December 30, 2020

**MEMBERS**

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

**PRESENT:**

**OTHERS**

Town Administrator Mr. Irvine and Fire Chief Lang

**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.

**WORK SESSION**

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

Mr. Mertz made a motion, seconded by Mr. Drake to sign a Payroll Change Notice for new hire Firefighter Steven Lewis. Mr. Irvine to provide the need for a conditional offer of employment/contract. Vote was unanimous.

The board approved the following purchase requisitions: Fire (emergency reporting software, 1-time implementation charge discussed on 12/23), Hwy Dept (two containers for storing recyclables – not to exceed \$8,300), Executive (Town Office 1<sup>st</sup> floor carpet replacement per vote 12/23 to encumber), PD (IMC annual software license).

The board approved the following Intent to Cut Wood:

1. Merrill Rev Trust – Map R13, Lot 6

**APPOINTMENTS**

None

**DISCUSSION**

- The board signed the Treasurers' Delegation of Authority.
- PD Call Policy; section added outlining disciplinary action of no response to call for service. Mr. Mertz made a motion, seconded by Mr. Drake to approve the policy effective 1/4/21. Vote was unanimous.
- Memo outlining the vendors for which ACH payments would be utilized. Payments to be prompted by town and not the vendor. ACH payments will be provided to Selectmen bi-weekly as a separate manifest.
- fyi – 2020 Meals & Rooms Disbursement from State.
- fyi – PSB Bond attorney utilized by the town had their system hacked. All town information their office had was public information.
- 2020 Equalization ratio has been determined at 86.7%.
- fyi - PD Monthly Stats

**PUBLIC  
COMMENT**

There was none.

**OTHER BUSINESS**

- Mr. Mertz asked that the Public Works Director create a policy that determines when the gate to the facility is left open.
- Mr. Drake expressed concern with the brush pile at the DPW getting larger and larger and thought there should be discussion on whether to burn or chip the brush. Chief Lang said they couldn't burn it often during the drought season.
- Mr. Drake suggested they invite department heads in to meet with the board once a month; different nights.

- Mr. Drake advised the AFG grant opens 1/4/21 for operations.
- Mr. Drake said he looked at the gutters on the recycling building that show damage and feels the price quoted for replacement seemed very high.
- Mr. Mertz asked Mr. Irvine to contact Kevin Lacasse about removal of the signage for the seasonal BBQ sales that take place on his property. Mr. Irvine to look at approvals for the BBQ sales to see what the Planning Board required of Chris Bell.

**NON PUBLIC SESSION**

At 7:16 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 7:19 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. Drake to advise Fire Chief Lang to move forward with the hiring process for 2 individuals. Vote was unanimous. It was noted the number of individuals that have submitted applications to join the Dept. in recent weeks.

**NON PUBLIC SESSION**

At 7:20 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 7:22 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. Drake to advise Police Chief Tyrrell to make offer of employment to Patrick Cremin per his letter of recommendation. Vote was unanimous. Mr. Irvine to bring Payroll Change Form to the Board when the pre-employment documentation is complete.

**ADJOURNMENT:**

Mr. Mertz made a motion, seconded by Mr. Shaw, to adjourn at 7:23 pm. Vote was unanimous.

Respectfully submitted,  
Pamela Vose