

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

Thursday, February 11, 2021

**MEMBERS**

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

**PRESENT:**

Town Administrator Mr. Irvine and Public Works Director Mr. Boucher

**OTHERS**

**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**

There were none.

**WORK SESSION**

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

Board signed the following purchase requisitions: Executive (Annual Town Reports)

The board approved the following Building Permit(s):

1. Ronald & Brenda Olson – Map R10, Lot 1

The board approved the following Veteran Tax Credit application:

1. Matthew Blais – Map R7, Lot 38. Mr. Drake made a motion, seconded by Mr. Shaw to grant the additional credit for 100% service-connected total disability. Vote was unanimous.

**APPOINTMENTS**

*6:00 pm*

*Public Works*

*Director Jim Boucher*

Mr. Boucher reviewed status of department, highlights being:

- Kenworth is offering \$5,000 trade-in on the Mack dump truck.
- 2021 plans to pave Sinclair Hill, Drake, Hillside and possibly Ridge Road which should be about \$235,000 and follows the road survey.
- Culvert replacement at Drake Rd, Sinclair Hill, Kelley Pond intersection.
- Additional culverts may be replaced.
- Relative to the gutters at the Transfer Station, Mr. Boucher said he is waiting for a call back on scheduling.
- Mr. Boucher said he'll be suggesting some new disposal fees as costs are increasing.
- Mr. Irvine said the signs requested for Old Bristol Road have been installed.

**OPEN ITEMS**

1. Update - Mr. Irvine advised he had to cancel the order for the Conex boxes as the only boxes available are being sold to the highest bidder as they are in high demand. Mr. Boucher looking for other vendors. As this requisition remains open and the board agreed to close that one and create new, once more information is available. There was discussion on the storage of recyclables, the current market, future configuration of Conex boxes. Mr. Boucher to provide information on leasing Conex boxes for next meeting.
2. Began clearing one storage room on the 2<sup>nd</sup> floor of the town office for Selectmen to use – no discussion.
3. Update - Fire Chief Lang to work with electrician on getting Hwy Dept generator installed to allow for automatic switching.
4. Office improvements – Finance Officer's desk arrived, desks to be assembled once carpet is in place - no discussion.
5. Fire Dept air packs - no discussion.

6. Narcan policy - no discussion.
7. Brook Road bridge - no discussion.
8. Update - Additional manufactured home at 199 Straits Road - being monitored. Mr. Irvine to review building permit to see conditions.

**DISCUSSION**

- Board signed Timber Yield Tax Warrant, for Diogo Valente, Map R2, Lot 6 for \$1,901.91. Mr. Shaw questioned some wood cut for which there was no value. Mr. Irvine to follow up.
- Board signed Grant Notifications for the Fire Dept for portable radios at \$90,182.80 with the town's match at \$4,291.37 and a pumper truck to replace 17E3 at \$376,500 with a town match of \$17,928.57.
- Email from town counsel opinion on the use of personal devices to monitor town business. Board agreed to set up an additional email account for Selectmen to use for communications outside of meetings.
- fyi – additional payment received from town's logging operation. Board asked Mr. Irvine to obtain a summary on project when done and to see the bids submitted.
- Tax Collector's lien redemptions.
- Belknap County Financial Condition Statement
- fyi – Thornton Planning Board; Regional Impact Notice for cell tower.

**PUBLIC COMMENT**

There was none.

**NON PUBLIC SESSION**

At 7:31 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 passed.

**PRESENT**

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

**RETURN TO PUBLIC SESSION**

At 7:32 pm, Mr. Mertz made a motion, seconded by Mr. Drake, to come out of Non-Public Session. Mr. Mertz made a motion, seconded by Mr. Shaw to accept the resignation of Paul MacDonald from the Planning Board.. Votes were unanimous. Mr. Irvine to prepare a letter of appreciation.

**NON PUBLIC SESSION**

At 7:33 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 passed.

**PRESENT**

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

**RETURN TO PUBLIC SESSION**

At 7:34 pm, Mr. Mertz made a motion, seconded by Mr. Drake, to accept the resignation of Kirstin Marsh. Votes were unanimous. Mr. Irvine to prepare a letter of appreciation.

**NON PUBLIC SESSION**

At 7:35 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 passed.

**PRESENT**

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

**RETURN TO PUBLIC SESSION**

At 7:55 pm, Mr. Mertz made a motion, seconded by Mr. Drake, to come out of Non-Public Session and seal the minutes for 5 years. Vote was unanimous.

Mr. Mertz made a motion, seconded by Mr. Shaw, to proceed with the hiring of Holly Willoughby as a probationary EMT/Firefighter. Vote was unanimous.

**NON PUBLIC SESSION**

At 7:57 pm Mr. Mertz made a motion, seconded by Mr. Drake, to go into Non-Public Session, according to RSA 91A:3 II (1) Legal Advice.  
Roll call was taken, Mr. Mertz –Y, Mr. Drake - Y, Mr. Shaw - Y. Vote passed.

**PRESENT**

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

**RETURN TO PUBLIC SESSION**

At 8:15 pm, Mr. Mertz made a motion, seconded by Mr. Drake, to come out of Non-Public Session and seal the minutes for 5 years. Vote was unanimous.

**OTHER BUSINESS**

- Mr. Drake asked why the minutes on the website have a draft stamp on them and Mr. Irvine said that is how it has historically been done but will investigate further.

**ADJOURNMENT:**

Mr. Mertz made a motion, seconded by Mr. Shaw, to adjourn at 8:16 pm. Vote was unanimous.

Respectfully submitted,  
Pamela Vose