

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

February 27, 2020

**MEMBERS
PRESENT:**

Mr. Denoncour, Mr. Mertz, and Mr. Irvine (Selectman & Interim Town Administrator) were present.

**OTHERS
PRESENT:**

Dawn Johnson

CALL TO ORDER:

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

**NON PUBLIC
SESSION**

At 6:01 pm Mr. Denoncour made a motion, seconded by Mr. Mertz, to go into Non-Public Session, according to RSA 91A:3 II (b) Hiring. Vote passed. Roll call was taken, Mr. Deconcour – Y, Mr. Mertz –Y, Mr. Irvine – Y.

PRESENT

Mr. Denoncour, Mr. Mertz, Mr. Irvine and Ms. Johnson.

**RETURN TO
PUBLIC SESSION**

At 6:20 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.

Ms. Johnson left the meeting.

WORK SESSION

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

The board approved purchase requisitions for Hwy Dept (2013 Int'l - oil pan & gasket; cutting edges for plows).

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

1. Catherine & Michael Rand; Tax Map R4, Lot 41
2. Kevin & Pamela Scarlett; Tax Map R6, Lot 18
3. Joshua & Ashley Bureau; Tax Map R20, Lot 60B
4. Nathaniel Sweeney, Tax Map R10, Lot 34 (after the fact)

Mr. Irvine made a motion, seconded by Mr. Mertz to approve the following Veteran's Tax Credit application(s):

1. Nathaniel Sweeney, Tax Map R10, Lot 34

Vote was unanimous.

APPOINTMENTS

6:30 pm

Aaron Colaluca

Mr. Colaluca and Remax Bayside realtor were present. Mr. Irvine said Mr. Colaluca owns Smithfield Plumbing/Heating and wants to relocate business to Tax Map R4, Lots 66 & 66A in BC2 District. The current location is in the Mixed Use District. Mr. Mertz recalled the previous discussion had with Planning Board relative to the business where it is located now. Mr. Colaluca reviewed a 2007 plan from when Tax Map R4, Lot 66 was subdivided and said he only wishes to situate the business on the larger lot, but would purchase both. He had spoken with NHDOT about his proposal, who had approved a driveway permit for 3 access points from 104, showing their approximate location on the plan and which one he proposed for his main entrance. Mr. Mertz cautioned that it is the Planning Board's desire to have as many shared

entrances as possible. Mr. Colaluca said he was considering a 6,000 sq. ft. structure. Mr. Irvine reviewed the allowed uses in the BC2 District to see if the present business fits in the allowed uses. He advised that the MU District looks to encourage businesses and residences to commingle, which the present business doesn't encourage, and that as BC2 is not looking to encourage this mixed usage his opinion is the current business is more suited to the BC2 District. There was discussion on whether this could be considered a business office with Mr. Mertz pointing out it is more of a distribution business. Mr. Mertz recalled the reduced list of allowed uses as you traveled east on Rt 104, was based on trip count, numbers of curb cuts, limited sight distances and speed, urging Mr. Colaluca to meet with the Planning Board to see if they see if they interpret this as an allowed use so he can continue to the purchase of the property and submit a site plan application.

6:50 pm
Dan Grossman

Mr. Grossman was present. Mr. Irvine advised that Mr. Grossman is purchasing Ames Brook Campground and wanted to meet the board. Mr. Grossman said there is not much planned right away but they hope to add some rustic cabins and park models. There was discussion on adding campsites approved on the Marion's previous site plan, which were not developed. Mr. Grossman said he plans to engage engineers on additional site development, requiring site plan review.

The board reviewed RSA 72:7-d I(b) for assessing purposes of campers in the campground asking for cooperation with this. Mr. Irvine advised Mr. Grossman that if a camper sells to another, contact the town to ensure taxes are paid in full.

7:00 pm
Shana Martinez

Conservation Commission member Mrs. Martinez was present to discuss the Alfred Jenness property that the commission holds an easement on. A Jenness relative was with Conservation Commission member Mr. Schofield during a monitoring site walk and suggested making the spring – a workable one. She supplied some documentation on springs. Mrs. Martinez said NHDES doesn't monitor springs. There was discussion relative to taking on the infrastructure and liability but if it's not advertised as public drinking water it doesn't apply. Deed seems to imply that the public will retain the right to obtain water or the land would revert back to the grantor. Discussion on ways to safeguard the well, whether the town would be liable, who would pay for periodic water testing and legal counsel. It was the consensus of the board to incur the costs for legal counsel to determine liability for the town.

DISCUSSION

- Board signed Warrant for timber Yield Tax, Tax Map R10, Lot 16C for \$987.00.
- Board signed annual contract with appraiser CNP.
- Board signed Lot Merger application for New Hampton School - Map U3, Lots 10,11, & 12.
- Mr. Irvine made a motion, seconded by Mr. Denoncour to forward an Abatement Application submitted by Susan St. Gelais Rev Trust, Map U14, Lot 14 to CNP. Vote was unanimous.
- Abatement Application submitted by Scott & Diana Batchelder, Map R4, Lot 46 – guidance. After review Mr. Denoncour made a motion, seconded by Mr. Irvine to deny this application as incomplete. An appointment will be scheduled with the applicant to discuss inability to pay taxes as they were not disagreeing with the assessed value. Vote was unanimous.

- Memo from Tax Collector Ms. Adams recommending abatements for unpaid taxes, interest & penalties under \$1.00:
 1. Map R06, Lot 30-B - 0.75¢
 2. Map U01, Lot 4 - 0.04¢
 3. Map U06, Lot 5 - 6 - 0.02¢

Mr. Denoncour made a motion, seconded by Mr. Irvine to abate all 3. Vote was unanimous.
- Request from Public Works Director Mr. Boucher to purchase a storage container for plastics @\$3,800 for a used one, removing them from the Hwy garage. The board advised he should investigate further including how to pay for it and how it would sit on the ground to avoid rot and animal damage.
- Conservation Commission has agreed to collaborate with the Squam Lakes Conservation Society to create a conservation easement on Town owned property along Jackson Pond, Tax Map R18, Lot 14, to help maintain public access to the pond. Further plans will be discussed at their meeting on 3/9/20.
- Expiring appointments to board/commission members in April; Mr. Irvine received feedback from Conservation Commission members, desiring to be reappointed as follows: S. Martinez for 3 years, N. Brown for 2 years, and M. Schofield for 1 year; 3 alternate members still needed. For Planning Board Mr. Kettenring and Mr. Broadhurst have agreed to 3 year terms; 4 alternate members still needed. ZBA: Ms. Karnis declined reappointment and Mrs. Belanger agreed to a 3 year term; awaiting Mr. Livernois' response. There are 2 new members on the board with no experience.
- Discussion on Veterans Tax Credit where the surviving, qualifying spouse has moved into an assisted living facility and whether they would still qualify as it may not be her primary residence. Based on the possibility this is not permanent Mr. Irvine contacted NH Veteran's Affairs who reviewed business rules determining it is not her principal place of abode but advised it was the town's decision. The board agreed to keep the credit in place for 2020 and review this situation in a year to determine if this was short-term and draft a policy that addresses this type of situation.
- DRA Equalization Ratio for 2019 at 95.1%. Mr. Irvine reviewed with CNP.
- Email from resident Pamela Schofield who had business at the PD and discovered the public entrance to the facility had not been shoveled and was icy. She emailed Chief Stevens. Mr. Irvine advised her to let him know if she was not satisfied with the response. Mr. Irvine said he spoke with Mr. Boucher who advised that when plowing at the department, personnel have been unwilling to move vehicles so he can perform appropriate clean-up around the building.
- fyi – Resident complaint that logging trucks are damaging Dana Hill Rd. MR. Irvine advised there are several logging operations going on Dana Hill Road and off of Dana Hill Road. Mr. Boucher will perform an inspection to see if any action is required.
- NH DOT letter advising 2020 Winona Road resurfacing notification
- Mr. Irvine said he had discussion with possible developer about use of Hilshar Assoc. property on Route 104.
- Copies of letters sent to loggers or anyone with major construction relative to the posting of roads and how to get a waiver to travel posted roads.
- Email communication sent to unsuccessful applicants to the Town Administrator

position.

- Copy of resident letter from Robert Pollock to NHDOT asking for reconsideration of crosswalks and school signage.
- FD Stats for January
- Copy of Planning Board minutes from 2/18/20.
- Review of Selectmen's minutes of 1/9, 1/16, 1/23, 1/30, 2/6, 2/13, & 2/24. Mr. Irvine made a motion, seconded by Mr. Mertz to approve all as written. Vote was unanimous.

OTHER BUSINESS There was none

PUBLIC COMMENT There was none.

NON PUBLIC SESSION At 8:40 pm Mr. Denoncour made a motion, seconded by Mr. Irvine, to go into Non-Public Session, according to RSA 91A:3 II (e) Litigation. Vote passed. Roll call was taken, Mr. Deoncour – Y, Mr. Mertz –Y, Mr. Irvine – Y.

PRESENT Mr. Denoncour, Mr. Mertz, and Mr. Irvine.

RETURN TO PUBLIC SESSION At 8:45 pm, Mr. Denoncour 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 8:46 pm Mr. Denoncour 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. Deoncour – Y, Mr. Mertz –Y, Mr. Irvine – Y.

PRESENT Mr. Denoncour, Mr. Mertz, and Mr. Irvine.

RETURN TO PUBLIC SESSION At 8:49 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 8:50 pm Mr. Denoncour made a motion, seconded by Mr. Mertz, to go into Non-Public Session, according to RSA 91A:3 II (a) Personnel. Vote passed. Roll call was taken, Mr. Deoncour – Y, Mr. Mertz –Y, Mr. Irvine – Y.

PRESENT Mr. Denoncour, Mr. Mertz, and Mr. Irvine.

RETURN TO PUBLIC SESSION At 8:52 pm, Mr. Denoncour made a motion, seconded by Mr. Irvine, to come out of Non-Public Session and to seal the minutes for 5 years. Vote was unanimous.

NON PUBLIC SESSION At 8:52 pm Mr. Denoncour made a motion, seconded by Mr. Mertz, to go into Non-Public Session, according to RSA 91A:3 II (a) Personnel. Vote passed. Roll call was taken, Mr. Deoncour – Y, Mr. Mertz –Y, Mr. Irvine – Y.

PRESENT Mr. Denoncour, Mr. Mertz, and Mr. Irvine.

RETURN TO PUBLIC SESSION At 9:00 pm, Mr. Denoncour made a motion, seconded by Mr. Irvine, to come out of Non-Public Session and to seal the minutes for 5 years. Votes were unanimous.

Mr. Irvine made a motion, seconded by Mr. Denoncour to accept the recommendation of Town Clerk/Tax Collector Ms. Adams relative to the probationary performance review for the Town Clerk/Tax Collector Assistant. Vote was unanimous.

NON PUBLIC SESSION

At 9:01 pm Mr. Mertz made a motion, seconded by Mr. Irvine, to go into Non-Public Session, according to RSA 91A:3 II (b) hiring. Vote passed. Roll call was taken, Mr. Deoncour – Y, Mr. Mertz –Y, Mr. Irvine – Y.

PRESENT

Mr. Denoncour, Mr. Mertz, and Mr. Irvine.

RETURN TO PUBLIC SESSION

At 9:09 pm, Mr. Denoncour made a motion, seconded by Mr. Mertz, to come out of Non-Public Session and to seal the minutes for 5 years. Votes were unanimous.

Mr. Irvine made a motion, seconded by Mr. Mertz to extend an offer of employment to Dawn Johnson as Treasurer. Vote was unanimous.

Mr. Irvine recused himself from this session and left the meeting.

NON PUBLIC SESSION

At 9:11 pm Mr. Denoncour made a motion, seconded by Mr. Mertz, to go into Non-Public Session, according to RSA 91A:3 II (b) hiring. Vote passed. Roll call was taken, Mr. Deoncour – Y, Mr. Mertz –Y.

Mr. Denoncour and Mr. Mertz

PRESENT

At 10:13 pm, Mr. Denoncour 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.

RETURN TO PUBLIC SESSION

ADJOURNMENT:

Mr. Mertz made a motion, seconded by Mr. Denoncour, to adjourn at 10:13 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose