

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

March 26, 2020

**MEMBERS
PRESENT:**

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

**OTHERS
PRESENT:**

None

CALL TO ORDER:

Mr. Mertz 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 requisitions for Fire Dept (Annual pump testing, LRMFA Dispatch annual fee).

APPOINTMENTS

6:00 pm

*Interim Police
Administrator
Mike French*

Interim Police Administrator French was present.

Administrator French reviewed his background with his last responsibility with MRI (Municipal Resources Inc.). He has been in the department since 3/18 and has met and had discussion with all PD staff and the prosecutor. He provided ideas on ways to slow turnover of officers and some upgrades to the department's manual. He said there has been a lot of discussion on how to operate with Covid-19. Administrator French reviewed an area in town where there have been many speeding vehicles, which the department is monitoring for a possible reduction in the speed limit. He said they're working on centralized filing systems, departmental inventorying, and plans to research improved interface between dispatch and departmental laptops. Mr. Irvine said he would like to have weekly meetings with Hwy, Fire and PD during the Covid-19 pandemic, agreeing to Monday's at 2pm, at the Fire Dept. There was discussion on the overtime budget as it had potential to be overspent in 2020.

DISCUSSION

- Mr. Irvine made a motion, seconded by Mr. Mertz to sign appointments for Shana Martinez, Nicholas Brown, Maurice Schofield to the Conservation Commission & Kenneth Kettenring & Robert Broadhurst to the Planning Board. Vote was unanimous.
- Board signed Intent to Excavate for Hiltz Rev. Trust, Tax Map R4, Lot 2.
- Board signed Timber Yield Tax Warrant for Sharp Rev Trust of 2014, Tax Map U17, Lot 55 at \$93.41.
- Request for Tax Exemption application for New England Forestry properties – Mr. Irvine made a motion, seconded by Mr. Drake to deny the application. Vote was unanimous.
- Two EMS Billing Settlement request: Company looking to negotiate with municipality for a reduced settlement bill. Mr. Irvine said these have been rejected in the past, which Mr. Drake agreed, as all patients are billed the same, and many times are paid in full after the reduction is denied. Mr. Irvine made a motion, seconded by Mr. to deny the request. Vote was unanimous. Mr. Irvine asked Mr. Drake, as Fire Chief, to draft a policy for these requests.
- Delinquent Ambulance Billings next action:
 - 1) Multiple transports for one patient.

- 2) Patient had insurance; remainder is patient responsibility.
- 3) Patient was passenger in accident; litigation pending.
- 4) Patient has no insurance.
- 5) MVA – Medicare not in effect at the time.
- 6) Patient has no insurance.

Mr. Irvine made motions, seconded by Mr. Drake to send all to collections. Vote was unanimous.

- Board initialed 2020 Appropriations to Trust Funds - \$15,000...Town Building Maintenance, \$5,000...Town Vehicle Repair, & \$10,000...Town Bridge Repair.
- Mr. Irvine advised that the Town Administration position previously was not contracted. He submitted a draft contract based on what was provided to Fire and Police Chiefs and a TA contract from a neighboring community. There was discussion on town contribution to Valic vs NHRS, Irvine informed Board that NHRS requires a documented action of the board upon hiring in addition to a letter to exempt an employee from participation. Mr. Drake asked for clarification in writing from NHRS. Irvine also proposed requiring an “employee” contribution no less than the NHRS contribution level be a component of the agreement. Board asked Mr. Irvine to draft the contract as discussed, along with written clarification.
- fyi – Precinct Water Notice and follow up, only measurements above the standards are recorded on the notice, hence the lack of numbers for TTHM.
- fyi – Lien redemptions
- fyi – Campground Tax Card problem identified and fixed
- fyi – DOT Bridge Posting Report
- fyi – NHEC Clearing lines, scenic road. Irvine communicated with utility that clearing on a scenic road would require a public hearing and sought postponement due to COVID-19. NHEC was agreeable, and will only do minor trimming as permitted.
- fyi – Con Comm Letter to Ms. Clement re Jenness Springs
- fyi – Copy of Shoreland Permit Application filed with DES Map R5 Lot 8A
- Discussion re COVID-19
 - 1) Precautions in place by Dept
 - Requests: 2 Laptops for WFH
 - 2) Schools closed 05/04
 - 3) Letter to Governor / Order 12 Meetings – Zoom
 - 4) FMLA Expansion and Emergency paid leave
 - 5) Eversource litigation, Board reviewed the email and determined no need to enter non-public for discussion.
- Minutes of 1/9, 1/16, 1/23, 1/30, 2/6 & 2/10. Motion by Mertz, second by Irvine to approve as read. Vote passed unanimous.

OTHER BUSINESS

- Mr. Drake said there was a possibility to purchase a new, demo ambulance at an overall lower cost than the appropriations approved in March for a new build. This one is similar to one of the current ambulances. The department will see the vehicle next week to consider. Mr. Mertz asked Mr. Drake to see if the warranty would be the same as new.

PUBLIC COMMENT

There was none.

NON PUBLIC SESSION

None

(Board of Selectmen, March 26, 2020, cont.)

ADJOURNMENT: Mr. Mertz made a motion, seconded by Mr. Drake, to adjourn at 8:02 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose

DRAFT