

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

April 25, 2019

MEMBERS

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

PRESENT:

OTHERS

Town Administrator Mrs. Lucas

PRESENT:

CALL TO ORDER:

Mr. Irvine called the meeting of the Board to order at 6:30 p.m.

WORK SESSION

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

Board approved purchase requisitions for Hwy Dept (replenish stockpile of gravel & stone; repairs to grader & backhoe w/portion of grader repair under warranty– HELD for final cost).

Payroll Change Notice for Detective Tyrrell being promoted to Corporal, effective 4/29/19. Mr. Mertz made a motion, seconded by Mr. Denoncour, to approve the notice. Vote was unanimous.

Board approved the following Building permit:

1. Scott Adams, Tax Map R-3, Lot 9E; prior permit lapsed.
2. Kevin and Laura McCarthy, Tax Map U-9, Lot 8A4
3. Shana Martinez, Tax Map U-1, Lot 6

Board approved the following Intent to Cut Wood:

1. Wayne & Jean Roswell, Tax Map R-17, Lot 37

APPOINTMENTS

7:00 PM

Barry Rolfe

Mr. Rolfe was present. He asked why his Veteran's Tax Credit was removed and why unpaid taxes were reported to the credit bureau.

Mr. Irvine explained that the 2018 assessment card notes the home was uninhabitable, power disconnected, with no plumbing or water, and the structure was demolished as of 6/1/18. Mr. Irvine advised that Mr. Rolfe had the property posted but Mr. Rolfe had spoken with the assessing firm about those conditions which caused the assessors to value the property at a lower rate. The credit was removed as statute states the credit goes to the place of abode. Mr. Irvine said the assessor recently spoke with Mr. Rolfe who advised them the structure is now gone, with only a shed remaining for 2019. Mr. Rolfe said he had the credit in 2017 with nothing changing from 2017 to 2018. Mr. Irvine said if that was the case, then it likely did not qualify for the credit in 2017 either. Mr. Rolfe said he typically stays with another friend in New Hampton when he first arrives back in town from wintering in FL, then lives in a camper on his property, returning to his friend's place prior to leaving for FL in the fall. Mr. Irvine advised that would not qualify as an abode for the credit.

Relative to the unpaid taxes, Mr. Rolfe said he has not paid them, but it had only been 90 days. His sister is receiving notification also, as she is an owner of record. Tax Collector Ms. Adams was asked whether Mr. Rolfe's property was going to lien. Ms. Adams said this would be the case if they remained unpaid as of 5/24/19, as stated in a letter she had sent to all the property owners on his parcel.

Mr. Rolfe explained that there is an old RV and boat a neighbor had left on his lot as he thought it was his land until Mr. Rolfe had it surveyed. He wanted to know how to get the neighbor to remove it now. Though this would be a civil matter, Mrs. Lucas said she may be able to provide a copy of a draft letter that could go to the neighbor.

DISCUSSION

The Board reviewed the following:

- The board reviewed the contract with NH Humane Society for services. Mr. Irvine recused himself on this item. Mr. Denoncour made a motion, seconded by Mr. Mertz, to authorize Mrs. Lucas to sign the contract. Vote passed.
- Board signed a Timber Tax Warrant –\$6,225.15.
- Board reviewed invoice and contract for CCS for IT services- \$11,950.00. Chairman Irvine signed the contract.
- Review of draft nomination for Kim Ayers Award; Waiting for company approval and review.
- Copy of memo, dated 4/19 to Chief regarding coverage for 4/7.
- Board reviewed delinquent ambulance transport bills and unanimously voted on what action to take:
 1. Z. Gallant @ \$1,046.09; send to collections
 2. S. Batchelder @ \$267.76; send to collections
 3. R. Rice @ \$265.00; based on additional info this was waived
 4. P. Hebert @ \$778.27; send to collections
 5. M. Lord @ \$480.25; send to collections
 6. M. Burrell @ \$59.00; send to credit reporting
 7. D. Lee @ \$123.60; send to collections
 8. T. Corson @ \$1,212.51; send to collections
 9. L. Borone @ \$1,208.45 ; send to collections
- Mrs. Lucas said she spoke with Police Chief Stevens on an update of the policy for depositing Town Funds. This update clarifies the procedure and does not require the officers to wait for deposits. She pointed out that daily deposits are required for the DMV fees. As the PD is waiting while the deposit is done Mrs. Lucas said the deposit can be left, with an empty bank bag brought back, so personnel won't have to wait. She said Treasurer Mrs. Mertz has approved the revision which also authorizes the Town Clerk/Tax Collector and the Finance Officer the ability to discuss the daily deposits with the bank as needed. The board signed the policy.
- Board reviewed the outline of Spaghetti Dinner Fundraiser events at Fire Station from May through the fall. Board agreed to allow these events, from May through October, upon receipt of the insurance certification, and if the department wishes to continue the fundraiser they can meet with the board again.
- Board reviewed proposed amendments to the Solid Waste Ordinance which had been reviewed by Public Works Director Mr. Boucher and Transfer Station personnel Mr. Maineri & Mr. Boynton. This will go to Public Hearing.

- Copy of Invoice for parts covered under warranty for 2013 International at \$11,672.
- Board reviewed pictures of property belonging to Benjamin Durack, Tax Map R-20, Lot 67, where many more items, vehicles, etc., are being stored. Board agreed to invite Mr. Durack in to discuss the use with them.
- Copy of a letter to KGI, dated 4/22, re: New Hampton Family Practice which is no longer located at Exit 23 Plaza, though the sign remains in place.
- Hwy Complaint Form #747 Straits Road.
- Update on Northern Pass attorney's fees expended to date.
- Notice from Anthem regarding available Vision coverage at the employees' expense. It was the consensus of the Board not to offer this coverage.
- Lien Redemptions 4/17.
- Thank you letter from Day Away program, dated 4/19.
- The board agreed to issue a check for the balance due to Steve Hanser for his roof replacement on the Town House.
- Mr. Irvine said he saw cracking in the foundation at the rear of Town House. Mrs. Lucas said she has contacted Arnold Graton who agreed to assess possible damage.
- Board agreed to schedule the next Personnel Policy work session on 5/6 at 3:00 pm.
- 4/29: Introduction of new PD Administrative Assistant at 4:15pm; Swearing in of PD Corporal at 4:30pm.

OTHER BUSINESS

- Mr. Irvine asked that enforcement letters may be needed for: Jason & Dara Ahlquist for possible unregistered vehicles and to property owner on Brook Road who appears to have a tiny home.
- Discussion on the last remaining town schoolhouse in its original condition, on Sinclair Hill Road. Current owner doesn't wish to allow an easement to the town to keep it but as the property is for sale a future owner might.

PUBLIC COMMENT

There was none.

NON PUBLIC SESSION

At 8:04 pm Mr. Irvine made a motion, seconded by Mr. Denoncour, to go into Non-Public Session, according to RSA 91A:3 II (c) Personnel. Vote passed. Roll call was taken, Mr. Irvine - Y, Mr. Denoncour – Y, Mr. Mertz –Y.

PRESENT

Mr. Irvine, Mr. Denoncour, Mr. Mertz, and Mrs. Lucas

RETURN TO PUBLIC SESSION

At 8:10 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. Votes were unanimous.

Mr. Irvine made a motion, seconded by Mr. Denoncour to make a conditional offer of employment to Caitlyn Abel for the Fire Dept. as an EMT or Firefighter 1, with the condition she obtain either certification within the 1st year. Vote was unanimous.

NON PUBLIC SESSION

At 8:10 pm Mr. Irvine made a motion, seconded by Mr. Denoncour, to go into Non-Public Session, according to RSA 91A:3 II (c) Personnel. Vote passed. Roll call was taken, Mr. Irvine - Y, Mr. Denoncour – Y, Mr. Mertz –Y.

PRESENT

Mr. Irvine, Mr. Denoncour, Mr. Mertz, and Mrs. Lucas

RETURN TO PUBLIC SESSION

At 8:22 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. Votes were unanimous.

NON PUBLIC SESSION

At 8:23 pm Mr. Irvine made a motion, seconded by Mr. Denoncour, to go into Non-Public Session, according to RSA 91A:3 II (c) Personnel. Vote passed. Roll call was taken, Mr. Irvine - Y, Mr. Denoncour – Y, Mr. Mertz –Y.

PRESENT

Mr. Irvine, Mr. Denoncour, Mr. Mertz, and Mrs. Lucas

RETURN TO PUBLIC SESSION

At 8:36 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. Votes were unanimous.

Mr. Irvine made a motion, seconded by Mr. Denoncour to acknowledge that Transfer Station employee Joseph Morin is currently on an unpaid leave of absence for personal reasons and will remain as such until the board has been provided with additional information regarding his potential return to work status. Vote was unanimous.

ADJOURNMENT:

Mr. Denoncour made a motion, seconded by Mr. Irvine, to adjourn at 8:38 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose