

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

April 30, 2020

**MEMBERS**

Mr. Mertz and Mr. Drake were present.

**PRESENT:**

**OTHERS**

Town Administrator Mr. Irvine

**PRESENT:**

**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 (Supplemental Insurance, Annual premium), Hwy Dept. (2013 Int Repairs; roadside mowing), Executive (checks), Town Clerk (ballot printing – increase in shipping costs).

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

1. John & Stacey Shepard - Map R6, Lot 55A
2. Richard & Judith Bettencourt - Map R1, Lot 27I
3. Daniel Batchelder - Map R3, Lot 18
4. Benjamin & April Bresett - Map R6, Lot 17A
5. Karyn Gattermann/Harb - Map R8, Lot 1B
6. Daniel Morse & Christina Gates - Map R20, Lot 61
7. Edward Morse – Map R20, Lot 61 – demolition of manufactured home

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

1. Tilton Realty Trust - Map R11, Lot 17.47

The board approved the following septic design(s):

1. Marcroft Rev. Trust - Map R4, Lot 21A

The board approved the following Veteran's Tax Credit(s):

1. James O'Brien - Map R16, Lot 10.17. Mr. Mertz made a motion, seconded by Mr. Drake to approve the tax credit. Vote passed.

**APPOINTMENTS**

6:30 pm

*Cindy Ossola*

Ms. Ossola was present and showed photos of what it looks like to exit her driveway and enter the roadway, and what motorists traveling Straits Road see in the vicinity of her driveway. She advised that even with a blind driveway sign it is still unsafe to exit the driveway. She said that grading and widening of the road has also changed the water runoff which can no longer travel to & under the culvert. Mr. Irvine advised he discussed this problem with Public Works Director Mr. Boucher who had previously cut back vegetation, but not the banking. In removing the banking it was noted the rocks forming the boundary could fall into the ROW. Ms. Ossola asked if she was to move the rock wall back, could the town then remove some banking to the edge of the ROW. There was discussion on establishing the location of the stone wall for historical purposes in defining the edge of the ROW. Mr. Irvine said he would have a roadway mirror installed and put something in writing that the town and Ms. Ossola are agreeable to the removal of the rock wall. The town could then remove banking to the edge of the ROW and anything past that, onto Ms. Ossola's property, would be her responsibility.

6:45 pm  
Mike French  
Police Administrator

Mr. French was present.

**NON PUBLIC SESSION**

At 6:41 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. Vote passed.

**PRESENT**

Mr. Mertz, Mr. Drake, Mr. Irvine and Mr. French.

**RETURN TO PUBLIC SESSION**

At 7:07 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.

**NON PUBLIC SESSION**

At 7:08 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. Vote passed.

**PRESENT**

Mr. Mertz, Mr. Drake, Mr. Irvine and Mr. French.

**RETURN TO PUBLIC SESSION**

At 7:23 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.

**NON PUBLIC SESSION**

At 7:24 pm Mr. Mertz made a motion, seconded by Mr. Drake, to go into Non-Public Session, according to RSA 91A:3 I Preparation for Emergency Procedures.  
Roll call was taken, Mr. Mertz –Y, Mr. Drake - Y. Vote passed.

**PRESENT**

Mr. Mertz, Mr. Drake, Mr. Irvine and Mr. French.

**RETURN TO PUBLIC SESSION**

At 7:29 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.

**DISCUSSION**

- The board signed a Letter of Recognition for resident Oliver Moyer his painting of rocks and leaving them for residents, who in turn donated to the NH Food Banks, raising \$1,500 for those in need. Mr. Mertz read the letter into record: *Whereas, during the State of Emergency due to the global pandemic of Coronavirus and whereas you, Oliver Brett Moyer thought of your neighbors in a difficult time by delivering painted rocks to brighten their day, and whereas this act of kindness generated more than \$1,500 in donations to the NH Food Bank providing almost 3,000 meals to people in need, we, the Board of Selectmen of the Town of New Hampton take great pride in recognizing you, Oliver Brett Moyer. We, together with the citizens and all the town employees and officials, want to express our appreciation for the great example you have displayed of the character of New Hampton residents. Therefore, we, the Board of Selectmen would like to congratulate you and wish you all the best for years to come.*
- Board signed Intent to Excavate – Latulippe, Map R20, Lot 13.
- The board approved a printed Current Use Application for Joshua & Robi Tyrrell, Map R3, Lots 9A & 10A.
- The board signed Yield Tax Warrants for the following
  1. Ambrose Bros. Inc. (gravel) - Map R11 Lots 23B, 23C & 23D @ \$1,671.60
  2. Micheal Latulippe (gravel) - Map R20, Lots 13 @ \$69.60
  3. Roberta Black (timber) - Map R1, Lots 14 & 16 @ \$965.49

4. Donald & Eileen Bates (timber) - Map 17, Lots 34 & 35 @ \$1,290.49
  5. Michael & Alice Anderson - Map R20, Lot 20 @ \$1,175.57; it was noted this new amount was after the property owner filed an abatement request, which triggered review of the mill slips, which found some wood cut but not reported.
- Review of lease documents for Hwy Dump Truck. Documents are identical to prior lease so town counsel did not review it; 8-12 week lead time on delivery. Mr. Mertz made a motion, seconded by Mr. Drake to enter into the lease agreement with Tax Exempt Leasing Corp. Vote passed and the lease was signed.
  - Board reviewed & signed the auditor's Vachon Clukay questionnaire.
  - Board signed a Cease & Desist letter to Benjamin Brady, Map R13 Lot 27 – Concern with activity on the property, where no home is constructed and that no CU map has been submitted as requested.
  - Discussion on the vacant Selectmen position – 3 residents interested. Mr. Irvine said he sent emails to each asking them to submit an introduction, background for the position, and their ties to the community - with only one responding. The board agreed to invite the one who responded, into a board meeting.
  - Email from Harold Lamos stating they would not hold the Farmer's Market for the 2020 season, due to the virus, requesting to break the lease agreement. Mr. Mertz made a motion, seconded by Mr. Drake to approve the release without prejudice. Vote passed.
  - Discussion on town forester, Shaun Lagueux's suggestion to consider logging of Map R5, Lot 13 due to favorable pulp prices. The board agreed to have Mr. Lagueux perform a timber cruise and submit information.
  - Email from someone inquiring about creating a well field & water pumping operation that would ship from the abutting railway. There was discussion and consensus that he may not be legally permitted to take from the aquifer and that this would be a commercial use in a residential district (GR), which is not allowed.
  - Michal Sharp Site Plan, Tax Map U17, Lot 55 – Mr. Mertz advised that the Planning Board recommended signage ("Future site of ...") that would notify residents/motorists of the activity going on the I93/Rt 104 junction. Mr. Sharp is now requesting they offer sand for sale as part of that same sign as their intention is to deliver sand from the site. Mr. Irvine advised that the lot is in the Village District and has a limitation of 9 sq. ft. with a Special Exception for up to 16 sq. ft. There is also the allowance for a temporary sign.
  - COVID-19 discussion
    1. CARES Act monies received @ \$3,283.90 – if accepted, if a patient is transported the town will not seek collection on monies beyond the Medicare co-payment; Chief Drake does not feel there is much exposure to the town and recommends acceptance. Money must be tracked, would go into the Fire Dept Special Revenue Fund, with any withdrawal done by 2021 warrant article for COVID-19 expenses. Mr. Mertz made a motion, seconded by Mr. Drake to accept \$3,283.90 from the USHHS Stimulus CARES Act Relief Fund.
    2. FEMA Disbursement – Chief Drake advised he received information on the portal; \$3,300 is the minimum for costs related to EOC operations.
    3. There was some discussion on a State request to use the Fire Dept as a PPE distribution center. The Board agreed to this.
    4. Economic impact to town for 2020: registration of vehicles is relatively flat to date; liens lower than 2019; property taxes anticipated not to be overly affected due to 25% of taxes paid by escrow, the demographic of our residents and low percentage of workforce housing; less Rooms & Meals and Hwy Block Grant monies anticipated for 2021 budget.

- Fire Chief Drake advised that the new A1 is in service on 90-day waiver to be licensed. Older A1 is available if necessary; discussion on its disposal knowing there is some value on it. Mr. Mertz made a motion, seconded by Mr. Drake, to approve disposition of the previous 17A1 that will come out of service, using Municibid to auction the vehicle. Vote passed.
- Chief Drake advised that the current wooden gear racks become unsteady when they are removed from the wall so the Fire Dept Special Revenue Fund has been purchasing the Ready Racks.
- Tax Collector's Lien redemptions.
- fyi – DRA valuation of town wide assessment.
- fyi - Police cruiser was delivered on 4/29.
- fyi – White Farm auctions online only
- fyi - Sander is on Municibid with the highest bid at \$135.
- fyi – Precinct Water complaint
- fyi – Baldovin Septic update, extension to obtain a design and get Special Exception approval has expired, which was initially triggered by lack of state approved design for an unapproved Occupancy permit application from 2016. Mr. Mertz made a motion, seconded by Mr. Drake to grant Mr. Baldovin a 30-day extension to submit an application to the ZBA. Vote passed.
- fyi - County Annual Report

**PUBLIC COMMENT**

There was none.

**NON PUBLIC SESSION**

At 9:05 pm Mr. Mertz made a motion, seconded by Mr. Drake, to go into Non-Public Session, according to RSA 91A:3 II (c) Reputation. Roll call was taken, Mr. Mertz –Y, Mr. Drake - Y. Vote passed.

**PRESENT**

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

**RETURN TO PUBLIC SESSION**

At 9:10 pm, Mr. Mertz made a motion, seconded by Mr. Drake, to come out of Non-Public Session and seal the minutes for 5 years. Votes was unanimous.

**OTHER BUSINESS**

- Mr. Mertz asked if Public Works Director Mr. Boucher was planning some paving projects and Mr. Irvine said he was waiting for the board's guidance due to the impact to the budget. Mr. Irvine to have Mr. Boucher get some costs for the road(s) that could be paved and report to the board on 5/14.
- Mr. Irvine advised that Steve Hanser will submit a building permit for the Piper home that sustained a total loss in the recent fire. The board agreed there would be no fee for the permit and that as long as the home was constructed on the same footprint it would be grandfathered in its location. As many vehicles/boats were found on the property the board agreed that issue would also need to be addressed at a later date.
- Mr. Irvine advised that the new public window for the Selectmen's Office was inadvertently omitted during the scope of work agreement, but enough money remains to do the work. Board agreed to the change order, recognizing the added public health benefit to be gained.
- Mr. Drake asked the status of Police Chief hiring. Mr. Irvine said Primex is assessing on the online assessment tool and would contact them for an update.

**ADJOURNMENT:**

Mr. Mertz made a motion, seconded by Mr. Drake, to adjourn at 9:12 pm. Vote was

*(Board of Selectmen, April 30, 2020, cont.)*

unanimous.

Respectfully submitted,  
Pamela Vose

DRAFT