

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

Thursday, April 8, 2021

MEMBERS

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

PRESENT:

OTHERS

Town Administrator Mr. Irvine

PRESENT:

CALL TO ORDER:

Mr. Drake called the meeting of the Board to order at 6:00 p.m. and led the group in the Pledge of Allegiance.

MINUTES

- Mr. Drake made a motion, seconded by Mr. Shaw to approve the minutes of 3/4/21 and 3/11/21 as written. Vote passed. Mr. Harvey abstained as he wasn't present at those meetings.
- Mr. Drake made a motion, seconded by Mr. Harvey to approve the minutes of 3/18/21 and 3/25/21, as written. Vote was unanimous.

WORK SESSION

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

Board signed the following purchase requisitions: Hwy Dept (culvert replacement), PD (amendment to radio repair requisition), Town Clerk (file safe).

The board approved the following Building Permit(s):

1. Jennifer Combs & Patricia Darnell, Map R10, Lot 36

APPOINTMENTS

6:00 pm

Public Works

Director Jim Boucher

Mr. Boucher was present who provided an update on departmental activities:

- RFP for the 2021 paving projects has been drafted and will require that each project be bid on separately to allow for flexibility.
- Mr. Boucher explained the purchase order for a culvert needing to be replaced on Sinclair Hill Road (Drake and Kelley Pond Roads), replaces a 3 foot with a 5-foot culvert, with new paving on top, as it continues to fail.
- Mr. Boucher shared that the Mack was offered for sale on Municibid with a reserve of \$7,000 and sold for \$17,000.
- Kenworth has not yet been ordered as he is working through an issue with the new truck and is unwilling to place an order until the matter is resolved to the Town's satisfaction.
- Mr. Boucher researching companies to perform chip sealing, as it's been difficult to get All-State to commit to the job as they are the only vendor in NH.
- There was some discussion on some proposed site work to be done by the Highway Dept for the new Veteran's Park being created on PSB land.
- Mr. Boucher said he has submitted proposed fee increases. The board agreed to discuss the changes.
- There was discussion that recycling may re-open in May-June, beginning with glass, and continue restricting number of vehicles at one time.

6:20 pm

Joe McDermott

Mr. McDermott was present who said the culvert on his driveway has been in place for many years and never suffered an erosion. He said the highway department added a culvert at top of his driveway and one further south in 2019, and the following spring the driveway started washing out and he feels its related to the new culverts. Mr. Drake said when he and Mr. Boucher were looking at hazard trees, both of them looked into the

culvert. Mr. Drake said it appears as if the culvert is washing out on the downhill side and at that time it appeared as if the culvert had collapsed as you couldn't see through it. He said he thinks the backup of water is due to the collapse. Mr. Boucher explained that when the work was done along Dana Hill Road they used the same size culvert, switching to a different culvert material only. Mr. Boucher showed photos taken of the area. Mr. Boucher explained that he thinks the erosion is happening because there is a drop off at the outflow of the culvert. Mr. Boucher said they did add one culvert at the driveway entrance to Mr. McDermott's property, which channels water along the road, under the driveway, and to the brook. This eliminated some of the problem but Mr. Boucher said he can't work on private property without permission from the Selectmen. Mr. McDermott said there used to be a berm that diverted the water away from his driveway, which Mr. Harvey said he remembered seeing. Mr. Harvey suggested reinstallation of a berm in the ROW. Mr. Boucher said there are many properties in town with this same issue, outside of the ROW. Mr. Drake advised that using town monies and labor to replace the culvert on the driveway, outside of the ROW, would set a precedent for others wanting the same. The board agreed to have the Highway Dept. recreate a berm above the culvert at the driveway entrance in the ROW.

6:45 pm
Mark Rowell

Mr. Rowell was present and explained that he currently rents garage space off Lang Drive and the property it sits on is being offered for sale. He wanted to know the possibility of having a garage on a lot on Cortland Circle, which is a proposed road. Mr. Irvine advised that is a private road and the road would have to be built to town specs as it was approved as part of a subdivision but the road was never improved, which would be a requirement for any kind of construction. There was discussion on what was in the subdivision approval. The board agreed to take this under advisement and told Mr. Rowell to investigate further.

Mr. Drake advised that in seeing the real estate listing it appears there are multiple vehicles parked on site. Mr. Rowell said there are probably 12 cars. Mr. Irvine asked whose vehicles they were and he said his kids, some friends, some are his, and when he was asked if they were registered Mr. Rowell said they were not. Mr. Irvine advised that this was a problem as it would then fall under the junkyard statute. Mr. Rowell said he does carpet installation and he stores his materials there and sometimes works on his vehicles there, but doesn't run a repair shop. Mr. Rowell said he will take care of removing the unregistered vehicles, but is waiting for the state to issue him titles for several vehicles before they can be moved.

7:00 pm
Debra Woods
OPEN ITEMS

This appointment was cancelled.

- Selectmen's workspace
- Hwy Generator – no update.
- FD Air Packs – Chief Lang scheduling date.
- Personnel Policy – currently working on documentation for audit, once complete this will be taken up.
- Detail Pay – no update.
- Brook Road Bridge – no update
- Veterans Memorial – no update.
- 199 Straits Road – Office contacted owner who is in the process of dismantling the older manufactured home and will be removing it.
- Radio inventory/plan – no update.

Mr. Drake asked Mr. Irvine to add to this list: Town House.

DISCUSSION

- Board signed Yield Tax Warrant for Sharp Rev Trust of 2014, Map U17, Lot 55, for \$412.72
- Board signed Intent to Excavate for Sharp Rev Trust of 2014, Map U17, Lot 55.
- Board signed Intent to Excavate for Jeremy Hiltz Rev Trust, Map R4, Lot 2.
- Board signed Intent to Cut for Ralph & Karin Gravallese, Map R14, Lot 14.
- Board approved a Hawkers & Peddlers permit application from Maple Creamery LLC to be located on Map R4, Lot 80, JR's Discount, utilizing the same layout as the 2020 season.
- Board signed Farmers Market Lease agreement with Edna Blake, the new manager, to be held on Town House property. Mr. Irvine said it is the same lease agreement as previous years but Mrs. Blake will need to obtain the appropriate insurance.
- Draft Details Policy – discussion on whether to use FEMA rate for equipment used. Mr. Irvine to provide FEMA rates for consideration.
- Mr. Shaw made a motion, seconded by Mr. Harvey to deny the request for tax exempt status for New England Forestry Foundation properties, as there is no public benefit.
- Request from Mike Sharp's logger to get permission to take trees on abutting Town property to improve view. Logger is offering to pay \$500 for the town trees they would cut. There was discussion on this setting a precedent if approved, for similar requests by property owners. The board agreed to deny this request.
- Draft Home Occupation Application – Mr. Irvine pointed out there is currently no filing fee (proposing \$50.00 and that the town may want the ability to notify abutters of an application).
- fyi – 2020 Final Equalization Ratio is 83.7%. Mr. Irvine pointed out that COVID may have had a big impact on the market and doesn't recommend a revaluation at this point as one is planned for 2023.
- fyi – Rate Comparison Report for EMS billing.
- fyi – Tax Collector's Lien Redemption.
- fyi – NHDES Wetlands Permit Application – Map U10, Lot 30
- fyi – NHDES Dredge and Fill Application – Map U8, Lots 1 & 1B
- Old Home Day – the board agreed to hold it in 2021.
- Town wide yard sale – Mr. Irvine said that some people on the Facebook group New Hampton Happenings are working to schedule a town-wide yard sale. Besides yard sales on private property the group would like to include yard sale space on property belonging to the church and/or elementary school. The board expressed their support.

PUBLIC COMMENT

There was none.

OTHER BUSINESS

- Mr. Shaw asked for details on bond for the public safety building.
- Discussion on when and how to issue transfer station stickers with consideration to having the attendants issue them under certain circumstances.
- Mr. Irvine said he drove by the Latulippe excavation pit and saw that it was closer to the road than allowed. Photos have been sent to NHDOT as it is on NH Route 132N. The board asked Mr. Irvine to contact Mr. Latulippe to express concerns.

NON PUBLIC SESSION

At 8:56 pm Mr. Drake made a motion, seconded by Mr. Shaw, to go into Non-Public Session, according to RSA 91A:3 II (a) Personnel.

Roll call was taken, Mr. Drake – Y, Mr. Shaw – Y, Mr. Harvey – Y. Vote was unanimous.

PRESENT

Mr. Drake, Mr. Shaw, Mr. Harvey and Mr. Irvine.

**RETURN TO
PUBLIC SESSION**

At 9:04 pm, Mr. Drake made a motion, seconded by Mr. Shaw, to come out of Non-Public Session and seal the minutes for 5 years. Vote was unanimous.

Mr. Shaw made a motion, seconded by Mr. Drake to approve a promotion of Police Officer Patrick Cremin to the rank of Sergeant. Vote was unanimous.

**NON PUBLIC
SESSION**

At 9:06 pm Mr. Drake made a motion, seconded by Mr. Shaw, to go into Non-Public Session, according to RSA 91A:3 II (b) Hiring.

Roll call was taken, Mr. Drake –Y, Mr. Shaw – Y, Mr. Harvey – Y. Vote was unanimous.

PRESENT

Mr. Drake, Mr. Shaw, Mr. Harvey and Mr. Irvine.

**RETURN TO
PUBLIC SESSION**

At 9:14 pm, Mr. Shaw made a motion, seconded by Mr. Harvey, to come out of Non-Public Session and seal minutes for 5 years. Vote was unanimous.

ADJOURNMENT:

Mr. Shaw made a motion, seconded by Mr. Harvey, to adjourn at 9:16 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose