

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

Thursday, May 13, 2021

MEMBERS

Mr. Drake and Mr. Harvey were present.

PRESENT:

OTHERS

Town Administrator Mr. Irvine and Fire Chief Lang

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

4/1/21 & 4/8/21 were held.

WORK SESSION

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

Board signed the following purchase requisitions: PD (PoliceOne Academy subscription), Hwy Dept (hauling costs for sand & gravel).

The board approved the following Building Permit(s):

1. Maineri One Family Trust, Map R4, Lot 26B – amended.

The board approved the following Occupancy Permit(s):

1. Greeley Properties Inc, Map R10, Lot 5.
2. Keith Brown, Map R3, Lot 9.

The board approved the following Building Permit(s):

1. Maineri, Map R3, Lot 9.

The board approved the following Building Permit(s):

1. James & Nieves Greene, Map R19, Lot 22 – amendment; Mr. Irvine confirmed the home will be 2-bdrm even though design states 3-bdrm.

OPEN ITEMS

- Generators – parts ordered for generator at PSB; Town Office generator paperwork submitted and going through grant process.
- FD Air Packs – no update
- Personnel Policy – Mr. Irvine advised he and Finance Officer Ms. Duggan saw webinar put on by Primex, which covered policy requirements. Work ongoing.
- Detail Pay – no update
- Brook Road Bridge – no update
- Veterans Memorial – no quote from Swenson Granite as yet
- Town House improvements – Mr. Irvine suggested creation of an RFP for work then work towards a grant.
- Landfill – no update
- Disposal fees – Mr. Irvine advised that after fee changes were recommended by Transfer Station attendant Mr. O’Shea it was learned they weren’t using the most up-to-date fee schedule. Board agreed to begin charging for washers & dryers and increase the cost per tire so fees will be more in line with other municipalities. Other fee increases proposed are already in place based on the most up-to-date fee schedule. Mr. Irvine advised that fee changes will require a Public Hearing, which will be scheduled.

APPOINTMENTS

6:00 pm

Fire Chief Lang

Chief Lang was present. Mr. Irvine provided copies of the annual report and audit form from LRMFA and Chief Lang's proposed monthly reporting going forward.

- Chief Lang reviewed the emergency reporting software, explaining the kind of data that can be retrieved from it.
- 17E1 suction line failure was repaired with the work being done at the station.
- SAFER Grant for funding of full-time firefighters has been forwarded for further review.
- LRMFA Membership committee has been disbanded. Money will go to training, Mr. Drake shared concerns that larger full-time departments will consume all of this resource and asked Chief Lang to watch out for this as all the member towns had paid into those monies and should receive the benefit.
- Generator parts have been ordered.

Discussion on rates being charged for ambulance billing. Chief Lang asked if exercise equipment could be used by the department in the 2nd floor of the Fire Dept. Mr. Irvine said he would look into the liability of allowing this.

Chief asked the board to review the Purchasing Policy relative to amounts over \$500 and the affect that has under certain situations with time constraints waiting for an approval. Board said they would be reviewing the policy.

Mr. Harvey asked if the emergency software can assist with determining personnel participation and Chief Lang said they will determine how to retrieve that information.

DISCUSSION

- Mr. DuBreuil from R&D Paving was present. Mr. Irvine advised that there was a previous decision to disallow GMI Asphalt's paving bid for project #1 of the 2021 paving project. He said that Public Works Director Mr. Boucher determined that it was in the town's best interest to select only one contractor to do the work for coordination and timing purposes based on the location of the projects. Remaining bidders came in above the budgeted amount with R & D Paving being the lowest, getting Mr. Boucher's recommendation. There was discussion on whether to drop a project and what affect that may have on the proposal costs, find \$27,000 in the overall budget, or potentially use ARPA monies to cover the difference. Mr. DuBreuil said he had discussed with Mr. Boucher the removal of an item from the project that would allow the project to stay on budget while maintaining the integrity of the overall work and confirmed that their bid price was based on being awarded all work for all roads projected. The board held the discussion over for Mr. Boucher and Mr. Shaw to be present, while considering all the possibilities.
- Board signed Yield Tax Warrant for Dana & Nathan Torsey, Map R9, Lot 9 @ \$312.08.
- Board signed Intent to Cut, Tracy & Ruth Simula, Map R10, Lot 12.
- Mr. Irvine advised that a resident has asked if they could park their camper at Town House while tree work is being done (2 days). The board agreed they could not do this for one as it would set a precedent and creates a liability.
- Light trespass complaint – Mr. Irvine said he'd drive by again tonight to see whether the light is a trespass or is just visible.
- Tax Collector's lien redemptions
- fyi – Copy of letter to resident from Tax Collector relative to an agreed upon payment plan, which is 2 payments behind. Mr. Irvine recommended adding to the lien amount and recognizing there is a Disabled Lien currently on the property.

- fyi – Precinct Water Quality Report
- fyi – Thank you from CAP

**PUBLIC
COMMENT**

There was none.

OTHER BUSINESS

- Mr. Irvine asked how to move forward with the state change in mask mandates and overall pandemic restrictions. Mr. Irvine suggested: continuing with appointments being recommended as it has worked well for customers knowing they can get their business done in a timely manner; masks recommended – not mandated; limit number of people to the lobby at two parties at one time. The board expressed concern with recommending appointments while making walk-ins wait. There was agreement on keeping the doors locked to limit number of people inside.
- Mr. Irvine said he would likely have the 1st issue tax warrant for signatures on 5/20.
- Mr. Irvine said one of the sensors on the loader appears to have failed – potential requisition coming.
- NHS employees planning a demonstration, re: protest on working conditions. PD gave guidance.
- Mr. Harvey said relative to 911#'s and which to utilize, asked if the number signs would be larger in areas where speeds are higher. This was taken under advisement.
- Mr. Drake asked of the status of Mr. Latulippe's excavation near the roadway and Mr. Irvine said material has been put down, loamed & seeded to stabilize the slope, he said that the berm height by the road had been increased to reduce the risk of a car going off the road into the pit.
- Mr. Drake asked about transport of materials to RMI for processing as the odor is very strong. Mr. Irvine to discuss with RMI.

ADJOURNMENT:

Mr. Drake made a motion, seconded by Mr. Harvey, to adjourn at 8:48 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose