

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

May 14, 2020

**MEMBERS
PRESENT:
OTHERS
PRESENT:
CALL TO
ORDER:**

Mr. Mertz and Mr. Drake were present.

Town Administrator Mr. Irvine and Eric Shaw

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 PD (ballistic package - amended to reflect shipping); Hwy Dept. (Excavator rental in preparation of paving and rental for work done at site of Piper fire).

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

1. Linda Collins, Tax Map R13, Lot 5B
2. Tilton Realty Trust (3), Tax Map R11, Lots 17-4, 17-5, & 17-6
3. Carroll Family 2008 Trust, Tax Map R3, Lot 9C
4. Wolak, Timothy & Jessica, Tax Map U17, Lot 22

The approved the following Intent to Cut Wood:

1. Roberta Black, Tax Map R1, Lots 14 & 16

**APPOINTMEN
TS**

6:20 pm

*Jim Boucher
Public Works
Director*

Mr. Boucher was present and said finding a 2020 backhoe is difficult but found a 2019 in VT with 24 hrs on it. The only difference in the specifications is that the motor is larger and the backhoe weighs 800 lbs more. The seller was also agreeable to replace the existing tires on it with the tires that Mr. Boucher wanted. In total, delivered, it would be \$500 less than what was appropriated in the approved warrant article. Mr. Boucher recommended its purchase. Mr. Drake made a motion, seconded by Mr. Shaw to purchase the backhoe. Mr. Irvine to arrange the financing through Caterpillar.

Mr. Boucher advised he reviewed the RSMS asked for quotes from some paving companies on the 2020 roads noted in the study for budgeting in preparation of putting jobs out to bid. He proposed paving for Straits Road from Winona Rd to Forest Pond Road at roughly \$250,000. Some other roads would be chip sealed according to the RSMS. Mr. Irvine and Mr. Boucher to work on RFP for the work.

Mr. Boucher asked if the department could use town property at the end of Beech Hill Road for storing road material to save time when working in that end of town. He said there would be no negative affect on the property. It was the consensus of the board to allow for this, but to monitor the site for problems.

Mr. Boucher advised that a resident recommended a Yield sign on the bottom of Sky Pond Road where it meets Lower Oxbow Rd. The board agreed.

6:30 pm

Mr. Shaw was present who expressed interest in serving the remainder of Mr. Irvine's

Eric Shaw

term as Selectman and submitted his background and reasons for wanting to serve. There was discussion on the time needed to serve and what it might involve. Mr. Mertz made a motion, seconded by Mr. Drake to appoint Mr. Shaw to serve until the March 2021 election, when he could decide to run for Selectman.

Mr. Shaw was then sworn in by the Town Clerk and came back to the meeting.

6:45 pm
Ben Brady

Mr. Brady was present in response to a letter he received due to activity seen on his property and the concern with the location of current use acreage. He said when he first purchased the property, he stayed in a camper on the lot but is no longer living there. There is an existing septic but it is in close proximity to the brook and he does not want to use it for a new home. He said he uses the garage to do work as he is a contractor and does woodworking – but not as a business, and the other building is used to store tools. He has used an excavator to get up to a flat site for a future home which is roughly an acre, for which he has done some site work to change the shape of the site. Mr. Irvine asked Mr. Brady to submit a drawing showing the disturbed area for current use purposes. Asked for a timeframe Mr. Brady said he hopes to get septic and foundation prior beginning the home and will likely take several years to complete. Mr. Irvine suggested he obtain a building permit which Mr. Brady said he wasn't ready to submit as he is just moving earth and creating drainage. Mr. Brady said he expects within a year he'll be able to submit the permit application. The board agreed that Mr. Brady can submit the current use map and work towards obtaining the building permit.

DISCUSSION

- Board signed Yield Tax Warrant Wayne & Jean Roswell, Tax Map R17 Lots 37 @ \$13,292.85.
- Annual IT maintenance contract with CCS – Mr. Mertz signed the contract.
- Review of town forester's proposal for a timber harvest on Tax Map R5, Lot 13 at approximately \$23,000 to the town, which will allow for the oak to grow better. Mr. Mertz made a motion, seconded by Mr. Drake to enter into an agreement with New England Forestry Consultants to perform a timber cut on this lot and pay the extra fee to blaze the property lines. Vote was unanimous and Mrs. Mertz signed the proposal.
- Steven Williams, Map R3 Lot 20 & Map R10 Lot 42, Current Use classification reflects Stewardship, which has expired. Letter sent Jan. 2020, with a 4/1/20 deadline, with no response. Board agreed to remove the Stewardship classification.
- Memo from Interim PD Administrator Mr. French, re: Warranties for cruiser tablets & docking stations have expired or are expiring, which are not budgeted. The cost to extend the warranties by 5 years quoted at \$2,834. There was discussion on how business would be handled if there was a failure and if an emergency repair or replacement was needed there was no emergency repair fund that monies could come from. Board agreed to discuss with future PD Chief a possible creation of emergency equipment repair/replacement fund. The board agreed not to purchase the warranties, but recognizing the critical equipment.
- Email from Amtech Coatings requesting permission to add a non-illuminated, 4'X8' sign to their building at 827 NH Route 132N. The board agreed to take this under advisement while Mr. Irvine investigates further as this was a grandfathered non-conforming use.
- Estimate from Hiltz Excavating for work where the Class VI road (Outlet Road-old Rt. 104) culvert was removed after failure, stabilizing the embankment and installing a dry hydrant quote with a public hearing necessary to designate that portion at a fire lane and expend monies to do the work. Board agreed to begin fire lane designation process with future discussion on performing the work.

- COVID-19
 - State request to establish a testing site for the virus at PSB on 5/16, 11am-7pm.
 - (Governor’s Office For Emergency Relief & Recovery) GOFERR reimbursement; Mr. Irvine noted that accepting monies per RSA 21-P:43 requires no hearing. Mr. Mertz made a motion, seconded by Mr. Drake to accept the unanticipated revenues, in an amount not to exceed \$54,385, from the Governor’s Office for Emergency Relief and Recovery for reimbursement of COVID-19 related expenses under RSA 21-P:43. Vote was unanimous. Mr. Mertz made a motion, seconded by Mr. Drake, that we designate Town Administrator Neil Irvine as designated signing authority for the GOFERR Coronavirus Relief Fund Grants to Local Governments. Vote was unanimous.
 - First Responder Stipend – Fire and Police Dept rosters were submitted with the town requesting the full 8 weeks + 2 days for each individual which the town will be paying as one lump sum at the end of the stipend period so the town can track hours to determine whether someone has worked full-time or part-time. This payment will not run through the operating budget. Payroll taxes and retirement are the responsibility of the town but will be reimbursable through GOFERR. Mr. Mertz made a motion, seconded by Mr. Drake, that we designate Town Administrator Neil Irvine as designated signing authority for the HSEM First Responder COVID-19 Stipend Program. Vote was unanimous.
 - Bristol Selectmen email requesting New Hampton to write a letter of support to hold a Special Town Meeting of SAU4 to amend their current budget due to tax revenue shortfalls which could help minimize the impact to towns.
 - Old Home Day – There was discussion on whether or not to hold this event in 2020 and the board agreed to take this under advisement.
- fyi – PD, ant infestation in part due to cracks in the sally port cement which the Hwy Dept sealed.
- Tax Collector’s property liens
- Tax Collector’s Lien Redemptions
- Town Clerk’s YTD Registrations & Online reports reflect not much change from previous year.
- Notice from NHDES recognizing Precinct water ongoing testing.
- LRPC, Household Hazardous Waste 7/25 & 8/1 – remains scheduled at this time.
- Northfield ZBA Abutter’s Notice, re: cell tower.
- NHDES Copy Wetlands Permit Application, Waukevan Boat Ramp
- fyi - Change to building permit – Interior only so no action required.
- Copy of letter to PSNH from resident Robert Pollock advising of a hazardous tree that should be removed.
- Newfound Area Drug Awareness Group “Stand Up Newfound”, asking Selectmen to support the need for a school resource officer.

PUBLIC COMMENT

There was none.

NON PUBLIC SESSION

At 8:57 pm Mr. Mertz 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. Mertz – Y, Mr. Drake – Y, Mr. Shaw – Y. Vote passed.

PRESENT

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

**RETURN TO
PUBLIC
SESSION**

At 9:09 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 9:10 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, Mr. Shaw –Y. Vote passed.

PRESENT

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

**RETURN TO
PUBLIC
SESSION**

At 9:11 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.

Mr. Mertz made a motion, seconded by Mr. Shaw to accept the Fire Chief's recommendation to classify Eric Potter as full member of the Fire Dept. Vote was unanimous.

**OTHER
BUSINESS**

- There was discussion on how often to meet while observing social distancing. It was the consensus of the board to meet weekly for the time being.

ADJOURNMENT:

Mr. Mertz made a motion, seconded by Mr. Shaw, to adjourn at 9:15 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose