

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

June 27, 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.

The board approved purchase requisitions for Town Clerk (safe), Hwy Dept. (2015 Int'l Dump truck parts for repair, drain pipe & fabric for paving project).

The board expressed concern with Hwy Dept's requests for time off on 7/5/19.

Mr. Denoncour made a motion, seconded by Mr. Mertz to approve a Payroll Change Notice for Officer Bethany Franz-Morin at \$18/hr. which was signed.

The board reviewed the following Building Permit application:

1. Wintringham Trust; Tax Map U15, Lot 8; HOLD

The board reviewed the following Sign Permit application:

1. Chris Bell, Tax Map R11, Lot 25A; HELD for information.

APPOINTMENTS

6:45pm

Police Chief Stevens

Police Chief Stevens, Sergeant Cunningham, and Corporal Tyrrell were present for the swearing in of the new Part-time Police Officer Bethany Franz-Morin. Officer Franz-Morin was sworn in by Town Clerk Ms. Adams with some of Bethany's family present.

Chris Bell was present as he knew the board would be discussing his sign permit application.

On the permit 28.8 sq. ft. sign being proposed, to be attached to existing pylon sign. Mrs. Lucas said Mr. Bell amended the sign plan as it previously showed the Hitching Post Primitive sign which has been removed. Mr. Bell said if the board approves the permit he'll put a 4"x4" under the sign and attach it to the existing pylon sign. He said he checked with NHDOT who told him where the edge of the ROW was and said he would not be in that ROW. Mr. Irvine said he realizes that Mr. Bell's sign is wider than the current sign posts and could allow his sign to project beyond the posts but that it cannot be in the ROW and must be attached. Mr. Denoncour said if it meets the sq. footage limitation of the ordinance and isn't in the ROW he doesn't have a problem with the signage as proposed. Mrs. Lucas said that Mr. Lacasse's original sign permit shows the sign posts *at* the edge of the ROW so it is possible that where Mr. Bell is proposing it should go could be *in* the ROW. Mrs. Lucas said there are concrete bounds to locate the property lines. The board agreed Mr. Lacasse's camper for sale is likely on state property which is an issue for the state, not the town. The board said they would not be able to approve a sign permit for a sign which is not wholly contained on Mr. Lacasse's property. Mr. Mertz asked Mr. Bell to locate those front pins and asked him to seek help from the office if he could not, which Mr. Bell agreed to do. The board agreed that once Mr. Bell

has measured on the ground, where his proposed sign is, Mr. Irvine would sign the permit.

DISCUSSION

The Board reviewed the following:

- The board signed letters requesting more information for utility and special use properties.
 1. Atlantic Broadband
 2. Central Rivers Power, LLC; aka HSE Hydro NH
 3. SegTEL, Inc.; dba FirstLight Fiber
 4. NHEC
 5. FirstLight; fka NH Optical Systems LLC
 6. Eversource
 7. DirecTV
 8. Consolidated Communications; fka Fair Point Communications
- Request for Proposal for paving projects – Dana Hill and Old Bristol Roads.
- The board signed PA-16 Application for Reimbursement to Towns and Cities – Forestlands.
- Mr. Mertz made a motion, seconded by Mr. Irvine to approve Form A-10 Application for Current Use – Dana & Jonann Torsey, Tax Map R18, Lot 21, which was signed.
- Board signed a previously reviewed abatement for Frank Wells, Tax Map U9, Lot 5.59 at \$95.09.
- Discuss small grants program application on Kelley-Drake Conservation Area on behalf of the Conservation Commission. Project is \$2,000 for apple freeing with potential for added request to mow. Mr. Denoncour made a motion, seconded by Mr. Irvine to authorize Mrs. Lucas to sign. Vote was unanimous.
- Email from someone interested in purchasing property at 101 Old Bristol Road which they would only be using for family. Mrs. Lucas will advise him that the existing cabins cannot be converted to living units but can undergo simple repairs.
- The Bureau of Rail & Transit now needs to be advised of the designation of Snake River as a Prime Wetland as it is an abutter. Mrs. Lucas and the board expressed concern with a letter sent by Rick Van de Poll on behalf of the town meant to expedite the process – without consulting with the town first.
- Firehouse Office of Intergovernmental Affairs state leadership event - 7/11.
- Letter from Secretary of the Interior, 6/20; re: county PILT payment of \$1,198.
- Tax Collector's Lien Redemption.
- The board reviewed the town budget to date.
- Snake River trailhead parking area; Conservation Commission Chair and engineer Erin Darrow will meet with board on 7/11 to discuss.

- Discussion on Policy against Harassment. Relative to the reporting chain of command, Mr. Irvine made a motion, seconded by Mr. Denoncour to amend the adopted Non Discrimination Policy against Harassment, under the Reporting Procedure, 2nd sentence: change "...report the matter to *their* Department Head..." to say "...report the matter to *any* Department Head...", and to add the sentence immediately after which states "If a conflict exists with reporting to the Town Administrator the matter shall be reported to the Board of Selectmen immediately." Vote was unanimous.
- Mrs. Lucas advised the board of multiple emails with Dana Torsey who asked why his assessment went up \$15,000. She said she found it was because of solar panels he installed for which no building permit application was submitted. After further emails with Mr. Torsey it was discovered that the note to call prior to visiting the property did not transfer to Summit software, which has now been corrected. The board asked Mrs. Lucas to forward any threatening language made in the email from Mr. Torsey, to the Police Chief.
- Mr. Irvine made a motion, seconded by Mr. Denoncour to approve minutes of 4/4, 4/11, 4/18, 4/25, 4/29, 5/6, 5/9, and 5/23/19 as written. Vote was unanimous.

OTHER BUSINESS

- Mr. Denoncour said he's noticed 3 vehicles for sale near Kevin Lang's property. He also questioned the amount of vehicles there are on Rossi's lot. Mrs. Lucas said the cars for sale on the Lang property were not allowed as it's establishing a business.
- Mr. Irvine said a resident asked about the status of the Welcome signage. The board agreed that as it is budgeted, the signs should be ordered.
- The board agreed to meet every other week, meeting 7/11, adding additional meetings as necessary. The board agreed to **assist** Mrs. Lucas with some of her workload: Mr. Irvine to handle the Lawless short-term rental issue, Mr. Mertz to could handle the reconfiguration of the town office, and Mr. Denoncour to work on the Welcome signs.

PUBLIC COMMENT

There was none.

NON PUBLIC SESSION

At 8:21 pm Mr. Irvine made a motion, seconded by Mr. Mertz, to go into Non-Public Session, according to RSA 91A:3 II (e) Litigation. 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; Mr. Irvine made a motion, seconded by Mr. Denoncour to seal the minutes for 5 years. Votes were unanimous.

NON PUBLIC SESSION

At 8:37 pm Mr. Irvine made a motion, seconded by Mr. Mertz, 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 8:42 pm, Mr. Irvine made a motion, seconded by Mr. Denoncour, to come out of Non-Public Session; Mr. Irvine made a motion, seconded by Mr. Meretz to seal the minutes for

5 years. Votes were unanimous.

ADJOURNMENT: Mr. Denoncour made a motion, seconded by Mr. Mertz, to adjourn at 8:43 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose

DRAFT