

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

Thursday, August 20, 2020

MEMBERS

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

PRESENT:

OTHERS

Town Administrator Mr. Irvine and Deputy Fire Chief Mr. Lang

PRESENT:

CALL TO

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

ORDER:

**NON PUBLIC
SESSION**

At 6:01 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 was unanimous.

PRESENT

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

**RETURN TO
PUBLIC SESSION**

At 6:17 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.

MINUTES

Mr. Mertz made a motion, seconded by Mr. Shaw to approve the 2020 minutes of 6/18, 6/25, 7/9, 7/16, 8/6, 8/13 with the following changes:

1. 6/18/20 under Discussion: Relative to Warrant Article savings where it says “EMS equipment” – delete “EMS”.
2. 6/25/20 Under Discussion: A reference to Warrant Article 14 – should be changed to Warrant Article 15.

Vote was unanimous.

WORK SESSION

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

Board signed the following purchase order(s) Town Clerk (reference books), Hwy Dept (baling wire).

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

1. Thomas & Jennifer Berry, Map R3, Lot 31

The board approved the following Occupancy Permit(s):

1. Bella Beads, Map U2, Lot 7

The board reviewed the following septic design:

1. Van & Cathy Barlow, Map U17, Lot 34 – HELD for further clarification.

APPOINTMENTS

6:30 pm

NHS Joe Williams

Mr. Williams was present and reviewed their plans for opening the school for students including testing and quarantining requirements prior to arriving and once they've arrived. He provided written guidelines being provided to the students and said masks will be required during class and outside of class when 6' of distance can't happen. Mr. Williams said sports will only include certain outside schools, with no spectators but live-streaming events. Travel off the campus will be very limited. He reviewed steps taken if there is a positive test.

Relative to Gordon-Nash Library reopening the school is working on a way to do it safely for the community and the students.

There was some discussion on the Precinct water supply as the water has been brownish coming from the tap and Mr. Mertz said it was not known why this is happening.

DISCUSSION

- Board reviewed Home Occupation/Professional Office application from Geoffrey Ouellette, Map R18, Lot 31; Approved with condition that interior space to be used for the business be clearly shown on the drawing.
- Payroll Tax Deferral based on President's Executive Order that didn't provide guidance; re: 6.2% FICA paid 9/1/20 through 12/31/20, which is only a deferral and must be paid back unless it becomes tax forgiveness. Mr. Irvine said he discussed this with Finance Officer Ms. Duggan. He said their recommendation is to hold those monies until it is decided whether or not it is a deferral in which case the FICA would have to be repaid, but if those taxes are forgiven a lump sum would be given to the employees. A memo to employees would explain this and the same would need to be done for all employees. The board took this under advisement for a decision by 8/27.
- Review of MS-434 Revised Estimated Revenues to go to NHDRA.
- Follow-up: property owner Jeffrey Sawin, had previously requested a waiver of interest and penalties on 2019 2nd issue tax bill due to medical reasons, causing the inability to work. Documentation has been provided now to show this to be the case. Mr. Drake made a motion, seconded by Mr. Shaw to grant the waiver. Vote was unanimous.
- Review of 2017 tax delinquent properties for possible tax deeding.
- Land Use Change Tax recommendations from assessors' CNP for:
 1. Meredith Brown & Thomas Beaulieu, Map R3, Lot 29A at \$7,000.
 2. Sally Stevens Rev Trust, Map R8, Lot 11 at \$3,800.Mr. Mertz made a motion, seconded by Mr. Shaw to accept the recommendations and create the tax warrant.
- Discussion on holding a future employee BBQ to recognize their work – after the pandemic.
- Discussion on revised office hours for cross training purposes. The board agreed this would be sensible.
- Chief Drake said Winnepesaukee Public Health has asked if New Hampton Fire Dept can become a combined drive-through vaccination center once a COVID-19 vaccine is determined. The board expressed support for this with logistics being determined later.
- Review of expenditures to date
- fyi – Bond releases for Mansfield Woods Way paving completions.
- fyi – Memo from Town Clerk Election day and requirement for all three Selectmen, or designee, to be present.
- fyi - Precinct water update
- fyi – 17A1 winning bidder made contact with town with pickup being 1st week in Sept.; PD Unit 5 winning bid at \$5,800, both through Municibid.

PUBLIC COMMENT

There was none.

OTHER

- Mr. Irvine advised a rep from Dept of Agricultural has a pilot program for handling

BUSINESS

- Japanese knotweed and will meet with Mr. Boucher re mitigation.
- Mr. Mertz asked about the private drive to Mr. Sharp's property off Route 104 and improvements to the land which is current use. Mr. Irvine said CNP will looking at this plus 2 other properties to calculate a Land Use Change tax for the improvements.
 - Mr. Mertz asked for status of foundation repairs to Town House, and Mr. Irvine said it is now stabilized with Hwy Dept to repair the floor. Long term repairs still necessary and waiting NHDRA response on funding.
 - Garden Club has asked to use the training room on 9/1/20 from 10-noon. The board agreed with appropriate precautions.
 - Mr. Drake said the culvert on Sinclair Hill Road needs to be addressed as the cold patch done previously is breaking up.
 - Mr. Drake asked if the gate to Kelley Drake Conservation Area is supposed to be open and Mr. Irvine said it is not.

NON PUBLIC SESSION

At 8:29 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 was unanimous.

PRESENT

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

RETURN TO PUBLIC SESSION

At 9:43 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 9:44 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 was unanimous.

PRESENT

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

RETURN TO PUBLIC SESSION

At 10:11 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.

ADJOURNMENT:

Mr. Mertz made a motion, seconded by Mr. Drake, to adjourn at 10:12 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose