

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

August 22, 2019

MEMBERS

Mr. Irvine, Mr. Denoncour, and Mr. Mertz were present.

PRESENT:

OTHERS

Town Administrator Mrs. Lucas and Chris Bell.

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 requisition(s) for PD (vest for Officer Franz-Morin), Hwy Dept (cold patch).

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

1. Daniel Morse & Christina Gates, Tax Map R16, Lot 13

The board approved the following Occupancy Permit(s):

1. Kevin & Cheryl Drake, Tax Map R4, Lot 58

The board approved the following Septic Design(s):

1. James & Nieves Greene, Tax Map R19, Lot 22
2. Triple C Trust, Tax Map R19, Lot 17
3. Russell Berry et al, Tax Map U13, Lot 1

The board approved the following Hawkers/Peddlers permit application(s):

1. Chris Bell, Tax Map R11, Lot 25A; longer term; Mr. Irvine made a motion, seconded by Mr. Mertz to approve the permit to 10/31/19 based on the Planning Board's approval of Mr. Bell's site plan approval. There was discussion on when all outward appearances of business activity would be gone and Mr. Bell said some items may be stored there based on any agreement with landlord, Kevin Lacasse. The board and Mr. Bell agreed to the condition of 11/11/19 to remove all outward appearance of business activity. It was noted that the structures and smokers are back in the location where they were shown on the site plan. Vote was unanimous.

The board reviewed the following Sign Permit application(s):

2. Chris Bell, Tax Map R11, Lot 25A; The board advised that Mr. Bell had removed the signage he had up, with the exception of one banner, and asked him what his intention was as they had the unsigned sign permit. Mr. Bell said he was not going to find the front property pins. Mr. Irvine made a motion, seconded by Mr. Denoncour, to deny the application.

APPOINTMENTS

7:00 pm

Kevin Scarlett

Mr. Kevin Scarlett was present. Mr. Irvine said Mr. Scarlett had asked if he could place a trailer on property located on Forest Pond Road while he constructs a house. Mr. Irvine said the ordinance allows for a manufactured housing unit to be used for a period of one year, then removed once the house is complete. Mr. Scarlett advised it was a camper. He

was asked if utilities would be installed for connection to the camper and Mr. Scarlett said yes. His plan was to have a foundation in place this fall with home construction in the spring. Mr. Scarlett said their plan was to stay in the camper the entire time while undergoing construction. As the camper would remain registered it could be considered personal property and a short-term situation until the house is complete. The board reviewed the definition regarding creation of a campsite and the need to apply to the ZBA, noting that it was not the intention of Mr. Scarlett to create a campsite beyond the time it takes to construct the home. There was discussion on applying to the ZBA to consider the camper as being similar to a manufactured home for this particular use. The board agreed to take this under advisement.

Mr. Scarlett asked if he could have one shipping container on the property, to store items while undergoing construction which the board agreed to.

7:15 pm
Greggory Verrill

Mr. Verrill was present. Mr. Irvine said Mr. Verrill was meeting to discuss the MLS listing of his home that stated he had an ADU for which there are no approvals on record for. Mr. Verrill said the MLS was written by his realtor and when he asked the realtor why he put that in the listing the realtor said he thought it had an ADU in the basement. Mr. Verrill said it did not have cooking facilities. He showed a video and said that there had been a stove in the basement but it hadn't worked for a long time, and the sink is used for utility purposes. Mr. Verrill said no one was living in the basement and has advised the realtor to remove that description and if someone was to purchase the home and want to create an ADU they would have to seek approvals from the town. Mr. Irvine asked if there a separate entrance to the basement and Mr. Verrill explained it would have to be from inside the house or through the garage. Mr. Denoncour stated that though the stove is not presently functioning it didn't mean it couldn't be replaced with another – the nature of the space appears to be an ADU. Mr. Verrill said the laundry area for the entire home is also in the basement bathroom. It was the consensus of the board that based on the video and explanation it is only a finished basement. Mr. Mertz asked Mr. Verrill to submit photos of the space where the stove was to show it was gone.

Mr. Irvine advised that the home has a 3-bedroom septic system, the property card states 3 bedrooms, but the MLS reflects 5 bedrooms. Mr. Verrill said he would speak to the realtor about reflecting the listing properly.

7:30 pm
Matt Stanley,
Central Rivers Power
– Ayers Island Dam

Mr. Stanley was present. He said he was working with towns where hydro stations are located and wants to maintain open communications. He said he would like to have the Fire and Police departments familiarize themselves with the dam facility. The board agreed to add Mr. Stanley as a participant to Hazard Mitigation planning. Mrs. Lucas said she could provide him with a current plan. Mr. Stanley said he is willing to share details of their EAP. Mr. Denoncour asked why the drawdown of Pemi River was so protracted and Mr. Stanley said the upstream face of the dam is being replacing where some may be deteriorating concrete. Mrs. Lucas said she has appreciated notifications to the river's abutters when there is a drawdown as it sometimes affects property owner's wells but also the attention to water level management in anticipation of large storms which are becoming more frequent. Mr. Stanley confirmed that Central Rivers Power will continue to do that and the prior employees at the dam, remain employed there.

DISCUSSION

The Board reviewed the following:

- Mrs. Lucas advised the Board that LRPC put out bids for propane & oil with some very good pricing but after speaking with Kerry Mattson at Rymes Oil who said they were willing to agree to a contracted price of \$0.03 less per gallon for 2019-2020 propane & oil, being \$1.105/ gallon for 8,100 gallons of propane, and \$2.075/gallon for 1,200 gallons of heating oil. Mr. Mertz made a motion, seconded by Mr. Denoncour to accept the contracts from Rymes and appoint the Chairman to sign. Vote was unanimous.
- Board signed appointment for Robert Pollock, Jr. as TAC Advisor to LRPC.
- Revised revenues – M S434 prepared by Ms. Duggan for 2019 totaling \$ 1,664,433. It was noted that there was an estimation on the sale of the used PD cruiser, but as cruiser deliver date is unknown, the used one may not be sold in 2019. The Board had no questions and were comfortable with the revised revenues.
- 2016 Tax Levy list from Tax Collector.
- Board reviewed draft Drug Forfeiture Policy. Mrs. Lucas to have legal counsel review prior to implementing.
- Utility Assessor Sansoucy recommends budgeting \$6,000 for PSNH appeals for 2014 through 2017.
- Email from engineer Erin Darrow asking board to approve request for driveway permit application to NHDOT for Snake River trail access on Winona Road. The agreed to get input from Cons. Comm. Chairman Mr. DuBois prior to signing. Mr. Irvine made a motion, seconded by Mr. Mertz to authorize Mrs. Lucas to sign the application if Mr. DuBois gives his approval. Vote was unanimous.
- Request from hunter to use ATV to drive on town's Class VI road for hunting purposes. While it was noted this would access state land it was the consensus of the board to not allow the ATV access on the town's class VI road as this would be an exception to the rule.
- Letter from motorist who said a large pothole at the intersection of Winona & Dana Hill Roads causing tire damage. Mrs. Lucas advised that there was no prior contact with town relative to a pothole in this location. Pothole to be filled by Hwy Dept and board agreed that a letter would be sent advising them the town would fix it but as there was no prior knowledge of problem the vehicle repair was not the town's responsibility.
- Washout along Sinclair Hill Road at driveway at #130. Property owner did some repairs but is concerned it will continue to happen during heavy rain.
- Notification from Div. of Forest Lands on Bald Ledge state property.
- Court date for Injunctive Relief from Robert Wells for zoning violation – 10/2.
- Letter to Shamrock Motors for violation of sign regulations was received with no

change to signage. Board agreed to another enforcement letter with mention of fines.

- Rick Van de Poll has explained to NHDOT that permitting process for Snake River designation as a Prime Wetland won't change DOT's maintenance on the railroad.
- Board reviewed suggestions made for Old Home Day after meeting held to discuss concerns & improvements.
- Tax Collector's Lien Redemptions.
- Survey of town lot and effect on abutter's lot, Bruce Harvey – surveyors Colin Brown and Kent Brown agreed to the updated survey. Mrs. Lucas said Mr. Harvey agreed to the survey and boundary line between the town and his lot. Once accepted by Cons. Comm, it will be registered
- Maintenance and security of personnel files for all departments: Counsel advised the Selectmen to issue a directive to say records to be moved to the town office immediately where they can be held. Mrs. Lucas to draft this directive. Mr. Irvine said sensitive records would be sealed and remain part of the employment record. Board agreed a policy should also be written.

OTHER BUSINESS

- Mr. Irvine advised that Mr. Martin's driveway is washing out into the roadway again and suggested Mr. Boucher inventory driveways that are causing problems on the roadways.
- Mrs. Lucas said she received a call from a resident on Sky Pond as there have been people staying overnight in the parking lot. There has also been problems with dogs running at large and the board agreed to have Mrs. Lucas order some signage that addresses this issue. There was a question as to whether there was signage prohibiting motors; Mrs. Lucas to investigate further.
- There was discussion on the discovery, made by Mrs. Vose, that a property transfer deed didn't reflect the owner's correct property, as they own 2 lots. Mrs. Lucas to investigate further.
- Confusing sign installed at the corner of Main Street and Old Mill Lane. Also needs trimming to see existing state signage.
- Mr. Mertz said thorny bush protruding onto sidewalk causing pedestrians to walk in roadway, at 51 Main Street.
- Senator Guida stopped by the office as he had the copy of a letter to NHDOT on Route 104 study and offered to help. On 9/4 there is a meeting possibility to discuss grant monies for economic development which may help the town relative to Route 104. Mrs. Lucas to involve Mr. Pollock. Mr. Irvine may attend.
- Mrs. Lucas suggested the board discuss possible warrant article to expend money on a Class VI road (Outlet Road) for emergency access purposes.
- Mrs. Lucas asked what the board wanted to do about Chris Bell's banner sign which wasn't part of his sign notification. The board agreed to see if it remains.
- Mrs. Lucas said Mr. Pollock to send an enforcement letter to Harold Lamos about the Farmer's Market temporary signage.

PUBLIC COMMENT

There was none.

**NON PUBLIC
SESSION**

At 9:17 pm Mr. Irvine made a motion, seconded by Mr. Denoncour, 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 9:52 pm, Mr. Irvine made a motion, seconded by Mr. Mertz, to come out of Non-Public Session and to seal the minutes for 5 years. Votes were unanimous.

ADJOURNMENT:

Mr. Mertz made a motion, seconded by Mr. Irvine, to adjourn at 9:52 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose

DRAFT