

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

Thursday, January 18, 2024

**MEMBERS**

Present were Mr. Drake, Mr. Shaw & Mr. Harvey.

**PRESENT:**

**OTHERS PRESENT:**

Town Administrator Corey Davenport, Scott Provencal, and Rick Morse

**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:**

Mr. Drake made a motion, seconded by Mr. Harvey to approve the minutes of 12/14/23 as written. Vote was unanimous.

Mr. Shaw made a motion, seconded by Mr. Harvey to approve the minutes of 12/28/23 as corrected. Vote passed 2-0, with Mr. Drake abstaining as he was not present.

**APPOINTMENTS:**

There were none.

**WORK SESSION:**

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

**OPEN ITEMS:**

- Town House – no update
- Brook Road bridge – Mr. Davenport advised he and Mr. Boucher visited the site. They discussed what Mr. Boucher thought the highway department could do. Mr. Boucher had said a logger said they could cut and leave the trees, for approximately \$1,000, with the dept performing the cleanup. If the department rented an excavator, they could remove the existing bridge in 1-2 weeks. The Board agreed to have the trees removed soon, with some getting chipped, and some to be used for heating the Town House. The Board agreed to include the bridge removal as a separate scope of work in the RFP, so the cost could be considered.
- Fees – no update
- 911#s – no update
- Grants – no update
- Tax Deeded Land – Mr. Davenport said he has reviewed emails relative to Lindsay Lane status as a town road and plans to be the point of contact for legal counsel as they proceed to obtain a court ruling.
- Timber Harvest – based on a previous discussion with a forester the Board agreed a timber harvest on property off Straits and Chase Roads were sensible. Mr. Davenport advised that NHDRA Timber Appraiser suggested the town engage a forester to mark trees, create an RFP for the operation, and to decide whether the operation would be taxable which would likely affect the bid pricing.
- BOS Guidelines – no update
- Drake Road - no update
- Breezeline – no update
- Town Roads (FEMA) – no update
- Driveway Permit revision – no update
- Carter Mountain Road unregistered vehicles – Mr. Davenport reviewed discussion he had with Police Chief Tyrrell that the PD would not be

involved (the property is posted) but the Selectmen or Health Officer could issue a civil forfeiture if it's health related. Mr. Davenport advised that adoption of a town ordinance would provide the Town opportunity for enforcement. The Board asked for another letter to be sent certified relative to unregistered vehicles. Mr. Davenport to review the history of this situation.

- Dr. Childs Rd; discontinuance – Board reviewed letter from NHS which did not state their agreement in maintaining the sidewalk near the elementary school, which the Board expressed disappointment in. The letter did make statements relative to working with the Town if improvements were made to the road and the possibility of a sidewalk installation down Shingle Camp Hill Road. The Board expressed support of putting the disqualification of the road in the warrant, upon agreement by NHS to maintain the sidewalk on Main Street across from the elementary school. Mr. Drake said with the school taking properties, which become exempt from taxes, leaving the other taxpayers with a larger tax burden, it would be unfortunate if the school isn't willing to maintain that small portion of the sidewalk as they have the appropriate equipment.

**DISCUSSION:**

- Mr. Davenport advised that Mr. Boucher was proposing purchase of sand screener so sand chunks can be removed before putting it into the truck's sander. This should reduce the need to climb onto sander to remove chunks. There have been injuries reported in doing this. Mr. Boucher has located some used screens for approximately \$4,500 and found a resident who said he could construct one for about \$5,000. Mr. Harvey advised they used to add salt to the sand to prevent freezing. The Board agreed the best long-term solution was a large shed for sand storage, but the screen would be good for now. Mr. Davenport said the Town of Campton recently built a salt shed on concrete blocks at \$100,000. It was the consensus of the Board to move forward with the screener by acquiring a drawing and quote.
- Board reviewed NHDES wetland permit (after-the-fact) for a perched beach on Map R12, Lot 4, Fawcett Rev. Trust.
- Board signed the Delegation of Deposit Authority for Mr. Davenport for deposit purposes.
- Board reviewed and held abatements for three New Hampton School properties, based on a billing software error, though there are 2 parcels for which money will be owed. Mr. Davenport to find out what assessing services other towns use that have private schools in their municipality.
- Board reviewed changes to the non-public minutes based on a change in an RSA, as all sealed minutes will need to be reviewed by 2033. For this reason, the Board will need to open non-public minutes on a regular basis. Mr. Davenport advised that the Board needs to review non-public minutes to vote on them.
- Board reviewed the draft RFP for assessing services with a start date of 2025 due to the current contract with CNP. It was the consensus of the Board to move forward in the next few weeks with sending out the RFP.
- Board reviewed the proposed warrant. Mr. Drake made a motion, seconded by Mr. Harvey to amend the language on the warrant article to purchase hose so that the 5% match comes from the Fire Dept. Special Revenue Fund instead of raising the funds. Vote was unanimous. It was

the consensus of the Board to amend the request for a Fire Engine to a Tanker/Engine, through a 95/5% grant, to allow more flexibility in getting a grant.

Mr. Provencal said the way the warrant articles are worded can be confusing to voters and Mr. Davenport explained that the budget and warrant are reviewed by the NH Dept of Revenue, who must approve the warrant and needs to be written a certain way. Mr. Shaw agreed it is confusing for some and said that is why it is so important for voters to attend the Deliberative Session so they understand the warrant.

The Board voted unanimously to recommend all 15 articles that had appropriations, as brought to the budget hearing.

**New Business after Agenda was Posted**

- Board reviewed bond bank rates for January and agreed to discuss this during the 2025 budget process.
- Board initialed a transfer from the Conservation Commission Fund a reimbursement to Town general fund for \$2,975.

**OTHER BUSINESS:**

- Mr. Shaw advised that Mr. Mertz expects to make a presentation at the Deliberative Session, as previously discussed.
- Mr. Davenport provided follow-up on some items he has been working on:
- Fire Dept new hires have been given their conditional offers and passed pre-employment physicals.
- As the Board had asked for the increased cost of the Town auditors, Mr. Davenport provided costs being \$11,004, \$11,300, \$11,500, \$11,850, \$14,000, \$15,250 from 2018 to 2023, with 2024 costs increasing to \$15,750.
- Relative to speaking with the property owner who appears to be offering their property as a wedding venue, Mr. Davenport has not yet heard back from them and will follow-up. A Planning Board member advised him that there had been discussion of special events previously, which included a discussion with the previous TA and Town counsel. Mr. Davenport to discuss with counsel to learn what that discussion was.
- Mr. Davenport advised that the PD, when they visited a property that had unpermitted building and they attempted to deliver a letter, felt uncomfortable and said it may best in the future to attempt to get this property owner to come to the Town Office, as opposed to someone going onto the property without permission. The Board advised that the Land Use Administrator has contacted that property owner.

**PUBLIC COMMENT:**

Mr. Morse said that relative to the junkyard discussion, where he came from there was a regulation relative to unregistered, ungaraged vehicles and parts thereof, which was effectively used in terms of enforcement.

Mr. Provencal asked what the percentage of property owners were that don't let the assessor onto their property. Mr. Davenport advised he would get that information from the assessing firm. Mr. Drake said when the assessors cannot get onto the property, they must make reasonable assumptions.

*(Board of Selectmen, January 18, 2024, cont.)*

Mr. Provencal and Mr. Morse left the meeting.

**NON-PUBLIC  
SESSION:**

At 8:24 pm, Mr. Drake made a motion, seconded by Mr. Shaw to go into non-public session under RSA 91-A:3 II(c) – Reputation, to open previously sealed minutes. A roll call vote was held. Mr. Drake – Y, Mr. Shaw – Y, Harvey – Y.

**PRESENT:**

Mr. Drake, Mr. Shaw, Mr. Harvey, and Mr. Davenport

**RETURN TO PUBLIC  
SESSION:**

At 8:35 pm, Mr. Drake made a motion, seconded by Mr. Shaw to come out of non-public session and reseal the minutes of 1/17/19(I) for a year, and unseal minutes of 1/17/19(II). Vote was unanimous.

**ADJOURNMENT:**

At 8:36 pm, Mr. Drake made a motion, seconded by Mr. Shaw to adjourn. Vote was unanimous.

Respectfully submitted,  
Pamela Vose