

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

Thursday, January 25, 2024

**MEMBERS**

Present were Mr. Drake, Mr. Shaw & Mr. Harvey (6:15 pm).

**PRESENT:**

**OTHERS PRESENT:**

Town Administrator Corey Davenport, Residents 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. Shaw to approve the minutes of 1/8/24 (budget hearing) as written. Vote was unanimous at 2-0.

Mr. Drake made a motion, seconded by Mr. Shaw to approve the minutes of 1/11/24 as corrected. Vote passed 2-0.

Mr. Drake made a motion, seconded by Mr. Shaw to approve the non-public minutes of 1/18/24.

**APPOINTMENTS:**

There were none.

**WORK SESSION:**

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

Board approved the following Building Permit application:

1. Zoe & Peter Kovacs; Map R13, Lot 11; demo existing garage destroyed by fire and rebuild on same footprint. Land Use Administrator wanted the Selectmen to determine whether the fee would be waived. Mr. Shaw made a motion, seconded by Mr. Drake to waive the building permit fee due to the loss of the structure by fire. Vote passed. There was discussion on whether there would be heat as the structure had been heated but the new permit does not indicate heat for the new structure. The permit was approved with no heat.

FYI – Land Use Administrator signed an Occupancy Permit for Donna Girard, Map U8, Lot 18

Mr. Harvey arrived at 6:15 pm.

Board approved the following Sign Permit application:

1. Dyer 2021 Rev. Trust; Map R5, Lot 1; Permitting Assistant Mr. Pollock advised no Site Plan application has been received yet. Mr. Shaw made a motion, seconded by Mr. Harvey to approve the permit as it meets the regulations. Vote was unanimous.

**OPEN ITEMS:**

- Town House – Mr. Davenport advised that the office located the assessment report on the Town House, which contains projects, costs, and estimated time to complete the work. Mr. Harvey advised that the Heritage Commission met on 1/24 and discussed applying for the Moose Plate grant again, with 2 other grants possible.
- Brook Road bridge – no update

- Fees – no update
- 911#s – no update
- Grants – no update
- Tax Deeded Land – no update
- Timber Harvest – no update
- 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 – no update
- Dr. Childs Rd; discontinuance – Mr. Drake advised that he and Mr. Davenport met with Head of NHS Joe Williams. They expressed their desire to get assistance from NHS to clear snow from the sidewalk that runs a short distance on Main Street from New Hampton Community School. Mr. Williams agreed to care for this sidewalk when time allows as they have the appropriate equipment to perform the work. It was also noted that in case of evacuation from the elementary school, children would be walking to NHS school. Mr. Drake advised that Mr. Williams agreed an MOU could be signed at a later date. Mr. Drake made a motion, seconded by Mr. Shaw to place this article on the warrant to discontinue the remainder of Dr. Childs Road. Vote passed with 2 in favor and Mr. Harvey abstaining. Mr. Williams had said he would meet with the Board more often to keep communication open. Mr. Shaw asked Mr. Davenport to ask NASD School Board Nathan Saler come meet with the Board to update them on NASD discussions. Mr. Shaw expressed concern that Mr. Saler does not pay taxes in New Hampton as he works for, and lives at NHS, so his perspective may not be the same as Town taxpayers, and the portion of taxes going into the school district is much larger than the Town portion.

**DISCUSSION:**

- Mr. Drake advised the Board that FEMA awarded the town \$5,909.64 for Debris Removal during the 2022 Christmas storm. Mr. Davenport continues to work on additional documents required by FEMA for other monies the Town anticipates receipt of.
- Relative to handouts to be provided to attendees at the Deliberative Session, it was the consensus of the Board to have Warrant Articles, the 2024 proposed budget, and the PowerPoint presentation.
- The Board reviewed a purchase order for a Grizzly Sand Screen proposed by Public Works Dept. It was the consensus of the Board that until a structure is built to keep sand protected from the elements, this was a sensible purchase. Mr. Drake made a motion, seconded by Mr. Shaw to approve the order, and waive the requirement for 3 bids. Vote was unanimous.
- The Board made a final review of the 2024 Town Warrant. With some slight revisions, Mr. Davenport advised he would reprint the warrant and have the Board sign, along with the Budget and Default Budget, at the end of the meeting. He said he has added the warrant article for the Dr. Childs Road discontinuance.
- Mr. Shaw said he would draft a “State of the Community” for the Annual Town Report and the Board reviewed some items to note.

**OTHER BUSINESS:**

- Mr. Davenport advised there is no “on call” status for any Highway Dept. employees but that the Public Works Director will call drivers in as needed.
- Mr. Davenport said that the assessing firm advised that relative to properties that are posted, prohibiting assessors from accurately reviewing the property, total 110 at roughly 5.6%. Mr. Provencal asked how many didn’t allow assessors inside and Mr. Davenport said he would try to get that number.
- Relative to paid vs unpaid lunches, Mr. Davenport said the policy dictates that if an employee cannot take lunch during their daily duties a ½ hour lunch time must be taken and that office staff eat at their desk so they can continue to serve the public.
- Mr. Davenport found some other municipalities that have private schools, determining what assessing firm they use so RFP’s for assessing services can be sent to them.
- Mr. Davenport said the Land Use Administrator has provided him with history on the Carter Mountain Road junkyard issue, which he will review to determine next steps.

**PUBLIC COMMENT:**

There was none. Mr. Provencal and Mr. Morse left the meeting.

**NON-PUBLIC SESSION:**

At 7:12 pm, Mr. Drake made a motion, seconded by Mr. Shaw to go into non-public session under RSA 91-A:3 II(c) – Personnel review. 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 7:43 pm, Mr. Drake made a motion, seconded by Mr. Shaw to come out of non-public session and seal the minutes for a year. Vote was unanimous.

**ADJOURNMENT:**

At 7:44 pm, Mr. Drake made a motion, seconded by Mr. Shaw to adjourn. Vote was unanimous.

Respectfully submitted,  
Pamela Vose