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**TOWN OF NEW HAMPTON
BOARD OF SELECTMEN
MEETING MINUTES**

Thursday, January 30, 2025

MEMBERS PRESENT: Present were Mr. Drake and Mr. Harvey.

OTHERS PRESENT: Town Administrator Mr. Davenport, Scott Provencal, Jamie Lyford and Bradford Leclerc.

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. Harvey made a motion, seconded by Mr. Drake to approve the Budget Hearing minutes of 1/7/25, as written. Mr. Drake made a motion, seconded by Mr. Harvey to approve the minutes of 1/9/25 as written. Mr. Harvey made a motion, seconded by Mr. Drake to approve the minutes of 1/16/25, as corrected. Mr. Harvey made a motion, seconded by Mr. Drake to approve the non-public minutes of 1/9/25 as corrected. Drake made a motion, seconded by Mr. Harvey to approve the non-public minutes of 1/16/25 as written. All votes unanimous.

The Board agreed to the new formatting of minutes with numbered lines.

WORK SESSION: The Board reviewed/signed manifests, invoices, requisitions, purchase orders and leave request forms.

At 6:28 pm Mr. Morse and Acting Public Works Director Mr. Cote arrived. Mr. Provencal, Mr. Leclerc and Mr. Morse left the public meeting. Mr. Lyford was asked to leave for a portion of the non-public meeting.

APPOINTMENT: 6:30 pm DPW candidate

NON-PUBLIC SESSION: At 6:30 PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II(b) Hiring. A roll call vote was held: Mr. Drake – Y, Mr. Harvey – Y.

PRESENT: Mr. Drake, Mr. Harvey, Mr. Davenport, and Mr. Cote. Jamie Lyford joined the non-public session at 6:45 pm.

RETURN TO PUBLIC SESSION: At 7:00 PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and to seal the minutes for 5 years. The vote was unanimous. Mr. Drake made a motion, seconded by Mr. Harvey to begin the hiring process for Jamie Lyford as an employee for the Highway Dept. Vote was unanimous.

Mr. Provencal, Mr. Morse, Mr. Leclerc, and Mr. Pasquerosa – Sargent Construction returned to the meeting. Mr. Cote and Mr. Lyford left the meeting.

The Board permitted Mr. Leclerc to speak with the Board and he said he submitted a permit to change from a 3 family to a 4-family house (permit approved 2/13/23) and had an inspection for an Occupancy Permit performed by previous Fire Chief - Kevin Lang. Chief Lang required that some items needed addressing, which Mr. Leclerc was working on. During this time Chief Cathy became the Fire Chief and performed an inspection which required Mr. Leclerc add a window for egress. A subsequent visit was done by Fire Dept. personnel Mr. Pendergast, who said additional items needed attention, which Mr. Leclerc said he took care of. A subsequent appointment was made but Mr. Pendergast did not show up, so another appointment was made, with no one showing up again. In early January, Mr. Pendergast came and advised more items needed attention, with the main concern being an egress on the 3rd floor bedroom, which has been inspected several times. Mr. Leclerc said an electric chair lift had previously been installed which caused a hand rail to be removed and Mr. Leclerc was told the rail for the chair lift could act as a handrail (according to Chief Lang). Mr. Pendergast told Mr. Leclerc that it is not to code. There was another

54 issue with a ceiling that was sheet rocked, but was not taped. Mr. Leclerc then taped everything except for the
55 outside walls because they are going to be spray-foaming the walls. Mr. Leclerc said it's been 4 weeks since the
56 last inspection and has not heard back from the Fire Dept, and has had nothing in writing, but does have emails.
57 Mr. Drake said during their last discussion there had been discussion on bringing in a 3rd party reviewer. Mr.
58 Leclerc said he is waiting to hear back from the Fire Dept. The Board asked for copies of all documentation,
59 including emails Mr. Leclerc has received so the Board can discuss these issues with the Fire Chief. Mr. Davenport
60 to follow-up with Chief Cathy on any lack of documentation, calls/follow-up, etc.

61
62 **WORK SESSION (cont):** The Board reviewed/signed manifests, invoices, requisitions, purchase orders and leave
63 request forms.

64
65 The Board reviewed the following Building Permit Applications approved by the Land Use Administrator:

- 66 1. Christopher & Julie Jaques; 149 Evergreen Dr; Map R6, Lot 25; reno bathroom.

67
68 **OPEN ITEMS DISCUSSED:**

- 69 • Fish Hatchery Project Fish & Game (F&G) – Relative to the demolition permit for NH Fish & Game, Mr.
70 Davenport said he has been provided with a timeline, with an estimate of size and frequency of vehicles
71 going in and out of the facility, that the contractor contacted Mr. Hiltz to get permission to turn their large
72 vehicles around to enter Hatchery Road from the south, as needed. He said Town counsel is reviewing
73 F&G's bond to see if it protects the Town's roadway (Hatchery Rd). Mr. Drake advised the demo permit is
74 approved contingent upon a suitable bond for the roadway. Mr. Drake made a motion, seconded by Mr.
75 Harvey to authorize Mr. Davenport to obtain the required state driveway permit for this project being
76 accessed off Main Street. Vote was unanimous. Mr. Pasquerosa said demo could be complete in 8 weeks,
77 Phase 2 should begin in 8 weeks. Mr. Davenport was asked to find out if any work would be done on
78 weekends and so the Town should consider limitation on hours for this work. F&G Diane Timmons was
79 contacted by phone to ensure she understood the bond requirement.
- 80 • Dr. Childs Road – Mr. Davenport presented the MOU drafted by NHS, based on their agreement to provide
81 the winter maintenance of the sidewalk to the community school. The Board asked Mr. Davenport to have
82 Town counsel review. Mr. Drake said he has a problem with NHS having a termination clause. Mr.
83 Provencal recommended terms of termination for consideration. Mr. Drake asked that NHS extend the
84 timeline for maintenance from October - not November, to the end of April.

85
86 **ACTION & DISCUSSION ITEMS:**

- 87 ❖ Board reviewed and discussed the draft Deliberative Session slideshow, making some changes.
- 88 ❖ Request to Waive - Mr. Davenport advised that a taxpayer has requested the Town waive a Returned Check
89 Fee, as they used the online payment service to pay their taxes, but utilized a savings account, something
90 the service can't handle. There is a disclosure advising taxpayers against using anything but a checking
91 account. The Board agreed to waive and to add additional language to the Town website to restate this
92 requirement.
- 93 ❖ Board reviewed a letter written by Planning Assistant Mr. Pollock on the Town's future planning where
94 there is a possibility to purchase a property above an aquifer to get water rights, then resell it, to
95 accommodate for future growth and infrastructure to attract more commercial businesses to town. There
96 was discussion on developers being the ones to incur the cost but that discussion on this infrastructure
97 could take place at the Planning Board level while they discuss the Master Plan with Planning Consultant
98 Tara Bamford. There was discussion on having another Master Plan survey done professionally.
- 99 ❖ Mr. Drake made a motion, seconded by Mr. Harvey to sign the CAI Technologies annual Tax Map
100 Maintenance Contract for 2025 at \$2,200. Vote was unanimous.
- 101 ❖ Spectacle Pond ROW sign – Mr. Davenport said he contacted Meredith DPW who will provide the sign
102 and sign post then the Town's Hwy Dept would install it. Mr. Davenport has contacted Mr. Hiltz that this
103 will happen and to ensure it does not interfere with Hiltz's operations.

- ❖ FYI – Copy of letter to Richard Piper & Rebekka Jesseman; 90 Mountain Vista Dr; Map R8 Lot 1A-8; for unpermitted construction, requiring submission of an after-the-fact building permit.
- ❖ Chairman Drake signed approval for Chief Cathy to register the Fire Department boat at Concord DMV.

New Business After Agenda Was Posted:

- None

OTHER BUSINESS:

- Relative to the power company’s work on Scenic Roads in Town, Mr. Davenport said one of Eversource’s subcontractors will come to meet with the Board to discuss their project and has been advised of which roads in town are designated “scenic”, which requires a Planning Board hearing for any tree work.
- Wi-fi extension – Mr. Davenport said the electrician and Umbral will be adding another router to the 2nd floor.
- Hwy Dept furnace – Mr. Drake said their furnace failed but was reset and is currently working.

PUBLIC COMMENT: Mr. Morse and Mr. Provencal expressed support for creating another survey of residents to determine the desires of the community and commercial development as that could reduce the Town tax rate.

NON-PUBLIC SESSION: At 8:58 PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II(a) Personnel. A roll call vote was held: Mr. Drake – Y, Mr. Harvey – Y.

PRESENT: Mr. Drake, Mr. Harvey, and Mr. Davenport.

RETURN TO PUBLIC SESSION: At 9:05 PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and to not seal the minutes

NON-PUBLIC SESSION: At 9:05 PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II(c) Reputation. A roll call vote was held: Mr. Drake – Y, Mr. Harvey – Y.

PRESENT: Mr. Drake, Mr. Harvey, and Mr. Davenport.

RETURN TO PUBLIC SESSION: At 9:34 PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and to not seal the minutes, and to unseal the minutes of 1/8/04, 1/19/05, 1/20/05, 1/21/05, 1/27/05, and 1/3/06. The vote was unanimous.

ADJOURNMENT: At 9:35 PM, Mr. Drake made a motion, seconded by Mr. Harvey to adjourn the meeting. Vote was unanimous.

Respectfully submitted,
Pamela Vose