

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

Thursday, November 14, 2024

MEMBERS

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

PRESENT:

OTHERS PRESENT:

Town Administrator Mr. Davenport, Scott Provencal, Richard Morse, and Ronald Howe.

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. Shaw to approve the 11/1/24 minutes as written. Vote was unanimous.
- Mr. Shaw made a motion, seconded by Mr. Harvey to approve the sealed non-public minutes of 11/1/24 as written. Vote was unanimous.
- Relative to the minutes of 11/7/24, these were held so Mr. Shaw could review further for proposed amendments.
- Mr. Harvey made a motion, seconded by Mr. Shaw to approve the sealed non-public minutes of 11/7/24 as written. Vote was unanimous.

WORK SESSION:

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

The following building permits were signed by the Land Use Administrator:

1. Kenneth Cwikla & Joyce Dodge; 1087 Winona Road, Map R18, Lot 40; continue construction of home.
2. Carmela White & Jason McNamara; 23 Straits Rd; Map R10, Lot 2B; kitchen renovation.
3. Andrew & Krista Nitschelm; 136 Evergreen Dr; Map R6, Lot 24; construct a 26' x 34' detached garage.

OPEN ITEMS

1. Tax Deeded Land – no update
2. Fees – Public Hearing scheduled for 11/26/24 at 6:00 PM.
3. Timber Harvest – no update
4. Personnel Policy – Section 4 & 5; Board had not reviewed these sections and agreed to possible discussion at the 11/26/24 meeting where the fees are discussed at Public Hearing.
5. Emmons property – no update
6. 911#'s – no update
7. Grants – Mr. Davenport said he is waiting for Engine 1 repair costs and reminded the Board to consider what to spend remaining ARPA monies on, for a purchase now - or in the future, if a contract is signed.
8. Carter Mountain Rd unregistered vehicles – no update
9. Town House – no update
10. Drake Road – no update
11. Job Postings – Mr. Davenport said a second ad for the open DPW position has one candidate applying, with a CDL license. Board agreed to have Public Works Director Mr. Cote speak with the applicant.

12. Town Roads – no update
13. Dr. Childs Rd discontinuance – no update
14. NHS PILOT – No update
15. Welcome Sign relocation – discussed below
16. Grant status of culvert replacement – No update
17. Coolidge Woods Rd erosion – no update
18. Dry Hydrants – no update

Mr. Harvey asked to have the Fish & Game hatchery added to this Open Item list.

The Board agreed to have the “welcome” sign made by Ken Mertz, mounted on the front of the Town Office building.

ACTION & DISCUSSION ITEMS:

- Medical Insurance Rates for 2024 (correction needed): Mr. Davenport said he had to make some changes to correct the maximum rates for single and 2-person rates, to what he reported on 11/7, requiring a new vote. Mr. Shaw made a motion, seconded by Mr. Harvey to offer the \$5K medical plan for 2025, with the corrected new max rate paid by the Town to be \$756.41 for single person plan and \$1,512.83 for the 2-person plan. Vote was unanimous.
- Board signed the TAN documents discussed on 11/7. Mr. Shaw expressed frustration with the possible need to borrow money as the school district had not done what was required, to set the Town’s tax rate in a timely manner. Mr. Davenport said there is a plan to post on the website, or via a Town-wide email, a notice advising of this situation.
- Board signed the Quitclaim Deed for the tax deeded property off Lang Drive; Map R5, Lot 13, to the abutting property owner of Twin Tamarack Campground.

APPOINTMENTS:

*6:30 PM
Police Chief Tyrrell
2025 proposed budget*

Chief Tyrrell was present and Mr. Davenport advised that the information being provided on the proposed budget was updated. Chief Tyrrell asked for feedback after his prior presentation. Relative to the increase under the proposed budget, this reflects wage adjustments to positions only. There was also a total of all increases, including for health insurance - at a total increase of 7.3%. He was able to make some cuts, mostly in training costs. Chief Tyrrell explained his step process to wages, which are comparable to similar nearby towns.

Relative to Warrant Articles Chief Tyrrell was requesting a new cruiser and additional security cameras. He said he is having difficulties getting quotes on the cameras. The Board agreed to a possible purchase of the cameras in 2024, so obtaining additional quotes would be necessary. Purchase of a cruiser in 2025 would mean skip years for the following 3 years (2026-2028).

*7:00 PM
Bid Opening for Winter
Maintenance*

At 7:01 pm the bids were opened.

Partridge Trucking: F550 w/plow & sander @ \$125.00/hour
Ram 2500 plow @ \$100/hour
Kenworth 880 (for hauling sand) @ \$125/hour
Todd Randlett Trucking: F650 w/plow @ \$95/hour

Mr. Drake made a motion, seconded by Mr. Harvey to provide these to Public Works Director Mr. Cote for review and recommendation. Vote was unanimous.

7:15 PM
Public Works Dept 2025
proposed budget

Relative to quotes for a one-ton truck, Mr. Cote said he didn't have 3 quotes but obtained a quote for \$146,000 for an F550 diesel truck with sander, plow, and wing, with a 2-yr warranty. Mr. Cote also provided a quote for a 9-ton trailer which was priced at \$13,590.

To replace the International Mr. Cote said he obtained a quote at \$234,583 for a Kenworth – without a sander. He reviewed the warranty on this one. Mr. Cote offered another truck which was an International and the cost was \$204,000. The biggest difference between the 2 trucks are the springs vs airbags. Mr. Cote suggested the International was the truck he would want to replace and recommended that we replace it with the Kenworth if the Board was to choose to replace it with a larger truck.

Mr. Drake suggested the trailer could be considered for purchase from ARPA monies but wanted to know what has been spent on rentals for moving equipment to weigh this against a purchase, but to also consider other uses for the trailer.

Mr. Davenport advised he would work with Mr. Cote on proposed wage adjustments for the Board to review.

Transfer Station Attendant Mr. O'Shea was present and reviewed the Solid Waste budget with Waste Management going up 3%. He said there has been a steady year-to-year increase in receipts. A lean-to is now a requirement to shelter the oil on an impervious surface and said this should be done in 2025. They've managed to gather some materials to do this and could perform the labor themselves, but Mr. Cote offered some assistance with the project. Mr. O'Shea said the Bobcat is approximately 40 years old but is working well, but the Board should be prepared to replace it in the future. A current estimate for replacement would be \$65,000 for a new one. Mr. Harvey asked Mr. O'Shea to get 3 quotes to consider for a solid waste contract.

Mr. Davenport provided updated Hwy & Solid Waste budget worksheets for the Board.

**ACTION &
DISCUSSION ITEMS:**
(cont.)

- Board signed a Cease & Desist enforcement letter to Mike Arbogast, 603 Contracting LLC; 89A & B Kelly Pond Rd; Map R4, Lot 44; for unpermitted short-term rentals in both dwellings, which requires Special Exception approvals from the ZBA.
- Mr. Drake made a motion, seconded by Mr. Harvey to sign an appointment for Ashley Bureau to go from an alternate member to a regular member to the Conservation Commission. Vote was unanimous.
- FYI – Auto Registration update
- FYI – Belknap County Community Power Coalition
- FYI – Enforcement letter to Eastway Contracting Group for posting an unpermitted sign on Town property held in conservation.
- FYI – Stats from General Election and other elections in Town.

New Business after Agenda was posted:

Wage discussion: Mr. Davenport provided the Board with the calculated effect of a 5% COLA wage increase to the 2025 proposed budget.

Mr. Drake asked Chief Tyrrell what the impact to the department would be if the cruiser was not purchased in 2025 and he told the Board that last year was skipped, which was not planned, so the replacement cycle is behind one year. The cruiser this would replace has been needing repairs, is at over 100,000 miles, and cautioned against waiting another year.

Relative to the Fire Chief's proposed warrant article for a new fire engine, Mr. Davenport explained Chief Cathy's proposal to use the \$200,000 currently in the Town Capital Equipment & Vehicle Expendable Trust Fund as a partial payment with the remaining \$600,000+ through a lease or bond, being paid from the Fire Department Special Revenue Fund. Mr. Drake asked if this trust fund could be sustained throughout the payments and Mr. Davenport said it appears it could be done as it's typically \$100,000 being added each year with about \$85,364 each year for the projected engine payment. Mr. Drake expressed concern with handling this purchase in this manner with depleting the trust fund in one year, suggesting using only a portion of the trust fund along with a bond. Mr. Davenport said proposing a bond requires more steps for approval (i.e. Public Hearing, legal counsel), so this decision should be made soon. Chief Cathy was proposing a 10-year lease agreement assuming it was for \$600,000+ after the down payment. The Board agreed they need specific terms and conditions to make an educated decision.

Relative to wages, the Board advised they would like proposals/explanations, similar to what Chief Tyrrell did on wage increases, from the other department heads.

OTHER BUSINESS:

- Mr. Davenport asked the Board to start thinking about recipients for the Town Report Dedication and Dedicated Service Award.
- Mr. Harvey asked Mr. Davenport to contact affected parties to the increased traffic and activities because of the upcoming Fish & Game hatchery project.
- Mr. Harvey asked if Fran Wendelboe had any further information on the school district delay in getting the NHDRA the info needed for setting their tax rate, and Mr. Davenport said she did not but would be calling NASD tomorrow to get the status.

PUBLIC COMMENT:

- Mr. Provencal said he was confused by Mr. Cote explanation, asking if it was the intention to replace one, or two trucks. Mr. Drake said Mr. Cote was looking to replace the International that was supposed to have been replaced many years ago. Mr. Provencal said the F550 isn't comparable to a Kenworth, or International. Mr. Harvey said the F550 is more versatile in the spring, but not for winter maintenance. Mr. Drake said Mr. Cote will have to determine which type of vehicle is most needed, while the Board balances what is affordable to the Town. The Board advised they will need to determine whether to propose one or two trucks

as warrant articles.

- Mr. Morse asked if anyone who works for the town looks at properties that can be developed commercially, to find ways to entice someone to come in to develop it, or to look at a parcel of land for re-zoning. Mr. Drake said the Planning Board has been discussing changes to zoning districts, but Town surveys also shape how the zoning ordinance is written.

Members of the public left the meeting.

**NON-PUBLIC
SESSION:**

At 8:20 PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II(a) Personnel Matters. A roll call vote was held: Mr. Drake – Y, Mr. Shaw – Y, & Mr. Harvey – Y.

PRESENT:

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

**RETURN TO PUBLIC
SESSION:**

At 9:00 PM, Mr. Drake made a motion, seconded by Mr. Shaw to come out of non-public session and to seal the minutes for 7½ years. Vote was unanimous.

**NON-PUBLIC
SESSION:**

At 9:01 PM, Mr. Drake made a motion, seconded by Mr. Shaw to go into non-public session under RSA 91-A:3 II(l) Legal Correspondence. A roll call vote was held: Mr. Drake – Y, Mr. Shaw – Y, & Mr. Harvey – Y.

PRESENT:

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

**RETURN TO PUBLIC
SESSION:**

At 9:10 PM, Mr. Drake made a motion, seconded by Mr. Shaw to come out of non-public session and to seal the minutes for 8½ years. Vote was unanimous.

ADJOURNMENT

At 9:11 PM, Mr. Drake made a motion, seconded by Mr. Shaw to adjourn the meeting. Vote was unanimous.

Respectfully submitted,
Pamela Vose