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

Thursday, February 13, 2025

MEMBERS PRESENT: Present were Mr. Drake, Mr. Harvey, Mr. Shaw (by phone).

OTHERS PRESENT: Town Administrator Mr. Davenport, Fire Chief Cathy, and Richard 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 1/23/25 and 1/30/25, as corrected. Mr. Drake made a motion, seconded by Mr. Harvey to approve the non-public minutes of 1/23/25 (a), 1/23/25 (b) #1, and 1/23/25 (b) #2, as corrected. All votes unanimous.

APPOINTMENT: 6:30 pm Fire Chief Scott Cathy

Fire Dept member Dana Pendergast arrived at 6:28 pm. Chief Cathy reviewed documents relative to Mr. Leclerc's property and stated there had been some miscommunication. Some of the delay had been on the part of Mr. Leclerc not understanding the requirements asked of him as far back as Chief Lang's requests. Chief Cathy suggested he and Mr. Pendergast meet with Mr. Leclerc and have a detailed conversation, record the Fire Dept's requirement in writing, with a signature from Mr. Leclerc agreeing to what has been documented. Chief Cathy suggested that if Mr. Leclerc refuses to sign, they will refer the matter to the State Fire Marshall's office. The Board agreed that both Chief Cathy and Mr. Pendergast should meet with Mr. Leclerc. It was noted that Mr. Leclerc and the Fire Dept couldn't seem to communicate easily. Chief Cathy mentioned he had an appointment that had been proposed this week that he wanted to keep. Mr. Pendergast said each visit created documentation which was emailed to Mr. Leclerc each time. Mr. Pendergast brought up the bedroom on the 3rd floor that only has one means of egress, and that he hadn't always been given permission to enter. It seemed like Mr. Leclerc may be trying to add another apartment (5th). It was the consensus of the Board to immediately turn the matter over to the State Fire Marshall's office due to questions on adding a 5th apartment, the miscommunications on making the needed repairs, and the safety of the occupants.

Chief Cathy submitted an equipment disposal request to offer old style Indian backpack pumps in lots of 3, on Municibid and the Board was agreed to list those items.

WORK SESSION: The Board reviewed/signed manifests, invoices, requisitions, purchase orders and leave request forms. Board reviewed a PO invoice for salt at \$7,650 noted to be "only as needed" and Mr. Drake said he thought the Board agreed to no more open invoices. Mr. Davenport to advise Acting Public Works Director Mr. Cote of this and Mr. Drake revised the PO to read \$2,535.23, to match the invoice. Mr. Davenport to follow-up with Aerial Tree Service to see when they were removing the trees at the Town House as agreed upon.

The Board reviewed the following Occupancy Permit Application approved by the Land Use Administrator:

1. Jacob Cullen & Carly Fredrickson; 112 Town House Rd; Map R4, Lot 72; After-the-fact permit to convert portion to finished area.

OPEN ITEMS DISCUSSED:

- Fish Hatchery Project Fish & Game (F&G) – Mr. Davenport said he received the draft version of the bond for Hatchery Road for \$50,000, which will now be reviewed by legal counsel. He said he also advised everyone involved with the project that the Town was unhappy with the fact they will not be upgrading any portion of the entrance off Route 132N, on the eastern end of the hatchery property, in the event Hatchery Road became blocked, making access difficult.
- Dr. Childs Road – Mr. Davenport working with legal counsel on an escape clause NHS had written into the MOU that the Board does not agree with.

- 53 • Dog hours at Nature-Fitness Trail – Mr. Davenport has not gotten any more feedback from other towns;
54 Mr. Harvey asked him to get appropriate signage up at the entrance that refers to the pertinent RSA’s on
55 dog control.
- 56 • 17 Main Street property: The Board is not obligated to wait 3 years to sell it but if it is listed for sale prior
57 to 3 years the former owner must first be given 90 days in which to pay the unpaid taxes and penalties. It
58 was the consensus of the Board to notify the former owners immediately, so the property can be sold in the
59 spring.

60
61 **ACTION & DISCUSSION ITEMS:**

- 62 ❖ Hiring Procedure Draft – Selectmen to provide mark-ups on the draft.
- 63 ❖ Building Permit/Demolition Discussion – Mr. Davenport advised that Land Use Administrator Mrs. Vose is
64 looking for guidance on when a demolition permit is needed. Mr. Drake said other town’s policies should
65 be looked at, but there was a consensus that any accessory structure not in excess of 192 sq ft (not
66 connected to the house) would not need a demolition permit, as in those cases, a building permit is not
67 required.

68
69 Mr. Shaw lost connection at 7:28 pm.

- 70
- 71 ❖ Police monthly report. Selectmen advised they wanted a written report by Fire Chief Cathy.
- 72 ❖ Town Clerk/Tax Collector monthly report
- 73 ❖ Bounced Check for Vehicle Registration – Mr. Davenport said this resident did an online payment but as
74 the check not been signed, it was rejected by the person’s bank, but not for lack of funds. The resident is
75 asking the Town to waive the bounced check fee, a charge not incurred by the Town. Mr. Harvey made a
76 motion, seconded by Mr. Drake to waive the returned check fee. Vote was unanimous.
- 77 ❖ Joseph Cioffi tax reduction request; Gordon Hill Rd; Map R3, Lot 2 – Mr. Davenport said he has advised
78 Mr. Cioffi to file an Abatement Application.
- 79 ❖ Chairman Drake signed the New Hampshire Retirement System Account Form to allow Mr. Davenport
80 access.
- 81 ❖ Board signed the Prosecutor’s Contract.
- 82 ❖ Scenic Road Sign discussion – To ensure power companies are aware of the Town’s designated “scenic”
83 roads, the 4 scenic roads are now listed under Public Works Dept section of website. The Board agreed to
84 purchase of some signage to mark the roads as scenic.
- 85 ❖ FYI – Enforcement Letter for William Saber; 407 Main St; Map R3, Lot 4-A
- 86 ❖ FYI – Auto Registration Report
- 87 ❖ FYI – Investigation Report; The Board asked Mr. Davenport to get a procedure for the proper ways to
88 conduct internal investigations.
- 89 ❖ FYI – Eversource Rate Changes
- 90 ❖ FYI – ZBA Notice of Decision (Approval) for Sherry Burke & Gina Lauder; 101 Campground Rd; Map U9
91 Lot 7-B.
- 92 ❖ FYI – NHVP Drinking Water Notice
- 93 ❖ FYI – NHVP Meeting Notice and job openings

94
95 **New Business After Agenda Was Posted:**

- 96 • 2013 International truck (Hwy) – It was the consensus of the Board to offer this on Muncibid (with plow,
97 sander, & wing) with a reserve of \$20,000, for 15 days. Mr. Davenport will work with Acting Public Works
98 Director Harry Cote to have the truck cleaned, pictures taken, and listed on Muncidid.

99
100 **OTHER BUSINESS:**

- 101 Mr. Davenport said the cameras in the Public Safety Building have been removed and need disposal as they
102 no longer work. PD to file required documentation for disposal of this town equipment.

- 103 Mr. Harvey asked Mr. Davenport to have the highway dept. push back the roads and corners for visibility.
104 Mr. Harvey said that Shingle Camp Hill Road needs some snow removal due to narrowing.

105
106 **PUBLIC COMMENT:** Mr. Morse left the meeting.

107
108 **NON-PUBLIC SESSION:** At 7:59 PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public
109 session under RSA 91-A:3 II(a) Personnel. A roll call vote was held: Mr. Drake – Y, Mr. Harvey – Y.

110
111 **PRESENT:** Mr. Drake, Mr. Harvey, and Mr. Davenport.

112
113 **RETURN TO PUBLIC SESSION:** At 8:25 PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out
114 of non-public session and to seal the minutes for 10 years.

115
116 **ADJOURNMENT:** At 8:26 PM, Mr. Drake made a motion, seconded by Mr. Harvey to adjourn the meeting. Vote
117 was unanimous.

118
119 Respectfully submitted,
120 Pamela Vose