

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

Thursday, March 21, 2024

MEMBERS

Present were Mr. Drake and Mr. Harvey.

PRESENT:

OTHERS PRESENT:

Town Administrator Corey Davenport and residents Richard Morse, Scott Provencal, and Mrs. Durack.

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 minutes of 3/14/24 as corrected. Vote was unanimous.

APPOINTMENTS:

6:45PM Angelique Rossi

Ms. Rossi discussed using the Rossi's parking lot for a farmer's market site on Sundays from 10AM – 2PM from July 7th through September 29th. Ms. Rossi wants to know what permits are required or if there is a porta potty required. The owners of the lot have granted permission for the market and insurance will be required from vendors. Mr. Drake asked if there needs to be a review by the Planning Board and if a Hawkers & Peddlers permit is required. Mr. Davenport will do some more research. Ms. Rossi will call the town office to get on a Planning Board agenda.

8:00PM Joe Driscoll

**NON-PUBLIC
SESSION:**

At 8:03 pm, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II (1) - Legal. A roll call vote was held. Mr. Drake – Y, Mr. Harvey – Y.

PRESENT:

Mr. Drake, Mr. Harvey, Mr. Davenport, and Mr. Driscoll.

**RETURN TO PUBLIC
SESSION:**

At 8:28 pm, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and seal the minutes for one year. The Board voted 2-0 in favor of the motion.

Mr. Drake made a motion to advise Attorney Driscoll to proceed with legal action regarding Lindsay Lane, seconded by Mr. Harvey. The Board voted 2-0 in favor of the motion.

WORK SESSION:

Manifests, bills, requisitions, purchase orders and leave request forms:
Board signed a purchase requisition for Hwy Dept (stone and gravel) in the amount of \$32,040.00.

Board approved the payment of the 2024 Regional Association appropriations.

Board approved the payment of the Expendable Trust Fund 2024 warrant article appropriations to the Trustees of the Trust Funds.

Board signed a purchase requisition for the Police Department (OME) in the amount of \$14,262.58.

Board signed the AP Manifest dated 3/18/24.

Board signed the Payroll Change Forms for 2024 wage scale adjustments.

Board reviewed and signed the following Intent to Cut Wood/Excavate:

1. Intent to Cut – Matthew & Rebecca Seaver, Map R16 Lot 19B Dana Hill Road – the Board signed the Intent to Cut.
2. Chad Mitchell, Map R16 Lot 010-011; 25 Colony Lane – The proposed building is too close to the property boundary and Mr. Mitchell has applied for a variance. The permit was not signed.

OPEN ITEMS:

- Brook Road Bridge – A couple of contractors have reached out with questions on the RFP.
- Tax Deeded Land – Old Bristol Road land still needs to have a consultation with the Conservation Commission per the RSA. There is a potential buyer for the Winona Heights land. The Board will need to decide if it is put out to bid.
- Timber Harvest – Mr. Davenport spoke with a forester and he will meet with the Board before anything formal is done.
- Fees – no update
- Driveway Permit revision – the Board reviewed some suggestions for revisions to the permit.
- 911#s – no update
- Grants – no update
- Carter Mountain Road unregistered vehicles – the town will reach out as the owner tried to call the town but the phones were not working well.
- Town House – the Shaheen Congressional Spending grant application has been submitted.
- Drake Road – the letter sent has a deadline and if there is no response then legal counsel will be involved.
- BOS Guidelines – no update
- Town Roads – When the FEMA money is received there will be a public hearing to accept unanticipated revenues.
- Dr. Childs Rd; discontinuance – Mr. Davenport is working on the MOU
- NHS PILOT – no update

DISCUSSION:

- Personnel Policy Review – will be added to the open items list.
- New Hampton Community Church Religious Organization Review – required paperwork sent to the town every year. The Board reviewed and approved the form.
- Decision on Funding for New Cruiser – the Board discussed the allowable uses of the expendable trust funds and discussed using the newly established Town Capital Equipment expendable trust fund for the town portion of the new cruiser. The Board will discuss at the next meeting.
- NHS Abatements – will be discussed at the next meeting.
- Committee and Commission Appointments – will be discussed at the next meeting.
- Review of Enforcement Letters – The Board reviewed the prior letter that was sent in August 2023 to AR New Hampton LLC. The Board requests more information on this matter. The Board reviewed letters for the Hiltz Property, Carter Mountain Road. Mr. Drake and Mr. Harvey

signed the letter and it will be held for Mr. Shaw's signature.

- MS-232 Review – The form was reviewed and signed.
- FYI – Building Renovation Letter – the Board reviewed the letter for a property at 109 Dana Hill Road.
- FYI – Tax Agreement Update Letter – The Board reviewed the tax agreement letter. The Tax Collector has received a phone call from the property owner and payments will restart next month.

New Business after Agenda was Posted:

- FYI – Occupancy Permit Letter – the Board reviewed the letter advising the owners that an extension will be needed.
- Enforcement Discussion on Route 132N – the old sand pit has 55-gallon drums and metal materials on the property. The concern is what is contained in the drums. Mr. Drake commented on the Hiltz property across from JRs that has been completely stumped without an alteration of terrain permit and no submission to the Planning Board. The Sharp property was required to get approval from the Planning Board. The Board wants these enforcement issues looked into.
- Excavation Tax Abatement for Hallberg Family Trust, Map R4 Lot 6 – Mr. Drake made a motion to abate \$19.40 for the Hallberg Family Trust, seconded by Mr. Harvey. Vote was 2-0 in favor of the motion. The Board signed the abatement.
- Building Permit – Cody & Ellen Rideout, Map R10 Lot 3 – the property owners are requesting a waiver of the service fee for starting construction before receiving a building permit. Mr. Harvey made a motion to waive the after-the fact fee, seconded by Mr. Drake. The Board voted 2-0 in favor of the motion.

OTHER BUSINESS:

- Road postings were proposed to be lifted on Monday but the Board wants the Public Works Director to consider holding off for a week or so. The road posting removal will be discussed at the next Board meeting.
- The Public Works Director will consider covering the remaining salt with a tarp to avoid the salt getting wet.
- Mr. Katz requested an update on work done to the Town House for the Moose Plate grant application. Mr. Harvey replied that the only work done has been cutting the brush back.
- Mr. Davenport informed the Board that he has reached out to newly elected School Board Rep. Fran Wendelboe regarding availability to meet with the Board. He has not heard back yet.
- Mr. Harvey asked about the outside lights work. Mr. Davenport did not have any discussion but he assumes that the motion detectors were fixed. There was a problem with the generator again and the problem was fixed. Mr. Harvey asked that the light out front be tipped down a bit so the light did not distract drivers on Shingle Camp Hill Road. There is a problem with the Wi-Fi at the town office that needs to be looked into.
- Mr. Harvey asked if sugar houses are taxable. Mr. Davenport replied that they are taxable structures.
- Mr. Harvey will get the lift to take down the Christmas tree lights.

PUBLIC COMMENT:

Mr. Provencal commented that the tax deeded land should be put out to bid

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and made available to the public to be fair.

**NON-PUBLIC
SESSION:**

At 8:41 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 8:58 pm, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and unseal the minutes of 3/18/10, 3/27/14, 3/26/15, 3/21/19, 3/12/20, 3/16/20 & 3/19/20 and to reseal the minutes of 3/28/19 for one year. The Board voted 2-0 in favor of the motion.

ADJOURNMENT:

At 9:00 pm, Mr. Drake made a motion, seconded by Mr. Harvey to adjourn. Vote was unanimous.

Respectfully submitted,
Wendy Duggan