

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

Thursday, April 18, 2024

MEMBERS

Present were Mr. Drake and Mr. Shaw.

PRESENT:

OTHERS PRESENT:

Town Administrator Corey Davenport, Richard Morse, Scott Provencal, and at 6:14PM Fire Chief Cathy.

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 public minutes of 4/11/24 as written. The Board voted 2-0 in favor of the motion. Mr. Drake made a motion, seconded by Mr. Shaw to approve the non-public minutes of 4/11/24 as written. The Board voted 2-0 in favor of the motion.

APPOINTMENTS:

6:30PM John Mitchell

At 6:34PM Mr. & Mrs. Mitchell met with the Board regarding the hammerhead/cul-de-sac at Baldwin Ave, Map U16 Lot 8. The Mitchells are okay with building the hammerhead to the specifications requested by the town. Mr. Davenport commented that the cul-de-sac has been requested from the town due to the regulations that say that 150 feet of road frontage is required to build. Mr. Davenport suggested that the Mitchells email their list of questions to the Land Use office and if other Boards need to be involved, they will be notified. The recommendations from Mr. Pollock were reviewed and a letter with these recommendations will be sent to the Mitchells. It is recommended that they go to the Planning Board with a more detailed plan for the Planning Board to consider.

7:00PM Chief Cathy

Chief Cathy updated the Board on the E-1 repairs and an estimated delivery date. The rail system reconstruction has just been started. Chief Cathy reviewed call volume and April has already exceeded last April. A warming/charging center was opened at the Fire House for the April storm. Chief Cathy reviewed recent training opportunities offered to the employees. There is one pending employment application which Chief Cathy will not pursue. Interviews for the full-time positions will happen at the end of April. The Fire Association has received permission to use part of the KGI property to sell food during the Saturday of motorcycle weekend from 10-2. The Police Department approves of the traffic flow plan. Mr. Drake suggested that the Association reach out to the Planning Board as an FYI to keep communication open. The Red Knight Motorcycle Club is seeking to use the parking area for a staging and lunch location for about 125-150 bikes after their charity ride on August 10th. The club will bring all the motorcycle stands to protect the parking lot. Mr. Drake recommended that this be coordinated with Chief Tyrell. On November 8th the Mutual Aid Association would like to use the parking lot and grassy area to hold a training with about 20 vehicles and about 40 people inside the training room. The Association is responsible for the clean up after the event. Chief discussed the process of the closure of the flood gates on Coolidge Woods with the Board.

WORK SESSION:

Manifests, bills, requisitions, purchase orders and leave request forms:
Leave request for Chief Cathy approved.

The Board signed a travel reimbursement request for Regina Schofield.

The Board approved the following invoices and purchase orders: Vachon Clukay & Company PC.

The Board approved a Hawkers & Peddlers Permit for New Hampton Fire Association for selling T-shirts and food at various events.

Board reviewed the following Building Permits approved by the Land Use Administrator:

1. F & L Piper Rev Trust; Map R18 Lot 43; 1059 Winona Road.

Board reviewed the following Septic Systems approved by the Land Use Administrator:

1. McMahan, James & Jennifer; Map R4, Lot 39.
2. St. Louis, Henry; Map U8 Lot 30, Smoke Rise Road.

The Board approved the following Intent to Cut Wood/Excavate:

1. Intent to Excavate – Susan Wood Revocable Trust Map R20 Lot 13 signed by the Board.

OPEN ITEMS:

- Brook Road Bridge – no update
- Tax Deeded Land – List of all possible properties that are able to be sold sent to the Board. Once the Board decides which properties they want to move forward with, Mr. Davenport will send letters to various Boards and Commissions advising them about the intention to sell. Mr. Davenport advised the Board that Attorney Driscoll looked at the information regarding Old Bristol Road and he said that he should dive deeper into the subject and feels that for safety's sake it should probably go back to town meeting to have the town vote to approve selling the land. Mr. Shaw asked about Lang Drive. Mr. Davenport replied that it has a deeded right of way access but it has the possibility to be developed. Mr. Drake said there is some interest from an abutter to the Winona Heights property. Mr. Davenport said that an abutter is interested in the West Shore property. Mr. Shaw asked about the 104 lot. Mr. Drake thinks it abuts Conservation land and that this should probably be kept by the town.
- Timber Harvest – Mr. Davenport heard back from Steve Shaughnessy from Campton and he will come in to speak with the Board.
- Fees – A draft should be to the Board for the next meeting in May.
- Driveway Permit revision – no update
- 911#s – no update
- Grants – no update
- Carter Mountain Road unregistered vehicles – no update
- Town House – no update
- Drake Road – no update
- BOS Guidelines – no update
- Town Roads – no update
- Dr. Childs Rd; discontinuance – no update
- NHS PILOT – no update

- Personnel Policy – no update
- Sidewalk Plow – no update

DISCUSSION:

- Announcement of Bridge Bid Winner: Mr. Davenport informed the Board that one bid was received from Hiltz. The Board is in consensus to go with the bid as is and supplement the expense with designated FEMA funds.
- New Hampton School Education Exemption Application: The Board approved the application. Mr. Shaw requested a list of the properties for exemption.
- New England Forestry Foundation Charitable Exemption Application: The Board denied the application.
- Excavation Tax – Michael Latulippe, Map R20 Lot 13: The Board approved the warrant.
- Excavation Tax – Michael Sharp, Map U17 Lot 55: The Board approved the warrant.
- Voluntary 911 Address Change; Russell Berry, Map U13 Lot 1: Mr. Davenport informed the Board that the property owners have concerns with the address location listed for the property and that the actual houses are accessed off Bay View Road. The property owners worked with the state and Pam Vose to change the 911 Address. The state signed off on the change. The Board approved the requested 911 address change.
- Building Permit – Jeremy Hiltz Revocable Trust, Map R12 Lot 23-D: The Board agreed that the after-the -fact permit fee be applied. The application will need to reflect the extra fee and a new check will need to be received. The Board approved the building permit.
- Supplemental Tax Warrant for NHS: Mr. Davenport informed the Board that this supplemental warrant is for two New Hampton School properties that were under taxed. NHS will receive the tax bills and pay them. The Board signed the supplemental warrant.
- Timber Tax – Greg & Rhonda Chasse, Map R10 Lot 38; Frank & Maryann Geis, Map R01 Lot 4; and William Krueger, Map R01 Lot 3: The Board signed the warrant.
- Review of Planning Consultant Proposal: Mr. Davenport informed that Board that there were no bids for the Consultant RFP but that a consultant who was offering services for part of the review is still willing to offer their services. Mr. Drake commented that the prior consultant’s offer be reviewed by the Planning Board.
- FYI – NHEC Tree Trimming: The Board reviewed the notice regarding tree trimming in town.
- FYI – CADY Thank You Letter: The Board read the letter from CADY.
- FYI – DRA Approval of CNP Revaluation Contract Language: The Board reviewed the contract. Mr. Davenport commented that he reached out to Brian Fogg regarding initial pricing for utility assessing. Sansoucy Associates did put in a formal bid.
- FYI – Red Cross Thank You Letter: The Board read the letter from the Red Cross.
- CNP Cyclical Revaluation Contract 2024-2028: Mr. Drake made a motion to enter into the contract with Commerford, Neider, and Perkins for the years 2024-2028 for the cyclical revaluation, seconded by Mr. Shaw. The Board voted 2-0 in favor of the motion. The Board signed the

contract.

New Business after Agenda was Posted:

- Volunteer Application for Conservation Commission: Ashley Bureau submitted a letter stating her interest in serving on the Conservation Commission. Mr. Davenport stated that there are alternate positions available on the Commission. Ms. Bureau spoke to the Board regarding her interest in the Conservation Commission and the opportunity to learn more about conservation. Mr. Shaw made a motion to appoint Ashley Bureau as an alternate to the Conservation Commission, seconded by Mr. Drake. The Board voted 2-0 in favor of the motion. The appointment letter will be prepared and Ms. Bureau will be sworn in as an alternate.
- Enforcement Letter for Mr. Vrusho (KGI Properties): Mr. Davenport informed the Board that the letter is in regards to items that are outside the fenced in area and that is not allowed per the site plan review. The letter requires that the items be removed from the outside area. The Board requested that 30 days be given to come into compliance. Mr. Davenport will work with legal counsel on the fines and repercussions of not complying.

OTHER BUSINESS:

- Mr. Davenport informed the Board that the new cruiser is now in service.
- Mr. Davenport informed the Board that since there is no meeting on 4/25 the finance office will email timesheets and the payroll registers on Monday and email the AP register and manifest on Wednesday. The finance office just needs an email consent and then check registers can be signed later.
- Mr. Davenport asked the Board to make a motion regarding the remaining payment for the new cruiser. Mr. Shaw made a motion to cover the excess cost of the new cruiser in the amount of \$24,312.24 out of ARPA funds, seconded by Mr. Drake. The Board voted 2-0 in favor of the motion.
- Mr. Davenport informed the Board that the posting board at the town house is falling apart and the Town Clerk is asking to replace it as that is where the polling place is located and it is required to have certain postings placed there. Ms. Schofield has some quotes for a locked case. The Board requests that a specific proposal should be brought for review regarding the purchase and how the posting board will be installed.
- Mr. Davenport informed the Board that he talked with Mr. Hiltz regarding the AOT permit. Mr. Hiltz stated that the planned use of the large lot will be a hay field. The AOT permit is not required for agricultural uses.
- Mr. Shaw asked about the sink hole on Blake Hill Road that has been filled with sand and asked about any other areas of the road that may be undermined. Mr. Davenport replied that he did speak to the Public Works Department regarding this and that they will be testing other areas of the road and looking at the old culvert there. The Board wants the Public Works Director to do an evaluation of the area before Coolidge Woods Road is closed due to the bridge replacement.

PUBLIC COMMENT:

Mr. Morse thanked the Public Works Department for the great job on the culverts on Old Bristol Road and the trees that were removed quickly after the last storm. Mr. Provencal asked about the timber tax and how that is

levied. Mr. Davenport replied that the town is due a tax based on the type of wood and how much is taken out and sold. Each type of wood has a different value. Mr. Provancal asked about the procedure for the sale of town owned land and how the price is set. Mr. Davenport replied that traditionally that the Board places a minimum bid out to the public. Mr. Drake commented that the Board has the responsibility to go to the Planning Board and Conservation Commission first for their opinion but the Board is not obligated to follow their recommendation. The town is only entitled to what is owed the town for back taxes and interest. Mr. Shaw commented that the highest bid does not have to be taken and the use of the property is taken into consideration. Mr. Davenport commented that there is a process for any amount over what is owed to the town that involves legal counsel and the courts and takes time to complete the process.

ADJOURNMENT:

At 8:26PM, Mr. Shaw made a motion, seconded by Mr. Drake to adjourn. Vote was unanimous.

Respectfully submitted,
Wendy Duggan