

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

Thursday, May 16, 2024

MEMBERS

Present were Mr. Drake, Mr. Harvey, and Mr. Shaw (by phone).

PRESENT:

OTHERS PRESENT:

Town Administrator Corey Davenport, Richard Morse, and Scott Provencal.

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 public minutes of 5/9/24 as amended. The Board voted 2-0-1 in favor of the motion. Mr. Harvey made a motion to approve the non-public minutes (a) of 5/9/24 as written, seconded by Mr. Drake. The Board voted 2-0-1 in favor of the motion. Mr. Drake made a motion to approve the non-public minutes (c) of 5/9/24 as written, seconded by Mr. Harvey. The Board voted 2-0-1 in favor of the motion.

APPOINTMENTS:

6:30 NHS

At 6:26PM, Joe Williams and Kathleen Howe met with the Board for the quarterly visit. Mr. Williams informed the Board that graduation day is coming up and the Police Department has been contacted for a detail. The house at 37 Shingle Camp Hill Road was purchased with the purpose of faculty housing. The spring Board meeting occurred and the future campus master planning was discussed regarding community spaces. Mr. Williams reviewed the proposed plan with the Board. Mr. Shaw asked about future property acquisition plans around the village. Mr. Williams replied that he has questions regarding the Emmons property and drainage issues. Mr. Drake commented that there are various liens on the building and the town wants to protect its' interest in the property. Mr. Williams commented that he will run the draft MOU by their legal department and the liability issue of clearing of snow between Main Street and the school. The Board thanked Mr. Williams and Ms. Howe for attending.

The Board discussed the process of taking the Emmons property by tax deed and the details involved with that.

7:00 Land Use

Administrator Pam Vose

At 6:51PM, Ms. Vose met with the Board regarding concerns with unpermitted construction and other compliance issues with several properties. The Board determined that either enforcement or informational letters be sent to the property owners that are not in compliance and any fines that are warranted should be enforced.

8:00PM New Hampton

Town Attorney Joe

Driscoll

At 7:54PM, the Board met with Attorney Joe Driscoll. A non-public meeting was held.

NON-PUBLIC SESSION:

At 7:57PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II (l) – Legal Counsel. A roll call vote was held. Mr. Drake – Y, Mr. Harvey – Y, Mr. Shaw - Y.

PRESENT:

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

RETURN TO PUBLIC SESSION:

At 8:25PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and seal the non-public minutes of 5/16/24 for two years. The Board voted 3-0 in favor of the motion.

WORK SESSION:

Manifests, bills, requisitions, purchase orders and leave request forms:

Leave request for Regina Schofield approved.

The Board will have Public Works Director Jimmy Boucher attend the next meeting to discuss two purchase orders for repairs to the International and engineering work for culverts.

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

1. William & Sheila Guinther; 84 Sky Pond Road, Map R8 Lot 11A; sunroom & detached shed.

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

1. Frank Reed; 592 Old Bristol Road, Map R15 Lot 1; heated garage/shop. The inspection was completed by the Fire Department.

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

1. Arthur Stringfellow & Christen Evans; Pinnacle Hill Road, Map R4 Lot 11A.

OPEN ITEMS:

- Brook Road Bridge – no update
- Tax Deeded Land – no update
- Timber Harvest – Mr. Davenport informed the Board that Mr. Shaughnessy will not be available to work with the town on timber projects. Mr. Davenport will work on finding another forester.
- Fees – no update
- Driveway Permit revision – this will be reviewed again at the next meeting for finalization.
- 911#s – no update
- Grants – Mr. Drake wants the NH Mitigation grant for culverts applied for this year.
- Carter Mountain Road unregistered vehicles – no update
- Town House – Mr. Davenport updated the Board regarding the application for the Congressionally Directed Spending grant. Mr. Davenport has answered all the questions and submitted it for review. Mr. Davenport included some funding sources for the town’s match and that a warrant article would be sought in 2025 as part of the match.
- Drake Road – no update
- BOS Guidelines – no update

- Town Roads – no update
- Dr. Childs Rd; discontinuance – the Board discussed the next steps in turning the road over to NHS.
- NHS PILOT – no update
- Personnel Policy – no update
- Sidewalk Plow – Mr. Davenport is working on a basic agreement regarding ownership and housing.
- Granite State Green House Clean Up – Mr. Drake commented that he walked the site and the clean-up is in progress. Mr. Drake commented that the posts should be removed also as the agreement was that everything should be removed from the site.
- Coolidge Woods Road Erosion – no update

DISCUSSION:

- Payroll Change Form – The prorated PTO payout for Andrew Kuc was signed by the Board.
- Building Permit Discussion with the Land Use Administrator – the Board met with Ms. Vose at the 7:00 appointment time.
- Abatement Request – the Board reviewed an abatement request from Tax Collector Regina Schofield. The abatement stems from the online tax payment portal not syncing correctly. The formal abatement form will be brought to the Board for signatures at the next meeting.
- Parade Request – A request for a small parade in the form of a New Orleans style march in the downtown area for a deceased resident was submitted to the Board. Mr. Davenport commented that the parade would probably go down Main Street but that is a state road and would most likely need a state permit. Mr. Davenport brought this to the Police Chief for review and one corner of the route was a concern. The Board decided that the town cannot approve a parade on a state road.
- FYI – ZBA Decision for Buitta – the Board reviewed the decision.
- FYI – ZBA Decision for Mitchell – the Board reviewed the decision.
- FYI – Water Quality Test – The Village Precinct water report was reviewed by the Board.
- FYI – Proration Application Update – Mr. Davenport worked with the assessors to come up the proration amount of \$47.86.
- Paving and Chip Sealing RFP Review – The Board reviewed the paving plans as determined by the Public Works Director. The Board will meet with Public Works Director Jimmy Boucher regarding the plan for paving at the next meeting.

New Business after Agenda was Posted:

- Timber Tax – Dana & Jonann Torsey; Upper Oxbow Road, Map R9 Lot 7 – the Board signed the timber tax warrant in the amount of \$645.79.
- FYI – Fleming Occupancy Permit Letter – The Board reviewed the letter sent by Mr. Pollock on May 15th.

OTHER BUSINESS:

- Mr. Davenport asked the Board if there is any decision regarding the library walk on the fitness trail. The Board is agreeable for the library to use the fitness trail. The Board suggests that the Fire Chief be made aware.
- Mr. Harvey asked how taxing and incentives are handled for solar. Mr. Davenport replied that the town does not give tax exemptions at this time

but it can be voted on during town meeting.

- Mr. Drake commented that the paperwork for Mr. Davenport's review will be emailed to the selectmen to work on.

PUBLIC COMMENT:

Mr. Morse commented that the house bought by the New Hampton School takes the house off the tax rolls but there seems no way to stop them from buying property. Mr. Shaw replied that the school has been buying property for many years and the discussion is ongoing as to how to close the gap. Mr. Drake commented that if the town takes a property for tax deed, then the town can control who buys the property so the sale is in the best interest of the town.

Mr. Provencal asked if the snowplow is going to the historical society, who has the liability for it. Mr. Drake replied that if it is on the town's equipment list the insurance company would cover it.

Mr. Provencal asked what is the Precinct. Mr. Davenport replied that it is the Village Precinct that is a small governmental entity that lives within the town. They have commissioners similar to the selectmen.

Mr. Provencal commented that he would volunteer to help Ms. Vose with any research with the properties that are out of compliance.

Mr. Provencal asked if there is a limit on when bids are required. Mr. Drake replied that there is a purchasing policy that outlines the limits.

ADJOURNMENT:

At 8:45PM, Mr. Drake made a motion to adjourn, seconded by Mr. Harvey. The vote was unanimous.

Respectfully submitted,
Wendy Duggan