

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

Thursday, May 2, 2024

MEMBERS

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

PRESENT:

OTHERS PRESENT:

Town Administrator Corey Davenport, Richard Morse, Scott Provencal, and members of the Police Department and family members.

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. Shaw made a motion, seconded by Mr. Drake to approve the public minutes of 4/18/24 as written. The Board voted 2-0-1 in favor of the motion.

APPOINTMENTS:

*6:00PM Bethany Franz;
Swearing In*

At 6:00PM Bethany Franz was sworn in as Corporal for the New Hampton Police Department. The Board congratulated Ms. Franz on the promotion to Corporal.

*6:45PM Steve
Shaughnessy*

The Board met with Mr. Shaughnessy regarding logging town property. Mr. Davenport will look into finding some survey maps of the pieces of land that the town is looking to log. Mr. Drake commented that the property that is being looked at is an 8.97-acre lot on Chase Road and a 100-acre lot on Straits Road that was recommended being logged in the winter. Mr. Shaughnessy will look at the lots and see if they are profitable operations.

PUBLIC HEARING:

*Acceptance of
Unanticipated Revenue*

At 6:33PM the Board opened the public hearing for unanticipated revenues from FEMA in the amount of \$83,364.57 and \$5,909.64. Mr. Drake made a motion to accept the FEMA reimbursements in the amounts of \$83,364.57 and \$5,909.64 and to designate these funds for repairing, replacing, or improving Town roads, ditches, culverts, and bridges, and for the use of debris removal, seconded by Mr. Harvey. The Board voted 3-0 in favor of the motion. At 6:38PM, Mr. Drake closed the public hearing.

WORK SESSION:

Manifests, bills, requisitions, purchase orders and leave request forms:
Leave request for Corey Davenport approved.

The Board approved the following invoices and purchase orders: Tax Exempt Leasing in the amount of \$39,643.21 and Sansoucy Associates in the amount of \$781.75.

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

1. Kristin Harmon; Map U6 Lot 4; Adding walled in area to kitchen.
2. Jeramy & Tina McClay; Map R4 Lot 51; replacing detached garage.
3. Andrew & Krista Nitschelm; Map R6 Lot 24; replacing deck.
4. Jay & Karen Hewitt; Map U17 Lot 28; 2nd floor addition for office with stairs to ground level.
5. Richard & Christine Bassett; Map R6 Lot 13F; breezeway and garage.

6. Shannon & Henry St. Louis; Map U8 Lot 30; new home Smoke Rise Road.

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

1. Keri Camarigg & Mary Ann Coughlin; Map R7 Lot 22B; breezeway and garage.

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

1. Filomena Rossi & CP Rossi Trust; Map R11 Lot 10.

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

1. Intent to Cut – William Krueger, Map R1 Lot 3 signed by the Board.
2. Intent to Cut – Frank & Mary Ann Geis, Map R1 Lot 4 signed by the Board.
3. Intent to Cut – Michael & James Ramsdell, Map R1 Lot 33 signed by the Board.

OPEN ITEMS:

- Brook Road Bridge – no update
- Tax Deeded Land – no update
- Timber Harvest – no update
- Fees – the draft of the proposed fees and structure was sent to the Board. Mr. Drake mentioned that there should be some history on the proposed inspection fees. Mr. Drake commented that the commercial inspection fee should be based on square footage. Mr. Davenport will bring some more options back to the Board.
- 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 – Mr. Davenport has not heard back from Mr. Drake. The option is to have the car towed out of the right of way. Mr. Davenport wants to reach out to have the car moved but he has no contact information for the owner. Mr. Drake suggested asking the surveyor if he has the owner contact information as opposed to towing the car.
- BOS Guidelines – no update
- Town Roads – no update
- Dr. Childs Rd; discontinuance – Mr. Davenport has final draft revisions for the MOU. Mr. Davenport will send the MOU to NHS.
- NHS PILOT – no update
- Personnel Policy – no update
- Sidewalk Plow – waiting on the Historical Society regarding moving and storing the plow. Mr. Davenport will reach back out to Kent Bicknell.

DISCUSSION:

- Brook Road Bridge Replacement – Mr. Drake made a motion to accept the bid from Jeremy Hiltz Excavating for the replacement of Brook Road Bridge in the amount of \$139,713, seconded by Mr. Shaw. The Board voted 3-0 in favor of the motion.
- Loren Emmons Property Discussion – Mr. Drake commented that nothing

- seems to be happening with the property. The total lien amount is \$88,687.55. Mr. Drake would like to take some action to take the property for tax deed. There is also possibly a lien from the Village Precinct. Mr. Davenport commented that the only liens that have been recorded with the county is the town liens. Mr. Davenport will talk with town counsel regarding hierarchy of payment. Mr. Davenport will try to reach out to one of the property owner's relations regarding the issue.
- Cedar Lane Subdivision Letter – The Board reviewed the letter rescinding the recommendations from the Planning Board. A few corrections were offered by Mr. Shaw. The letter will be placed on file, once it is signed.
 - Expired Building Permit Letter and Discussion – The Geis' have been getting renewed building permits for 485 Blake Hill Road from 2014 to the present. Ms. Vose is seeking the Board's opinion regarding the continuance of paying the full fee each time they have to reapply. The Board is in consensus that the regular building permit fees should be paid at each renewal.
 - William Murray Proration Application; Beech Hill Road – Mr. Davenport informed the Board that statutorily the owner has 60 days to file the application and this application was filed 30 days late. The Board reviewed the letter sent by Ms. Vose to the property owner. Mr. Drake made a motion to grant the proration application for Mr. Murray, seconded by Mr. Shaw. The Board voted 3-0 in favor of the motion.
 - Donald McIver Jr, Elderly Exemption; Map R15 Lot 4-B – Mr. Davenport confirmed that all the requirements have been met. Mr. Drake made a motion to grant the elderly exemption for Donald McIver of 15 Carter Mountain Road, seconded by Mr. Harvey. The Board voted 3-0 in favor of the motion.
 - Enforcement Letter – the letter is a cease and desist for Mr. Vrusho on the KGI Property. The letter was requested by the owner of the property. Mr. Drake requested that signed copies of all letters be placed in the file. Mr. Shaw commented that a cease-and-desist letter was sent in June 2023 with a fine of \$275 per day and the town should enforce that letter with the fines from June 6, 2023. Mr. Davenport will check with legal counsel regarding injunctive relief.
 - Ruth Kimball, Veteran Tax Credit; Map R11 Lot 11-46 – Mr. Drake made a motion to approve the Veteran's Tax Credit in the amount of \$500 for Ruth Kimball of 46 Mansfield Woods Way, seconded by Mr. Shaw. The Board voted 3-0 in favor of the motion.
 - Christina Smith Carport Discussion – Mr. Davenport informed the Board that the deadline in the letter has passed. The owner has been contacted a couple of times informing her that the carport needs to be removed. The Board is in consensus to send a letter stating that the enforcement and fines will start and that the owner needs to inform the town when the carport is removed.
 - Kelly Pond Road Occupancy Permit Discussion – The owner was given notice that an occupancy permit is needed. The owner is selling the property. The Board reviewed the letter.
 - Timber Tax Warrant – Jessica Morgan, Map R01 Lot 31 signed by the Board.
 - Timber Tax Warrant – Joshua & Robi Tyrrell, Map R03 Lot 10-A signed by the Board.

- Timber Tax Warrant – Lick Skillett LLC, Map R20 Lot 69 signed by the Board.

New Business after Agenda was Posted:

- Select Board CIP Representative – Mr. Drake suggested that a selectmen’s rep attend the meetings. Mr. Harvey will attend the meetings as the selectmen’s rep on the CIP committee.
- FYI Timber Report – Michael & James Ramsdell, Map R1 Lot 33 – no timber was cut and a new intent will be filed.

OTHER BUSINESS:

- Mr. Davenport informed the Board that selling the property on Old Bristol Road should be a warrant article for next spring.
- Mr. Harvey informed the Board that the lift will be coming in the next couple of weeks to take the rest of the Christmas tree lights down.
- Mr. Davenport informed the Board that the Village Precinct wants to work with the town’s CAI GPS locations to plot their fire hydrants. The Precinct would pay any fees associated with this. The Board is in agreement to allow the Precinct access to the GPS mapping.
- Mr. Davenport informed the Board that Ms. Vose wants more guidance with building permits. This will be on a future agenda for discussion.

PUBLIC COMMENT:

Mr. Provencal asked how the priority is set for cleaning the ditches. Mr. Drake replied that the Public Works Director is cleaning the problem areas first such as the hills.

NON-PUBLIC SESSION:

At 8:04PM, Mr. Drake made a motion, seconded by Mr. Shaw 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, Mr. Shaw - Y.

PRESENT:

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

RETURN TO PUBLIC SESSION:

At 8:10PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and seal the non-public minutes of 5/2/24 for one year. The Board voted 3-0 in favor of the motion.

ADJOURNMENT:

At 8:11PM, Mr. Drake made a motion, seconded by Mr. Harvey to adjourn. Vote was unanimous.

Respectfully submitted,
Wendy Duggan