

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

Thursday, May 9, 2024

MEMBERS

Present were Mr. Drake and Mr. Harvey.

PRESENT:

OTHERS PRESENT:

Town Administrator Corey Davenport, Police Chief Josh Tyrrell, Richard Morse, Scott Provencal, and Cheryl Cizewski (freelance reporter from the Laconia Daily Sun).

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 public minutes of 5/2/24 as amended and non-public minutes of 5/2/24 as written. The Board voted 2-0 in favor of the motion.

APPOINTMENTS:

6:00 Police Chief Josh Tyrrell

Chief Tyrrell requested a non-public meeting with the Board.

NON-PUBLIC SESSION:

At 6:01PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II (a) – Employee Matters. A roll call vote was held. Mr. Drake – Y, Mr. Harvey – Y.

PRESENT:

Mr. Drake, Mr. Harvey, Mr. Davenport, and Chief Tyrrell.

RETURN TO PUBLIC SESSION:

At 6:05PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and seal the non-public minutes of 5/9/24 for one year. The Board voted 2-0 in favor of the motion.

Mr. Drake made a motion to accept the resignation of Andrew Kuc effective May 9, 2024, seconded by Mr. Harvey. The Board voted 2-0 in favor of the motion.

WORK SESSION:

Spring Tax Warrant in the amount of \$3,496,886.94 was signed by the Board. Tax bills will be mailed by Wednesday May 15th with a July 1st due date.

Manifests, bills, requisitions, purchase orders and leave request forms: Leave requests for Jimmy Boucher and Josh Tyrrell approved.

Payroll registers dated 5/10/2024 approved and signed by the Board.

Accounts Payable manifest dated 5/10/2024 approved and signed by the Board.

The Board approved the following invoices and purchase orders: Waste Management in the amount of \$11,601.59 and two invoices from Mitchell Municipal in the amount of \$183 and \$461.57.

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

1. Will & Kristen McGrew, 172 Blake Hill Road, Map R13 Lot 27; Continuation of work to create new home in existing garage/barn structure; permit had lapsed.
2. Jason North, Coolidge Woods Road; Map R14 Lot 11-D; after the fact late fee should be charged as recommended by the Board. The Board approved and signed the building permit.

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

1. Scott Buitta, 599 NH Route 104, Map R5 Lot 5 (BBQ Shak); Variance to construct 10' from property line as approved by ZBA on 5/1/24.
2. Rossi; 322 NH RT 104, Map R11 Lot 10; Revised per requirement from NHDES.

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

1. Intent to Cut – Stephen Torsey, Straits Road, Map R6 Lot 50-B was signed by the Board.

OPEN ITEMS:

- Brook Road Bridge – no update
- Tax Deeded Land – no update
- Timber Harvest – no update
- Fees – no update
- Driveway Permit revision – no update
- 911#s – no update
- Grants – no update
- Carter Mountain Road unregistered vehicles – no update
- Town House – the leak in the back kitchen roof will be looked at by Premier Roofing to get an estimate for repairs. Public Works Director Jimmy Boucher will take a look at it also.
- Drake Road – no update
- BOS Guidelines – no update
- Town Roads – no update
- Dr. Childs Rd; discontinuance – the MOU has been sent. There has been no feedback as of yet.
- NHS PILOT – no update
- Personnel Policy – no update
- Sidewalk Plow – The Historical Society is very interested in housing the plow but are asking if the town is gifting the plow to them or just asking them to store it. Mr. Drake commented that in the past the town has retained ownership of the item. Mr. Harvey asked if there are any documents between the Historical Society and the town stating that any items revert back to belonging to the Town of New Hampton if they dissolve or not want to store them anymore. Mr. Davenport will draft an agreement.

DISCUSSION:

- MS-535 – the Board signed the 2023 MS-535 prepared by the auditors.
- FYI – Geis Building Permit Letter – the Board reviewed the letter. Mr. Davenport informed the Board that the Geis's have contacted the town and when they are back in town they will stop by and get a building

- permit with the fee.
- FYI – 603 Contracting Occupancy Letter – the Board reviewed the second notice.
 - Erosion and Water Runoff Issue on Straits Road – the Conservation Commission are requesting the Board advise the landowner to install a siltation and erosion system to control measures to contain the soil that is now impacting abutting properties. If there is no response to the selectmen’s notice, the Commission will consider filing a complaint form with NHDES. Mr. Davenport informed the Board that the town has addressed this issue with the access road before and that the drainage was cleared up but it is not properly draining anymore. The Board requests that the Public Works Director look at the drainage issue and if needed having a draft letter be reviewed by the Board before being sent to the owners requesting siltation.
 - Cedar Lane Letter – the Board reviewed the revised letter and signed.
 - Vrusho Zoning Violation Update – Mr. Davenport spoke with town counsel and because of the positive traction with the property owner counsel recommends that the cleanup of the property continue and no further action is required at this time. This will be added to the open items list for tracking.
 - FYI – Tax Collector Lien Redemptions – the Board reviewed the lien redemption list.
 - FYI – Employee Military Leave – the Board reviewed the leave order for required annual training.

New Business after Agenda was Posted:

- Timber Tax – Stephen Torsey, Straits Road, Map R6 Lot 50-B – the Board signed the timber tax warrant in the amount of \$1,328.50.
- Town of New Hampton Website Homepage Changes – Ms. Vose has proposed changes to make the website more accessible for the public finding local organizations information and Mr. Davenport is requesting having information available for the Waukegan Watershed Advisory Committee on the website. The Board is agreeable to the changes.
- Coolidge Woods Road Erosion Discussion – Mr. Harvey was approached by a member of the public regarding an area along the river that is showing noticeably more erosion and that the Army Corps of Engineers should be notified to prevent more erosion along that area of the river and the road. Mr. Davenport will reach out to the Army Corps of Engineers. This will be added to the open items list for tracking.
- Fire Department Candidate Search Update – the Fire Chief will present a candidate conditional offer at the next meeting. Mr. Drake requests that all the completed pre-employment paperwork be included with the conditional offer.

OTHER BUSINESS:

- Mr. Harvey asked if the state has been contacted regarding the painting of the lines. Mr. Davenport has not reached out to them yet.
- Mr. Harvey asked for an update on the Pemi Point structure. Mr. Davenport replied that town counsel is working on a letter.

PUBLIC COMMENT:

Ms. Cizewski asked for clarification on a road name and building permit procedures regarding approvals. The Board thanked Ms. Cizewski for

attending.

**NON-PUBLIC
SESSION:**

At 7:16PM, 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 7:46PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and unseal the non-public minutes of 5/12/16, 5/9/16, 5/21/15, 5/15/14, 5/8/14, 5/8/14, 5/1/14, and 5/6/04. The Board voted 2-0 in favor of the motion.

ADJOURNMENT:

At 7:46PM, Mr. Drake made a motion, seconded by Mr. Harvey to adjourn. Vote was unanimous.

Respectfully submitted,
Wendy Duggan