

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

Thursday, June 27, 2024

MEMBERS

Present were Mr. Drake and Mr. Harvey.

PRESENT:

OTHERS PRESENT:

Town Administrator Corey Davenport, Richard Morse, and Scott Provencal, Andrew Akers, and Adele Bowser.

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 6/20/24 as amended. The Board voted 2-0 in favor of the motion. Mr. Drake made a motion, seconded by Mr. Harvey to approve the non-public minutes of 6/13/24 as amended. The Board voted 2-0 in favor of the motion.

PUBLIC BID

OPENING:

*6:30 Paving & Crack
Sealing bids*

At 6:31 the Board opened the paving & chip sealing bids. Jeff Perry from GMI was in attendance. Paving bids were received from GMI, Bryant Paving, and Pike Industries and from All States for chip sealing. The Board read the individual project bids. The total project bids are as follow: Pike Industries at \$267,433, Bryant Paving at \$221,642.10, and GMI at \$236,407.50. The chip sealing bid from All States is \$186,338. The Board will have Public Works Director Jimmy Boucher review the paving bids and make recommendations.

APPOINTMENTS:

*6:35 Fire Chief Scott
Cathy*

At 6:44PM the Board met with Chief Cathy. Chief Cathy updated the Board on billing. \$50,000 has been received through May and billing is on target for \$110,000 for the year. The rate increase earlier in the year has not had an impact as of yet. A quote has been received for roof repairs for the public safety building for the CIP committee report. A purchase requisition for emergency reporting software from First Due in the amount was signed by the Board. The software cost will be about \$6500 per year going forward. Chief Cathy reviewed the pay per hour rates for different certifications in the department. Chief Cathy reviewed full-time pay rates for Firefighter/EMS personnel in different communities. Engine 1 repairs are estimated to be finished in two weeks.

**NON-PUBLIC
SESSION:**

At 7:06PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II (b) hiring - A roll call vote was held. Mr. Drake – Y, Mr. Harvey – Y.

PRESENT:

Mr. Drake, Mr. Harvey, Mr. Davenport, and Mr. Cathy.

**RETURN TO PUBLIC
SESSION:**

At 7:38PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and to seal the non-public minutes of 6/27/24 for two years. The Board voted 2-0 in favor of the motion.

WORK SESSION:

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

1. Invoices Approved: Sansoucy Associates in the amount of \$4,040.58 and Southworth Milton in the amount of \$5,101.07 for loader repairs.

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

1. James Eckert & Debra Hearne, 702 Dana Hill Road Map R17 Lot 13C; roof-mounted solar array.

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

1. Kevin & Jennifer McKenna, 13 Waukewan Road Map R7 Lot 6B

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

1. Timber Intent – Smith Family Joint Trust, Little Hollow Road Map R10 Lot 17 – the Timber Intent to Cut was signed by the Board.
2. Timber Intent – Dana & Jonann Torsey, Upper Oxbow Road Map R9 Lot 7 & Map R9 Lot 9 – the Timber Intent to Cut was signed by the Board.

OPEN ITEMS:

- Brook Road Bridge – The footings are in. The bridge should be set next week.
- Tax Deeded Land – no update
- Timber Harvest – no update
- Fees – no update
- 911#s – no update
- Grants – no update
- Carter Mountain Road unregistered vehicles – no update
- Town House – Mr. Harvey commented that the dehumidifiers are working and the fan is underneath and pulling air out. The floors are starting to flatten out. There is one key sticking on the piano still. Mr. Drake commented that the cleaning company needs to clean the town house before Old Home Day.
- Drake Road – no update
- Town Roads – no update
- Dr. Childs Rd; discontinuance – no update
- NHS PILOT – no update
- Personnel Policy – The Board will review the policy at the next meeting.
- Sidewalk Plow – no update
- Granite State Green House Clean Up – no update
- Coolidge Woods Road Erosion – no update
- Emmons Property – no update
- Internet Speed – no update
- Job Posting (PD, FD, DPW) – no update
- Nature-Fitness Trail & other trail systems – Mr. Drake and Mr. Davenport walked the trail. Mr. Harvey commented that the trail needs to be trimmed and downed trees removed. Mr. Drake commented that the wash out repair is also a priority. More work will be completed in the fall. The trail needs quite a bit of maintenance.

DISCUSSION:

- Brook Road Bridge Contract – Mr. Drake asked if the contract was reviewed by legal. Mr. Davenport commented that it wasn't. The Board requests that the contract be reviewed before signing.
- Enforcement Letter to Terris Living Trust; converting shed to living space – the Board signed the enforcement letter.
- Enforcement Letter to N. Romanek; conversion to 6 bedrooms – the Board signed the enforcement letter.
- Square Dancing Discussion – Mr. Harold Lamos wants to know if there is a final decision on square dancing as there is a flier that needs to be printed for Old Home Day. Mr. Drake will talk to the Old Home Day committee regarding the floor and square dance event.
- Voting Machine Discussion – the new machine is about \$7,000. There is a 50/50 state grant for purchasing new voting machines. The Town Clerk is recommending purchasing the new machine with the grant in 2025. The Board is in favor of pursuing the grant for a new voting machine.
- FYI – Permitting Assistant letter to S. Paquette; deck constructed in setback area – the Board reviewed the letter.
- FYI – Permitting Assistant letter to S. Gilpatric; unpermitted dwelling – the Board reviewed the letter.

New Business after the Agenda was Posted:

- Parade Application – the route will now be entirely on the sidewalk instead of marching in the road. They will have to cross the state road once. They will not be marching down to the house so they will not cross at the corner which is the concern. The Board signed the application.
- FYI – Lien Redemption List – the Board reviewed the redemption list.
- 2023 Abatement – Catherine Tallman Rev. Trust; 6 Seminole Ave, Map U11 Lot 6 – Mr. Drake made a motion, seconded by Mr. Harvey to grant the abatement for Catherine Tallman Rev. Trust. The Board voted 2-0 in favor of the motion.
- 2023 Abatement – Mark Wright & Michelle Jillett; 104 Campground Road; Map U09 Lot 8-A7 – Mr. Drake made a motion, seconded by Mr. Harvey to grant the abatement for Mark Wright & Michelle Jillett. The Board voted 2-0 in favor of the motion.
- 2023 Abatement – Thomas & Mary Walters; 5 Pemi Point; Map U09 Lot 14 – Mr. Drake made a motion, seconded by Mr. Harvey to grant the abatement for Thomas & Mary Walters. The Board voted 2-0 in favor of the motion.
- 2023 Abatement – Philip & Faye Uhlendorff; 946 Old Bristol Road; Map R15 Lot 31 – Mr. Drake made a motion, seconded by Mr. Harvey to grant the abatement for Philip & Faye Uhlendorff. The Board voted 2-0 in favor of the motion.

OTHER BUSINESS:

There was no other business.

PUBLIC COMMENT:

Andrew Akers commented that there are two organizations that might help with the trail clean up, the Bridgewater Boy Scout troop and the National Honor Society at the high school.

Mr. Morse commented that GMI paved his driveway and the Board is welcome to stop by and see the job they did there.

Mr. Provencal commented that he is concerned with retaining and hiring

firefighters and EMS. He wants to know if there is anything that can be looked at in becoming more competitive with other communities. Mr. Drake commented that the department has always been run as a call department and people don't have time to give anymore. The Board is constantly aware and looking at how to better improve the odds of getting quality people. Mr. Harvey commented that the town doesn't have the call volume that other towns have and that doesn't hold people here. Mr. Drake commented that a performance bonus pay program was implemented last year that is based on call attendance and years of service.

**NON-PUBLIC
SESSION:**

At 8:33PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II (a) employee review – A roll call vote was held. Mr. Drake – Y, Mr. Harvey – Y.

PRESENT:

Mr. Drake, Mr. Harvey.

**RETURN TO PUBLIC
SESSION:**

At 9:08PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and to seal the non-public minutes of 6/27/24 for one year. The Board voted 2-0 in favor of the motion.

Mr. Davenport joined the meeting and the Board reviewed the evaluation and future goals with Mr. Davenport. The pay raise was granted per the conditional offer.

ADJOURNMENT:

At 9:30PM, Mr. Drake made a motion to adjourn, seconded by Mr. Harvey. The vote was unanimous.

Respectfully submitted,
Wendy Duggan