

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

Wednesday, July 3, 2024

MEMBERS

Present were Mr. Drake, Mr. Shaw and Mr. Harvey (in late).

PRESENT:

OTHERS PRESENT:

Town Administrator Corey Davenport, Scott Provencal, and a representative from Pike Industries.

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:

No minutes approved.

PUBLIC BID

OPENING:

*6:15 Paving & Chip
Sealing bid winner*

At 6:15 the Board met with Public Works Director Jimmy Boucher to announce the winning paving and chip sealing bid. Mr. Boucher reviewed the proposals and the GMI proposal has an addition error on the cover letter. Mr. Boucher confirmed the price with GMI and the price is \$201,352.50. Mr. Boucher is recommending GMI for paving at the \$201,352.50 total and All States for chip sealing to include eliminating two proposed roads. Mr. Drake made a motion, seconded by Mr. Shaw to award the paving contract to GMI and the chip seal contract to All States Construction minus the Forest Pond project. The Board voted 2-0 in favor of the motion.

APPOINTMENTS:

*6:35 PWD Jimmy
Boucher*

At 6:36PM the Board met with Public Works Director Jimmy Boucher to discuss a recommendation to hire. The Board discussed dumping fill by the public works department. Mr. Boucher suggested property owners signing waivers. The town has a waiver but the Board wants it reviewed by town counsel.

NON-PUBLIC

SESSION:

At 6:36PM, Mr. Drake made a motion, seconded by Mr. Shaw to go into non-public session under RSA 91-A:3 II (b) hiring - A roll call vote was held. Mr. Drake – Y, Mr. Shaw - Y.

PRESENT:

Mr. Drake, Mr. Shaw, Mr. Harvey (arrived late), Mr. Davenport, and Mr. Boucher.

RETURN TO PUBLIC

SESSION:

At 6:53PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and to seal the non-public minutes of 7/3/24 for three years. The Board voted 3-0 in favor of the motion.

WORK SESSION:

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

1. Payroll Check Registers dated 7/5/24 signed by the Board.
2. Accounts Payable Manifest dated 7/5/24 signed by the Board.
3. Invoices approved: CAI in the amount of \$500.
4. Leave Request forms approved: Regina Schofield.
5. Payroll Change Forms: Daniel Boynton for EMT certification and Corey Davenport for completion of probationary period.

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

1. Christopher Sirles; 111 Kelley Pond Road, Map R4 Lot 46A – Addition
2. Jay Wilson; 24 Seminole Ave, Map U11 Lot 14 – after-the-fact permit.

The Board reviewed and approved the following Septic Systems:

1. Matt Ternullo; Smoke Rise Road, Map U8 Lot 36 – road access concerns will be addressed with a letter from the Land Use office.

OPEN ITEMS:

- Brook Road Bridge – guardrails ordered for August installation.
- 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 checked on the dehumidifiers and that area of the floor is flat. Mr. Harvey will check the beams under the floor before square dancing on Old Home Day.
- Drake Road – Mr. Davenport commented that he is having trouble finding contact information for the property owner.
- Town Roads – no update
- Dr. Childs Rd; discontinuance – no update
- NHS PILOT – no update
- Personnel Policy – Mr. Drake commented that the budgetary items need to be discussed in the fall and the non-budgetary items can be discussed sooner.
- Sidewalk Plow – no update
- Granite State Green House Clean Up – the area has been cleaned but the posts are still there. Mr. Davenport will email the owner reminding him that the posts still need to be removed.
- Coolidge Woods Road Erosion – Mr. Davenport will try to find another contact at the Army Corps of Engineers.
- Emmons Property – no update
- Internet Speed – no update
- Job Posting (PD, FD, DPW) – no update
- Nature-Fitness Trail & other trail systems – Mr. Davenport spoke with Jimmy Boucher regarding fixing the washouts.

DISCUSSION:

- Abatement – Helene Sawyer; 31 Jelly Stone Park #177, Map R20 Lot 1-177 – Mr. Drake made a motion, seconded by Mr. Harvey to approve the abatement for tax year 2024 in the amount of \$34.90. The Board voted 3-0 in favor of the motion.
- Abatement – Michael & Christine Bloomer; Twin Tamarack, Map U09 Lot 5-173 – Mr. Drake made a motion, seconded by Mr. Shaw to approve the abatement for tax year 2024 in the amount of \$23.87. the Board voted 3-0 in favor of the motion.
- Abatement – Sean Wannamaker; Ames Brook Campground, map R19

Lot 28-91 – Mr. Drake made a motion, seconded by Mr. Harvey to approve the abatement for tax year 2024 in the amount of \$32.83. The Board voted 3-0 in favor of the motion.

- Enforcement Letter – Carl & Camille Knowlton; 152 West Shore Road, Map U14 Lot 29 – Mr. Davenport informed the Board that there was no warning letter sent but they have had a lot of communication with the Land Use Administrator. The letter was signed by the Board.
- FYI – LRPC Memo – the Board reviewed the memo regarding the adoption of the bicycle and pedestrian plan.
- FYI – Town Clerk Registration Update – the Board reviewed the registration revenues as of June 30, 2024.
- Expenditure & Revenue report reviewed by the Board.
- FYI – Newfound Area School District payment schedule reviewed by the Board.

New Business after the Agenda was Posted:

- Guardrail Purchase Approval – This will be approved at the next meeting.
- IRS Form 941 – Mr. Drake signed Form 941 as Chair of the Board of Selectmen.

OTHER BUSINESS:

Mr. Shaw wants to extend his appreciation for the work being done by Land Use Administrator Pam Vose and all the hard work she does for the town. Mr. Harvey concurs.

Mr. Davenport commented that the next meeting will be July 18th as this follows with every other week meeting dates for the summer. Mr. Shaw suggested that in the fall every other meeting could be limited to budget meetings and every other meeting for selectmen’s business. The Board will see how the summer meeting schedule flows.

Mr. Harvey commented that school board rep Fran Wendelboe is due to meet quarterly with the Board.

PUBLIC COMMENT:

Mr. Provencal asked if there is anything citizens can do to control the school district budget and tax impact. Mr. Davenport commented that it comes down to public engagement at budget sessions and town meeting.

NON-PUBLIC SESSION:

At 7:52PM, Mr. Drake made a motion, seconded by Mr. Shaw 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, Mr. Shaw - Y.

PRESENT:

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

RETURN TO PUBLIC SESSION:

At 8:07PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and to seal the non-public minutes of 7/3/24 for five years. The Board voted 3-0 in favor of the motion.

ADJOURNMENT:

At 8:07PM, Mr. Drake made a motion to adjourn, seconded by Mr. Shaw. The vote was unanimous.

Respectfully submitted,
Wendy Duggan