

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

Thursday, September 26, 2024

MEMBERS

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

PRESENT:

OTHERS PRESENT:

Town Administrator Mr. Davenport, residents Scott Provencal & Brett Huckins.

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 motions, seconded by Mr. Harvey to approve public minutes of 9/19/24 as corrected and three Non-Public minutes of 9/19/24 as written. Votes passed with Mr. Shaw recusing himself as he was not present at the 9/19/24 meeting.

WORK SESSION:

The Board reviewed/signed manifests, invoices, requisitions, purchase orders and leave request forms.

APPOINTMENTS:

6:30 pm

Land Use Administrator

Land Use Administrator Mrs. Vose was present at 6:19 pm. She advised that the current regulations allow for the use of a manufactured home only, as an office, shop, or as temporary living quarters, while construction of a home is happening on the same property, through the Special Exception process with the ZBA. As it currently limits this use to one year, and it hasn't been enforced she said the Board could remove this requirement completely, or they could provide their opinion on possible language that could allow for the use of a manufactured home or an RV during construction, with certain limitations, and to allow for more than one year, to match the 18 months allowed to complete a building permit. She said that based on the number of homes she anticipates will be built, this would allow for a property owner to live on the property during construction. Mrs. Vose asked the Board if they wanted any limitations for someone to stay in an RV on someone's property for some specified period of time. Relative to someone living on the property while a home is being built, the Board agreed that it is more likely someone would use an RV, as opposed to a manufactured home. Mrs. Vose said if the Selectmen were supportive of the draft language, this would have to go to the Planning Board for their consideration to go onto the 2025 Warrant. Relative to limiting how long an RV could sit on someone's property to stay in, it was agreed that the ordinance is trying to prohibit RVs from becoming a principal use. The Board agreed to review the draft language.

Mrs. Vose provided the Board with some calculations on a sampling of some building permits obtained in 2023-24, comparing the fees charged to what they would be charged if the proposed fees were adopted at a public hearing. Mr. Drake asked when the last time was that the fees were revised and Mrs. Vose said she could confirm the date it went to Public Hearing. She said some of the calculations were difficult to figure, based on the current proposed fee structure. She showed the Board comparisons to how five nearby town's fees would calculate the same building permits so the Board

could see how New Hampton compares to other towns, most based a dollar amount and a square footage calculation. The Board agreed that total square footage of all structures and floors would be used for calculations. Mrs. Vose asked the Board what costs the Town looking to recoup. She said the visit to the property is \$65 charged by the assessing firm, but will be going up to \$68 in a few years. The Board said there is the cost of time for the office staff to review the application, the time to process the approved permits, and the time for the assessing firm to document changes in the assessing software. Mr. Drake said the Occupancy Permit that is now required ensures life safety code is met and that people are not living in an unheated and unsafe structure. It was noted that in most cases, other towns are charging nearly the same, but in many cases more. The Board suggested charging a set fee, for a new home, up to a certain square footage threshold, then charging a per square footage above that. The Board agreed to any usable amount of square footage, not to include decks. Mrs. Vose pointed out that the Town currently charges \$100 for installation or reinstallation of fossil-fueled or wood-fired heating systems and it appears the draft fees impose an additional fee of \$15 from the Fire Dept for additional inspections. Mr. Drake asked Mrs. Vose to create a chart that shows what is currently being charges, the proposed changes to go to Public Hearing, notes/comments, the office and assessor's time spent, and what other towns would charge for the same construction, that can be used at a public hearing.

WORK SESSION:
(cont.)

The Board reviewed the following, approved by the Land Use Administrator:

Building Permits:

1. Cody & Ellen Rideout; Map R10, Lot 3.
2. Scott Adams; Map R3, Lot 9E.
3. Richard Dalphond & Marie Remson; Map R3, Lot 9A1.
4. James & Jean Cotton; Map R8, Lot 1A6.
5. Linda Collins; R13, Lot 5B.

Occupancy Permits:

1. Adam DiFilippe & Devin Humphries; Map R17, Lot 3
2. Candice Dorley; Map R3, Lot 10

Septic Systems:

1. Sickler Family Rev. Trust; Map R7, Lot 3E

OPEN ITEMS:

- Brook Road Bridge – Mr. Davenport said the guardrails are installed.
- Tax Deeded Land – Mr. Davenport will have legal review.
- Timber Harvest – Mr. Davenport asked if they Board wants this paid for hourly, or per project and the Board agreed to an hourly rate. Mr. Drake said the two parcels that the Board had walked, should now be marked by FORECO, so they can be logged when the market improves.
- Fees – discussed earlier.
- Emmons Property – Tax Collector will prepare documents.
- 911#s – no update
- Grants – Board may want to consider what the ARPA monies remaining would be spent on as it must be purchased or under contract to buy, by end of 2024. Mr. Davenport to provide the amount to the Board.
- Carter Mountain Road unregistered vehicles – no update
- Town House – Mr. Davenport to turn on one of the dehumidifiers. Mr. Drake asked about a quote to remove 3 large, dead pines and Mr. Davenport advised of a quote for \$1,800, and awaiting 2 more quotes.

There was discussion on other trees marked for removal that could potentially fall on the Town House so they should all be taken at the same time and be part of the quote.

- Drake Road – no update
- Personnel Policy – Mr. Davenport asked if the Board wanted to make further changes so they can go into effect for January 2025. It was the consensus of the Board to go back to separating out vacation, personal and sick.
- Town Roads – no update
- Dr. Childs Rd; discontinuance – no update
- Sidewalk Plow – Mr. Davenport said the Historical Society needs the square footage of the plow to see if they could fit it, but there is room in the Highway garage for storage.
- NHS PILOT – no update
- Coolidge Woods Road Erosion (Washout) – no update
- Job Posting (FD & DPW) – no update
- Nature-Fitness Trail & other trail systems – no update
- Dry hydrants – no update
- Welcome sign relocation – under Other Business

DISCUSSION:

- Review of Tree Cutting RFP – this is for dangerous trees that have been flagged along town roads. There was some discussion that the Highway Dept may be able to take some of the trees themselves.
- Board signed Land Use Change Penalties for Kathleen Jensen & Manuel Sousa; Old Bristol Rd; Map R13, Lot 12B at \$3,650.
- Email from Ron & Wendy Leach; Map R8, Lot 1N; email included invoice for work performed at the end of their driveway to address water runoff that they felt was the responsibility of the Town after recent paving work. Mr. Davenport said the Interim Public Works Director Mr. Cote looked at the issue and didn't think there was anything the Town had done out of the ordinary. It was the consensus of the Board the cost of the repair was not the responsibility of the Town.
- Letter from NHDOT relative to weight limit signage on a bridge on Coolidge Woods Road Bridge Mr. Shaw made a motion, seconded by Mr. Harvey to approve the required signage suggested by DOT. Vote was unanimous.
- FYI – Reminder letter to Brittany Paquette, Walter Durack, & Benjamin Durack; Map R20 Lot 66.

New business after agenda was posted:

- Board signed PRLAC Appointment for Barry Draper.

OTHER BUSINESS:

- There was discussion on where to relocate the Welcome to New Hampton sign made by Ken Mertz, with the northbound exit being a possible location. More discussion needed.
- Mr. Davenport said a sink hole is developing on Carter Mountain Road which Mr. Cote looked at it. Mr. Cote would like to replace the metal culvert with a PVC culvert as he thinks this will help. Further discussion needed.
- Mr. Harvey confirmed that the trouble with the F600 Highway truck is being investigated.
- Mr. Davenport said he spoke with Fish & Game who will meet with the

Board on Oct. 17th and will be providing information on the status of the project. Dickerman Pond will be drawn down to repair some pipes beginning November 1st. Mr. Davenport to advise NHS of the meeting.

- Mr. Harvey said there are few strands of lights on the trees that work but most will need replacement. Mr. Drake said Wes Hays had been providing lights at his own expense. Mr. Davenport to investigate.
- Mr. Davenport said the DPW wants to place rocks at the pull-off before the shooting range as its being used for dumping trash, alongside the river. The board questioned whether this was private property and if the state was agreeable, but otherwise agreed to the rocks.

PUBLIC COMMENT:

- Mr. Huckins asked where the cold patch was coming from, recommending Burke Quarry as it is a much better quality than Pike Industries.
- Mr. Provencal asked if the budget discussions will be part of a public meeting and Mr. Davenport said they are and will be part of the regularly scheduled Selectmen's meeting.
- Mr. Huckins mentioned a company that does good work and could look at the F600.

Mr. Provencal and Mr. Huckins left the meeting.

NON-PUBLIC SESSION:

At 8:16 PM, 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.

PRESENT:

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

RETURN TO PUBLIC SESSION:

At 8:34 PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and to seal the minutes for 10 years. Vote was unanimous.

ADJOURNMENT:

At 8:35 PM, Mr. Drake made a motion to adjourn, seconded by Mr. Shaw. The vote was unanimous.

Respectfully submitted,
Pam Vose