

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

January 24, 2019

MEMBERS

Mr. Irvine, Mr. Denoncour and Mr. Mertz were present.

PRESENT:

OTHERS

Town Administrator Mrs. Lucas

PRESENT:

CALL TO ORDER:

Mr. Irvine called the meeting of the Board to order at 6:30 p.m.

WORK SESSION

Manifests, bills, requisitions, purchase orders and leave request forms.

APPOINTMENTS

Don Booth and Scott Andrews representing the Mobil station signage being proposed.

7:15 pm

Don Booth

Mr. Irvine said they had come in previously to discuss signage and had been asked to calculate square footage of building face that is facing the ROW. They calculated the permissible amount to be 97.97 sq. ft. and are requesting a sign at 62.5 sq. ft.

Mr. Irvine advised that Mrs. Lucas had said they intend to eliminate one of the current signs. Mr. Booth said the board agreed that branding was exempt. There was discussion on advertising promotional type items, ie. products, and that this info would change quarterly, with drawings provided. The board made a finding that based on the drawings the OSA areas on the koala image and wave are exempt because they will be used to display incidental messaging as opposed to advertising. Mr. Booth asked what compliance issues were happening on the Irving station and the board explained that they were putting temporary signs near the road.

DISCUSSION

The Board reviewed the following:

- 1096 & 1099's, Chairman signed the 1096 submittal.
- Elderly Deferral Application – Patricia Provencher, Tax Map R-20, Lot 63, in the amount of \$2,919.24 for 2018 taxes. Mr. Mertz motioned to approve the Elderly Tax Deferral, seconded by Mr. Denoncour. Vote passed unanimously. Signed by the Board.
- Temporary appointment for Deputy Tax Collector/Town Clerk. Mr. Denoncour motioned to approve the appointment, seconded by Mr. Mertz. Vote passed unanimously. Signed by the Board.
- The Board reviewed the Budget and default numbers with the Warrant, Budget and Default. After review the board signed the Warrant, Budget and Default forms for posting.
- Special Revenue Fund Balance 12/31/18 \$94,538.22 and with the 2019 proposed warrant articles using \$53,590.60, leaving a balance of **40,947.62**.
- Discretionary Preservation Easement document for a barn (1,440 sq ft) owned by Mr.

Castner. Mr. Castner will be made aware that the document can be signed, witnessed and notarized. He will also be required to submit a building permit for the wood shed addition on the barn.

- Follow-up with draft letter re: short-term rentals. The draft letter was reviewed and finalized and Mrs. Lucas was asked to prepare the letters for next meeting to the owners we are currently aware of. Mr. Irvine stated that upon further research additional property owners will be notified.
- Letter to Barry Rolfe regarding removal of his Veterans Credit. Board reviewed and signed the letter. The letter also invited him to a meeting to discuss the matter further when he returns from Florida this spring.
- Memo and contract from Town Clerk re: mortgage searches, dated 1/24. The Board approved the contract and the Chairman signed it.
- 2019 Village Precinct Lease Agreement. The lease contract remains the same this year as 2018. Mr. Denoncour motioned to approve the annual lease agreement, seconded by Mr. Mertz. Vote passed unanimously. It shall be forwarded to Precinct for Commissioner's signatures.
- Current Use – Land Use Change tax recommendations from CNP:
 1. Kenneth Carver & Sally Knight – Tax Map R-6, Lot 2C \$2,635.00. Mr. Mertz motioned to accept the recommendation, seconded by Mr. Denoncour. Vote passed unanimously.
 2. William and Ann Strong – Tax Map R-18, Lot 15 \$200.00. Mr. Denoncour motioned to accept the recommendation, seconded by Mr. Mertz. Vote passed unanimously.
 3. Jeremy Vittum – Tax Map R-1, Lot 35, \$52.50. Mr. Irvine motioned to accept the recommendation, seconded by Mr. Denoncour. Vote passed unanimously.
- Letter from NH DOT – inspection of Central Street Bridge, dated 1/4/19. Copy will be forwarded to Public Works to verify proper signage is displayed.
- Calls regarding road conditions during storm: Form #734, #735, #736, #737, #738
- Copy of letter to Gordon & Justine Ellinwood, dated 1/23 from Mr. Pollock regarding construction without a permit.
- Review of final 2018 budget printout with final expenditures. The remaining balance was 7.33% (\$212,826.32). The Board discussed the reasons for the under expenditure which was due to hiring of new personnel and filling vacancies, ie. the finance officer position was budgeted to fill on 7/1, but was unable to fill the position until 10/15/18, Public Works Department position and the Police Chief position. Legal fees were unexpended by \$24,379 as well.
- Executive Counselor Cryans schedule 1/28 thru 2/1.
- Flyer from GraniteApollo re: possible solar projects in NH communities.

OTHER BUSINESS

- a. Mrs. Lucas advised that she had requested an electrician provide a quote for electrical work under the \$1,500. Grant. The grant is for use under general assistance.
- b. Mr. Denoncour advised the Board that Mr. Bob Hammond from the Gordon-Nash Library and Headmaster Joe Williams would be attending next week's Selectmen's meeting to advise the Board in detail the possible acquisition of the Gordon-Nash Library by the New Hampton School. Mr. Denoncour explained the history of Judge Nash and his connection to the school. Mr. Denoncour, in general terms, provide some details and the need for the Library to look at options as their endowment will not sustain them for the long term. He said they are working with the Attorney General's Office and they have been assured that the will of Judge Nash will remain in place must be followed by the NHS.
- c. Mr. Irvine pointed out 5 Cars are parking and signed "for sale" on NH Route 104, near Lang Drive. He advised no business for the sale of vehicles have been approved at that location. Mrs. Lucas stated she would have Mr. Pollock look into it as a compliance issue.

PUBLIC COMMENT

None

ADJOURNMENT

Mr. Irvine motioned to adjourn, seconded by Mr. Mertz at 8:45pm.

Respectfully submitted,
Barbara Lucas