

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

October 11, 2018

MEMBERS

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

PRESENT:

OTHERS

Town Administrator Mrs. Lucas.

PRESENT:

CALL TO

Mr. Irvine called the meeting of the Board to order at 6:32 pm.

ORDER:

WORK SESSION

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

The board approved the following Building Permits;

1. Michael & Joyce Coleman, Tax Map R-4, Lot 41D
2. Ossola & Perry Trust, Tax Map R-6, Lot 27-A
3. David and Sharon Shorey, Tax Map U-7, Lot 5
4. Barry Rolfe, Tax Map R-17, Lot 22 Demolition

The board took no action on the following sign permits:

1. NH Smokehouse – BBQ Shak, Tax Map R-5, Lot 5 – HOLD for more information
2. Granite State Greenhouse and Nursery, Inc., Tax Map R-4, Lot 90A -HOLD

APPOINTMENTS

6:45 pm Eileen

*Kondrad re: Signage
on Route 104*

Mrs. Kondrad discussed with the Board the plan for “welcome to New Hampton” signage. Mr. Irvine explained that 2 signs were budgeted for 2018, but because of unexpected expenditures this would not be done this year but the Board agreed would be in the budget for 2019 and would do this next spring. Mr. Irvine suggested after the March vote and we have the budget approval we can begin the process of the DOT permit and would allow time for Mrs. Kondrad to do possible fund raising. Mrs. Kondrad said she believes that she can raise money for one sign.

7:00 pm Judy

*Woolfson – Building
Permit*

Ms. Woolfson was present to have follow-up discussion on the proposed building permit for her son, Dennis Foran. Mr. Irvine said other condo owner’s building permits were reviewed prior to this meeting. Ms. Woolfson showed a vicinity sketch from 2012 that reflects her son’s condo as being parallel with the roadway and she was advised that it is different than the accuracy shown in a survey. Ms. Woolfson said Mr. Newhall’s cottage is even closer to the ROW and that had received a building permit. Mrs. Lucas advised that the vicinity sketch was showing where another condo owner had the association change the limited common area (LCA) through the Planning Board process, to allow for their addition. There was discussion on whether the proposed addition stays completely within the LCA and if the addition is not becoming more non-conforming in its distance to the ROW. Relative to a landing and steps that appear to be outside of the LCA, Mr. Irvine said that RSA 356-B:12, V allows for those to be outside of the LCA. Mrs. Lucas pointed out that on another condo unit rebuilt in 2014, was made to be more conforming as it was moved further away from the ROW. There was discussion on whether to perform a site visit, but the board agreed that if the degree of non-conformity in the distance to the ROW is not increased the applicant should apply for a Special Exception through the ZBA. The applicant was asked to show where the landing and stairs would be on the building permit application. The board asked that the 2nd story floor plan still needs submission.

DISCUSSION

The Board reviewed and discussed the following:

- 941 Quarterly return – Signed by Chairman.
- Credit Card policy form signed by new Chief of Police. The Board approved and the Chairman signed the form.
- Follow-up email from NHDOT – Bill Lambert, dated 10/9 re: signage on Route 104 for on-ramp. The email described proposed changes to signs to address the concerns about inadvertent left turns on Shingle Camp Hill Road, when the motorist actually wants the on ramp for I-93 South. The following are the Bureau of Traffic sign changes:
 1. Install an additional sign in the island separating the westbound traffic from the northbound on ramp
 2. Modify the existing guide sign for the I-93 southbound ramp so that it includes an arrow (rather than the existing “NEXT RIGHT” legend.
 3. Replace the existing lane use sign that indicates a left, through, and right turn lane so that it confirms that the right lane is for I-93 southbound and the left lane is for Shingle Camp Road.
- Health Trust email regarding insurance rate increases for 2019. This was taken under advisement and will be discussed at a budget work session.
- Grant Application Authorization Forms were approved by the Board:
 - a. AFG 2018 – Jaws of Life equipment replacement \$55,112.
 - b. AFG 2018 - \$275,000 Rescue/Pumper
- Ambulance billing memos: \$764.74 & \$112.47. Selectmen referred the first to the collection agency. Mr. Mertz motioned, seconded by Mr. Denoncour, to waive the \$112.47 balance after the Medicare coverage payment. Vote passed.
- Follow-up on Tax Deeds for Daniels and Logel (email correspondence with Logel). Mr. Irvine stated that the Daniels have been notified that payment must be received by Friday, October 12, 2018 otherwise the tax deed will be registered on Monday, October 15, 2018. Mrs. Lucas advised that Mrs. Daniels called the Tax Collector today to get an exact balance to pay the 2015 taxes. The Board also reviewed email correspondence with the Logels. They were advised that the Board did granted an extension to the Logels. Corrections were made to their account and Mrs. Lucas provided them a full explanation of each year and a correct account balance due. The Logels had no questions at this time.
- Copy of Memo to Treasurer, Karon Mertz requesting reimbursement from Special Revenue Fund for \$25,000 under Warrant Article #8.
- Conservation Commission agenda of 10/8.
- Email from Lynn Hart, dated 10/9, re: Kelley Pond Road. The Board discussed her concerns. They agreed that the turnaround should be done on the opposite side of the road and that rocks and a sign could be provided to the Harts to delineate the edge of the town road. Mrs. Lucas advised that the Conservation Commission had not voted to do the handicap ramp at the gate. She will discuss with the CC chair, Tyler Simpson. She did advise that the CC voted to leave the gate open until December 1st to allow hunters to

utilize the property.

- Tax Lien Redemptions 10/2.
- Discussed Short-term rental newspaper article in the Daily Sun. Discussed was the fact that some communities specifically prohibit short-term rentals in certain districts and could take enforcement action. Discussed was the fact that we do not prohibit short term rentals in any district, but Mr. Irvine said there is the ability for New Hampton to take enforcement action under the Bed and Breakfast and single family dwelling regulations.
- Copy of letter sent to Mr. Ed Morin, dated 10/8, re: non-permitted structure on U-9, Lot 3, 7 Apple Tree Lane. No response to date.
- Draft letter to Storageshed LLC regarding installation of large garage door on side of building and the use of the building. Mr. Irvine expressed concern with the possible change in use from what was originally granted by the Zoning Board of Adjustment. The letter requests that the owner J.R. Bruning make an appointment to meet with the Board.
- Public Works Director advised 1996 International Dump Truck that cannot pass inspection was taken down to the Auction.
- The Public Works Director had a conversation with NHS personnel regarding painting/stripping of parking lines on Main Street. NHS may have budgeted the money to do the painting of parking spaces. Mr. Irvine stated that Mr. Boucher should review the plan to be sure it is following the requirements ie. No parking areas, distances from crosswalks, etc. The Board agreed.
- Discuss 2019 Budget schedule for meetings with Dept Heads and work sessions. The Board set tentative work sessions for 10/22 4:30-6:30 pm to meet with the Police Chief, Fire Chief and Public Works Director and on 10/29 to meet with Town Administrator & Town Clerk/Tax Collector.
- Meeting scheduled with Yogi Bear for building construction. Mrs. Lucas advised that the Planning Assistant and the Fire Chief will be meeting on site with the project manager to review the work they want to do on their office/apartment building. Work had started without permits and were ceased until such a meeting could be scheduled and it be determined what permits were required.

OTHER BUSINESS

- Mr. Irvine advised Mr. Denoncour of the presentation last week by the LRPC regarding the RSMS (Road Surface Management System) Assessment, which is the collection of data on the condition of the town's paved roads. Mr. Irvine asked that Mr. Denoncour be provided a copy to read. He advised the cost is \$8,500 and will be discussed for consideration in the 2019 budget.
- Mrs. Lucas advised that paving of Forest Pond Road was scheduled for today, but had to be postponed because of the rain. Rescheduling by the paving company will be Saturday or Monday.
- Mr. Irvine questioned how late the field lights are suppose to be on at night. Mrs. Lucas will look at the approvals and discuss it with the School.

**PUBLIC
COMMENT**

None

ADJOURNMENT

Meeting adjourned at 8:34pm.

Respectfully submitted,

Barbara Lucas