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

November 15, 2018

MEMBERS PRESENT:  Mr. Irvine, Mr. Denoncour and Mr. Mertz were present.

OTHERS PRESENT:  Town Administrator Mrs. Lucas.

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

WORK SESSION

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

The board approved the following Building Permits:

1. Dennis Foran, Tax Map U9, Lot 8A6
2. Frank Geis, Tax Map R1, Lot 4

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

Mr. Jerry Warren and his son were present. Mr. Warren stated they are interested in the property that is for sale at 101 Old Bristol Road, known as the “Hemlocks”. The property has a principal structure and several rustic cabins. Mr. Warren said their interest is to use the property as it was used for previously as a camp and rental of the cabins, once being a boy’s camp and tennis camp for NHS. Mr. Irvine pointed out that it had not been a camp with rental units for many years, possibly back to the 1960’s. Mr. Warren asked if the use was not grandfathered. He said it would be seasonal and would not be doing significant upgrades to the cabins. Mr. Irvine explained that the existing non-conforming use that would be considered grandfathered is determined based on the use at the time the zoning ordinance was adopted which was 1986. He explained that the use of the property at the time was for the seasonal use of the principal structure and the use of the other cabins by family and friends not as rentals.

Mr. Warren said he currently runs a large campground and asked about whether a campground would be allowed on this property. The Board advised him that a campground is permitted by special exception in the General Residential, Agricultural and Rural District. Mr. Warren said the property is also in the Pemi Overlay District (POD) which does allow campgrounds. Mr. Irvine explained that the POD is an overlay not a separate zoning district and reviewed that section of the ordinance and pointed out that the permitted uses are residential and a campground requires a 5 acre minimum but would also require a special exception as well.

Mr. Irvine advised to use it as Mr. Warren desires it may require a variance. The Board members agreed. Mr. Warren said he was not likely to pursue a zoning board variance.

DISCUSSION

The Board reviewed and discussed the following:
ITEMS

- Letter to Barry Rolfe, re: Veteran’s Tax Credit, was signed by the Board. The letter addressed that the records show that he was not eligible for a tax credit because he did not reside there. Mr. Rolfe had stated he had a camper there that he stayed in when he returned from Florida in April. The letter states the Board would discuss this further with him and when he built his new home that he plans to replace the dilapidated old farm house they would reconsider his request.

- Draft letter to Linden Drake, 11 Drake Road re: condition of residence, was reviewed by the Board. Mrs. Lucas advised the Board that although it was believed that the Health Officer could investigate and required a dilapidated building could be condemn and restrict occupation of the house, after further review of the statute there is an exception, which does not allow the vacating of the property to be applied to the owner or immediate family of the owner. Mrs. Lucas said this was verified with the town attorney as well. The Board asked that the portions of the letter that can not be applied due to the exception be removed and they would sign the letter at their next meeting.

- The Board members approved and signed the Winter Road Plowing proposals with Garth Woolsey, Porter Paving and Chambers @ $80/hr.

- Email, 11/12, from Jim & Leslie Logel, re: offer to gift the parcel of land to the town, back taxes still due. The Logels stated they could not pay the back taxes nor have they found a buyer. They offered in their email to gift it to the Town for conservation purposes. The Board pointed out they had given an extension on the tax deeding of the property, at the request of the Logels, until November 14th. After discussion, Mr. Denoncour motioned, seconded by Mr. Irvin to advise the Logels that they were not interested in a gift and/or conservation easement of the property and proceed with executing the tax deed that has been prepared by the tax collector. Vote passed unanimously.

- Email from Janan Hays re: short-term rentals, dated 11/14. The Board discussed at length the “short term rental” issue. Mr. Irvine discussed what he learned from a season on the subject at the recent NHMA Conference. The Board agreed to draft a letter to specific property owners making them aware of the regulations in place that they need to be aware of relative to obnoxious use.

- Important Dates:
  1. Deliberative Session 2/5/19 with a snowdate of 2/6/19 & Town Meeting 3/12/19
  2. Budget Hearing Notice: 1/10/19.
  3. NASD – Budget hearing, 1st Deliberative Session 2/2/19 with a snow date of 2/4.

- Atlantic Broadband’s proposed Franchise Agreement. The Board agreed that further review was needed and eventually review by town counsel. Mr. Irvine pointed out that attempts to update the franchise agreement in the past was unsuccessful and the last signed contract still stands.

- Discretionary Preservation Easement application for barn belonging to William Caster, Tax Map R13, Lot 14A. The Board agreed to a Public Hearing on December 13, 2018 at 7pm under RSA 79D.

- The Board discussed the financing lease for the F550 dump truck. Mrs. Lucas explained
that because of the need for 2 additional lights on the dump truck the cost to Two Way Communications for outfitting the truck is over by $125.00. The Board authorized the balance to be paid from the highway department.

- Conservation Commission minutes, 10/8 & agenda for 11/12.
- Request from Chris Pollock to release payables check to Bob Pollock. Authorized by the Board.
- Copy of email sent to Belknap County Delegation supporting Mrs. Fraser interest in serving as a Gunstock Commissioner. Mrs. Fraser advised she received votes for second out of 4 candidates and thanked the board for their support for her candidacy.

**OTHER BUSINESS**

a. The Board agreed that based on recent submissions of requisitions from departments for tire purchases that beginning January 1st all requisition that are submitted with one quote because it is “state bid” it must have documentation to support it is State bid from vendors.

b. The tire requisition from the Police Department was not signed and requires a copy of the quote and whether it is State bid.

c. Mr. Irvine stated that he learned at the NHMA Conference that we must present and review at Deliberative Session the default budget. He said that further explanation is required on the forms. He also explained some examples of when an amount must be reduced in the default. Mrs. Lucas advised that New Hampton has always provided detailed explanations and have reduced the default by one time expenditures or changes such as reducing the number of personnel that would reduce the budget. Mr. Denoncour felt these changes were in response to school districts.

d. Mr. Denoncour stated that after a training at the NHMA Conference he would like to set up a meeting with the office staff to review internet security on email, networks, use of thumb drives, etc. He said there is concern with municipalities with phishing and spoofing. Mr. Irvine stated we do have backups done daily that are stored off site that can be used for restoring but agreed it would be very worthwhile to have Mark do the training. Mr. Mertz suggested that in the future it should be done with all departments.

e. Mr. Irvine suggested that he and Mr. Denoncour also prepare a summary of the workshops that they attended at the NHMA conference to review with Mr. Mertz and Mrs. Lucas at a future meeting.

f. Mr. Irvine advised that Mr. Michael McClay had successfully passed the background checks, Motor Vehicle Check and Criminal Background and Jim Boucher recommends the hiring of Mr. McClay for the Public Works Director as a Equipment Operator/Truck Driver. Mr. Denoncour motioned and Mr. Mertz seconded to hire Michael McClay at $16/hr effective 11/26/18. Vote passed unanimously. The Board signed the payroll form.

**NON-PUBLIC SESSION**

At 8:20 pm, Mr. Irvine made a motion, seconded by Mr. Denoncour, to go into Non-Public Session, according to RSA 91A:3 II (b) Personnel. Roll call was taken, Mr. Mertz-Y, Mr. Irvine-Y were present and the Vote was unanimous.
Present: Mr. Irvine, Mr. Denoncour, Mr. Mertz and Barbara Lucas

RESUME PUBLIC SESSION At 8:22 pm, Mr. Irvine made a motion, seconded by Mr. Mertz, to come out of Non-Public Session and to seal the minutes for 5 years. Votes were unanimous.

ADJOURNMENT Meeting adjourned at 9:48 pm.

Respectfully submitted,

Barbara Lucas