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

August 23, 2018

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

OTHERS PRESENT: Town Administrator Mrs. Lucas, Fire Chief Drake, Police Chief Huckins, Sergeant Cunningham, Public Works Director Mr. Boucher, Town Clerk/Tax Collector Ms. Adams

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

DISCUSSION Mr. Irvine advised that department heads are expected to provide leadership during any hiring process which includes discussion of any candidate during non-public sessions. Once a hiring decision has been made and the conditional offer of employment is accepted, with all background requirements completed, the information then becomes public. He expressed disappointment with some recent actions during the hiring of a new police chief by department heads and employees, which took place prior to any candidate being named as the new chief, which jeopardizes the process.

Department heads left with the exception of Chief Drake and Mr. Boucher. Mr. Irvine discussed with Mr. Boucher a cost estimate and description of work proposed for Brook Road Bridge, then left.

NON PUBLIC SESSION At 6:38 pm, Mr. Irvine made a motion, seconded by Mr. Mertz, to go into Non Public Session, according to RSA 91A:3 II (c) Personnel. Roll call was taken, Mr. Irvine, Mr. Denoncour and Mr. Mertz were present and the vote was unanimous.

RETURN TO PUBLIC SESSION At 6:44 pm, Mr. Irvine made a motion, seconded by Mr. Denoncour, to come out of Non Public Session and to seal the minutes for 5 years. Votes were unanimous.

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

Mr. Mertz made a motion, seconded by Mr. Denoncour, to approve a Payroll change notice for Eric Jenson based on completion of Emergency Medical Responder certification. Vote was unanimous.

Mr. Irvine made a motion, seconded by Mr. Denoncour, to sign a payroll change notice for Hannah Barnett as a new hire to the Fire Dept. Vote was unanimous.

Mr. Irvine made a motion, seconded by Mr. Mertz, to sign a payroll change notice for Justin Hanser as a new hire to the Hwy Dept effective 8/13. Vote was unanimous.

The board approved purchase requisitions from the Hwy Dept (2010 Int’l’l-brake repair, clutch replacement – HELD for further questions, mowing & slope work on town properties, hot top patching, winter tires for new F550, rear backhoe tires, drain waste oil barrels).

The board approved the following Building Permit(s):
1. Carolyn Booth, Tax Map R13, Lot 26
2. Michael & Kimberly O’Neill, Tax Map R6, Lot 9
3. Thomas & Mary Walters, Tax Map U9, Lot 14  
4. David & Leslie Stroud, Tax Map R6, Lot 56  
5. William & Ann Strong, Tax Map R18, Lot 15

The board approved the following Septic Designs:  
1. William & Ann Strong, Tax Map R18, Lot 15  
2. Matthew & Julie Jackson, Tax Map U10, Lot 1 – Amended  
3. Scott Provencal & Cheryl Campbell, Tax Map R3, Lot 34C  
4. Deborah Finch, Tax Map U11, Lot 5 – Approval for a Special Exception to allow for reduced setbacks to property lines.  
5. George & Sheila Huckins, Tax Map R10, Lot 10C (new lot to be created)

The board approved the following Veteran’s Tax Credit application:  

**APPOINTMENTS**

6:45 pm  
Ernest Thompson  
Ernest and Kerrin Thompson were present. Mr. Thompson advised he is making a new film and wants to shoot scenes in NH, including New Hampton’s Town House which would take one day to shoot. The board expressed support for this use, advising Mr. Thompson to complete the appropriate Town House rental application. Mr. Irvine asked him to check with the Fire Chief to determine occupancy limitations and the Police Chief to determine whether a detail would be necessary. Mr. Irvine advised that the Town House is the longest continuously used voting place in the US.

7:00 pm  
Barbara Ford  
Barbara and Eric Downing were present. Mr. Downing explained that the late Lawrence Downing was his grandfather whose estate is noted as the owner of Tax Map R20, Lot 58, and they currently live there.

**NON PUBLIC SESSION**

At 7:08 pm, Mr. Irvine made a motion, seconded by Mr. Denoncour, to go into Non Public Session, according to RSA 91A:3 II (c) Reputation. Roll call was taken, Mr. Irvine, Mr. Denoncour and Mr. Mertz were present and the vote was unanimous.

Present: Mr. Irvine, Mr. Denoncour, Mr. Mertz, Barbara & Eric Ford and Mrs. Lucas

**RETURN TO PUBLIC SESSION**

At 7:27 pm, Mr. Irvine made a motion, seconded by Mr. Denoncour, to come out of Non Public Session. Mr. Irvine made a motion, seconded by Mr. Mertz to seal the minutes for 5 years. Votes were unanimous.

7:30 pm  
Richard Shea  
Mr. Shea was present. He said the end of Beech Hill Road is Class VI and accesses his driveway to his house lot. He wants to pave that portion and hopes the voters will then adopt it as a town road. Mrs. Lucas said Mr. Shea was granted approval years ago to make upgrades to Class V specifications, the portion he uses as access as a condition of obtaining a building permit. The board advised that Mr. Shea could wait for a vote of the town to adopt that portion, or pave it with Selectmen approval and the road agent’s guidance, and risk a denial by the voters. Mr. Irvine said they would have Mr. Boucher provide the board with an assessment of the paving plans, and the board would approve the improvements, leaving the choice as to whether to pave now or after a vote of approval, to Mr. Shea.

**DISCUSSION**

- The board signed appointments for several Ballot Inspectors.  
- The board signed an appointment for Steve Marsh as a Patrol Officer.
Notification that Fire Dept. is applying for 50/50 Forestry Grant for a backpack leaf blower used for fire line construction.

Hwy complaint form for possible sinkhole on property, possibly within ROW.

Correspondence from Atty Whitley, re: Northern Pass filing with Supreme Court. Board asked that the anticipated financial burden to the town be estimated prior to committing to a Supreme Court fight.

Correspondence from Atty Whitelaw, re: Fairpoint’s objection to Town’s motion for reconsideration.

PWD cleaned the venting system and cut shrubs at landfill as requested by the engineers after their annual inspection.

NHDES approved the Groundwater Permit Renewal Application for the town closed landfill on River Road.

Email dated 8/22, Property owner in Mansfield Woods stated his opinion that his manufactured home was not on site as of 4/1/17 and therefore should not have been billed. Records indicate that it was on site and noted the owner did not appeal his 2017 2nd issue tax bill. The Board asked Mrs. Lucas to advise the owner.

Permitting Assistant Mr. Pollock has added to a sign binder; what signage is allowed in what district and a checklist of Route 104 signage.

Sanbornton’s Town Administrator advised that their Selectmen voted not to restrict ATV usage on Class VI Mountain & Wadleigh roads leading from Sanbornton to Carter Mountain Road after input from property owners and abutters at a public hearing.

Fire Chief Drake has asked for status of new ambulance delivery: due out of the factory in October.

Abutter along Meetinghouse Lane expressed concerns with overflow parking during OHD and voting and its effect on their properties. Mrs. Lucas pointed out that part of what some residents may consider a road, may actually be town ROW. Nevertheless parking should not be allowed. Discussion on posting temporary “No Parking” signs along Meetinghouse Lane during events, using the triangle of property – Tax Map R11, Lot 33 – for additional parking, and use parking attendants during OHD.

Irving Station changing some materials on canopy and asked if a building permit was required. The board agreed as it was a replacement in kind a permit wasn’t necessary.

NHDES letter, dated 8/10, re: Standard Dredge & Fill Application for Michael Sharp at what appears to be lots that have not yet been subdivided.

Email from Chief Huckins regarding retiring 2013 PD Interceptor which is being replaced by the new 2018. Board agreed to put it out to bid.

Memo from Town Clerk Ms. Adams: notice of Primary polling hours and request for
their attendance.

- PD stats.
- Tree trimming in Precinct around wires.
- NHMA Delegate Authorization: Mr. Denoncour made a motion, seconded by Mr. Mertz to appoint Mr. Irvine as delegate on 9/14 to vote on legislative policy. Mr. Irvine asked for input on proposed policies. Copies were distributed and would be discussed at a future selectmen’s meeting before the 9/14.
- NHMA contacting legislative representatives for 9/13 Veto Day, urging an override of SB’s 446 & 365 that the Governor’s vetoed. The board unanimously agreed to support the override. Mrs. Lucas to draft a letter stating such, from the board.
- Regional Impact notice from Town of Gilmanton for cell tower.
- Thank you card from Day Away Program for 2018 appropriation.
- Letters going to property owners asking them to update their Current Use file.
- NHDOT Mr. Hanscom contacted the office relative to proposed agreement for Class VI road relocation off of Mr. Sharp’s property, Tax Map U17, Lot 55, expressing concerns after meeting with the Attorney General’s office. Mrs. Lucas advised that the issue is related to the sequence of approving the NHDOT, laying out the road and who the permit would be issued to. Mrs. Lucas said she has advised Kent Brown, Mr. Sharp’s representative. The Board agreed that the proposed agreement could be revised. Asst. AG will contact town attorney to discuss.

**OTHER BUSINESS**

1. New PD cruiser picked up and it was discovered by Irwin Motors that a wire was nicked by OME during installation of radios and lights. Chief has contacted OME which he expects to pay for the cost. Follow-up required.
2. Mr. Denoncour advised that pavement deterioration continues on recently paved areas of Old Bristol Road.
3. Mrs. Lucas advised that a property owner has submitted an application for a Preservation Easement on his barn. He has provided insufficient information to hold a Public Hearing so more work is needed. Mr. Irvine noted that some work is being done and may require a building permit application.

**PUBLIC COMMENT**

There was none.

**NON PUBLIC SESSION**

At 10:00 pm, Mr. Irvine made a motion, seconded by Mr. Demoncour, to go into Non Public Session, according to RSA 91A:3 II (b) Hiring. Roll call was taken, Mr. Irvine, Mr. Demoncour and Mr. Mertz were present and the vote was unanimous.

Present: Mr. Irvine, Mr. Demoncour, Mr. Mertz and Mrs. Lucas

**RETURN TO PUBLIC SESSION**

At 10:52 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: Mr. Mertz made a motion, seconded by Mr. Denoncour, to adjourn at 10:53 pm. Vote was unanimous.

Respectfully submitted,

Pamela Vose