

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

October 29, 2009

MEMBERS PRESENT:

Selectman Mertz and Selectman Tierney

OTHERS PRESENT:

Mrs. Lucas, Town Administrator and Wade Brown, SEA Consultants, Inc.

CALL TO ORDER:

Chairman Mr. Tierney opened the meeting at 6:01 p.m.

APPOINTMENTS:

*Central Street Bridge
Bridge Rail Posts
Wade Brown,
SEA Consultants, Inc.*

Mr. Brown began by advising the Board he had spoken with Office Manager Rob Prudhomme and Chief Operating Officer Bill Hardy with regard to the issue of the bridge rail posts. They are willing to do a reduction in their invoice costs to New Hampton in the amount of the replacement rail post work to ensure the work is done. He noted that SEA doesn't feel they are responsible for the error, but they did want the Town officials satisfied.

Selectman Tierney responded that the Town of New Hampton would accept their proposal to reduce their invoice by the costs of replacing the bridge post rails. Selectman Mertz concurred. Mrs. Lucas explained that Winterset would still be paid by the Towns.

Regarding the issue with the sidewalk rebar and concrete: Based on radar tests, the situation is not as bad as was feared – clearance above the rebar on the sidewalk is ½ to ¾ inch better than what had originally been anticipated. Mr. Brown suggested preparing another letter to Nancy Mayville with option proposals to which Winterset can respond.

Mr. Brown stated that he had spoken with Steve Riagus at DOT and was not given a whole lot of advice other than to say they would press hard for a resolution proposal from Winterset. Winterset is not offering any resolution.

The deck pour goes to the edge of sidewalk and then a separate pour on the sidewalk goes over that. One option is to take the sidewalk surface down to a normal concrete rehabilitation level – that is, remove the concrete down below the sidewalk rebar, clean the rebar and cast concrete above that. The rebar in sidewalk is tied into the rebar on the bridge deck. Taking it down too far – into the deck below the sidewalk - could damage the bottom rebar that is part of the deck. It is very hard concrete and it will be difficult to remove below the sidewalk rebar. Everyone agrees just putting 2 or 3 inches more concrete on top is not the answer. Mr. Tierney asked what Mr. Brown's opinion on how long it would be before the sidewalk would experience deterioration due to the coverage of the rebar. Mr. Brown

responded it would last a while - 15 to 20 years before any noticeable issues. A perfectly built sidewalk would last 50 to 75 years before any problems would be evident. Because the concrete is so hard, Mr. Brown estimated it would probably cost "a couple hundred thousand dollars to replace" the entire sidewalk. Another option would be to keep money in reserve to deal with the issue as it comes in – perhaps hold back money for concrete rehabilitation down the line (approximately \$40-\$50,000, or more if the town wished).

In the interim, Mr. Brown suggested a heavy duty sealant (high cyrene soluble) be applied or a regular sealant this year, and the heavy duty sealant next year. The regular sealant is a water based product that soaks in and becomes water repellent. It gets sprayed on each 5 years. He noted a higher strength version would be a good now and then use the less expensive sealant could be applied every five years. The entire bridge – sidewalk and part of the abutments would require about 100 gallons. His estimate was a cost at \$70/gallon installed for the regular sealant. Mr. Brown did not have a price for the heavy duty sealant available but noted it was much more expensive. When asked if the abutments required sealant, he stated they should be pretty well protected from road salts but it wouldn't be a bad idea to do them as well. He noted the bridge was not heavily traveled, as would be a highway, for example.

The New Hampton Board had asked that SEA request some information on the sidewalks. The information will be used to back up the town request to Winterset regarding the sidewalk issues. Mr. Brown advised he spoke with several people today who are putting that information together. A letter to Nancy Mayville with proposed options will be drafted tomorrow. Mr. Brown advised he would be available to review the letter before it was sent.

Mr. Brown will authorize Winterset to go ahead with the replacement of the rail posts tomorrow.

With regard to the historic sign, details have been set. Bristol and New Hampton will coordinate with the sign maker and submit costs for an 80% reimbursement from the State.

*Holly & Mark Carter
35 Drake Road
6:30 p.m.*

The Carters have been trying to sell their house for over a year and they have been told that interested persons declined because of the house at the end of the road. They have also been reassessed in that time and the values have been increased significantly. They have come before the Board to see if the town ordinances might help resolve the issues. They stated they have seen what appear to be 6 non-roadworthy vehicles and 2 collapsed barns on the property in question.

Selectman Tierney advised the Carters that motor vehicles are one issue and debris on the property is another. A letter will go out once they get an accurate count on the number of vehicles on the property. Letters have been sent previously to the landowner. It was further clarified that State junk yard statutes do allow a number of inspectable vehicles on a property.

The Carters said when they moved in 9 years ago they were told the owner was cleaning up, but it has gone down hill significantly. The Board advised them they have dealt with similar complaints at other locations around New Hampton. The state regulation regarding “junk yards” is geared towards vehicles. The Selectmen advised that up to three years ago a junk yard was permissible anywhere in New Hampton. Now they can only exist in the industrial zone on Route 132 north. However, there is limited action possible for non-vehicle “junk” on a property.

Obnoxious use, that is, any use that is injurious to the peace and comfort of the neighborhood is prohibited by Town Ordinances. When asked by the Selectmen if this situation was injurious to their peace and comfort, the Carters advised it was.

Mr. Carter advised he had concerns for safety given the condition of the barns on that property. The roof is damaged and the chimney had a fire, and the windows were boarded up. The Selectmen will talk about these issues with the proper authorities and examine if there are health issues to address. Selectmen have more immediate authority with rental properties, but in the case of a residential property they will have to take this matter under advisement until more information is confirmed.

The Carters also spoke with the Selectmen regarding unrestrained dogs from a different property. Walking along the road is difficult and one of the dogs bit her dog some time ago. They contacted the Police at that time and were told that there was nothing that could be done. The Selectmen advised there is a state leash law and they would follow up on their complaints and be in touch.

WORK SESSION:

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

- Building Permit: None
- Septic System Review: None
- Sign Permit: None
- Intent to Excavate: None
- Intent to Cut: Peter Bristol, Winona Road (Tax Map R-18, Lot 46): The intent notes 26 acres but the tax map says 23 acres. Mrs. Lucas will advise Mrs. Vose to have them correct the acreage when they come in to pick up the Intent. This was approved.
- Intent to Cut: William & Deborah Allaire, 530 Straits Road (Tax Map R-5, Lot 15C): 7 acre lot with a 5 acre cut. This was approved.

Town Employee Expense Reimbursements

Travel expense reimbursement for town employees: One was for a police officer attending training in Concord; and the other was for LGC, airport and police department motor vehicle training.

Public Works Department Requisitions

The first was for \$927 for conveyor chains and pins for the sander. Two estimates were almost \$1,000 apart. The lower quote was approved by the Selectmen.

The next requisition was for two 11-foot and 9-foot cutting edges for snow plows. (It was noted that these items might be examples where savings could be realized if such purchases were pooled with other towns.)

The next requisition for a front end alignment for the F-550. This item was held from a previous meeting because the Selectmen had questions regarding whether it was an alignment or tires that were needed. Mr. Mertz had occasion to see the tires and noted they were not salvageable as was hoped. It was determined that the misalignment ruined the tires. The tires have already been replaced.

Mrs. Lucas had previously spoken with Mr. Boucher regarding his need for winter tires and asked him at that time to provide the Board a list of his needs. That list has not been received as of this meeting. The Board discussed the need to get this information in a timely manner to avoid unnecessary emergency requisitions.

Mr. Tierney asked about a requisition approved in his absence. Mr. Mertz advised he gave permission for an emergency delivery of gravel from Hiltz because additional gravel was needed at a site where contractors were working with asphalt. Mr. Boucher had no trucks available to bring the additional gravel required at the site because of a truck break down. Other trucks were awaiting correct parts for inspection parts.

The next requisition was for repairs on the Mack dump truck's slack adjuster. A quote was provided. This was approved.

Mrs. Lucas was asked to draft a memo for Mr. Boucher (or his foreman) as to the status of the trucks in his fleet as to which are waiting parts, running, not working, deficiencies of tires, etc.

*Central Street Bridge
SEA Invoices*

Invoice for \$24,812.31 (50% billable to Bristol) for tasks 12, 12A and 13.
Invoice for \$675 (50% billable to Bristol) for tasks 4, 4A, 7e, f, g, 8 and 11.
These were approved by the Selectmen.

DISCUSSION ITEMS:

*Budget Printouts
January 1-October 30th.*

Mrs. Lucas was asked to redo the summary budget with the expenditures discussed tonight for the Monday night budget discussion.

*Lease Agreement for the
2010 International 7400
Dump Truck.*

The lease agreement has some corrections to be made. Most notably the draft agreement shows the first payment is due October 23rd^l with penalties for late payments. The truck has not yet been picked up and Mrs. Lucas is in contact with the leasing company to get clarification on the acceptance date.

Other issues with the lease agreement include lawyer's language, insurance documentation and confirmation from Mr. Boucher that the truck has been inspected. A call was put into Mr. Boucher who confirmed that he and Kevin Lang would inspect the truck tomorrow.

Mr. Boucher asked as to the status of the proposed construction of a sand

shed for citizens to access sand through the winter. Estimated cost of materials is \$1,500 for the 8 x 8 shed. Its design is similar to one the Town of Ashland has constructed. Mr. Boucher advised he has contacted a couple sources already, but will be in touch with two additional sources for the materials.

Mr. Boucher also asked about the granite curbing for the island in front of the town offices. He was given approval to go ahead with that after he submits the costs.

All three of the Public Works dump trucks are down currently either for repairs or for items necessary for inspection.

Mrs. Lucas asked Mr. Boucher about the listing she had discussed with him previously regarding tires and he advised that list was not yet prepared. Selectmen advised him of the memo Mrs. Lucas would be sending asking for the operating status of his department vehicles, tires and associated equipment. They confirmed this list could be prepared by his Foreman while Mr. Boucher was on vacation.

With regard to the Transfer Station baler, Mr. Boucher advised when they worked on the hydraulic pump key to the drive shaft, but when they restarted the unit they found the electric motor seized. The nine year old unit is the only baler at the facility that can crush cans to the capacity required to ship cost effectively. Since they are unable to weigh the bales, it is difficult to determine if a bale has reached a cost effective density without the baler. The other balers don't have the necessary pressure, but they can and are being used to compress the metal for storage on the Transfer Station property. He advised the Board that storage of the less-dense bales could become problematic during the winter months. Mr. Boucher put in a requisition for \$2,000 to cover worst case scenarios on the baler's repair. He had called 3 businesses that can service the baler and found the closest in Dover would charge \$675 to come out to assess the equipment. The other 2 businesses are in Massachusetts and have similar charges for a site visit. He is hoping to be able to have a technician come with all the necessary parts so that only one visit would be required and to do that he is seeking input from other towns' with similar equipment.

Mr. Mertz noted that if the second baler went down it would be a very difficult situation. The Selectmen reviewed the Transfer Station budget and will hold this item until Mr. Boucher can provide more information.

*Ulrich Property, former
campground, Dixon Hill Rd.
(Tax Map R-19, Lot 34)*

A letter from the Board to the Ulrichs was reviewed to confirm details outlined in a previous meeting with the Selectmen with regard to non-family members on the former campground property.

*Artwork on the historical sign
at the Central Street Bridge.*

Emails with Paul Weston of Bristol were reviewed that confirmed agreement on the artwork for the historical sign for the Central Street Bridge. The sign was approved.

Timber Tax Warrant

A Warrant regarding collection of \$2,579.90 Timber Tax was signed by the Selectmen.

MSI Change

Mrs. Lucas advised the Board regarding a typo on the number of acres in the Village Precinct acreage. This was corrected. MS1 printout figures also noted an error in the elderly exemptions field. This was due to a typo in data entry, but the corrections were made and totals checked for accuracy.

LGC – Health Insurance for Town Employees for 2010

Mrs. Lucas advised the Board she will be speaking with LGC personnel on 11/3 regarding 2010 Health Insurance Plans. The rates for the current plan will have a 16.4% increase for 2010, so other plans offered by LGC were reviewed. One showed a 15.2% increase and Matthew Thornton had a 6.4% increase but she was unable to outline the coverage differences to the town employees. That information will be available at the 11/3 meeting with LGC. Mrs. Lucas will also get information on other plan options that might be available. She advised the Board that LGC will allow more than one plan for the town which could potentially give employees a choice to stay with their current plan if they were willing to pay the difference. Mrs. Lucas noted rising insurance costs have led some towns to limiting coverage to one employee or dropping dental insurance altogether in order to keep costs down. Currently town employees pay 10% of the health costs for the current plan.

George Sansoucy

Selectmen reviewed the quote for estimated legal expenses for the updates for utilities work and the DirecTV appeal.

Ambrose Site Improvement Bond.

The Willis HRH letter addressed the renewal of the Site Improvement Bond on the Ambrose property and extends the bond until 10/14/2010 to cover inspections and to complete work. It is not built to the standard it needs to be at this time. It was noted that the Fire Chief had a design for a dry cistern prepared for \$200 for which Ambrose Brothers had indicated they would pay.

NH Dept. of Safety – Grant Unit

Selectmen reviewed a copy of the letter sent to the Dept. of Safety confirming compliance of LEOP requirements, required to allow reimbursement of \$4,900 for the Local Emergency Management Plan. This was endorsed by the Field Representative of Homeland Security.

Meredith Village Savings Bank, correspondence

A letter from Ms. Denise Hubbard, dated 10/29/09, was received asking for confirmation that no town ordinance required testing of wells. This request was due to HUD mortgage requirements. Mrs. Lucas will respond that there are no such requirements in New Hampton.

FEMA Closeouts

Regarding the FEMA work on Donkin Hill Road, Victor Huckins Road and the Lower Oxbow Road, an audit is required so closeout on this item is close but not yet complete.

Jon Osgood

Mr. Osgood requested advice from the Board with regard to the possible installation of solar panels and/or wind power equipment on his property. He wanted to know if building permits were required in New Hampton.

	<p>Selectmen's review of the Building Permit Requirements section of the Zoning Ordinance confirms that a wind generator or solar panel installations would require building permit because they alter the nature or extent of any structure as well as constituting a substantial improvement to the property. Mrs. Lucas will draft a letter to that effect for the Selectmen's signatures.</p>
<p><i>Report of Possible Zoning Violations, Drake Road</i></p>	<p>A memo noted information on a possible commercial use on Drake Road. The Selectmen will garner information and draft a letter as required to the property owners.</p>
<p><i>NHDOT</i></p>	<p>Selectmen signed the Work Zone Agreement, dated 10/5/09 for road work on I-93 between Sanbornton and New Hampton in 2010.</p>
<p><i>Police Chief Salary Adjustment</i></p>	<p>Per contract the Police Chief is due an adjustment at the end of six months after completion of his personnel review. The adjustment was approved by the Selectmen as of October 10th.</p>
<p><i>Fire Department Disposal of Surplus of Equipment</i></p>	<p>Disposal of items listed in a memo from Chief Drake was reviewed by the Selectmen. Any items deemed serviceable would be made available to other town departments.</p>
<p><i>Ribbon Cutting Ceremony Central Street Bridge</i></p>	<p>Information for the ribbon cutting ceremony on the Central Street Bridge by New Hampton resident John Dow was reviewed by the Selectmen.</p> <p>Selectman Mertz will contact Col. Garabedian of the New Hampshire Fish and Game Department regarding the dedication of the River Access.</p>
<p><i>KGI Property Tax Map R-4, Lot 90</i></p>	<p>The NHDES Wetlands Report on initial restoration monitoring (NHDES 2005-00252) on the KGI property was reviewed by the Selectmen.</p>
<p><i>NH DES Wetlands Permit Kevin Sewall</i></p>	<p>Selectmen reviewed a copy of NH DES Permit #2009-02355 Wetlands Permit at 174 West Shore Road on Lake Winona.</p>
<p><i>NH DES Wetlands Permit Ayers Island Dam</i></p>	<p>Selectmen reviewed a request for information from PSNH regarding the Ayers Island Dam request for a wetlands permit dated 10/22/09.</p>
<p><i>Tax Lien Redemptions</i></p>	<p>Dated 10/21, these redemptions were reviewed by the Selectmen.</p>
<p><i>Equalization Ratio Study</i></p>	<p>The Selectmen authorized Mrs. Lucas to submit the requested information.</p>
<p><i>Wage and Salary and Benefits Survey From LGC</i></p>	<p>This is comparison of towns by size, population, etc. This information will be reviewed by the Selectmen.</p> <p>On a related note, Mrs. Lucas advised there is information in the LGC survey regarding a range of wage levels for the Town Clerk/Tax Collector position based on experience or qualifications. The position is an elected position.</p> <p>Ms. Louise Tilton has expressed an interest in the Town Clerk/Tax Collector position and made an appointment to meet with the Selectmen next week.</p>

Budget Meeting 11/2

Beginning with the budget meeting on 11/2, Selectmen will meet every Monday in November from 5 p.m. to 7 p.m. to deal with the budget. Appointments with Department Heads will be set for more detailed reviews of proposed 2010 budgets. Mrs. Lucas was asked to post information for budget meetings on November 2nd, 9th, 16th, 23rd and 30th.

New Hampton School

Selectmen noted a piece of correspondence from a New Hampton School group, the Moose Safety Committee, soliciting donations for lighting, etc. in the Franconia Notch to reduce moose collisions.

OTHER BUSINESS:

*Police Department
Disciplinary Policy*

The Police Chief has contacted LGC regarding information on adoption of disciplinary procedures within his department. Once he has received the information he has asked for time with the Selectmen to discuss a possible change in policy. This will be scheduled for a future Board meeting.

*Attendance at Selectmen's
Meetings*

Mr. Tierney and Mr. Mertz discussed the difficulties Mr. Bartley's absence (due to medical reasons) present for the Board during the budget process. Mrs. Lucas was asked to contact with Mr. Bartley and inquire as to his plans to return.

NON-PUBLIC SESSION:

*Fire Chief's Contract
Renewal*

Mr. Tierney made a motion to go to Non-Public Session at 8:35 p.m. in accordance with RSA 91-A:3 II (a), for the purpose of discussing renewal of the Fire Chief's contract. Seconded by Selectman Mertz, the vote passed.

Members Present: Selectmen Tierney and Mertz and Mrs. Lucas.

**RETURN TO PUBLIC
SESSION:**

At 9:02 p.m. Selectman Mertz made a motion to return to Public Session, seconded by Selectman Tierney. The vote passed.

PUBLIC COMMENT:

None was heard.

ADJOURNMENT:

It was moved by Selectman Tierney to adjourn, seconded by Selectman Mertz. The vote passed and the meeting adjourned at 9:11 p.m.

Respectfully submitted,

Kristin J. Harmon