

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

October 5, 2009

MEMBERS PRESENT:

Mr. Tierney and Mr. Mertz.

OTHERS PRESENT:

Mrs. Lucas

CALL TO ORDER:

Chairman Tierney called the meeting to order at 5:07 p.m.

NON-PUBLIC SESSION

Employee Evaluation

Motion was made by Selectman Mertz to go into Non-Public Session at 5:09 p.m., in accordance with RSA 91-A:3 II (a), for the purpose of discussing an employee evaluation. Seconded by Selectman Tierney. Vote Passed.

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

PUBLIC SESSION

At 5:40 p.m. Selectman Tierney made a motion to return to Public Session, seconded by Selectman Mertz. Vote passed.

**BUDGET WORK
SESSION**

Selectman Tierney outlined the format for budget review to Selectman Mertz. The Board's directive to all departments was a flat line budget for 2010 that did not exceed the 2009 budget figures, with the exception of fuel, insurance and other items beyond their control. The intent was to review any special or specific items with the department heads at a future meeting. Warrant Articles from any department are separate from the budget discussion.

Fire Department Budget

Staff wages have been moved to part-time status, removing the two staff members noted as full time in 2009. Changes in the notations for benefits and training costs were reviewed and will also be removed. Issues with equipment were reviewed, in particular the costs for the pump on the department's oldest engine and for work scheduled for next year on pagers.

Selectman Mertz asked if the Fire Department received reimbursement for special details, like providing an ambulance to stand by for a race. Mrs. Lucas did not have an answer available and this will be asked of the Chief.

Other issues to discuss with the Fire Chief include:

Fire Inspection Engineer – contracting required expertise in reviewing some buildings or properties. Mrs. Lucas noted she believed a fee schedule is being developed for reimbursement of these contracted services.

Building maintenance – the overall condition of the fire station requires serious consideration of cost effectiveness. This will be discussed more fully at another time, but the chief will be asked about immediate

repairs/maintenance fees for the budget. Warrant articles will also touch on this topic.

Uniforms have not been under the budget but covered by warrant articles in the past, but Mr. Tierney feels this should be a budgeted item.

Overall, the Fire Department has kept the proposed budget for 2010 at the same level as the 2009 budget.

Ambulance/EMT Budget

A payment for a gurney was noted on the budget but in actuality this item needs to be a warrant article since funds have to come out of Special Revenue funds.

The proposed 2010 budget is the same as the figure for 2009.

Town Clerk/Tax Collector

Selectmen discussed the budgeting of a salary for this position. The budget process requires setting a figure in advance of the election. Not knowing who is going to be elected, it is difficult to set a salary commensurate with an individual's experience and training. The Board discussed the need to try and attract experienced persons to run for the position, and if there is no related experience or training – whether they should get the entire budgeted salary amount? Wages are set by the legislative body but the salary cannot be a warrant article because if it was voted down there would be no wages for the position. Additionally, there needs to be consideration as to whether the position requires benefits at a single rate or family coverage. Possible wording scenarios need to be discussed with the town attorney. Mrs. Lucas pointed out that in other towns there is an elected Town Clerk and the Tax Clerk is appointed. In New Hampton, the town voted years ago to combine two part-time positions for one 40-hour employee. Mrs. Lucas will review the Minutes regarding that warrant article's preparation as to how benefits were assigned to the position.

Selectmen reviewed costs for the deputy town clerk/tax clerk who will need to cover during a maternity leave and during the training period for the newly elected person.

The budget for the tax collector reflects an increase in the contracted fee for mailing of tax bills, mortgage and deed searches. There will be discussion about the utility of having this service done in house versus out sourcing. There were a very small number of instances where tax bills were not mailed or mis-mailed last year by the contracted service which can also utilize bulk mailing rates. This will be balanced against the in-house costs for employee time to checking bills against the tax lists and printing. Additionally the town cost for mailing is at first class mail rates.

Selectmen noted the Election budget will require change because three elections will be held next year.

The Selectmen will pose questions to the Town Clerk with regard to mailings, postage, training, and costs for a contract service to train in-house.

WORK SESSION SUMMARY

Two departments' proposed budgets are still to be received, including the Highway Department and Transfer Station. Discussion will continue as to the Planning Board budget and those Mrs. Lucas prepares (executive, landfill, general buildings, insurances, data processing).

The next meeting will be scheduled for Tuesday, October 13th at 5 p.m. All major department budget proposals are to be received no later than Thursday, October 8th.

ADJOURNMENT #1

Motion to adjourn the Selectmen's Budget Work Session was made by Mr. Tierney, seconded by Mr. Mertz. The meeting was adjourned at 7:02 p.m.

MEETING RE-OPENED

At the request of the Police Chief, the Selectmen re-opened their meeting for a discussion at 7:10 p.m.

Present were Selectmen Tierney and Mertz, Police Chief Salmon and Mrs. Lucas.

*Noise Complaint
147 Carter Mountain Road
Owner Larry Gilpatric
Residents: Robin and Jennifer
Willette and family*

Complaints from neighbors prompted the police to investigate a very loud generator supplying a temporary electric power source to a trailer on Carter Mountain Road. The officer reported to the Chief that the owner is renting, leasing or allowing a family to reside in a temporary mobile home on the property. The noise has been a nuisance for some weeks. The officer reported there is no water and there may not be sufficient heat at the trailer.

The Selectmen reviewed the Obnoxious Use Ordinance which does seem to apply with regard to the generator noise. Safety issues for the residents are of paramount concern, but until the town attorney advises the Board, the Public Health officer will not be asked to investigate.

The property owner advised the officer on scene that he had done what he could with regard to the noise and his feeling was it was the town's issue.

The Selectmen discussed there may be applicable state laws to restrain owners from leasing sub-standard living requirements and there may be tenant issues which need clarification. Mrs. Lucas will pursue this with the town attorney tomorrow.

The Board noted that New Hampton does not issue occupancy permits at this time. Discussion touched on the need to discuss an ordinance proposal to establish minimum standards (potable water, septic, electricity/heat, etc.) at another time in the near future.

The Police Chief noted that the NH Electric Coop had been contacted so the necessary requirements were known by the owner/residents. The Chief also spoke with the Electric Coop. He was told that years ago the Electric Coop would set up one pole and the expense of any other poles necessary to get power to the building would be prorated on the bill. This is no longer the case. The expense is significant and it is not clear when that work could be initiated by either the owner or the tenant.

The Chief was directed to advise the complainants the Selectmen are now aware of the situation and are investigating options available and will address the issue at Thursday's Selectmen's Meeting.

ADJOURNMENT #2

It was moved by Selectman Tierney to adjourn, seconded by Selectman Mertz. The vote passed and the meeting adjourned at 7:23 p.m.

Respectfully submitted,

Kristin J. Harmon

DRAFT