

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

October 8, 2009

MEMBERS PRESENT:

Mr. Tierney and Mr. Mertz.

OTHERS PRESENT:

Mrs. Lucas

CALL TO ORDER:

Chairman Tierney called the meeting to order at 6:19 p.m.

Work Session

The Selectmen began by going over bills, requisitions, purchase orders and leave request forms.

- Memo from Lakes Region Planning Commission to purchase the 2009-10 Land Use volumes: 10 copies for \$80.00. This was initialed by the Selectmen.
- Requisition from the Fire Department for a number of items. These were each reviewed and approved but returned to the Chief for account information.
- Mitchell Municipal Group bills for telephone conference on a zoning issue. This was approved.
- Mitchell Municipal Group re Mr. Whitelaw's work on Direct TV matter. This was approved.
- Sign Permit Application was received from Pinnacle Kitchens, Stacy Nawoj (Tax Map R-6, Lot 67), showing the current sign's size and that the sign location is now outside the setback from Route 104. This was approved by the Selectmen.
- Employer Quarterly Employee Federal Tax Return Information was received by the Selectmen and signed by the Chairman.
- School District Budget Committee meeting notice was received by the Selectmen.
- Memo from Belknap County regarding budget sessions beginning on 12/14.

APPOINTMENTS

George Ulrich
6:30

Mr. Ulrich appeared in response to the letter received from Selectmen regarding persons staying on the former campground property. Mr. Ulrich advised the persons were visiting and were not charged for the facilities. He had given persons in distressed financial circumstances permission to stay until they had other options. He advised the Board one person was leaving at the end of the month and the other family was planning to be gone in the very near future. He is not aware of anyone else who would be coming, nor was he inviting anyone. The structures were not being used, and he did not see it as a problem.

He indicated he wanted to sell the cabins from the former campground, but their size is such that moving them on public roads is cost prohibitive as is the fee to dismantle them. He is looking for alternatives.

The Selectmen stated allowing persons to stay on the property, regardless of whether they pay, constitutes a campground use and was no longer permitted on that property.

Mr. Ulrich advised the Board he felt that his location is far enough removed that he was not causing anyone a problem and likened it to family visiting. It was explained the campground was an abandoned use and the ordinance requires no one utilize the former campground facilities or structures. If he wanted to host his own family members for a short stay on their property, it is considered a different use and is permissible. Use of the former campground cabins and structures is not an extension of the single family use.

Selectman Tierney proposed that if Mr. Ulrich did not use the cabins or auxiliary buildings, he could consider allowing guests to stay for up to one week. The Board recommended Mr. Ulrich direct people in need to the state agencies designed to assist in these matters. The Selectmen offered to write up a "statement of understanding" for Mr. Ulrich with specific directives. He was advised if the Selectmen observe anything outside that agreement, they would have to bring this matter up again. Mr. Ulrich agreed and advised he would pick up the letter after the next Selectmen's Meeting.

DISCUSSION ITEMS

Notice To Cease & Desist Carter Mountain Road

A Letter to Cease and Desist was hand served by the Police Department to the owner of the property and will be served to the tenants with regard to noise from a generator supplying power to a trailer without electricity or water. After discussion with the town attorney it was determined the state tenant RSA's do not apply because it was a rental of land and not the trailer.

An abutter came to the town office regarding this matter and was given a copy of the letter (which was public information). The abutter indicated an interest in starting a petition to request the Town develop an occupancy permit protocol.

2010 Budget requests from NANA, the New Hampton Historical Society, Lakes Region Planning and Genesis

In response to letters from the Selectmen requesting their organizations' budget funding requests remain at 2009 levels, all the organizations complied.

Department of Labor

Inspector Roy of the Dept. of Labor came to the Town Offices on 10/7 to review compliance issues. The only items to remain outstanding are the exit light in the Police Station and the already scheduled training sessions in November. These items have received an extension to 11/30.

The Selectmen offered praise to Mrs. Lucas and to the Department heads for their handling of the DOL audit and the required compliance work.

Direct TV

Emails were received from Direct TV with a request for additional time, as was an email from the town attorneys agreeing to that request.

New Hampton School Signs

The Husky Environmental Committee at New Hampton School had procured three "No idling" signs and sought permission from the Town for proposed placement at the Dining Hall, Maintenance Building and on Main Street. Selectman Mertz asked for clarification as to the site on Main Street but had no issue with the two other locations on school property. Barbara will send an email to Ted Stiles for clarification.

New Hampton School Assessment and Exemptions

The property inventory on New Hampton School property was completed. Mrs. Lucas advised the inventory reflected recent changes of one house vacant as of April 1st, and that a portion of the former Blood property is no longer in current use.

Selectmen briefly discussed a possible standardized review or questionnaire before spring to better ascertain different uses of the school properties more thoroughly and efficiently.

NON-PUBLIC SESSION
Employee 6 Month Performance Review

Mr. Mertz made a motion to go to Non-Public Session at 7:29 p.m. in accordance with RSA 91-A:3 II (a), for the purpose of discussing an employee evaluation for the Police Chief. Seconded by Selectman Tierney, the vote passed.

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

PUBLIC SESSION

At 7:58 p.m. Selectman Tierney made a motion to return to Public Session, seconded by Selectman Mertz. Vote passed. Minutes of the Non-Public Session are in the Personnel Record.

Police Cruiser Accident Report

Police Chief Salmon reported that State Police should have the report on the accident on Route 104 completed by next week. Estimated damage to the New Hampton 2007 cruiser is \$4,975.68 with a \$1,000 deductible. Meredith Ford advised all they need is authorization to begin repair which should take a week depending on availability of parts. The Chief recommended it be repaired.

A warrant article to authorize purchase of a new cruiser, which was prepared prior to the accident, would not actually get a vehicle in service before July if it were approved by voters. His hope was that if the new vehicle were approved by voters, he would retire the 2007 vehicle to use primarily as the administrative vehicle, but still capable of patrols until such time as it would not be cost-effective to run any longer. It has close to 100,000 miles now.

Police Department Office Equipment Requisition

The Chief advised the Board of supplies he was requesting for evidence gathering materials, fingerprint lifting equipment and like items which are at low supply now. The Chief also requested some office supplies. He was asked to review the list of items and whatever items were absolutely

necessary before the end of the year would be addressed.

*Police Department
Winter Tires for cruisers and
Heat Repair for the Explorer*

Three vehicles require winter tires. He wants to try to get the vehicles tire needs on a rotating basis, so he is requesting two sets to cover two vehicles at this time. This was approved by the Selectmen.

The repair for the Explorer's heater is estimated to be about \$1,000. Unfortunately the repair requires moving the console which is labor intensive. The Selectmen approved this.

*New Hampton School
Agreement for Crosswalk
Maintenance*

A draft agreement with the New Hampton School regarding the crosswalks on Main Street was reviewed. Language echoes similar DOT agreements with the town and utilizes language from the DOT manual for uniform traffic control devices. The Police Chief reviewed the agreement and had no issues with the draft. The Selectmen will approve the agreement and send it to the New Hampton School.

Central Street Bridge

A meeting was held at the bridge site with representatives of both towns and the engineers and contractors. Review of topics discussed included:

1. The wall on the Bristol side was not constructed in accordance with plan which called for a double thick wall. The engineer discussed strength and endurance calculations and feels the wall is adequate but some clarity on code requirements is still needed.
2. On the Bristol side, drainage is much steeper at the guard rail than the plan required. Engineers believe the large stone will hold up to erosion. Bristol concurred. More stone will be added once the guardrail work is done.
3. Power lines should be moved in the next two weeks. The guide wire for the pole had been in the sidewalk and is now behind the wall.
4. The US Army gate on the Bristol side had to be moved. When closed it would now block the abutter's driveway on that side. That abutter wants some assurance against any title issues regarding access should he want to sell his property. The town of Bristol was asked to maintain snow removal to keep access to his home open in the winter.
5. Washers under the rail posts were removed and replaced with different cement that resolved those wear issues.
6. Bristol's Select Board had not yet made a decision with regard to the expansion joint issue on the rails. New Hampton Selectmen are firm that new rails be remanufactured in the factory to specs and reinstalled.
7. Rail posts are 4 feet apart and DOT requires it be 3 feet apart. Winterset provided a cost estimate. Mrs. Lucas will be talking with them for clarification because New Hampton's position is that this should not be charged to the town(s).
8. Sidewalk surface anomaly radar measurements and their conclusions were discussed by engineers on site. Both Bristol and New Hampton Boards still have questions as to the conclusions of the tests and the alternatives available or actions recommended to resolve the issue.

- FEMA* A letter dated 10/5 was received from FEMA which authorized payments for work on Donkin Hill and the driveway aprons for Victor Huckins. Based on the original estimate and their subsequent inspection of work done, the payments were reduced. This will be reviewed by the Selectmen in greater detail.
- MetrocastCablevision* Even though the current contract doesn't expire until September 2012, Metrocast has sent a letter which outlined the process options for contract renewal discussions which the Selectmen will address at a late date.
- Mike Druin* A permit to place or use a deer stand on property behind the Fire Department was signed as a courtesy, but is not required by NH Fish and Game as the stand will not penetrate the bark or require cutting of any tree.
- Gordon Nash Library
Budget Request* Selectmen reviewed a letter addressed to Bob Hammond of Gordon Nash Library advising of the petition process for a warrant article for the \$15,000 sought by the Library. The deadline for submission to the Town Offices is January 12th, 2010.
- DES: Landfill Financial Test* Mrs. Lucas was directed to contact the auditors for the information required.
- Belknap County
Notice of Public Hearing* Notice was received for a public hearing on October 5th with regard to ARRA funds.
- Mr. Reynolds* Selectmen were advised of a tentative appointment for next week to discuss a vehicle damage claim with Mr. Reynolds, due to an accident on 10/5/09. Information from the town's insurance is being sent to Mr. Reynolds for his review. The insurance company adjuster found the Reynolds vehicle to be a total loss and appraised it at \$4600.
- Spear Property Acquisition* Mrs. Lucas reported on a discussion with Chairman Ralph Kirshner of the New Hampton Conservation Commission regarding the proposal to purchase the Spear property for which New Hampton would hold the title. He advised there appears to be a lack of consensus between the Lake Waukewan Shore Owners Association and the Waukewan Watershed Committee. His understanding was that the Town of Meredith, through the Watershed Committee, had committed \$10,000 toward the \$36,000 which needs to be raised by December 31st. Mr. Kirshner advised the New Hampton Conservation Commission had voted on a commitment of \$5,000 but they could revise that figure once there was clarity between the Shore Owners, the Watershed Committee and the Town of Meredith.
- Data Merge with BMSI* CNP, Vision and BMSI still have an issue with codes for mobile homes, but no errors are seen in values. A meeting with Mrs. Lucas and both parties will be set up very shortly to discuss a resolution to the code issue.
- While the MS1 deadline is the October 19th Mrs. Lucas advised she does not anticipate any problem meeting that deadline. Her staff will go through and check the assessments on the cards against the BMSI data to be sure.

Press Release Draft

Selectman Tierney will do up a draft press release for the website regarding the budget freeze previously implemented by the Board. Information has been outlined in Board Minutes on the town website, but it is felt more citizens can be better informed with a separate statement.

OTHER BUSINESS

Tentative details on the Opening Ceremony for the Central Street Bridge were discussed.

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 9:00 p.m.

Respectfully submitted,

Kristin J. Harmon

DRAFT