

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

January 14, 2010

**MEMBERS PRESENT:**

Selectmen Paul Tierney, Charles Bartley and Kenneth Mertz were present.

**OTHERS PRESENT:**

Town Administrator Barbara Lucas was present. Department heads Jim Boucher of the Highway and Public Works Department, Fire Chief Michael Drake and Police Chief Douglas Salmon were also present.

**CALL TO ORDER:**

Chairman Paul Tierney called the regular meeting of the Board to order at 6:00 p.m.

**WORK SESSION:**

The Chair advised all present that the budget is being presented tonight and he thanked them all for their hard work to keep costs down in a very difficult year. He addressed Mr. Boucher and advised the Board decided it could not go forward with the warrant article for a new truck as the \$20,000 payments would be excessive. Additionally, Mr. Tierney advised Mr. Boucher's budget for winter salt, sand and other items were reduced.

The difference between the 2009 and 2010 budgets was an increase of \$80,000. Unavoidable expenses like insurances, the legal matter with DirecTV, a truck lease payment of \$27,000 and emergency repairs to Brook Road Bridge all came together to create an increase over 2009 of \$120,000 but there was a \$40,000 reduction in the operating budget which offset those increases to a significant extent.

Police Chief Doug Salmon mentioned that the town employee pay rates were lower the first three months of 2009 and since the rates would be consistent for all twelve months of 2010 it would make employee wages seem increased. Mr. Tierney stated he was correct and that he did not factor that in to his calculations for explaining the increase. He thanked the Chief. And asked the department heads for any questions.

The \$53,000 vehicle exhaust system warrant article wording will change to reflect funds coming from a grant rather than all from Special Revenue. It would be a non-lapsing item. This would be 95% from a grant and 5% from the Special Revenue.

Other issue was the 50/50 Forestry Grant. When the Selectmen review the warrant articles, the Fire Chief will then ask to add the warrant article for Forestry Gear Grant.

Mr. Boucher asked about the FEMA project on Straits Road. He was advised that FEMA granted an extension until October to complete the work.

The money was in a non-lapsing account, so everything is fine for 2010.

He was asked about the work on Old Bristol Road. The work is still going and Mr. Boucher was advised the road will be re-paved.

The Department heads were advised that the Spending Freeze has been lifted, but they will still need to keep only to operational expenses until the town meeting and the budget is set by the voters.

*Mary Moses, CNP  
BTLA Appeal from  
Wesley & Janan Hays  
Seminole Avenue  
6:15 p.m.*

Ms. Moses had sent an email to Mrs. Lucas regarding the application for appeal to the BTLA by Wesley and Janan Hays. Mr. Tierney asked about a typo in the second sentence of the document. "Pacific adjustment" should read "specific adjustment". This preliminary document is a draft for the use by the Board in their discussion with CNP before any further meetings on this matter. Ms. Moses advised it was intended to outline the major points of the appeal. Mr. Tierney asked if CNP had revisited the property since the BTLA filing and she advised they had not.

The Selectmen reviewed the CNP document. Mr. Tierney noted the current total assessed value of the property is \$555,650. The owners contend the assessment should be between \$470-500,000. The CNP proposed settlement adjustment for the property (the "rear acreage") across the street brought the valuation to \$530,000.

Mr. Mertz recollected that in the meeting the Board had with the Hays most of the landowner complaints were with regard to the inside of the home, but much of the discussion related to the land and specifically to the section of property across the street. Ms. Moses concurred and noted the differences between the old assessing documents and the approach used by the former assessor and those used by CNP were different. She noted that this happens from one assessment to another, but she also noted the method utilized by CNP is more logical and used quite widely across the state.

It was noted that the initial abatement form submitted by the property owners did not offer any assessed value opinion in dollars. They submitted only the figure from an appraisal which was \$514,000. Ms. Moses noted they were unhappy with that figure as well. The current opinion stated by the owners (of \$470-500,000) provides no breakdown as to building or land values. Ms. Moses noted that when she did the on-site assessment she went through the entire home with Mr. Hays. She spoke with them in April and asked if there were any changes, and she was told there were none. Ms. Moses feels confident in her review of the Hays property and that of the adjacent properties. The Selectmen decided to set a date to meet with the property owners.

Ms. Moses pointed out that if there is a settlement on the abatement, it would also affect two other properties effective April 1<sup>st</sup>. She explained her methodology to the Board and pointed out the properties that would be similar. The house site values would be changed on the other properties for a net valuation reduction of \$252,650 for all affected properties. Mrs. Lucas

will set a date for the meeting with the property owners.

*Mike Coleman,  
HUD Elderly Housing  
6:30 p.m.*

He advised that he is still pursuing possible properties on Pinnacle Hill, as well as Town House Road. Mr. Coleman asked if it was too late to put a warrant article to voters to allow negotiations on the land behind the Fire Department. He was advised it was too late for this year. The Board advised that a great deal more information would be required before taking it to the public. For example: the size of the development, the age restrictions for tenants, the effect on taxes, cost to construct it, and any amenities that would come with the project. Mr. Coleman noted that some of that information would be developed when their assessor to look at the land. He noted that it would be a HUD Section 202 development, but a sales agreement would be required for specific numbers, but he suggested he could probably develop a package of information for voters based on previous projects.

Mr. Coleman advised he would come up with some information on the projects they have done. Mrs. Lucas advised that the Board could discuss possibilities but could not execute anything without a town vote. Public meetings could float the ideas and get feedback for both sides.

Mr. Coleman thanked the Board and said he would be in touch again.

**MEETING PAUSED:**

The Board paused the meeting to go to the Grange Hall for the Public Hearing on the proposed budget at 6:50 p.m. Minutes for that meeting will be a separate document.

**MEETING RESUMED:**

At 8:22 p.m. Chairman Tierney resumed the Selectmen's meeting at the Town Offices. Mrs. Lucas joined the meeting at 8:25 p.m.. The Board went over manifests, bills, requisitions, purchase orders and leave request forms.

Two leave slips for the Police Chief were reviewed and approved.

A bill from the Mitchell Group for \$1,040 was reviewed and approved.

A bill from Jay Whitelaw regarding the DirecTV matter was reviewed and approved.

An invoice from Emery and Garrett Groundwater for testing of the landfill was approved. Mrs. Lucas noted that she received notification that they could no longer provide a 50% discount for their services, but would provide a 25% discount. She also advised they were still under the budgeted amount.

**DISCUSSION ITEMS:**

*Federal Tax Return*

The Employers Quarterly Federal Tax Return was signed by the Chairman.

*Citizen Article*

An article in the Laconia Citizen regarding the Newfound School District's objections over special education rules proposed by the State School Board was presented to the Board for their review.

*Leave Request Form –  
Revision*

The Chairman asked to table this item to the next meeting.

*Printing of 2010 Annual  
Report*

Quotes from Miss Print – \$2,048 for 500 books at 84 pages. Venture Printing was 400 copies was \$1,894 and for 500 copies \$2,357. The quote from Elan out of Meredith – they propose 2 kinds: with the staples \$1,875 and spindle binding was \$100 less. The Board’s decision was to go with Elan and the spindle binding.

*Cemetery Association  
Email*

The email received from the Association for plans for 2010 stated they planned to spend \$10,000 on maintenance and repairs. It advised the next Director’s meeting would be June 2010 with a date to be determined; and that their fiscal year ends on March 31<sup>st</sup>. There were no details as requested. It was suggested that a Selectman attend Director’s meeting in June.

*Comstar*

A cumulative request for write-off report and which items would go to collection. Mrs. Lucas reviewed the list with Chief Drake and explained the notes they made. Some items were recommended to write off (the client was deceased or the item was years old and a small amount not worth the cost to collect, or some were special circumstances/hardship issues) and some items for Medicare clients required research.

Mrs. Lucas noted that she communicated with Comstar that the list she was emailed had social security numbers noted. She directed them that this information was not to be emailed with those numbers. She will either receive them as a fax or via mail.

Additionally it appears some items were electronically submitted, not received and may not have been billed. The Chief will follow up on these items.

*Torsey Properties  
Tax Map R-17, Lot 25 and  
Tax Map R-19, Lot 1*

Mrs. Lucas spoke with Kenneth Torsey assessments regarding current use and informed them that Mr. Dana Torsey will be reviewing these with Mrs. Lucas and she will then bring it back before the Board.

*Tax Abatement  
Ronald & Donna Olszak  
Tax Map R-11, Lot 2*

This was the abatement due to a billing issue after property current use changes were made after the billing. The adjusted bill has been paid.

*Birch Hill Kennels  
Kennel Services*

Contract Services for \$1,000 for animal control was reviewed and signed by the Selectmen.

*Ambrose Bros. Inc.*

Irrevocable Letter of Credit renewal for their gravel pit on NH Route 132N was received.

*Abatement Application  
Quaglia  
Tax Map R-6, Lot 18*

A letter requesting abatement was received from the property owners. The item will be given to the assessors for review.

*Central Street Bridge*

Two emails were received at the Town. One was from Glen Lavoie of Winterset regarding the sidewalk issue and payment. The other email was from CWS regarding installation.

The Selectmen tabled these items until the next meeting of the Board. Mrs. Lucas advised she had not heard from Nancy Mayville of DOT because she had been on vacation.

*Center Harbor Board of Selectmen Request*

Based on a previous meeting Mrs. Lucas attended with the Center Harbor Board of Selectmen, a letter from the Center Harbor Board of Selectmen was received asking New Hampton to share the costs of perambulation of the town line between the two towns. The cost of \$900 would be shared. It is long overdue, and Mrs. Lucas asked for permission to respond in the affirmative. The cost would come out of contracted services. The Board agreed.

*Trustee of the Trust Fund Michael LeDuc*

Mr. LeDuc contacted Mrs. Lucas regarding Meredith Village Savings Bank had not issued a check to the Town from the Flood fund. That request was made in 2008. Additionally, a request from November for a transfer of funds for the Vehicle Expendable Trust was not done. Mr. LeDuc was concerned specifically regarding the 2008 funds and whether the transfer could be done this much later. Mrs. Lucas directed him to contact the Town Counsel for an opinion. The opinion received was that it was encumbered and therefore no new warrant article was required.

*New Hampton Auto*

The letter from the NH Department of Safety for an address change for New Hampton Auto refers to a "retail" business. Mrs. Lucas would like to research this further before the Board act as retail sales was not part of the discussion for the home business.

*NH Electric Coop*

A letter from Sansoucy to Town Counsel regarding the tax appeal from NH Electric Coop and their letter of notification of paying under protest.

*Elderly and Disabled Tax Deferral Application*

An application was received from which was improperly filled out. Mrs. Lucas advised she would resubmit it to the Board after she met with the applicant.

*Police Department Weekly Statistics for the Period: 1/4/2010-1/10/2010*

The statistics were received and reviewed by the Board.

*Resident Death Report 2009*

The report was reviewed by the Board.

*Town Report Dedication*

Mrs. Lucas asked the Board to consider the person(s) to whom the Town will dedicate the Annual Report. The matter will be discussed further at another Board meeting.

*LRPC Meeting*

Two meetings to discuss coordination of transit planning and an overview of the Lake Winnepesaukee Watershed Management Plan.

*NH Office of Energy & Planning*

A Conservation Block Grant and Workshops announcement was received. Mrs. Lucas expressed interest in attending as the possibility of funding improvements to the Town Offices was worth pursuing.

*NRRA Recycling Conference*

An announcement of the Conference and Expo in June was received and reviewed by the Board.

*LGC – Workman’s Comp*

The New Workers’ Compensation Claims Manual was received by the Board.

*New Hampton Connection*

The email New Hampton Connection from 1/11/2010 was reviewed.

*Water Line Break  
Old Bristol Road*

The precinct repaired a water line break but Old Bristol Road had to be closed 1/13 and 1/14. Mrs. Lucas called a number of residents and the word spread very quickly and effectively.

Mr. Mertz noted that Mr. Powers had been investigating the leak on Monday, and it appears the Precinct did not notify the Town Offices immediately, which will be discussed with the Precinct.

**OTHER BUSINESS:**

Mr. Bartley mentioned the repair on the F-550 by highway department personnel. Mr. Boucher asked if the repair was going to be looked at by someone certified. Mr. Bartley asked if anyone else on the Board felt a second opinion was necessary. Mr. Tierney and Mr. Mertz were comfortable with the quality of the repair and did not feel the added expense was necessary.

Mrs. Lucas advised she was sending the Warrant Articles to the Attorney and DRA and expected to have them back by the Thursday meeting next week. If they were not returned in time, she advised she might have to ask the Selectmen to schedule a meeting to sign the warrant articles.

**PUBLIC COMMENT:**

None was heard.

**ADJOURNMENT**

It was moved by Selectman Bartley to adjourn, seconded by Selectman Mertz. The vote passed and the meeting adjourned at 8:56 p.m.

Respectfully submitted,

Kristin J. Harmon