

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

May 27, 2010

MEMBERS PRESENT:

Selectmen Charles Bartley and Kenneth Mertz were present.

OTHERS PRESENT:

Town Administrator Barbara Lucas was present.

CALL TO ORDER:

Selectman Mertz called the meeting of the Board to order at 6:04 p.m.

WORK SESSION:

- Manifests, bills, requisitions, purchase orders, time cards and leave request forms were reviewed and approved.
- Building Permit – *KGI Properties, Tax Map R-4, Lot 90A*. This item is on hold.
- Building Permit – *Joseph Bourque, Tax Map U-14, Lot 32 & 35*. This was waiting for information on set back notations on the plans and showing the right of way more clearly. Removing current structure and new construction of a single family residence. The construction will require an occupancy permit, and will in a more conforming manner. It was suggested that the approval of a building permit is contingent upon State approval of shore land protection permit.
- Septic System Review –
- Current Use Application – *Tony Sarno, Tax Map R-17, Lot 13*. The original application was approved previously. The State Registry wanted the forms typed and returned them. The Board signed the new form.
- Sign Permit – *Stephanie Staples, 3 Main Street – Home Occupation Sign*. The application was reviewed for a un-illuminated wooden sign mounted in the ground, measuring 15 x 21 inches. The square footage calculation was incorrect and so noted by the Board on their approval.

The following invoices and payments were reviewed and authorized:

- Charges related to Freon extraction and disposals were reviewed. A question was posed as to expenses since the purchase of the extraction equipment. Mrs. Lucas will ask Mr. Boucher for more information.
- Lakes Region Planning Commission payment authorized in March for \$1,309.00. This was initialed by the Selectmen.
- Eastern Analytical for testing the landfill, \$2,168.50.
- Genesis requested a release of funds \$2,819.73. This had been authorized by voters in March.
- The Fire Department invoice for training was over by \$172 dollars due to course cost changes. Payment was authorized by the Selectmen.

APPOINTMENTS:

None.

DISCUSSION ITEMS:

Household Hazardous Waste Collection

A letter of Commitment for participation in the Household Hazardous Waste Collection for 2010 was signed by the Selectmen.

<i>Timber Tax Warrant</i>	A timber tax warrant for the amount of \$645.82 was signed by the Selectmen.
<i>Letters of Recognition</i>	Letters of recognition were signed by the Selectmen in recognition of the work done by Tom Smith for work at the Dana Meeting House; to the New Hampton Garden Club for their work at Veterans Park, and to Mr. & Mrs. Schlesinger for their work on the triangle.
<i>Veterans Park Flagpole</i>	The highway department adjusted the flagpole at Veterans Park which was slightly bent after recent winds, but it is improved. Mrs. Lucas will discuss the matter with the VFW who donated the pole in 1988.
<i>DirecTV</i>	Attorney correspondence from Attorney Nelson to Attorney Whitelaw, dated 5/21 was reviewed by the Board.
<i>Paving Projects</i>	RFP's have been prepared for several paving projects: Old Bristol Road at Main Street (from repairs to the waterline), the triangle area outside the Town Offices, the parking pad at the police department, Shinglecamp Hill Road, Route 132 North, on Boynton Road and on Old Bristol before Carter Mountain Road. Mrs. Lucas asked the Board authorization to mail the RFP's. The Board authorized Mrs. Lucas to mail the RFP's.
<i>Pole License Magoon Road</i>	Pole license on Magoon Road for a pole being relocated by the utility company. Plans were provided and reviewed by the Board. This was approved by the Board.
<i>Central Street Bridge</i>	<p>The Settlement & Release Agreement from SEA is being reviewed by the Town Attorney. Mrs. Lucas expects to hear</p> <p>The account balance and status of pay requisition #18 was addressed in an email from Wade Brown. A draft of the punch list will go to Bristol and the Town Attorney next week.</p>
<i>Property Complaint</i>	Mr. David Drake registered a complaint regarding property operated by Flag Cove Properties (the unfinished furniture store). A ZBA finding from the application for the change of non-conforming use for the property was reviewed by the Board. Mr. Drake will come before the Board.
<i>New Hampton School</i>	An email from Kirk Beswick of the New Hampton School dated 5/19 outlining end of year activities on the campus. Mr. Mertz stated the band plays until 8pm. Concerns regarding the noise level during the Crusaders stay on campus were discussed.
<i>Mike's Performance</i>	Parts supply trailer for Motorcycle Week for display only (no sales). Mrs. Lucas can contact Mr. Drake and confirm that if no sales will take place a Hawkers & Peddlers permit would not be required.
<i>New England Forestry Foundations Current Use Application</i>	Mrs. Lucas had asked UNH to review a current use application because the contracted Town Forester has worked for New England Forestry Foundation. The applications do not properly address current use definitions of hardwood and "other" woods. Assessment issues will stay as they are for this tax year and they will be asked to resubmit utilizing the proper current use

definitions.

*Landfill Groundwater
Sampling Results for April*

Results were received and forwarded to the Town Engineer who has not reported any problems. The information will be forwarded by the engineers at the end of the year to the State.

*Wesley & Janan Hays
Tax Appeal*

An email from Janan Hays regarding explanation of the town's appraiser's information regarding the tax appeal request. Mrs. Lucas asked for their questions and concerns so a meeting with the Hays and CNP could be set up as soon as is possible before the BTLA hearing to answer any outstanding questions. Nothing from the Hays has been received as yet.

Tax Abatement Requests

John Mackie, Tax Map R-5-18, R-5-19, R-6-4c, R-6-4A. Denied.
Melinda Adams, Tax Map R-7, Lot 35C. Approved \$16.45.
These requests had been reviewed previously. The selectmen signed the Tax book to complete administrative requirements.

*Dana Meeting House
Open House 6/5/2010*

The proposed article from Tom Smith announcing the Dana Meeting House Open House on June 5th was authorized for the E-Connection by the Board.

Lake Waukewan

Correspondence from the Town of Meredith advises it is referring any resident inquiries and comments on lake management to the DES offices.

A letter from Janan Hays refers to complaints that the water levels are too high and announced a meeting on June 5th at the Corr residence on Seminole Avenue at 11:00 AM to discuss the issue. Mrs. Lucas had been asked by the Board to attend but will be unavailable on that date.

Ames Brook Campground

An email from Cheryl Keller of Cooley Manion Jones LLP, which represents a family affected by the 2008 flooding, requested copies of Town Zoning Ordinances from several years. Mrs. Lucas responded on 5/25 and provided the materials subsequently. Town Counsel was advised of the request.

Peter Julia, engineer advised Mrs. Lucas he has been asked to do some work for Ames Brook Campground, by Vern Marion. The Campground was offered to participate in NRCS funded projects by the Town (sponsor) and they declined. The deadline for participation has since closed.

*Police Department Statistics
5/17 – 5/23*

Police Department statistics for the week were reviewed by the Board.

Precinct Water

A copy of a letter from NHDES to the New Hampton Village Precinct Water Commissioner dated 4/30 was received by the Board. The notice advised that the Precinct is now in compliance.

State Driveway Permits

A driveway permit for Scott Staples, 3 Main Street, to change the use of his driveway for the small engine repair shop and it required him to pave the driveway entrance was approved by DOT. Conditions listed were reviewed by the Board.

A driveway permit for Robert Merrill, Winona Road, for a gravel driveway for a single family residence. Conditions listed were reviewed by the Board.

Forest Pond Association

An email from the Association requesting information on a resident regarding fees and liens dated 5/19. The property was seized for taxes years ago. Mrs. Lucas noted that she believed it was ten years before the Town would have clear title. The Conservation Commission would have to be consulted before a decision on the property was made.

*Kidder Property
R-3, Lot 24*

In the course of a private appraisal, it was noted that there was an apartment. The landowner was advised that the Town would be made aware of this and that a special exception would be required for the change in the property use. The Selectmen asked that a letter be drafted.

Metrocast

Maps dated 5/27 were received and Mrs. Lucas will either meet or communicate the discrepancies found before the public hearing.

OTHER BUSINESS:

Loan Repayment

A payment is due on the town loan on June 10th and Mrs. Lucas asked for authorization to make the payment early. The Board authorized the early repayment. Additionally, Mrs. Lucas advised the school district payment will be made in the next couple weeks.

Fish Stocking

Selectman Bartley asked about fish stocking rates for Lake Winona and was advised the information was on the NH Fish and Game website or he could contact NH Fish & Game.

Meeting Reminder

A special meeting on June 3rd at 5:00 PM with department heads was scheduled.

Town Office Triangle

Painting pavement around the triangle was proposed to in a manner similar to the Meredith crosswalks which are a brick red.

Town Office Construction

Mr. Mertz asked how the desk arrangements for Mrs. Lucas's staff were working since the construction of the office layout. Mrs. Lucas stated she had no complaints but will check with staff. She then asked about installing a deadbolt for the interior door. It was suggested she speak with the Fire Chief as to what was best at that location. Additionally it was suggested that a peep-hole to the hallway be installed.

Budget Review

Mr. Mertz suggested, with Mr. Bartley's agreement, that Department heads might review their budgets to get an assessment of any projected difficulties or planning well in advance of 2011 budget work in the fall.

MINUTES:
4/29

A motion to approve the minutes was made by Mr. Mertz, seconded by Mr. Bartley. The motion passed.

PUBLIC COMMENT:

None was heard.

ADJOURNMENT:

It was moved by Selectman Mertz to adjourn, seconded by Selectman Bartley. The vote passed and the meeting adjourned at 8:11 PM.

Respectfully submitted,

Kristin J. Harmon

DRAFT