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**TOWN OF NEW HAMPTON  
BOARD OF SELECTMEN  
MEETING MINUTES**

Thursday, April 17, 2025

**MEMBERS PRESENT:** Present were Mr. Drake and Mr. Harvey.

**OTHERS PRESENT:** Town Administrator Mr. Davenport, Scott Provencal, & Richard Morse

**CALL TO ORDER:** Mr. Drake called the meeting of the Board to order at 6:00 p.m. and led the group in the Pledge of Allegiance.

**MINUTES:** The minutes of 4/3/25 were held. Mr. Drake made a motion, seconded by Mr. Harvey to approve the Non-Public minutes of 4/10/25 (a) and 4/10/25 (c) as written. Vote was unanimous.

**WORK SESSION:** The Board reviewed/signed manifests, invoices, requisitions, purchase orders, and leave request forms. There was some discussion on bonding for town purchases.

Purchase Order's reviewed:

- Hwy Dept tires (10 mounted) for \$3,505 from Northeast Tire. Mr. Davenport said the price is revised after checking on state bid pricing and selecting a better-quality tire at state bid price. Mr. Davenport to remind dept heads to check state bid pricing for purchases.

The Board approved the following Intents to Cut Wood:

1. Martin Conneally & Nicole Larocco; NH Route 132N; Map R20, Lot 49
2. Free Land Properties; Cortland Circle; Map U16 Lot 1

**APPOINTMENT: 6:30 pm: Fire Chief Scott Cathy**

At 6:22 pm, Chief Cathy was present and said a funding opportunity for the new fire engine came up due to a state grant settlement, which could be up to 70% for a diesel-to-diesel replacement. He said will find out if the Town could order an engine that is not ready for delivery, and apply for this grant. He said there is another possibility for an engine that meets 90% of the specifications and is deliverable in 30 days, and is just under \$700,000. They will look at it, determine if it could work, and inquire about its funding. Chief Cathy asked if the Board could sign the grant application if it is an appropriate choice. The Board asked Mr. Davenport to see about processing the bond right away. The Board signed the grant application.

Chief Cathy presented his list of ambulance bills that he would like to send to collections, with no write-offs. The Board reviewed the list and approved the accounts to be sent to collections.

Chief Cathy advised of HB316 as proposed, which will cap ambulance & mileage rates at rates lower than what is currently being billed, resulting in significant reductions, which would cause a big drop in the Town's revenue. SB245 has a guaranteed Medicaid payment rate higher than the House Bill, but not to the degree previously proposed in past years. SB245 may cause a drop in revenues, but not as significantly as HB316.

Mr. Morse and Mr. Provencal left the meeting

**NON-PUBLIC SESSION:** At 6:41 PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II(a) Personnel. A roll call vote was held: Mr. Drake – Y, Mr. Harvey – Y.

**PRESENT:** Mr. Drake, Mr. Harvey, and Mr. Davenport.

**RETURN TO PUBLIC SESSION:** At 7:14 PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and to seal the minutes for 10 years. Vote was unanimous. Mr. Drake made a motion,

53 seconded by Mr. Harvey, that based on information discussed to terminate Devvin Gilpatric's employment. Vote  
54 was unanimous.  
55 Chief Cathy left, and Mr. Morse and Mr. Provencal returned to the meeting.  
56

57 **OPEN ITEMS DISCUSSED:**

- 58 • Carter Mountain Road property – Mr. Davenport advised that the attorney made some changes to the letter  
59 to the property owner.
- 60 • Mr. Davenport said he's collected applicable RSAs for the purpose of further discussion on possible hours  
61 for off-leash dogs on the Nature-Fitness Trail. He was having Police Chief Josh Tyrell look at them before  
62 he posted them.  
63

64 **ACTION & DISCUSSION ITEMS:**

- 65 ❖ Occupancy Permit Update – Mr. Davenport said Chief Cathy wanted to add a signature line for the  
66 contractor/builder, attesting to meeting state code requirements of construction. The Board agreed to this  
67 change.
- 68 ❖ Draft Hawkers, Peddlers, & Vendors Ordinance – The Board to review at the following meeting and  
69 consider approving.
- 70 ❖ Home Occupation/Professional Office application – Kirsten Marsh; 95 Gordon Hill Rd; Map R3 Lot 20-B;  
71 As the application met the regulations, Mr. Drake made a motion, seconded by Mr. Harvey to approve the  
72 application. Vote was unanimous.
- 73 ❖ BTLA A-9 Forms – Lakes Region Conservation Trust; Map R18 Lot 38 and New England Forestry  
74 Foundation (multiple properties); Mr. Drake made motion, seconded by Mr. Harvey to deny these 2  
75 applications as there is no public benefit. Vote was unanimous.
- 76 ❖ BTLA A-9 Form – New Hampton Historical Society; Map R11 Lot 36; Mr. Drake made a motion,  
77 seconded by Mr. Harvey to grant the exemption. Vote was unanimous.
- 78 ❖ BTLA A-9 Form – Dana Meeting House Association; Map R10 Lot 15; Mr. Drake made a motion,  
79 seconded by Mr. Harvey to grant the exemption. Vote was unanimous.
- 80 ❖ BTLA A-9 Form – New Hampton Community Church; Map U1, Lot 14, Map U4, Lots 4 & 5; Mr. Drake  
81 made a motion, seconded by Mr. Harvey to grant the exemption. Vote was unanimous.
- 82 ❖ BTLA A-9 Form – New Hampton School; this was held for the full Board.
- 83 ❖ Abatement request from Melyssa Atwood on a camper belonging to Jimmy Kalogeropoulos in Twin  
84 Tamarack; Map U9, Lot T05-097; Ms. Atwood said bills have been coming to her, which is Mr.  
85 Kalogeropoulos' prior address. She is agreeable to paying the back taxes and fees, less the interest of  
86 \$112.11, as she and the camper owner are no longer associated with her. Tax Collector Ms. Schofield  
87 recommends the waiving of interest.
- 88 ❖ Memo from Finance Officer regarding the Day Away Program, which is no longer functioning so the  
89 contribution from 2024 is being returned to the Town.
- 90 ❖ Review of 3 Town Office siding & window quotes; NH Exteriors, though more costly, will complete the  
91 work in two days, and they will do more of the work to remove and replace the fixtures attached to the  
92 building exterior. Mr. Provencal asked about the warranty; Mr. Davenport was asked to find out more. Mr.  
93 Drake made a motion, seconded by Mr. Harvey to accept the quote of NH Exteriors and asked that Mr.  
94 Davenport work with them on reducing the price. Vote was unanimous. Mr. Davenport suggested that this  
95 cost come from the Town Building Maintenance Trust Fund.
- 96 ❖ FYI – ZBA Decision; Approval of an Equitable Waiver of Dimensional Requirement for Barry & Cathy  
97 Hoeg; 53 Waukevan Rd; Map R7 Lot 32; front entry steps into the front right-of-way.  
98

99 **BUSINESS AFTER AGENDA WAS POSTED**

- 100  Public service letter thanking Mr. Mertz for his service to the Town was approved as drafted; signatures of  
101 all Selectmen needed.
- 102  Board signed enforcement letter to Tyler & Sandra Simpson; 727 Dana Hill Rd; Map R17 Lot 18-A; for  
103 construction within front setback, which has not received a response since sending a letter.

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**OTHER BUSINESS:**

- Mr. Davenport advised that the Joint Loss Prevention Committee recommended some safety training programs for employees, and asked if a morning and afternoon training can be held for all employees on a workday. Mr. Harvey asked if someone manages continuing education for employees and if there are requirements, and said many of these trainings can be done online. Mr. Davenport said he could implement a training program for employees. The Board agreed to begin with an employee training on a workday.
- Mr. Davenport advised that Public Works Foreman Mr. Lyford wants to get new cutting edges on the plows prior to them being put away for the season at approximately \$4,000-\$5,000. Due to the tariffs, most quotes are only good for 3 days, so getting 3 quotes at the same time may be difficult. The Board asked that Mr. Lyford try to get 3 quotes a day or two before the next meeting. Mr. Harvey said all plows may not need a new edge and asked for a list of the plows that need them. Mr. Davenport to follow up for details.
- Mr. Harvey asked about the status of the road bans. Mr. Davenport advised that 4 roads are still posted, but will find out their status.
- Mr. Harvey asked what was to be done with the Christmas lights on the tree on the common, as they have not been removed. The Board agreed that a lift should be rented for their removal.
- Mr. Drake said he was not available at the Selectmen’s meeting when there was discussion and a decision that the Land Use Administrator Mrs. Vose could not attend the Ordinance subcommittee meetings due to the overtime needed. He said it was important for her to attend. Mr. Davenport said there may be room in the budget if a new Permitting & Compliance Officer position is not filled immediately. The Board agreed to have Mrs. Vose attend.
- Mr. Davenport to inquire about some boulders placed along Route 132N to prevent dumping near the Pemi River.

**PUBLIC COMMENT:**

1. Mr. Provencal asked if the Master Plan is complete, and Mr. Davenport said they are close to holding a Public Hearing to accept the changes and confirmed that these long-term visions and goals in the Master Plan will guide any changes to the Zoning Ordinance.
2. Mr. Provencal asked if the garage at 3 Carter Mountain Road received all the appropriate permits, as there is a lift in the garage. Mr. Davenport is to investigate further.
3. Mr. Provencal and Mr. Morse left the meeting.

**NON-PUBLIC SESSION:** At 8:29 PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II(a) Personnel. A roll call vote was held: Mr. Drake – Y, Mr. Harvey – Y.

**PRESENT:** Mr. Drake, Mr. Harvey, and Mr. Davenport.

**RETURN TO PUBLIC SESSION:** At 8:31 PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session. Vote was unanimous.

Mr. Harvey brought up an issue with water draining onto Church Lane and asked Mr. Davenport to have the Highway Dept look into it.

**ADJOURNMENT:** At 8:34PM, Mr. Drake made a motion, seconded by Mr. Harvey to adjourn the meeting. Vote passed.

Respectfully submitted,  
Pamela Vose