

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

Thursday, January 16, 2025

MEMBERS

Present were Mr. Drake, Mr. Harvey, and Mr. Shaw (6:02 pm - by phone).

PRESENT:

OTHERS PRESENT:

Town Administrator Mr. Davenport, Public Works Director Mr. Cote, Fire Chief Cathy, and Captain Howe, Richard Morse & Scott Provencal

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:

Mr. Harvey made a motion, seconded by Mr. Drake to approve the 12/19/24 public minutes as corrected, to approve the 12/26/24 and 1/2/25 public minutes as written, and the non-public minutes of 1/9/25 (l) and (c). Votes were unanimous.

WORK SESSION:

The Board reviewed/signed manifests, invoices, requisitions, purchase orders and leave request forms.

Memo from Finance Officer to Treasurer to transfer remaining balance in Conservation Commission budget of \$48.63 into Conservation Commission Fund.

Board discussed a Purchase Order for tree removal at Town House @ \$4,800. Mr. Davenport to get one more quote and Mr. Cote to flag the remaining trees the Heritage Commission has marked for removal.

The Board reviewed the following applications approved by the Land Use Administrator:

Building Permits

1. Martha Huckins Rev. Trust; Map R10, Lot 10; dormer roof.
2. Jenlian & MacGregor Chadwick; Map U11, Lot 7; demo/construct new home.

Occupancy Permit

1. Erik & Amanda Difilippe: Map R17, Lot 30A

OPEN ITEMS

DISCUSSED:

- ❖ Personnel Policy – Mr. Davenport said legal counsel made a few small changes which he reviewed. Mr. Drake made a motion, seconded by Mr. Harvey to approve the updated policy. Vote was unanimous. Mr. Davenport to review the policy with department heads.
- ❖ Fish Hatchery project – Mr. Davenport to make a phone call as the project is anticipated to begin soon.
- ❖ #17 Main St. property – House is re-keyed; prior owner notified; physical inventory to be taken. Water is shut-off in the house and there is no leaking; electric service still supplies the house. Mr. Davenport to set up schedule to perform house checks and any water issues, and gather information on what the Town is legally entitled to, as well as the State.
- ❖ Coolidge Woods Rd erosion – Mr. Davenport advised he contacted Army Corp of Engineers - summer site walk planned in warmer weather; possible change to a gate location.

- ❖ Nature Fitness Trail dog hours – Mr. Davenport continuing to work on gathering information.

ACTION & DISCUSSION ITEMS:

- Board reviewed Warrant Articles; Town Counsel has reviewed; DRA still reviewing several articles, though some have approved language. Relative to Fire engine bond, it was noted it takes a 3/5th vote of approval whereas a lease needs a majority. There was discussion on whether to bond the Hwy Dept truck or pay for it outright from Expendable Trust Fund (ETF) as money is available – or – take money from the Special Revenue Fund (SRF) for a down payment on the fire engine, with the remainder through the bond, both scenarios lessening the effect on the 2026 budget. There was discussion on amending warrant articles at Deliberative Session.

PUBLIC HEARING

7:00 pm – Bond for Fire Truck

At 7:00 pm Mr. Drake made a motion, seconded by Mr. Harvey to open the Public Hearing for the bond on the Fire Dept engine. Vote was unanimous. Present were all people present at the beginning of the meeting along with Andrew Akers, Adele Bauser, and Matt Blais.

Mr. Drake said the bond amount is \$650,000. Mr. Blais asked the overall cost and Chief Cathy said it is \$850,00, but would be going through a competitive bid process. Mr. Morse said he realizes this engine is not 4-wheel drive and asked if the pricing comes in lower can the Town consider a 4-wheel drive option. Chief Cathy advised that based on the size and vehicle weight it would not be needed, and is a significant expense. Mr. Drake said the Town can withdraw money from the SRF to apply to the purchase of the engine and if the article for the ETF passes it would provide an additional \$200,000 to apply to the fire engine, but is considering taking from the ETF in 2025 to purchase the Hwy truck. If the article passes to add \$200,000 to the ETF this move would drop the amount needed for the bond to \$450,000, saving on interest.

With no other discussion or questions, Mr. Drake made a motion, seconded by Mr. Harvey to close the public hearing at 7:09 pm. Vote was unanimous.

ACTION & DISCUSSION ITEMS:

(cont.)

- Continuing discussion on Warrant Articles, Mr. Davenport advised that if the Board wanted to present the Hwy truck as a warrant article the Board has the authority to expend monies from the ETF so he could put in a warrant article contingent upon passing of the article that adds more money to the ETF. Mr. Shaw did not like this approach and would prefer a bond for the purchase. It was the consensus of the Board to purchase the Hwy truck using the ETF, not a bond. The Fire engine bond would be \$550,000 with \$300,000 from the SRF, as the warrant article to add more to the ETF could fail.

Chief Cathy advised that Concord Hospital has donated 2 IV pumps, which is a \$2,400 savings as the departments present pumps are at end of life. He also requested authority to place the oldest Smart Board on Muncibid with minimum bid of \$250. The Board agreed after confirming the department was not looking to replace it with new.

PUBLIC HEARING

7:30 pm – Bond for

At 7:30 pm Mr. Drake made a motion, seconded by Mr. Harvey to open the Public Hearing for the bond on the Hwy Dept F550 truck. Vote was

Public Works

unanimous.

Mr. Drake said the Board, in previous discussion, has decided to purchase this truck outright from the ETF, not through a bond, saving the taxpayers money and not requiring a 3/5's vote.

Mr. Blais asked what happens with the retiring trucks and the Board advised they are sold. Mr. Cote advised this would be a flatbed, non-dump, with plow and wing. He suggested disposing of the 350 pickup in 2025, as well as the 2013 International this new 550 will replace. Mr. Cote recommended 2 extra sanders be sold. Mr. Cote confirmed that a sander could be placed on the flatbed. With no other discussion or questions, Mr. Drake made a motion, seconded by Mr. Harvey to close the public hearing at 7:37 pm. Vote was unanimous.

**ACTION &
DISCUSSION ITEMS:**
(cont.)

- Continuing discussion on Warrant Articles, the Board voted on each warrant article that was finalized and approved by NHDRA, not including zoning amendments (Articles 1 & 2) and Articles 3-6 are Bond related:
 7. Operating budget @ \$3,837,019.00. Minor correction needed to be made.
 8. \$25,000 for bond payment for PSB from the SRF; Board voted 3-0 to recommend.
 9. Fire Dept cardiac monitors and CPR devices @ \$143,000 offset by \$135,850 funded by an Assistance to Firefighters grant (AFG) with the balance of \$7,150 to come from Fire Dept Special Revenue fund; Board voted 3-0 to recommend.
 10. PD cruiser @ \$84,000 with \$10,000 to be funded by Police Special Detail Revolving Fund; Board voted 3-0 to recommend. After further discussion the Board agreed to change this to also take \$54,000 from the ETF so only \$20,000 would need to be raised from taxation. This would drop the 2026 tax rate further. Mr. Davenport to rewrite article.
 11. Town Road Maintenance appropriations @ \$250,000. Board voted 3-0 to recommend.
 12. Add \$200,000 to Town Capital Equipment and Vehicle ETF; Board voted 3-0 to recommend.
 13. Add \$50,000 to Town Building Maintenance ETF; Board voted 3-0 to recommend.
 - 14 & 15 awaiting NHDRA approval.
 16. Vote to retain 134± acres of conservation land in Winona Heights, Tax Map R8, Lot 1, for public uses indefinitely and to authorize a conservation easement to be held by Lakes Region Conservation Trust; Board voted 3-0 to recommend.
 17. To be deleted as it is not needed.

PUBLIC HEARING
*8:00 pm – Bond for
Town House repairs*

At 8:00 pm Mr. Drake made a motion, seconded by Mr. Harvey to open the Public Hearing for the Town House repairs and upgrades. Vote was unanimous.

Mr. Drake said this would be \$350,000 for repairs and upgrades to the Town House which are needed based on problems with water, frost, supports under the structure, and floor separation. A historical review was done;

recommendations being roughly \$444,000. A bid was put out to fix the bowing of the floor with only one bid submitted @ \$325,000, three years ago. Mr. Harvey said the Heritage Commission continues to look for grant possibilities and federal guidelines for preserving historic buildings will be followed when work is done.

Mr. Blais asked if there were any restrictions on improvements for building to keep its historical standing and Mr. Harvey said the Town can make improvements to the exterior relative to drainage around the foundation, move wiring underground, and removal of some trees. Mr. Blais asked if gutters can be added and Mr. Harvey said it depends on the report and if they were original to the building. Mr. Blais asked for a breakdown on how the money would be spent and Mr. Harvey said most of it would be for the foundation, supports, and the floor. Mr. Blais asked if the privy and kitchen area need to stay and Mr. Drake said it would be based on the guidelines and requirements.

With no other discussion or questions, Mr. Drake made a motion, seconded by Mr. Harvey to close the public hearing at 8:16 pm. Vote was unanimous.

APPOINTMENT

8:15 pm

Town Attorney Joe
Driscoll

Mr. Drake advised Atty. Driscoll was present. Members of the public left the meeting.

At 8:18 PM, Mr. Drake made a motion, seconded by Mr. Harvey to go into non-public session under RSA 91-A:3 II(1) Legal. A roll call vote was held: Mr. Drake – Y, Mr. Harvey – Y, and Mr. Shaw (by phone) - Y.

Mr. Drake, Mr. Harvey, Mr. Shaw (by phone), Mr. Davenport, and Attorney Driscoll.

At 8:38 PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session. The vote was unanimous.

Mr. Davenport advised that the Selectmen unanimously voted to approve the sale of the properties on Lindsay Lane in accordance with the settlement agreement as it is in the best interest of the Town to secure the Town's interest in Lindsay Lane and resolve the pending litigation.

At 8:40 pm Atty. Driscoll left the meeting.

**ACTION &
DISCUSSION ITEMS:**

(cont.)

- Mr. Drake made a motion, seconded by Mr. Harvey to approve an Abatement for a house fire at 25 Anchorage Road belonging to Charles Goodwin 1991 Trust in the amount of \$2,525.59. Vote was unanimous.
- Mr. Drake made a motion, seconded by Mr. Harvey to approve an Abatement for RV at Adventure Bound campground as it had been registered, for Christopher Jarbeau; Site #137 in the amount of \$172.88. Vote was unanimous.
- Board signed a Timber Tax Warrant for Jeremy Hiltz Rev Trust; Pinnacle Hill Rd; Map R4, Lot 90, at \$1,667.
- Board signed the Town Clerk/Tax Collector Title Company Contract.
- Mr. Drake made a motion, seconded by Mr. Harvey to approve the revised Driveway Permit Application as presented. Vote was unanimous.

- FYI – Copies of letters being sent by Conservation Commission to see if any groups want to work with the commission to purchase Robinson Falls.
- FYI – Newfound Area School District Payment Schedule. Mr. Davenport advised that once interest on the TAN is available the Town would send NASD an invoice for the costs incurred, with Mr. Shaw recommending deducting that amount from the school payment. Mr. Davenport to find out how other towns in the district handled this issue.
- FYI – Tax Payment status.
- FYI – Copy of ZBA Decisions for Michael Arbogast (denied) and Matthew & Rebecca Seaver (approved).

New Business After Agenda Was Posted:

- Town Report Dedication & Service Award Plaque – The Board agreed to do neither.
- Chairman Drake signed the Annual Drug Forfeiture Report.
- Review of Home Occupation application for Brenda Olson to offer dance lessons to be held in their detached barn. There was discussion on whether this should be reviewed by the Planning Board, which the Board agreed, and held the application.

OTHER BUSINESS:

- Mr. Davenport asked if it was acceptable for the Garden Club to meet on the 2nd floor of the Town Office for one meeting and the Board agreed.
- Mr. Harvey asked what the status was of the work being done by Eversource as there were concerns by a property owner and it may have required, they hold a public hearing prior to performing work on a Designated Scenic Road. Mr. Davenport said he reached out to Eversource and they've stopped work as residents in Meredith also have concerns.
- Mr. Harvey asked the status of monthly reports from the Department Heads and Mr. Davenport said he has advised them, along with some guidelines. Suggested were Fire Dept. percentage of calls and personnel response rate & PD activity.

PUBLIC COMMENT:

There was none.

NON-PUBLIC SESSION:

At 9:14 PM, Mr. Drake made a motion, seconded by Mr. Shaw 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, and Mr. Shaw (by phone) - Y.

PRESENT:

Mr. Drake, Mr. Harvey, Mr. Shaw (by phone), and Mr. Davenport.

RETURN TO PUBLIC SESSION:

At 9:22 PM, Mr. Drake made a motion, seconded by Mr. Harvey to come out of non-public session and to seal the minutes for 5 years. The vote was unanimous.

ADJOURNMENT

At 9:22 PM, Mr. Drake made a motion, seconded by Mr. Harvey to adjourn the meeting. Vote was unanimous.

Respectfully submitted,
Pamela Vose