TOWN OF NEW HAMPTON
BOARD OF SELECTMEN
MEETING MINUTES

Thursday, September 10, 2026

MEMBERS PRESENT: Mr. Drake and Mr. Harvey were present. Mr. Shaw was present via phone.

OTHERS PRESENT: Town Administrator Corey Davenport, Mr. Provencal, Mr. Morse, and Mr. Howe.

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

MINUTES: Mr. Harvey made a motion to approve the 9/3/26 Public Minutes as corrected, seconded by Mr. Shaw. The Board voted 3-0 in favor of the motion. Mr. Drake made a motion to approve the 9/3/26 Sealed Non-Public Minutes (B) as corrected, seconded by Mr. Harvey. The Board voted 3-0 in favor of the motion.

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

- A form was received from Mr. Lyford accounting for being on leave all week due to being sick.
- Five invoices were received from the New Hampton Cemetery Association.
- Public Works submitted a purchase order of $3,281.17, being an accumulation of disparate bills that together exceeded $3,000 and required signatures from the BOS.

APPOINTMENT: 6:30 – David Perfield & Kathleen Howe; New Hampton School

The Board met with David Perfield and Kathleen Howe at 6:28. Mr. Perfield reported that enrollment is currently at 308 students total, comprising 231 boarders, 53 day students, and 24 remission students, and that the total is expected to rise to 310 by next week. Ms. Howe noted that boarding capacity is 260 students and the enrollment has been declining, something Mr. Perfield stated is the case across the market.

Mr. Perfield reported that Ms. Howe had recently been made Chief Financial and Operating Officer and that his current focus is work on the school's strategic plan, looking forward toward the next 5, 10, and 20 years. Mr. Shaw asked what percent of faculty lived on campus and Mr. Perfield replied that it was 90%. Ms. Howe reported that the card access system was completed for all dorms and most academic buildings. Mr. Drake asked if there were any major projects coming up in the next few years; Mr. Perfield said that the school board still needed to discuss plans for 91 Main Street and that there had been some talk of a new combination dining hall-student center in the next 5 years, but it hasn't been revisited yet. Mr. Drake asked for Mr. Perfield's feelings on the issue with NHS faculty children going to the SAU and Mr. Perfield said he was planning to discuss the matter with the interim superintendent of the Newfound School District, Ryan Connelly.

Mr. Shaw asked if the school bought any properties in the last quarter, and Mr. Davenport confirmed there had been no sales in that time. Mr. Perfield asked about the school's potential engagement in a celebration of the town's 250th anniversary. Mr. Davenport reported that although a committee had not been successfully formed, Chief Cathy had been spearheading the idea of a parade in concert with Old Home Day. Mr. Davenport directed Mr. Perfield to reach out to Mr. Akers, who was working on setting up some additional events surrounding Old Home Day.

Mr. Drake brought up the matter of expanding the cemetery, which abuts property owned by the school. Mr. Harvey identified Blood Pit as an area for potential expansion. Mr. Perfield asked about the timing of the expansion and Mr. Harvey and Mr. Drake stated that it was still a way off, but something they wanted to put on his radar. Mr. Perfield said that in light of upcoming discussions about the school's master plan, this would be a good matter to discuss.

Permits:

- Building Permits:
  - ☐ None
- Occupancy Permits

- ☐ None
- Septic Systems:
  - ☐ Kathleen Jensen & Manuel Sousa; Old Bristol Rd; Map R13, Lot 12B; 3 BR septic, *approved by Land Use Administrator*
- Sign Permits:
  - ☐ None
- Intent to Cut Wood/Excavate:
  - ☐ Intent to Cut Wood – Smith Family 2018 Joint Trust; Little Hollow Rd: Map R10, Lot17 (Signature Required)

<u>ACTION & DISCUSSION ITEMS</u>:

- ❖ Center Harbor Planning Board Update: The issue related to the camp in Center Harbor will go back to a judge in Manchester for review regarding the regional impact process that was followed at the Center Harbor Planning Board. Mr. Drake confirmed that neither the letter nor the email sent by the Board of Selectmen was read at Center Harbor's September 1st meeting, which did not feature any public comment.
- ❖ Excavation & Trench Permit (Signature Required): Sewer line repairs at 23 Old Bristol Rd. will require excavation in the roadway. Rowell's provided a traffic plan, a sign plan, a certificate of insurance, and a $5,000 bond. The police and fire chief had signed off on the plan. The Board signed the permit.
- ❖ Budget Schedule Discussion: Mr. Davenport requested to schedule the meeting around Mrs. Capone's work schedule. The Board decided to meet on Thursdays at 1:00 PM to discuss the budget. Mr. Davenport said he would update a schedule for the Board's review.
- ❖ TA Update and Schedule Discussion: There are 19 candidates who applied to the Town Administrator position and MRI is currently conducting phone interviews. They will have recommended candidates and all resumes ready for the Board's review by Monday afternoon. Mr. Shaw said that he'd rather have town staff schedule the interviews instead of MRI.
- ❖ FYI – MS434: The tax form is complete, and the MS1 will be to the Board by next week.
- ❖ FYI – DPW Weekly Update: One candidate for a position at DPW has called back, one potential candidate received a pay raise at their current job and will not be pursuing the position here, and one has yet to respond.

<u>NEW BUSINESS AFTER AGENDA WAS POSTED:</u>

- ➢ FYI – Lien Redemptions
- ➢ FYI – ZBA Decision – Westcott Appeal from Administrative Decision: Mr. Davenport informed the Board of the ZBA's decision to approve Mr. Westcott's appeal on the grounds that his firewood production was agricultural use. Mr. Shaw was not interested in appealing the ZBA's decision, but Mr. Harvey felt that the decision set a bad precedent. Mr. Drake recommended waiting for further input with Ron Cormier to make a decision on appealing the ZBA Decision.
- ➢ Fish Hatchery MOU: Mr. Davenport has met with the Fish Hatchery to discuss putting together an MOU prior to winter. The Hatchery reported that most of the work left is inside the buildings. Mr. Harvey stated that he would like to see the second means of egress, which intersects with Main Street, paved.

<u>APPOINTMENT: 8:00 PM – Ron Howe</u>

The Board met with Fire Captain Ron Howe for a non-public meeting.

<u>NON-PUBLIC SESSION:</u> At 7:31 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. Shaw – Y, & Mr. Harvey - Y.

<u>PRESENT</u>: Mr. Drake, Mr. Harvey, Mr. Shaw, Fire Captain Ronald Howe, and Town Administrator Corey Davenport.

RETURN TO PUBLIC SESSION: At 8:21 PM, Mr. Drake made a motion, seconded by Mr. Harvey, to come out of non-public session and seal the minutes for five years. A roll call vote was held. Mr. Drake – Y, Mr. Shaw – Y, & Mr. Harvey – Y.

NON-PUBLIC SESSION: At 8:21 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. Shaw – Y, & Mr. Harvey – Y.

PRESENT: Mr. Drake, Mr. Harvey, Mr. Shaw, Police Chief Michael Foster, and Town Administrator Corey Davenport.

RETURN TO PUBLIC SESSION: At 8:42 PM, Mr. Drake made a motion, seconded by Mr. Harvey, to come out of non-public session and seal the minutes for ten years. A roll call vote was held. Mr. Drake – Y, Mr. Shaw – Y, & Mr. Harvey – Y.

OTHER BUSINESS: Mr. Davenport showed the Board a sample for the public safety building roof and reported that work on the roof would begin on September 15th.

ADJOURNMENT: At 8:44 PM, Mr. Drake made a motion to adjourn, seconded by Mr. Harvey. Vote was unanimous.

Respectfully submitted,
Gretchen McGowan