TOWN OF NEW HAMPTON
BOARD OF SELECTMEN
MEETING MINUTES

Thursday, September 3, 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, Mr. Howe, and Mr. Torsey. Chief Cathy arrived at 6:01 PM.

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: While reviewing previous minutes, Mr. Harvey brought up the renaming of Hatchery Rd. Mr. Davenport clarified that only the road leading into the upper part of the hatchery would be named Trout Place. Mr. Davenport recommended that the Board make a new motion naming the unnamed road leading into the upper hatchery. Mr. Harvey made a motion to name the upper road that was used by the hatchery Trout Place, seconded by Mr. Drake. The Board voted 3-0 in favor of the motion. Mr. Drake made a motion to approve the 8/27/26 Public Minutes as corrected, seconded by Mr. Harvey. The Board voted 2-0 in favor of the motion. Mr. Drake made a motion to approve the 8/13/26 Sealed Non-Public Minutes (B) as drafted, seconded by Mr. Harvey. The Board voted 2-0 in favor of the motion. Mr. Harvey made a motion to approve the 8/21/26 Sealed Non-Public Minutes (A) as corrected, seconded by Mr. Drake. The Board voted 3-0 in favor of the motion.

APPOINTMENT: 6:30 – Dana Torsey

The Board met with Mr. Torsey at 6:10. Mr. Torsey discussed a past school budget surplus that resulted in a total of about $500,000 being returned to the towns, while current projections didn't foresee a similar surplus this year or the next. The Board was unaware of receiving any money from the school, so Mr. Davenport made plans to check with Wendy Capone to confirm whether any such check was received. Mr. Torsey also reported on the middle school winning a statewide commendation, discontent in Danbury regarding the closing of their elementary school, and the current school lunch debt, currently totaling about $40,000.

Mr. Torsey voiced his approval for the district's current interim superintendent, as well as its new business manager, a returning staff member previously employed at Newfound. Mr. Shaw emphasized the importance of the new business manager promptly providing the town with accurate figures and then asked if there was any information about whether the charge per student was expected to change dramatically. Mr. Torsey assured the Board that the new business manager was already looking ahead and working on future budgets, but confirmed that he did not yet have an answer about per-student charges and was planning to ask in the immediate future.

WORK SESSION:

Purchase Orders:

- A purchase order from the public works director was changed from $16,500 to $19,995.55 due to two change orders. Mr. Drake emphasized that these totals should be determined beforehand. Mr. Drake made a motion to take $19,995.55 out of the Expendable Trust Fund for building maintenance, seconded by Mr. Harvey. The Board voted 3-0 in favor of the motion.
- A purchase order for work on the 2018 green F-550 was changed from $3,480 to $3,629.15 for antifreeze replacement and additional labor costs.

Permits:

- Building Permits:
  - ☐ John Fontaine; 6 Cottage Ln; Map U9, Lot 8-A02; Lift existing building, replace foundation; *approved by Land Use Administrator*
  - ☐ Ron & Brenda Olson; 7 Dana Hill Rd; Map R10, Lot 1; renovate existing garage and convert portion to ADU; *approved by Land Use Administrator*

- Occupancy Permits
  - ☐ None
- Septic Systems:
  - ☐ Northstar Rt 132 Real Estate LLC; 74 Route 132 N; Map R11, Lot 22; *approved by Land Use Administrator*
- Sign Permits:
  - ☐ Tammie Carrignan, Newfound Express Care LLC; 345 NH Route 104 Unit 4 & 5; replace existing like for like; *approved by Land Use Administrator*

<u>APPOINTMENT: 7:00 – Scott Cathy, Fire Chief</u>

The Board met with Chief Cathy at 6:57. Mr. Davenport recommended that the town accept a bid from Century Roofing due to its lower price and the greater degree of detail provided compared to other bids. Mr. Drake made a motion to award the $95,000 contract to Century Roofing for replacement of the Public Safety Building's roof and allow it to be taken from the Building Maintenance ETF, seconded by Mr. Harvey. The Board voted 3-0 in favor of the motion.

Chief Cathy informed the Board of updates made by Primex to their billing strategy regarding workers' compensation as it applies to part-time employees that would lead to potential increases in cost for per diem members of the fire department. The Board refrained from making an interpretation of this change without further information; Mr. Davenport planned to contact Primex to get an estimated per-member cost for per diem employees.

Chief Cathy presented reports indicating an increase in revenue due to ambulance billing over the last 3 months, but noted that the yearly amounts collected were less than expected due to a yearly decrease of 8% in call volume and a shift in the payers towards the Medicare and/or Medicaid rates. Mr. Drake made a motion to proceed to collection on the amount of $335 and write off the amount of $118.34 as outlined by the Chief's report, seconded by Mr. Harvey. The Board voted 3-0 in favor of the motion.

Chief Cathy presented reports on the monthly call volume and noted that the aforementioned decrease in calls was primarily due to a decrease in calls for medical service and trees & wires down. Acuity of calls has increased year over year, attributed to an increase in the aging population of the town. 62% of calls are made when the building is staffed and response times increase by an average of 9 minutes and 47 seconds for calls made when the building is not staffed. Between January and August, there were 4 incidents where two or more calls were received concurrently.

Chief Cathy concluded his appointment by presenting a draft for the timeline of the Fire Department's 9/11 ceremony. Mr. Davenport also mentioned that NHPR contacted the town regarding the sale of a fire engine; Mr. Shaw voiced a desire to determine NHPR's intent with the story prior.

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

- ❖ Veterans Tax Credit: Mr. Drake made a motion to approve the veteran's tax credit in the amount of $500 for Jeffrey Boislard, seconded by Mr. Harvey. The Board voted 3-0 in favor of the motion.
- ❖ TA Search Update: MRI reported that 13 candidates of various backgrounds have applied for the position. MRI asked for health insurance information to provide to potential applicants. The Board will be able to review resumes after the application period ends on September 14th. Mr. Davenport recommends a brief meeting prior to the 17th to review the applicants and narrow down the list for interviews.
- ❖ Current Use Appeal: Based on the recommendation of our town assessors, Commerford Neider and Perkins (CNP), Mr. Drake made a motion to deny the current use appeal by Kenda Corcoran at 187 Gordon Hill Rd, seconded by Mr. Harvey. The Board voted 3-0 in favor of the motion.
- ❖ Report of Cut: The Board approved a Report of Cut by Jeffrey Sawin at 757 Coolidge Woods Rd. confirming a tax yield of $582.88.
- ❖ CIP Report Review: The Board reviewed the report prepared by the Capital Improvement Subcommittee.
- ❖ FYI – A letter was sent to Hutchinson Revocable Trust at 62 Townhouse Rd following up on unpermitted demolition work

- FYI – A Health Trust Meeting is coming up on September 24th which is usually attended by Wendy Capone.
- FYI – Water issues continue at DPW.
- FYI – The New Hampshire State Primary will occur on September 8th from 8:00 AM to 7:00 PM.

NEW BUSINESS AFTER AGENDA WAS POSTED:

- Review of New Boston Cane Recipient Letter: The recipient is Leona Piper, born in 1928. The Board agreed to sign the letter informing the recipient of the award.
- Request for Substitute Plow Drivers: DPW Director, Jamie Lyford was unable to attend the meeting but had asked for the Board's thoughts on putting out a request for substitute plow drivers, but is also considering seasonal employment as opposed to substitutes. There are four applicants for positions at DPW; three have been called.

PUBLIC COMMENT:

- None.

NON-PUBLIC SESSION: At 7:59 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.

PRESENT: Mr. Drake, Mr. Harvey, Mr. Shaw via phone, and Town Administrator Corey Davenport.

RETURN TO PUBLIC SESSION: At 8:12 PM, Mr. Drake made a motion, seconded by Mr. Shaw, 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.

ADJOURNMENT: At 8:13 PM, Mr. Drake made a motion to adjourn, seconded by Mr. Shaw. Vote was unanimous.

Respectfully submitted,
Gretchen McGowan