

MINUTES  
SELECTMEN'S MEETING  
FEBRUARY 4, 2013

The Board of Selectmen met for their weekly meeting at 6:30 p. m. at the Campton Town Office. Present were Selectmen, Charles Cheney, Craig Keeney, Sharon Davis and Marsh Morgan and Town Administrator Ann Marie Foote. Selectman Wheeler was not present due to a conflict in schedule. The Board signed the manifest and reviewed the bills. They signed 1 Disabled Exemption, 2 Tax Collector's Warrants and 1 Data Verification Contract.

Members of the public who were in attendance at this meeting but were not on the agenda were: Attorney Laura Spector-Morgan, Butch Bain, Heidi Johnson and Sally Moulton.

At 6:45 p.m. Chair Keeney called the meeting to order and called on Rick Stachecki, together with Hannah Joyce, Town Clerk/Tax Collector. Mr. Stachecki explained that Mrs. Joyce asked for his assistance concerning the renovations to the old Police Department to accommodate the Town Clerk/Tax Collector's Office. Mr. Stachecki explained that Mrs. Joyce had concerns with storage in the basement, smaller square footage, and stairs down to the basement, which would possibly create handicap issues and inconvenience issues in the future. Mr. Stachecki's suggestion to resolve some of the issues would be to build a fire proof security/storage area 12' X 25' on the back of the building. Kelly Bolger, the Board's Construction Project Manager for both the new Municipal Building and the renovations of the old Police Department building, and Mr. Stachecki shared ideas as to two different approaches to building a new storage area and which approach might be most cost effective and still achieve the goal for storage of town records. Mrs. Joyce did point out that this still might not solve the smaller square footage of the old Police Department as opposed to what she presently has. Mr. Stachecki offered to work on structural design suggestion and cost proposal for the storage room addition. Mr. Stachecki stated it would take him two weeks or so before he could present the design and cost proposals to the Board. Mr. Stachecki predicted that once the work has commenced it would take approximately 4 to 6 weeks to complete. The Board thanked Mr. Stachecki for coming to the meeting and for his input and he was encouraged to continue communicating with Mr. Bolger as the project progresses.

Chair Keeney then called on Hannah Joyce to present the Town Clerk/Tax Collector's Proposed 2013 Budget. Mrs. Joyce went through the proposed budget line by line and explained that she would like her part time Office Assistant to become full time and also hire another part time assistant to relieve her duties on the counter so that she can concentrate on her duties that have been neglected because of lack of additional staff. Mrs. Joyce could not articulate details regarding the increase in the office's workload that would justify a third full time employee as well as a part time employee and therefore the Board agreed to place her Office Assistant on full time (being one more day per week totaling four days per week) with an increase to \$13.25 per hour (to reflect the results from the Wage Study), together with a merit raise of 2.5% (as the maximum set by the

Board and recommended by Mrs. Joyce), but denied her request for an additional part time employee. It was agreed that the Deputy Town Clerk/Tax Collector's compensation would reflect a 2.5% merit raise increase (as recommended by Mrs. Joyce). As far as Mrs. Joyce's compensation, the Board explained and agreed that the compensation would be based on \$45,000.00 plus a 2.5% merit raise. Mrs. Joyce was not in agreement with this figure and asked the Board if they could bring the figure up. Selectman Cheney explained that this figure falls in line with the Wage Study, which took into consideration all her duties and the compensation is in line with competitive compensation for the position and that was the Board's final decision. The Board also discussed that the Wage Study suggested that Town Clerk/Tax Collector's, as a general rule, were paid a salary, rather than hourly. Mrs. Joyce inquired as to whether the photocopier in the hall was being moved to the new Municipal Building and if it was she would need a new copy machine. The Board agreed to have Ann Marie obtain price quotes for a new photocopier for the new Town Clerk/Tax Collector's Office. The Board also agreed to a Warrant Article for a \$5,000.00 allowance for restoration of documents. Mrs. Joyce informed the Board that her office would need 3 new computers, as the computers for State registrations are outdated. The Board disagreed and advised Mrs. Joyce that it had received copies of specs from DMV for the state computers and it was believed that two computers in her department are adequate and it is the plan to replace the Office Assistant's computer this year anyway. The Board agreed that once the new IT company was chosen, it would consult with them relative to what is required. The Board did not agree to Mrs. Joyce's request for a separate legal expense line item in her budget. They explained that she could receive legal assistance from the Town Attorney after receiving permission to do so. The Board also did not agree to Mrs. Joyce's request for a separate computer IT person for her office. The Board explained that a new computer service will be taking over the computer systems and this new company will also service her Department. The Board did express concern with the overall proposed 30% increase in the Town Clerk/Tax Collector's Proposed Budget. The Board then thanked Mrs. Joyce for her presentation.

Chair Keeney then called on Kelly Bolger to review updates on the Municipal Building. Kelly informed the Board that he will be meeting the mechanical contractor this week regarding the heating/air conditioning issue previously mentioned in the front Selectmen's office and the back office. Kelly also informed the Board that he will be meeting with Paul Hatch from the State Emergency Management Office regarding the grant for the generator and that will be submitted this week. There was then discussion concerning diesel fuel versus propane for the generator. Selectman Davis informed the Board that there could possibly be grant money available from PSNH for lighting and energy efficiency systems constructed in the new facility.

Mr. Bolger then invited Butch Bain, Road Agent, to speak to the Board regarding GMI's proposal to reclaim and resurface the Fire Department parking lot. After reviewing the proposal in the amount of \$20,905.00, Selectman Cheney expressed that he didn't feel reclaiming was necessary and that it would not correct the drainage issues. The Board agreed to have Mr. Bain obtain another proposal, which breaks down the reclaiming and paving amounts and addressing the drainage issues.

Chair Keeney called for a Motion to approve the Minutes of the previous Meeting. Selectman Davis made a Motion to approve the Minutes. Selectman Morgan seconded the Motion, and the Minutes were unanimously approved as written.

Chair Keeney then called on Ann Marie to review correspondence. She explained that Primex presented the total losses incurred by the Town this past year, reflecting an amount of \$102,345.00, which made it an unusually high year for the Town.

Ann Marie stated that a Petition was received for the appropriation of \$1,000.00 for support of the Bridge House homeless shelter. Town Attorney Laura Spector-Morgan informed Ann Marie that the Petition that was submitted last year needs to be submitted this year. This Petition relates to the original intent of Article 3 which was voted on at the annual meeting 3/14/12 for a building specifically designed for the Selectmen's Office, Town Clerk/Tax Collector's Office and a shared Meeting Room space to be used for voting. The other two Petitions received pertain to the Town voting to raise and appropriate \$20,000.00 for renovations for the Town Office Building presently occupied by the Town Clerk/Tax Collector's Office so that they may remain in the entire existing building located at 1307 NH Route 175. Another Petition was received relating to the same Warrant Article with additional signatures. Attorney Laura Spector-Morgan reviewed the two last mentioned Petitions and stated that the article should only appear on the warrant once.

Ann Marie indicated that the Community Action report was received from NH DRA and it was reported that the Town has "passed" relating to accuracy of data being collected by the Commerford Perkins Nieder, Town Assessors.

Time Warner has sent notice its rates are going to be increasing and that the Town has an extension on its contract. Selectman Cheney expressed the need to schedule an updated meeting with Time Warner regarding the contract.

Ann Marie indicated that two proposals were received for cleaning the Municipal Building. One was from C & J Cleaning in the amount of \$300.00 a week and the other from Maid it Green, LLC in the amount of \$305.00 a week. Discussion followed regarding comparisons and Certificate of Insurance and the fact that both companies are very well qualified. After comparisons made, Selectman Davis then made a Motion to accept C & J Cleaning's bid in the amount of \$300.00. Selectman Morgan seconded the Motion and Motion was unanimously approved.

At 8:15 p.m. Chair Keeney acknowledged that Attorney Laura Spector-Morgan was here to discuss a legal matter. A Motion was then made by Selectman Davis to go into Non Public Session under RSA 91-A: 3 II (e). Selectman Morgan seconded the Motion and with a roll call vote: Selectman Davis – aye, Selectman Morgan – aye, Selectman Cheney – aye, and Selectman Keeney – aye, the Board went into Non Public Session. The Board discussed the ongoing case of Town of Campton v. Beebe River Village

District as well as other legal issues. At 8:15 p.m. the Board came out of Non Public Session and there were no minutes taken.

Chair Keeney then continued the meeting with Other Business – Selectmen’s Input and he called on Selectman Cheney. Selectman Cheney indicated he was speaking with Tammie Beaulieu, Thornton Town Administrator and it was his understanding that the Thornton Board of Selectmen wanted to meet again with the Campton Board and the Fire Commissioners regarding the cost of operating a new ambulance. Ann Marie will contact Tammie Beaulieu.

Chair Keeney called on Selectman Davis who indicated that two proposals were received for computer services for the Town. One was received from Certified Computer Solutions, LLC and the other from Mainstay Technologies. Selectman Davis provided business proposal matrices breaking down the services provided by each company together with the annual costs proposed. After discussion it was agreed by the Board to have both companies come in to speak with the Board; however, it was agreed they would budget for the greater of the two proposal figures until the actual company was chosen.

Selectman Davis also informed the Board that Carol Lenahan is stepping down from her position as President of the Garden Club.

There being no further business, Chair Keeney declared the meeting adjourned at 8:40 p.m.

Respectfully submitted,

Eleanor M. Dewey,  
Office Assistant to Ann Marie Foote, Town Administrator