

MINUTES

August 21, 2006

The Selectmen met for their regularly scheduled meeting at 6 p.m. Present were Selectmen James McGarr, Charles Wheeler, and Sharon Davis. Selectman Homer joined them at 6:30 p.m., and Selectman Cheney is on vacation. The Board reviewed and signed the manifest. They also approved several Intents to Build, some residency applications, and a driveway permit. They also signed an extension to file the MS-1 with the Department of Revenue Administration.

At 6:30 p.m., Police Chief Christopher Warn introduced the Selectmen to his recommendation for the patrol officer. The Board of Selectmen signed an appointment for Patrick Payer of Lancaster and he was duly sworn in by Town Clerk Hannah Joyce to become the new full time officer for the Campton Police Department. His mother pinned on his badge. He was then congratulated and welcomed to the Town by the Board.

The next item on the agenda was the discussion of the Emergency Operations Plan. Fire Chief David Tobine who is also the Emergency Management Director for the Town has worked on updating and compiling the manual over the past two years. He distributed copies of this manual to each Selectmen, Town Department Head, Planning Board Chairman, School Principal, and Town Treasurer at the beginning of the summer. The purpose of tonight's meeting was to go over any questions any of the invited recipients of the manual may have about the plan, and hopefully for the Board of Selectmen to approve. Chief Tobine introduced Paul Hatch from the State's Bureau of Emergency Management. Mr. Hatch is the designated Field Representative for the Town of Campton, and would be our contact person at the State. Selectman Sharon Davis started off the questioning by distributing copies of a pamphlet about avian flu, and indicated that she did not see any reference in the plan about this. Chief Tobine indicated that the plan was for general situations, and does not specifically address this flu, but also indicated that there is a Planning Committee being put together to address specifically any pandemics in the area. Another area that Selectman Davis mentioned that she felt was important was to have a call tree included in the manual of the specific person, and their phone number or numbers to reach them is set up in the order of command for an emergency. This call tree could be updated yearly as needed. Mr. Hatch indicated that he would suggest that the tree be 3 deep in names in the event that the first person is not available. Town Administrator Ann Marie Foote indicated that she thought the manual was very well put together, and had a lot of information. She indicated that as a civilian, having no experience in emergency operations, she hoped her questions did not seem too silly. She indicated that the plan lists her as the person to be responsible for getting out public announcements, and keeping the public informed. She questioned how that could be done in the event of no power or phone service, and also expressed concern about conditions to get to the site. Chief Tobine indicated that the Emergency Operations Center would have emergency power set up as well as a communications line. Police or Fire personnel could transport people who need to get to the Center. Chief Tobine did indicate that presently the generator at the Fire Station is not operating, and this needs to be addressed. Chief Tobine will bring this item up at budget time so it can be put in the 2007 budget. School Board member Dennis Prescott who was present suggested that the Campton Elementary School be considered as an alternate emergency center. He indicated that some of the school's remodeling that is going on now includes an emergency generator. He also wanted to know if there was going to

be a mock disaster reenactment scheduled. Chief Tobine indicated that they plan a tabletop exercise. Ann Marie also suggested that the sections in the manual dealing with terminology, and abbreviations be placed either in the front or back of the book for easier reference. Chief Tobine explained that a lot of times, it might be the Police that are notified of the impending or actual emergency. The Emergency Management Director would contact the Chairman of the Board of Selectmen and advise him or her the situation. The Board of Selectmen actually has the final say to declare or not declare an emergency. Mr. George, CES principal indicated that the school has a call tree for emergencies and an evacuation plan. Road Agent Butch Bain mentioned that communications between departments was difficult, and that radios would be a help. Chief Tobine indicated that the Town could actually apply for a Town wide frequency. He indicated that Lakes Region Dispatch is putting a repeater on Pegwood Road. Marsh Morgan, Chairman of the Planning Board, commented that as part of the acceptance of the two cell towers in Town, it was stipulated that they allow space for Town communications. Selectman Davis suggested that Chief Tobine put together a project team to come up with the costs, location and number of radios needed to accomplish this. Chief Tobine indicated that the Town of Thornton has done this with a license through the Police Department. It was agreed that both Chief Tobine and Police Chief Warn would work on this together. Also Chief Warn will see if he can find any grants available to help offset the purchase of a generator. Homeland Security grant money is still available for some of these items. With no further discussion, Selectman Davis made a motion to accept this emergency operation plan with the knowledge that this is a working document, and Selectman McGarr seconded this motion, and it was voted in favor by all to accept this Emergency Operations Plan. It was also agreed that this plan would be reviewed on a yearly basis in the month of May.

The Board had some time between appointments so decided to start reviewing correspondence. Ann Marie requested that they take up some business first about the bids for the Fire Substation. She advised the Board that she had spoken to Town Attorney Tim Bates, and he advised that the Board reject all the bids. Since all the bids had come in over the amount budgeted, three of them significantly over the budgeted amount, Attorney Bates had indicated that this was the proper thing to do. Ann Marie advised the Board that Attorney Bates had suggested that the Board consider putting out request for proposals in the future rather than bids. This gave them more flexibility, and there was nothing in the laws that required them to put this work out to bid. Selectman Davis made a motion to reject all the bids, and this was seconded by Selectman Wheeler, and voted in the affirmative by all. Architect Mike Piazza who was present at tonight's meeting, suggested that a letter be sent to all bidders advising them that the bids had been rejected. Selectman Davis then made a motion that the Board vote to try and develop a proposal with Trapper Brown (Dennis Prescott) that will come within the budgeted amount for the project, Selectman Wheeler seconded this, and Selectman McGarr amended this motion to add that they will try and develop a proposal with Trapper Brown, who was the lowest bidder for the job. All voted this amended motion in the affirmative. Dennis Prescott and Mike Piazza have begun discussions about how to bring the price down, and Mike has already redesigned the slab, eliminated the exterior storage (would could be added in another year), discussed changing the siding to vinyl, and spray painting rather than hand painting. The other issue that needed to be decided was to eliminate the performance bond, which could free up some \$4,000.00 towards the actual project. Dennis had indicated that he had agreed to complete the work before being paid. It was agreed that once he paid the sub-contractors and submitted proof of payment to them that he would be reimburse for this part of the work. This would eliminate any chance of any mechanic or contractors liens on the project. Mike would review the bills, and inspect what has

been done, and approve the bills for payment. There would also be a retainage withheld. The final payment upon completion would actually be Trapper Brown's (Dennis) pay. Selectman Homer made a motion to waive the performance bond, do a requisition process for the subs, and a final payout to Trapper Brown upon completion of the project. Selectman Wheeler seconded this motion, with the comment that his decision was based on Dennis Prescott's reputation and a trust value, as he is a long time resident of the Town. All voted the motion in the affirmative. Mike will get the standard contracts used for small projects, which the Town can have, both their attorney and insurance company review.

The Board then went on to review correspondence. A letter from DES spoke about a recent law passed which will take effect in July of 2007 which bans all video display equipments, TV, computer monitors etc. from landfills. Ann Marie spoke to David Hilliard, Superintendent at our Transfer Station and he has already made provisions for some of these materials, and will have sources to take the other equipment by the mandatory deadline. Attorney Bates sent an email advising the Board that he had heard from Attorney Cowie in reference to the Beebe River roads. Attorney Cowie wanted to know how the Selectmen would feel about a petition be presented to the Selectmen to change the boundary line of the Beebe River Village District so it would include the whole length of Beebe River Road. Currently the boundary line is down by the Spritzes Building site. The first section of the road has been historically considered to be State of NH property. Attorney Bates did not see any red flags in doing this, but wanted to get the Board's feeling on this. Selectman McGarr questioned whether this would be wise considering the ownership of the road is still in question. The Board is attempting to apply for the Feasibility Grant to get funds to research this ownership, and feel that it would be premature to do this before the ownership question was resolved. Ann Marie will convey the Board's opinion to Attorney Bates. Ann Marie advised the Board that Chief Warn had sent a memorandum advising the Board of some departmental structure changes, and announced the promotion of Officer Joseph McComiskey to the rank of Corporal. A copy of the Campton Thornton Fire Commissioners July meeting minutes was also reviewed, and indicated that the Commissioners had agreed to hire Jeff Tobine to fill the newly created full time firefighter position. This hiring is contingent upon Jeff passing a particular test that will be held in October. Fire Chief Tobine explained that a review committee had been put together to go over the candidates, which consisted of Chiefs and Deputies from other Town Fire Departments. Chief Tobine had not been part of the review committee. Jeff had scored higher than any of the candidates in their evaluations by 30 points. Ann Marie advised the Board that she had received a copy of a draft of the road deed for Cindy's Lane, and wanted to know if the Board had made their final review and inspection of the road. Selectman Homer indicated that he had looked at it a while ago, but needed to look again. The Board had agreed that they would go by his and Selectman Cheney's advice as they had the knowledge and expertise in road construction. Road Agent Butch Bain will also be part of the decision making as well. Ann Marie then asked the Board if they had a chance to review the new Welfare Guidelines she had given them copies of last meeting. She explained that our guidelines had been updated with the assistance of Attorney Laura Spector from Mitchell & Bates. Selectman Wheeler made a motion to approve the guidelines, and Selectman Davis seconded it, and all voted it in the affirmative.

Patrick Miller was next on the agenda to give the Board an interim report on the progress of the Building Committee. Committee member, Craig Keeney, accompanied him. The interim study chronicled the scope of the committee, gave a chart indicating the growth patterns of the Town, and broke down the findings of each sub-committee. Patrick indicated that the committee had

determined that the building project should be done in phases to lessen the impact on taxpayers, and their recommendation as to order of necessity was the Town Office first, second, the Police Building, and third, the Fire Station. Each sub committee spent a lot of time with employees from each building discussing the working conditions, staffing needs, storage needs, history of the building, privacy issues, security, mechanical and physical needs of the present buildings, operation costs, and developed surveys which departments filled out to give them a clear picture of each buildings needs and shortcomings. At this point, they are recommending keeping the Town Office at the present site, and doing a significant renovation and adding to the building. Some questions that would come up is where would the employees go while this is being done, and more importantly how much would these renovations cost. As for the Police Building, the sub committee on that building actually thinks that it would make more sense to move or demolish the existing building, and put up a new building which would have some common area with the Fire Station. It would be economical to have them share the same heating, and HVAC systems, computer and phone wiring etc. They also were concerned about the lack of space in the Fire Station, especially the Chief's office, and would like to see if the new station lessens any of these problems. They are concerned about the existing boiler, and suggest that be looked at in next year's budget. The committee has also done some exploration into available land for sale in the area in the event that the present Town Office site is not a viable site. The committee would like to be given the go ahead by the Board to contact some contractors to get some ideas of pricing on the proposed renovations for the Town Office, and would like to see some building inspections, like that done on the Town Office for both the Police and Fire Buildings. The next step for the committee would be to have a public meeting on this Interim Study to see how the voters support these ideas, and to develop a five to six question survey to leave at public buildings, like the Town Office and Library to get people's opinions. The survey could also be posted on the Town's Website. The committee would like to see a plan that will create buildings which will cover the needs of the Town for a long period of time, be efficient as far as energy and use, and not impact the homeowners taxes too much. Patrick concluded that a lot of people do not see the problems of the work environment because they only stop in the office for a short period of time, and do not see how difficult it is to work in the crowded spaces. He indicated that the Town employees are doing a good job taking care of the Towns needs, and we need to take care of its employees. Selectman Davis commended Patrick on all his hard work in putting this presentation together tonight, and indicated that everyone on the committee has put a lot of hard work, and commitment into this project. Another press release will be sent out detailing this interim report, and the announcing of the public hearing. It was agreed to schedule the meeting for September 25th, and hold it at the Old Town Hall.

The Board met next with Bill Dauer from the White Mountain National Forest Service, and his Facilities Manager, Jason Anderson. Mr. Dauer indicated that it had been awhile since he last met with the Board about their project for a Forest Service Building in Campton, off of Exit 27 on Industrial Way. This building will combine the services of the Laconia, Holderness, Plymouth and Bethlehem offices. Mr. Dauer explained that the federal government works very slowly, and that they are going to be getting their first portion of money for the project in 2007. The Forest Service had purchased this land from Dr. Duncan back in 2004, and they have been to the Planning Board for the Site Plan Review process. He had brought along drawings of the road construction, which they wished to do on Industrial Way. He also had prepared drafts of a road agreement between the Town and Forest Service; a project agreement, which indicates that this project involves a road, Industrial Way, which is of mutual interest to the Town and the Forest Service. He also had a maintenance plan for the road. All the roadwork would be done

with federal monies, and the Forest Service would continue maintenance of this road until the paper sub division done by Dr. Duncan in the early 1990's is developed. Presently this property is up for sale, and has one small section of road to the lots, and some sites where well testing was done. The Forest Service would like to see the name of the road changed at some point in time as well as Industrial Way does not fit the planned use of the property anymore. Mr. Dauer indicated that once federal dollars are approved for a project the subsequent years dollars are usually pretty much guaranteed. He indicated that they would be putting in a new culvert on the lower road, and would have a gate in place, similar to what is there now, further up the road to protect their buildings and property. The Forest Service has also obtained an easement from Dr. Duncan to make the road smoother. There would be a turnaround before the gate. The road would be built to NH DOT standards. Mr. Dauer also brought along some drawings of the building. This building is quite large (25,000 s/f), as it will house the employees from the other four sites. They also plan on the building being very environmentally friendly, using wood chips as a source of heat, and possibly generating their own power. On site will be a 30,000 gallon water storage tank, and the building will be sprinkled. The parking areas will have retaining ponds and areas to put the snow plowed from these areas so no excessive drainage will leave the site. The question of the height of the building was discussed as it is proposed to be higher than the 35 feet in the Town Zoning. The federal government does not have to comply with local regulations, and Mr. Dauer assured the Board that he has been working with the Fire Chief to see that all fire codes and standards are met. Mr. Dauer will email the contracts so Ann Marie can send them along to our Town Attorney for review. Mr. Dauer and the Board also talked about an old Fire Tower that the State has in storage that would be a nice historical marker to the site of the center.

Under other business, Selectman Wheeler inquired as to whether, we were going to do an exit interview with Kevin Shortt. Kevin has started his new position in Laconia. Ann Marie will check and see if he is still willing to do one, and what days or time would be convenient for him to meet with the HR Committee. The minutes of the previous meeting were reviewed. Selectman Davis had a few corrections she wished to make. Selectman McGarr made a motion to accept the minutes with these revisions, and it was seconded by Selectman Homer, and voted in the affirmative by all.

John Pesaturo had dropped by, and wanted to show the Board a letter from DES, which he pointed out, indicates that he was not in violation of any wetlands regulations. He also wanted to advise the Board that the Police had stopped at his house about noise which he told them he was not in violation of because there is no noise ordinance in Town. He indicated that he was simply practicing singing in his garage and that it was 5:30 p.m., and his amp was only at volume 3. The Board noted his remarks.

Under Selectmen's minutes, Selectman McGarr reported that Mike McLaughlin of Mary Dragon Real Estate had given him a letter in reference to the recent enforcement by the Town's Compliance Officer of removing off premise signs, including real estate signs, which are not allowed under the ordinance. His letter agreed that some of these signs can be very unsightly; and he supported the Board's decision to enforce the ordinance. Selectman McGarr also wanted the Board to be aware that a variance was being sort by a developer for a foundation on Champagne Circle where the contractor had knowingly moved the approved setback of the foundation when he was told it was too close to the septic system. The Board agreed that they hoped the ZBA would not grant this as it was done intentionally. Selectman McGarr also

mentioned a hole on Bog Road that need some attention where a new culvert was put in last week. Selectman Wheeler indicated that he was also aware of the hole, and it looked like some cars had stopped short when they came upon it. Other issues discussed under Selectmen's input, were how different Towns have different Town Clerk and or Tax Collector positions, hours etc. It was suggested that it might be helpful for our Town to know how much time is actually spent each week for each job function. The Board decided that they would request that our Town Clerk/Tax Collector give a breakdown of how many hours she spends on each job. After some discussion, it was agreed that it would certainly not be possible for her to keep a running tally each hour or day, but a good faith effort to break the total down each week would be helpful. Ann Marie indicated that when May does her time card, she simply puts by total hours for the week, a breakdown of so many hours Selectmen's office, and so many Planning Board. The Board also inquired whether we had heard anything further from Pike on the land for the Town Garage. Selectman Wheeler indicated that he has not heard from Brian Donovan, but will contact him. Ann Marie will contact Attorney Bates, and see if he has heard from Pike's attorney, and if not, to follow up with him. Selectman Davis indicated that the HR Committee would be meeting again tomorrow night with the Town Clerk/Tax Collector to try and work thru the selection of a deputy Town Clerk/Tax Collector.

The meeting adjourned at 9 p.m.

Respectfully submitted,

Ann Marie Foote
Town Administrator