

MINUTES
SELECTMEN'S MEETING
NOVEMBER 18, 2013

The Board of Selectmen met for their weekly meeting at 6:30 p. m. at the Campton Municipal Building. Present were Selectmen, Sharon Davis, Charles Cheney, Marsh Morgan and Karl Kelly. Selectman Wheeler was absence due to a conflict in schedule. The Board signed the manifest and reviewed the bills. They signed 1 Building Permit, 1 Employee's Request for Vacation and 1 Intent to Cut.

Chair Davis confirmed that the agenda this evening has been revised to add Police Chief Warn and Greg Jencks.

At 6:45 p.m. Chair Davis called the meeting to order and called on Craig Keeney and Kelly Bolger to give an update on the Blair Bridge Project. Craig and Kelly both expressed concerns regarding the necessity of Sean James to be present on the site to view the "balancing" issues to get an accurate "picture" of what problems are arising with the balancing. Kelly also suggested that the Board do a site visit. There was discussion about the necessity of removing the acrow bridge as soon as it is permissible to avoid additional rental costs. Craig discussed the issue of the request for more time needed. He felt the additional time needed was caused by Hoyle Tanner and the Town should not absorb the cost. In addition, Ann Marie added that the contract calls for a 42-hour work week, and to date, the work weeks have not amounted to 42 hours per week. Kelly confirmed that Sean James is scheduled to be on the site on 11/19/13. Chair Davis requested that Kelly contact her when Sean James arrives on the site tomorrow, and she will do a site visit and speak with Sean James addressing the concerns that the Board has at the present time.

Kelly indicated that the conduit has all been installed for the generator and Public Services of New Hampshire have been notified. Kelly indicated that a small section of the sprinkler system has been damaged from the digging, but he does not anticipate a large cost for the repair. They are now awaiting the delivery of the switch panel. Kelly stated that the monitoring panel for the generator will be located in the Squad Room of the Police Department. Kelly confirmed that L.E. Johnston has been requested to prepare a specific list of extra costs that he incurred and Conneston Construction, Inc. will review. Kelly indicated that Police Chief Warn and Fire Chief Defosses met regarding the radios that will be taken care of in Phase II of the grant for the generator. Chair Davis inquired as to the due date for documents regarding Phase II. Kelly confirmed that it will be early to late spring. The Board thanked Kelly and Craig for their updates.

Chair Davis then called on Police Chief Warn. Chief Warn expressed to the Board his concern that there is no permanent appointment of an Emergency Management Director. Chief Warn expressed that while Kelly Bolger has done a fine job as interim Director through the grant cycle, a permanent Director, fully trained and experienced in emergency situations is needed. Chief Warn did mention that if Kelly Bolger was

interested in the position, there would be some training involved. At this time Chief Warn expressed that he did not want an emergency to occur and the Town be caught “off guard” to handle the situation. Keeping this in mind, he suggested the Board consider an appointment of a Director to be a priority. After further discussion, the Board agreed to invite Paul Hatch to a Selectmen’s Meeting to discuss this issue further.

Chair Davis continued the meeting by announcing the 2013 Tax Rates as follows:

Town	\$ 4.78
School	\$11.33
County	1.45
State Ed. Tax	<u>2.43</u>
TOTAL TAX	\$19.99
Campton Village	\$ 0.91, total tax = \$20.90
Waterville Estates	\$14.46, total tax = \$34.45

Ann Marie indicated that she still does not have a date from the Tax Collector as to when the tax bills will be mailed. Ann Marie expressed concern about the Town having to borrow money if the bills are delayed and the added legal expenses now necessary when processing a Tax Anticipation Note.

Chair Davis then continued the meeting by calling for a Motion to approve the revised regular Minutes of the Meeting on November 4, 2013. Selectman Morgan made the Motion and the Motion was seconded by Selectman Cheney. The regular Minutes were unanimously approved as revised.

At 7:35 p.m. Chair Davis made a Motion to go into Non Public under RSA 91-A: 3, II(c) regarding a tax matter. Selectman Cheney seconded the Motion and with a roll call vote: Selectman Davis – aye, Selectman Morgan – aye, Selectman Cheney – aye and Selectman Kelly – aye; the Board went into Non Public Session. At 7:45 p.m. the Board came out of Non Public Session.

At 7:45 p.m. Chair Davis called for a Motion to go into Non Public Session under RSA 81-A: 3, II(c) regarding personnel and revision of Non Public Minutes dated November 4, 2013. Selectman Cheney made the Motion and Selectman Morgan seconded the Motion; with a roll call vote: Selectman Davis – aye, Selectman Morgan – aye, Selectman Cheney – aye and Selectman Kelly – aye, the Board went into Non Public Session. The Board came out of Non Public Session at 7:55 p.m. and the Minutes were sealed.

Chair Davis then called for a Motion to approve the 1 set of sealed revised Non Public Minutes and approve the 1 set of Non Public Minutes (not sealed), both dated November

4, 2013. The Motion was seconded by Selectman Morgan and the Non Public Minutes were unanimously approved.

Chair Davis called on Ann Marie to review correspondence. Ann Marie indicated that Bryant Lehr of Conneston Construction, Inc. has provided a budget range proposal for an opinion of costs to renovate the old Town Office for a Town Library between \$750.00 and \$1,250.00. Chair Davis then called for a Motion to approve the budget range opinion of cost proposal between \$750.00 to \$1.250.00. Selectman Cheney made the Motion and it was seconded by Selectman Morgan, and the Motion was unanimously approved.

Ann Marie distributed to the Board a spreadsheet of the Municipal Building costs to date. The Board acknowledged that all contract funds for Jane Hilliard have been expended; therefore, any work done in the spring by Jane Hilliard has already been paid for and no further payments will be expended.

Ann Marie stated that a letter of resignation was received from Niles Downing, Fire Commissioner. There was discussion concerning the possibility of Niles reconsidering and Ann Marie confirmed that he was adamant about resigning. Ann Marie drafted a thank you letter for his years of service for the Board to sign.

Ann Marie indicated that Stephen Shaughnessy has agreed to be the Town's Timber Tax Monitor.

Ann Marie stated that Jim Aguiar sent her a memo pertaining to the fact that Benjamin Wilson, Director of the Bureau of Historic Sites states that it is the opinion of the State that the Town of Campton owns the bridge at Livermore Falls. Ann Marie stated that she and May researched the deeds at the Registry of Deeds and it is clear the Town does not own the bridge. In addition, Robert Pulsifer provided information regarding a Warrant Article in 1960 Town Report wherein the Town authorized the Selectmen to sell the Livermore Falls Bridge to Campton Sand and Gravel Co. There is also confirmation that a deposit in the amount of \$100.00 was received and an additional amount of \$450.00 received as the balance due on the Livermore Falls Bridge. Ann Marie will contact the State with this information.

Ann Marie met with R.J. Dragon regarding the Town Health Insurance policy and she was happy to report that the Town will be able to remain in the same network with a renewal date as of July 1, 2014.

Chair Davis then called on Ann Marie for a review concerning the 2014 Budget. Ann Marie discussed certain Non-Profit organization requests that have stayed the same and other that are requesting an increase in their appropriation. Also, letters will be forwarded to any new organizations that have made requests informing them that the Board has decided not to accept any new Non-Profit organizations for the 2014 Budget.

Ann Marie stated that she sent a memo to all Department Heads requesting that self-appraisal questionnaires and performance evaluation forms be completed and returned to

her for the Board to review by December 13th. Also Department Heads evaluations evaluated by the Selectmen should have their self-evaluation form completed by December 6th.

Ann Marie inquired if the Board would approve a Christmas tree placed in the Lobby of the Municipal Building. The Board unanimously agreed.

Ann Marie announced that the NH Department of Labor will be inspecting all buildings on December 3, 2013. Ann Marie will inform all Heads of Departments. She also informed the Board that a Loss Safety Meeting is scheduled for Friday, at 10:00 a.m. at the Municipal Building.

Chair Davis then called for Other Business – Selectmen’s Input. Selectman Morgan suggested that a new line item on the 2014 Budget get added to allow for a maintenance person for the Municipal Building.

Chair Davis then called on Selectman Cheney who suggested that Fire Chief DeFosses be considered for the temporary appointment of Director of Emergency Management. Ann Marie will approach the Fire Chief to inquire if he would feel competent to take on this added responsibility on a temporary basis.

There being no further business, Chair Davis declared the Meeting adjourned at 8:12 p.m.

Respectfully submitted,

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