

MINUTES  
SELECTMEN'S MEETING  
FEBRUARY 5, 2015

The Board of Selectmen met for their weekly meeting at 6:30 p. m. at the Campton Municipal Building. Present were Selectmen, Charles Wheeler, Sharon Davis, Charles Cheney, Karl Kelly and Peter Laufenberg. The Board signed the manifest and reviewed the bills. They signed 2 Veteran's Exemptions.

At 6:45 p.m. Chair Wheeler called the meeting to order and called on Shelley Thompson, Library Trustee, to present the 2015 Campton Library Proposed Budget. Mrs. Thompson distributed to the Board members copies of the proposed budget. She then continued down the budget line per line. She stated the wages line remains flat. Mrs. Thompson explained that the Books/Periodicals/DVD line was increased by \$2,000.00 as book purchasing costs have gone up ranging from \$30.00 to \$35.00 per book. The computer line is now \$2,500.00 as one of the donated computers needs updating. Telephone line went up from \$725.00 to \$900.00 as the cost has increased and they have no control of that figure. The remaining lines pertaining to Staff Development, Membership Dues, Special Programs, Miscellaneous, Accountant and legal fees all remain the same as last year leaving a total proposed budget of \$43,839.00 as opposed to \$42,464.00 budget last year. Chair Wheeler then inquired if there were any questions. Selectman Cheney inquired as to how many individuals actually still borrow books as opposed to using electronic devices. Mrs. Thompson indicated the need is still great in the Campton area for books and the use of computers at the Library. She explained that there are many who can't afford Kindles and computers. Also, many teachers are giving homework out that involves using the computer and the need to have access time on the computers at the Library has increased. Mrs. Thompson and Carolyn Hill confirmed that the new Librarian is now keeping a track record of how many borrowed books are taken out versus electronically. Mrs. Thompson informed the Board that the Library is also offerings many special activities such as poetry night and game night. The Board was satisfied with the proposed budget and they had no further questions. Chair Wheeler thanked Mrs. Thompson for her presentation and to keep up the good work.

Chair Wheeler then called on Ann Marie who presented the 2015 Proposed Emergency Management Budget for Kelly Bolger who was not present. Ann Marie presented the budget line by line. The stipend for the director is \$2,500.00. Fuel for generator to be replaced is \$1,000.00. Maintenance contract is for a full year as opposed to one-half year last year for a total line item of \$1,000.00. Mr. Bolger did not allow for mileage this year, nor anything for Miscellaneous. Another line item added was EOC Monitors in the amount of \$4,825.00. Ann Marie explained that this line item was erroneously not included in the grant that was approved and the monitors are necessary for utilization of the equipment being purchased through the grant monies. Mr. Bolger received a quote from CCS Presentation Systems for the monitors and installation in the amount of \$4,825.00. The bottom line of the proposed budget is \$9,325.00 which includes the EOC Monitors. Ann Marie explained that Mr. Bolger offered to relinquish his \$2,500.00

stipend to contribute to the EOC Monitors. Selectman Laufenberg inquired about the possibility of the use of the replaced fuel being used by the Highway Department. Selectman Cheney expressed that only licensed contractors by the state are the only personnel authorized to receive the used oil. Selectman Laufenberg will further inquire regarding this issue.

At 7:05 p.m. Chair Wheeler called on Hannah Joyce, Town Clerk/Tax Collector, to present the Town Clerk/Tax Collector's Proposed 2015 Budget. Mrs. Joyce distributed copies of the budget to the Board members and she proceeded to go down the budget line by line. Mrs. Joyce explained that the Longevity line increased due to the Deputy Town Clerk/Tax Collector reaching her 10 years of service. The Town Clerk/Tax Collector's wages increased from \$49,262.08 last year to \$52,000.00 this year. This amount was requested due to her performance, years of service and training. The Deputy and Assistant will receive a 2% increase as specified by the Board of Selectmen's percentage increase agreement for this year as performance evaluations were not completed. Mrs. Joyce was not aware of this fact before this meeting so those figures need to be recalculated. The Printing & Supplies line was increased to \$6,200.00 as opposed to \$5,008.95 last year. Allotment for Workshop/Certification as proposed last year is \$350.00. Mileage dropped to \$450.00. Dues remained the same. Law Books allotment is \$350.00, Dog Licenses same at \$500.00 and Conferences at \$900.00 remain the same. Public notices are up \$100.00, from last year. Ballot Clerks line is down due to less elections. Fees to State is up \$1,000.000. Computer figure is up to \$5,100.00 as opposed to \$2,550.00 last year as printers need to be replaced. Deeding is down approximately \$500.00. Reg. of Deeds remains the same at \$1,500.00. The bottom line for the Town Clerk/Tax Collector (only) is \$162,040.00. The total expenditures for 2014 were \$135,212.40 and the 2014 Proposed Budget was \$155,940.00. However, an adjustment to this bottom line will be made to reflect the 2% compensation increase for the Deputy and the Assistant to the Town Clerk/Tax Collector. Chair Wheeler inquired if there were any questions. There was discussion concerning the actual percentage of the increase for the Town Clerk/Tax Collector's Proposed Budget. Selectman Davis inquired if the \$52,000.00 Town Clerk/Tax Collector's compensation was taken into consideration for a salaried position at that figure. Mrs. Joyce confirmed that she would be all right with that decision. The Board was questioning the Supervisor of the Check List Proposed 2015 Budget on line item Notices increasing to \$800.00 when the 2014 Proposed Budget was \$222.00 and the actual expenditure for 2014 was \$433.00. Ann Marie indicated that Angela Bain, Chair, for the Supervisors of the Check List will be present at the next Selectmen's Meeting. The Board will inquire about this issue with Angela Bain on Monday.

Another item Mrs. Joyce presented was a Warrant Article for the restoration of records. Mrs. Joyce also inquired if a Purchase Order for the printers was needed. Ann Marie confirmed that she will prepare a Purchase Order for the printers. Mrs. Joyce inquired if she could have permission to order some softer light bulbs for the office as the florescent bulbs are very harsh. The Board agreed. Mrs. Joyce also inquired regarding the status of the drop box installed in her front entrance door of the Town Clerk/Tax Collector's Office. Selectman Kelly expressed that he thought he communicated to Mrs. Joyce the

fact that the Police Chief expressed that the box would be a security issue and the Board agreed. After further discussion, the Board reconsidered and approved of Mrs. Joyce getting a price quote from Pemi Glass for the drop box, or any suggestions they might have for the drop box. Mrs. Joyce stated that Mary Durgin, Town Treasurer is on board with the Town accepting credit cards for processing in the Town Clerk/Tax Collector's Office and she would like to go forward with the process. Selectman Davis stated that she presented the question to the Town Attorney if there needs to be a Warrant Article in order to accept credit cards. The Town Attorney confirmed that no Warrant Article was necessary. However, other issues needed to be addressed to the Town Treasurer regarding Attorney Spector-Morgan's email, and Selectman Davis requested that Mrs. Joyce provide Mary Durgin with a copy of the e-mail addressing the issues. Mrs. Joyce did confirm that she will provide Mary Durgin with a copy of the e-mail. Mrs. Joyce indicated that the law requires the "governing body" approve of the electronic processing. Chair Wheeler made the Motion to approve credit card processing (electronic processing) in the Town Clerk/Tax Collector's Office. The Motion was seconded by Selectman Laufenberg and with a roll call vote, the Motion was unanimously approved.

Lastly, Mr. Joyce indicated that she will need to meet with the Board next week regarding tax agreements. The Board thanked Mrs. Joyce for coming this evening.

Chair Wheeler called on Ann Marie to review correspondence. A copy of a Purchase and Sale agreement was received for Mrs. Erickson's property in California with an escrow clause of 45 days. A Wetland Permit Application was received for Campton Village Precinct regarding the wellhead Embankment Stabilization. Eric Johnson Furniture forwarded a letter requesting the School and Town budgets reduce their operating budgets this year. Ann Marie read the letter to the Board that Mr. Johnson sent. Mr. George Sewake, Field Specialist, Community and Economic Development sent a letter introducing himself offering his expertise and resources from the University of New Hampshire Cooperative Extension network. Ann Marie read the letter to the Board.

Chair Wheeler then called for a Motion to approve the Minutes of the last meeting of January 26, 2015. Ann Marie indicated that there was one change on Page 3 regarding votes of the Thornton Selectman Board and that revision has been made. Selectman Davis made a Motion to approve the Minutes as written. The Motion was seconded by Selectman Laufenberg, and with a roll call vote the Minutes were unanimously approved as written.

At 8:00 p.m. Chair Wheeler declared the meeting adjourned so the Board could resume a Work Session regarding the 2015 Budget.

Respectfully submitted,

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