

MINUTES  
SELECTMEN'S MEETING  
APRIL 27, 2015

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 Wheeler, Charles Cheney, and Peter Laufenberg. Selectman Kelly was not present due to illness. The Board signed the manifest and reviewed the bills. They signed 1 Sign Permit, 1 Application, Certification and Agreement for Federal Surplus Property, 1 adopted Amendment relative to Pawnbrokers and Secondhand Dealers, 1 Building Permit, 1 Intent to Cut, 1 2015 Data Verification Contract with Commerford Nieder Perkins LLC and 1 2015-2019 Acceptance of Service for Cyclical Revaluation, 1 appointment for Emergency Management Deputy and 1 appointment to Trustee of the Trust Funds.

Members of the public who were present at this meeting, but not on the agenda were: Niki Uhlman, Douglas Uhlman, Joseph D. Kenney, Executive Councilor, Wayne Charron, and Kelly Bolger. There was another gentleman present; however, his written signature was unclear.

At 6:45 p.m. Chair Davis opened the meeting and welcomed Joseph D. Kenney, Executive Council. Chair Davis stated that she would accommodate Mr. Kenney by squeezing him into the agenda right in the beginning this evening. Mr. Kenney graciously accepted the invitation and he proceeded to briefly list the tasks that the Executive Council handles, i.e. votes on all State contracts, serves on Boards and Commissions and authorizes all Notary and Justice of the Peace appointments, makes judicial appointments to the NH Court System, works on 10 Year Highway Plan, and handles State employee complaints when they arise (to name a few). Mr. Kenney explained that one of his ambitions is to create a strong outreach program and he is activity involved in the Balsams Project for the North Country and is very interested in economic development projects. Mr. Kenney also mentioned that the position for Department of Transportation Commissioner is presently available for filling. Mr. Kenney expressed that he is here to serve the public and invited the Board to contact his office anytime and then asked if there were any questions this evening. Chair Davis inquired if there were any road tours planned as this has been done in the past. Mr. Kenney expressed that if the Town of Campton was interested in having a road tour, he would certainly entertain the idea and further gave a comical story of viewing Ellsworth Hill Road on a previous tour. Mr. Kenney explained the lack of funds that the State faces for high priority roads and bridges to be repaired. He explained that he is in the process of creating a Transportation Summit to benefit New Hampshire for repair of roads and bridges. Mr. Kenney also indicated he would be interested in planning a meeting at the Campton Municipal Building regarding the 10 Year Highway Plan. Chair Davis expressed an interest and informed Mr. Kenney that the Town of Campton sometimes works with the Towns of Thornton and Ellsworth on certain issues and suggested that perhaps a meeting could be arranged for all three towns to meet at the Campton Municipal Building. Mr. Kenney was interested in going forward with a meeting. Chair

Davis thanked Mr. Kenney for coming and looking forward to further communication with him regarding the 10 Year Highway Plan meeting in Campton.

At 7:00 p.m. Chair Davis called on Hannah Joyce, Town Clerk/Tax Collector as the Board's next appointment for the evening. Chair Davis thanked Mrs. Joyce for coming this evening and she explained the Board would first like to speak with her regarding tax agreements, more specifically, Small Claims actions, which Mrs. Joyce suggested to the Board at a previous meeting. Chair Davis inquired if Mrs. Joyce had done any further research on the Small Claims procedures and asked if she was prepared to go forward with this process. Mrs. Joyce informed the Board that due to budget cuts she was unable to pursue this process any further. Chair Davis informed Mrs. Joyce (as she is aware) that the budget cuts were the end results of the events that occurred at Town Meeting. Mrs. Joyce's hours were discussed and she expressed that 100 hours of overtime was not enough to do her daily tasks, without even considering the extra time that would be needed to devote to Small Claims actions. Chair Davis confirmed that the Board agreed that the calculation of 100 hours of overtime for her position was going to be sufficient for 2015 as there were not as many elections scheduled this year. Selectman Laufenberg inquired if any research had been done on Small Claims actions and Selectman Cheney inquired if, when Mrs. Joyce calculated her proposed budget for her salary, was any consideration made for the Small Claims action procedures. Mrs. Joyce confirmed that no Small Claims research has been done due to budget cuts and that when she did her Proposed 2015 Budget, before the budget cuts, she had calculated time in her then proposed salary (as opposed to hourly rate compensation) for the procedures. It was also pointed out that it was determined at Town Meeting (through legal counsel) that the Board of Selectmen could not determine the Town Clerk/Tax collector's position to be a salaried position as opposed to an hourly position, therefore, hourly compensation figures needed to be recalculated. Selectman Wheeler pointed out to Mrs. Joyce that the 100 hours of overtime calculated could certainly run over for the year, as long as the Town Clerk/Tax Collector's Budget does not go over the bottom line.

There was then discussion about tax agreements and Mrs. Joyce was not in favor of a Financial Affidavit and Chair Davis confirmed that the Financial Affidavit was advised by legal counsel and needed as support documentation.

Selectman Laufenberg inquired if Mrs. Joyce is still agreeable to arrange payment plans with taxpayers who are delinquent, but not in jeopardy. (However, the Select Board is the only authority who can waive interest over \$5.00). Mrs. Joyce confirmed that she will do this.

Ann Marie confirmed that letters have gone out to individuals regarding setting up new tax agreements and two taxpayers have responded by setting up appointments with the Board.

Chair Davis then informed Mrs. Joyce that the Board would like to discuss the Town Clerk/Tax Collector's office hours. Chair Davis explained that it has been brought to the attention of the Board that Mrs. Joyce is proposing to change the hours of operation.

Mrs. Joyce stated that that was not correct. Chair Davis informed her that the Board was not in favor of any reduction of hours of operation in the Town Clerk/Tax Collector's Office. Chair Davis further explained that the public has expressed that it is very hard for them to get to the Town Clerk/Tax Collector's office within the current hours of operation. Chair Davis inquired if the office hours could be changed to accommodate one day of earlier hours in the morning or later hours in the afternoon, with the possibility of staggering staff. Chair Davis stated that a comparison of hours of service in towns surrounding Campton and she compared Plymouth, Rumney and Thornton which had some extended hours either in the morning or afternoon. Mrs. Joyce was provided the comparison spreadsheet. Mrs. Joyce stated that she would take the suggestion under advisement. Chair Davis requested Mrs. Joyce get back to the Board in two weeks and Mrs. Joyce declined to get back to the Board. Chair Davis stated that another option would be to bring the hours of operation issue to the next Town Meeting and have the voters determine the hours of operation.

Chair Davis called on Wayne Charron who was present at the meeting who expressed his issues with the Town Clerk/Tax Collector's procedures that cause numerous lengthy visits and unnecessary demands placed on taxpayers therefore causing further inconveniences when registering their automobiles. He expressed inefficiency in the Town Clerk/Tax Collector's Office by causing more unnecessary work for taxpayers and therefore extended unnecessary work for the office staff. Chair Davis then called on Kelly Bolger who inquired if the Board could designate employees in the Town Clerk/Tax Collector's office who are appointed employees, rather than elected employees, to work specific hours. It was confirmed by Chair Davis that the Board was not going to take this type of action at the present time and Selectman Wheeler added that they consider it to be micromanaging.

Chair Davis then thanked Mrs. Joyce for coming in and will look forward to her decision on office hours.

Chair Davis then called for a Motion to approve the Minutes and Non Public Minutes of April 20, 2015. After one revision made by Selectman Laufenberg, to the regular Minutes, a Motion was made by Selectman Laufenberg to approve the regular Minutes as revised and to approve the Non Public Minutes as written. The Motion was seconded by Selectman Wheeler and Minutes and Non Public Minutes were unanimously approved.

Chair Davis called on Ann Marie to review correspondence. Ann Marie distributed to the Board a Health insurance contribution comparison of municipalities in the area with a population range of 2,000-4,999, which the Board previously requested.

Ann Marie distributed a summary of current and renewal rates for dental insurance which was received from the Town's current dental insurance carrier. Selectman Laufenberg stated that, after research, the Town's current dental insurance plan appears to be the best scenario (at present) and suggested that the Town continue with this plan. Ann Marie indicated that the current plan will increase in premiums by 5% starting in July.

Selectman Laufenberg inquired if the Board would like him further pursue the dental insurance issues with R.J. Dragon. The Board concurred.

A letter was received from NH DOT regarding the red list of bridges in Town. The Perch Pond Road Bridge was cited for subflooring issues. Selectman Cheney inquired if the Road Agent received a copy of the report. Ann Marie stated that she would provide Robert "Butch" Bain with a copy of the red list.

Ann Marie indicated that the Thornton Select Board is willing to meet with the Fire Commissioners for a short meeting on Monday, May 18, 2015, at the Campton Municipal Building and she wanted to know if the Board was in favor of this date. The Board concurred and Ann Marie will arrange the meeting with Tammie Beaulieu, Thornton Town Administrator and also notify the Ellsworth Select Board.

Ann Marie indicated that Jennah Partington will be coming in to the office on May 13th to answer any health insurance questions. Ann Marie informed the Board that the HRA account is set up and the full amount has been deposited on each card. Ann Marie stated that she will get a monthly report on each employee which will provide what has been paid out. Ann Marie indicated that Nancy Mardin sent a thank you note for the opportunity to set up the HRA account at the bank.

There being no further correspondence, Chair Davis continued the meeting with Other Business – Selectmen's Input. Chair Davis called on Selectman Cheney who inquired if the letter went out regarding the Merrill property. Ann Marie confirmed it had and she made copies and placed them in the Board members' boxes this evening. Selectman Cheney also inquired about a check to Thornton Collision for maintenance of a Police vehicle. Ann Marie will check with Chief Warn regarding his inquiry.

Selectman Wheeler gave statistical figures on the median age and yearly salaries of females and males in the Town of Campton which the Board found interesting.

Chair Davis stated that a few months ago she provided Board members with a job description that she prepared for the position of Finance Assistant in the Administration Department providing for a 4 day work week. Chair Davis informed the Board that the description was shortened to allow for the 2 day work week. Chair Davis proposed that the job description be approved. Chair Davis called on Selectman Wheeler who made a Motion to approve the job description of the Financial Assistant. The Motion was seconded by Selectman Laufenberg and with a roll call vote: Selectman Wheeler – aye, Selectman Davis – aye, Selectman Cheney – aye and Selectman Laufenberg – aye, the Motion was unanimously approved.

Chair Davis also distributed to the Board a Draft Public Notice Policy (4-14-15) and recommended that the Board approve the policy. Chair Davis called on Selectman Wheeler who made a Motion to accept the Public Notice Policy adopted 4/14/15. The Motion was seconded by Selectman Laufenberg, and with a roll call vote: Selectman Wheeler – aye, Selectman Davis – aye, Selectman Cheney – aye, and Selectman

Laufenberg – aye, the Motion to approve the Public Notice Policy adopted 4/14/15 was unanimously approved. Ann Marie will provide copies of the policy to all Department Heads.

There being no Other Business – Selectmen’s Input, Chair Davis called on Selectman Laufenberg who requested a Non Public Session under RSA 91-A: 311(c), regarding a personnel matter. The Board came out of Non Public Session at 7:55 p.m.

A Motion was made by Selectman Laufenberg to seal the Non Public Minutes. The Motion was seconded by Selectman Wheeler, and with a roll call vote: Selectman Davis – aye, Selectman Wheeler – aye, Selectman Cheney – aye and Selectman Laufenberg – aye, approval of the Non Public Minutes be sealed was unanimous.

At 7:56 p.m. Chair Davis declared the meeting adjourned.

Respectfully submitted,

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