

1 MINUTES

2 SELECTMEN'S MEETING

3 DECEMBER 28, 2015

4 The Board of Selectmen met for their weekly meeting at 6:30 p.m. at the Campton Municipal Building.
5 Present were Selectmen, Charles Wheeler, Karl Kelly and Peter Laufenberg. Selectman Cheney and
6 Selectman Davis were not present due to conflicts in schedule. During the work session the Board
7 signed the manifests and reviewed the bills. The Board signed 1 Veteran's Exemption. Vice Chair
8 Laufenberg called on Carina regarding updates on the Tracking Report. Carina informed the Board that
9 there were no updates on the Tracking Report due to a short work week.

10 Call to Order: Vice Chair Laufenberg called the meeting to order at 6:50 p.m.

11 Members of the public who were present at the meeting, but not on the agenda were Lloyd Willey and
12 Chris Kelly.

13 Approval of Minutes: Vice Chair Laufenberg inquired if there were any revisions or concerns regarding
14 the Public Minutes and Non-public Minutes of December 21, 2015. There were no revisions. Vice Chair
15 Laufenberg called on Selectman Wheeler who made a Motion to approve the Public Minutes and the 2
16 sets of Non-public Minutes as written. The Motion was seconded by Selectman Kelly, and with a roll call
17 vote, the Public Minutes and 2 sets of Non-public Minutes of December 21, 2015 were unanimously
18 approved as written.

19 Correspondence: Vice Chair Laufenberg called on Carina to review correspondence. Carina stated that
20 a notice was received from Northern Pass indicating that the NH Site Evaluation Committee (SEC)
21 unanimously voted that the Northern Pass application is complete and that the siting review process can
22 continue to move forward. There will also be some public hearings scheduled in early 2016, and Carina
23 will notify the Board of the dates. There was no further correspondence.

24 Department Heads – Budget Workshop: Vice Chair Laufenberg called on Hannah Joyce, Town Clerk/Tax
25 Collector. Vice Chair Laufenberg explained that at the initial work session for the Town Clerk/Tax
26 Collector's proposed budget the Board had questions concerning the new full-time Assistant and
27 justifications were submitted, and after review and discussion, the Board was still not in favor of a new
28 full-time Assistant. Mrs. Joyce inquired as to why the Board was not in favor of the full-time position.
29 Selectman Wheeler stated that in comparison to other Towns the Town Clerk/Tax Collector (TC/TC) has
30 a sufficient number of employees. Mrs. Joyce felt there was a discrepancy in comparisons of Towns and
31 the Board agreed to have Mrs. Joyce come back with comparisons for the Board to review. Vice Chair
32 Laufenberg stated that the Board was not in favor of a separate Legal Services line item in the TC/TC's
33 budget since there is already a separate line item for Legal Services (which includes all departments).
34 Mrs. Joyce explained that the legal services line item was made to allow for court costs pertaining to
35 Small Claims actions. Vice Chair Laufenberg informed Mrs. Joyce that the Board has not made a decision
36 pertaining to small claims actions versus a collection agency for collection of delinquent taxes. Mrs.

37 Joyce expressed that she should have been included in any discussions pertaining to Small Claims issues.
38 Mrs. Joyce inquired about a separate overtime line item and it was confirmed that the line item would
39 be the total overtime for the Department, not by position. After discussion pertaining to the credit card
40 machines, the Board confirmed that they would like to purchase the credit card machines in 2015 and
41 the cost will come out of the contingency fund. Carina requested that Mrs. Joyce acquire an invoice for
42 the credit card machines in order to encumber the cost this year. Mrs. Joyce indicated that she would
43 like the Printing Supplies line item to remain at \$6,200.00.

44 Mrs. Joyce stated that she requested a Non-public Session regarding a personnel matter for this
45 evening, but it was not on the agenda. The Board agreed to put Mrs. Joyce on the agenda for a Non-
46 public Session this evening.

47 Vice Chair Laufenberg called on Robert Bain, Road Agent, concerning a follow-up to the initial proposed
48 Highway Budget for 2016. Vice Chair Laufenberg explained that the Board requested that Mr. Bain
49 produce for the Board a detailed project plan for the Highway in 2016. Mr. Bain presented to the Board
50 this evening his proposed paving (and estimated cost) for 2016 giving 3 options regarding roads and
51 lengths to be paved and gravel to be disbursed on the proposed roads. There was also clarification as to
52 what was considered road reconstruction as opposed to road maintenance. Vice Chair Laufenberg
53 called on Lloyd Willey, Waterville Estates Commissioner, who expressed that asphalt and other
54 petroleum products will be at an all-time low this year and encouraged the Board to pave as much as
55 possible taking advantage of the low asphalt cost. Mr. Bain explained that the paving prices he
56 presented this evening were on target, with a little give or take, but not much. Mr. Willey also inquired
57 if the Board would consider road striping on Winterbrook and Hodgeman Hill Road. He stated that he
58 received an estimate for all Waterville Estates roads and for Winterbrook and Hodgeman Hill it would
59 cost the Town approximately \$4,000.00. Police Chief Warn was consulted this evening regarding the
60 road striping and he confirmed the Police Department was very much in favor of road striping on
61 Winterbrook and Hodgeman Hill Road. The Board indicated that they would take this matter under
62 advisement. There was also discussion regarding hiring Harry Hughen as a full-time employee and the
63 Board inquired for justification of the full-time position. Mr. Bain explained that with the paving more
64 prep work will be involved and possibly overtime would be cut down. Mr. Bain informed the Board that
65 Mr. Hughen is presently seeking his CDL license. Mr. Bain stated that Mr. Hughen is presently applying
66 ledge pack to pot holes on the dirt roads as grading was done early for packing purposes and then the
67 weather changed to bring spring like conditions causing extensive pot holes. Also, Mr. Bain indicated
68 that other towns have less roads and have more employees. Selectman Kelly challenged Mr. Bain on
69 this statement as he explained that it appears Mr. Bain calculated double lane measurements, which
70 increased the length of the roads in Campton by 2. Selectman Kelly explained that his point was that it
71 is not necessary for anymore full time employees at this time. Selectman Kelly also presented
72 information from the State pertaining to Campton town roads and discrepancies that now exist with the
73 State's report. Selectman Kelly pointed out that verification corrections are supposed to be reported to
74 the State each year. Vice Chair Laufenberg stated that the full-time position will be revisited.

75 Vice Chair Laufenberg then suggested the Board go into Non-public Session regarding a personnel
76 matter that Mrs. Joyce would like to discuss. Vice Chair Laufenberg called for a Motion and Selectman

77 Wheeler made the Motion to go into Non-public Session under RSA 91-A: 3, II(c) regarding a personnel
78 matter. The Motion was seconded by Selectman Kelly and with a roll call vote: Selectman Wheeler –
79 aye, Selectman Kelly – aye, and Selectman Laufenberg – aye, the Board went into Non-public Session at
80 7:25 p.m. The Board came out of Non-public Session at 7:30 p.m.

81 Vice Chair Laufenberg continued the public session by calling on Mrs. Joyce regarding prepayments and
82 tax credits. Mrs. Joyce again expressed that she should have been included in the discussion concerning
83 prepayments. The Board explained that prepayments were discussed as a means to assist taxpayers
84 with paying their delinquent taxes and assist with keeping up their current tax obligations. Discussion
85 ensued pertaining to the burden the acceptance of prepayments would cause in the Tax Collector’s
86 Office and the issues involved with Avitar in doing so. Mrs. Joyce also expressed that she has a “clean”
87 record with the auditors and is proud of that achievement and does not want to entertain any left over
88 amount to carry over. Mrs. Joyce reminded the Board that if taxpayers had extra money they would not
89 be coming in to make a tax agreements in the first place. Mrs. Joyce also mentioned that a taxpayer
90 who has diligently kept up their tax agreements recently visited her office and was very distraught
91 about the new guidelines and expressed there was no way she could pay any additional amounts. Mrs.
92 Joyce advised her to speak to Carina, which she did and Carina advised the taxpayer to come before the
93 Board to discuss. The Board explained that at the time, they felt it was a good idea for prepayments by
94 helping the taxpayers to stay current and keep up paying their delinquent taxes. The Board did express
95 that they are trying to stay within the new guidelines; however, exceptions are looked at on a case by
96 case basis, and taxpayers need to come before the Board to discuss. Mrs. Joyce also mentioned that
97 she would be willing to come to the Board with the taxpayer, if the taxpayer requests her presence.
98 Mrs. Joyce then inquired if the Board was in agreement not to take prepayments. The Board felt a full
99 board should be present before a decision was made. The Board agreed to be more diligent about
100 keeping the Town Clerk/Tax Collector involved in communications pertaining to tax matters.

101 Vice Chair Laufenberg continued the public meeting by calling on the Fire Chief to give an overview of
102 the Fire Department proposed budget and Chief Defosses distributed a copy of the overview to the
103 Board. Kelly Bolger and Diane Richards, Fire Commissioners, were present this evening with Fire Chief
104 Defosses. Chief Defosses informed the Board that the full-time payroll line reflected a 2% merit. Chief
105 Defosses also informed the Board that it is difficult to keep on- call staff as the per diem rate is low and
106 he would like to get that raised to \$15.00 per hour. Fire Chief Defosses stated that the Town of
107 Thornton expressed that they were comfortable raising the per diem as long as the bottom line did not
108 change. The Campton Board understood the issued presented by Chief Defosses and agreed the per
109 diem rate should be increased. In line with not increasing the bottom line, Chief Defosses explained that
110 since the drafting of the proposed budget which included an amount of \$12,053.00 on the I.T. item line
111 for a new server, he has been informed by Certified Computer Services that the Department could lease
112 a server. Leasing a server would decrease the I.T. item line to approximately \$5,000.00. Chief Defosses
113 also stated that the Thornton Board voted to encumber some of the fire gear line item. Health care was
114 also mentioned and Chief Defosses confirmed he will look into different companies next year. Chief
115 Defosses confirmed he has two vendors regarding the fire truck quote and he is now trying to compare
116 “apples to apples” with both vendors as the two price quotes are \$458,000.00 and \$475,000.00. There

117 was also discussion concerning the Capital Reserve and keeping apprised of upcoming equipment needs
118 for the future and pricing estimates. Chief Defosses stated that he will also look at additional items to
119 possibly encumber and present that information to the Board. Chief Defosses presented to the Board
120 the signed amendment to the Intergovernmental Agreement that the Thornton Board signed and Carina
121 will update the Agreement to reflect the amendment.

122 Chief Defosses proudly stated, on another note, that the Fire Department has improved upon their
123 average response time by 3 minutes which is attributed to shift scheduling changes.

124 Vice Chair Laufenberg then called on Police Chief Warn to discuss concerns on the proposed Police
125 Department Budget. Carina explained that the bottom line has changed due to the fact that the Board
126 has requested a line item in each department for health insurance costs, hence, the bottom line
127 increase. Chief Warn expressed that the Police Department has the largest staff so naturally the health
128 insurance costs would be higher. The Board confirmed that an explanation of each line item is most
129 important. Vice Chair Laufenberg stated that the full-time police officer is a concern, but discussion is
130 still ongoing. Chief Warn discussed justification for the full-time position; some reasons being increased
131 prosecution duties, increased drug related issues and crimes committed relating to drug issues is all
132 contributing factors for additional personnel. Chief Warn expressed ways the Police Department have
133 been saving monies through grants and bartering training. Chief Warn stated that he will also consider
134 items to encumber to present to the Board. Chief Warn mentioned that he will speak to Fire Chief
135 Defosses about possibly acquiring some fire gear jackets for the Police Department, for liability issues in
136 case the Police get to an emergency call before the Fire Department and may feel intervention is
137 necessary to save lives. Chief Warn thanked the Board for the staff gift cards and expressed that his
138 staff was pleased. Chief Warn inquired if the Board needed any additional information pertaining to the
139 Department budget. The Board suggested highlighting the Department needs and expressed the
140 importance of communicating explicitly the importance of each.

141 Vice Chair Laufenberg continued the meeting with Privilege of the Floor. There was none.

142 Board Concerns and Directives: Vice Chair Laufenberg called on Selectman Kelly who informed the
143 Board that the water issue in the Town Clerk/Tax Collector's Office has not been resolved. He stated
144 that the origin of the water needs to be established, (he believes it is from the Fire Department), and
145 then suggested some water tests run and perhaps some kind of filtration system be installed. Carina will
146 arrange for the testing.

147 Adjourn: There being no further business, Vice Chair Laufenberg declared the meeting adjourned at
148 9:25 p.m.

149 Respectfully submitted,

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151 Eleanor M. Dewey, Office Assistant in the Selectmen's Office

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