

MINUTES

SELECTMEN'S MEETING

JANUARY 19, 2016

The Board of Selectmen met for their weekly meeting at 5:00 p.m. at the Campton Municipal Building. Present were Selectmen, Sharon Davis, Charles Wheeler, Charles Cheney, Peter Laufenberg and Karl Kelly and Carina Park, Town Administrator, and Eleanor Dewey, Office Assistant (recorder).

During the work session the Board signed the manifests and reviewed the bills. Chair Davis called on Carina for updates on the Tracking Report. Carina stated that a water sample has been taken from the Town Clerk/Tax Collector's Office and we are now awaiting the results. Carina informed the Board that she spoke with White Mountain Propane regarding the Fire Department and Historical Society (CHS) buildings. White Mountain Propane needs average usage before a quote can be finalized. Carina stated she is still waiting for a figure from CHS; however, kerosene is used in that building and she is not sure if White Mountain Propane distributes kerosene. If not, at least the Fire Department can be added to the White Mountain Propane service to save money. Carina explained that she added to the Tracking Report that the Board asked the Town Administrator to create a policy for sealed non-public minutes and added another item to create a new spreadsheet for tracking the tax agreements. Carina informed the Board that she met with Beverly Chappell and Carina is now doing all the website updates.

Chair Davis called on Carina regarding assessing bids that have been received, (figures were provided to the Board prior to the meeting). Carina confirmed that Commerford Nieder Perkins' (CNP) bid came in at \$10,000.00. Avitar came in at \$13,000.00 and Cross Country Appraisal came in at \$31,000.00 which included doing the revaluation. Carina explained that the Town is locked in to CNP for 4 years to do the revaluation, this year being the second year, to do the revaluations. With this in mind, Chair Davis commented that it would not make sense to have one firm perform the appraiser services and another firm perform the revaluation services. After discussion, **Chair Davis moved for a Motion to go with Commerford Nieder Perkins for one more year at \$10,000.00 (which excludes the revaluation fee). The Motion was moved and seconded by Selectman Wheeler, and with all present, was unanimously approved.**

Call to Order: Chair Davis called the meeting to order at 5:15 p.m.

Approval of Minutes: Chair Davis inquired if there were any revisions or concerns regarding the Public Minutes and Non-public Minutes of January 11, 2016. There were no revisions from the Board; however, a revision was received from the Town Clerk/Tax Collector for the Board to review. Upon review, the Board agreed to revise the public Minutes to read, "deposit/receipt information". Chair Davis called on Selectman Wheeler who made a Motion to approve the Public Minutes as revised and the Non-public Minutes as written. The Motion was seconded by Selectman Laufenberg, and with a roll call vote, the Public Minutes were approved as revised and Non-public Minutes of January 11, 2016 were unanimously approved as written.

Continued Budget Discussions: Chair Davis called on Hannah Joyce, Town Clerk/Tax Collector who distributed to the Board her revised Proposed 2016 Town/Clerk Tax Collector's budget which split out the overtime budget from regular wages. Discussion ensued regarding the increase in the Printing & Supplies line item to purchase the credit card machines. Carina advised that funds had been encumbered from the 2015 unexpended funds to purchase the machines, but recommended adding a \$100.00 to the 2016 Printing & Supplies budget line for shipping costs. There was also discussion regarding hourly rate vs. salary for the Town Clerk/Tax Collector. **The Board unanimously agreed that the position should be a salaried position. It was also agreed that a Warrant Article will be drafted for Town Meeting to vote on the Town Clerk/Tax Collector's position becoming a salaried position rather than an hourly position.** With that in mind, the line item for the Town Clerk/Tax Collector's compensation was changed to \$52,500.00. The total overtime line item was then reduced by \$5,100 to reflect \$6,100.00 rather than \$11,200.00. Selectmen Cheney expressed that he felt with the salaried position, the Town Clerk/Tax Collector should be responsible for processing Small Claims actions for delinquent taxes rather than a collection agency handling these matters. Chair Davis commented that small claims actions are very time consuming and expensive and most times ineffective. There being no further changes to the proposed TC/TX's budget, the Board thanked Mrs. Joyce for coming this evening.

Chair Davis then called on Robert "Butch" Bain, Road Agent, regarding the 2016 Highway Department Proposed Budget. Chair Davis stated the Board would like to discuss the converting of a part time employee to a full time position. Mr. Bain reminded the Board that it was upon Ann Marie's Foote's suggestion that the part time employee be hired full time to accommodate the Highway Department and also do maintenance work for the Municipal Building. After discussion, the Board unanimously agreed that they were not in favor of converting the part time position to full time at this time. The next item of discussion concerned the paving budget. After lengthy discussion on the cost of paving and the options Mr. Bain provided of roads to be paved, and each member of the Board expressing their concerns, the Board unanimously agreed to place \$210,000.00 in the paving line item and \$40,000.00 in the gravel line item. Selectman Laufenberg suggested the need for a road inventory to be done to survey each road and examine what needs to be done with each road. Mr. Bain stated that he is in the process of completing the inventory and should have the assessment completed by mid-summer. The Board thanked Mr. Bain for coming this evening.

Chair Davis continued the meeting by suggesting a new procedure for presentation of the Budget for the 1st Budget Hearing which will be held at the Municipal Building on Monday, January 25, 2016, at 6:30 p.m. The procedure suggested is that each Selectman and Carina Park choose what sections they will present at the Budget Hearing. With that being said, the Proposed Budget was reviewed (following the Proposed Budget format), and assignments were made.

Chair Davis then called on Carina who stated that Fire Chief Dan Defosses informed her that the Town of Campton could finance the Town's portion of the Fire Department's new rescue truck. Fire Chief Defosses provided Carina with financing options offered by Community Leasing Partners, a Division of Community First National Bank with the terms and payment options offered for a term of 5 years, 7 years or 10 years. Lengthy discussion ensued by the Board concerning lease/purchase options vs. depleting the capital reserve funds. Chair Davis emphasized the Board's obligation to avoid huge spikes

in the budget when possible in order to keep the tax rate stable, and she commented that the lease/purchase would help keep a level cash flow and would alleviate decreasing the Capital Reserve funds. Chair Davis then called on Selectman **Laufenberg who made a Motion to propose a Lease/purchase for the Town of Campton's portion of the new rescue truck and adding \$20,000.00 to the Fire Department Vehicles Capital Reserve account. The Motion was seconded and with a roll call vote, was unanimously approved.**

At 6:40 p.m. Chair Davis made a Motion to go into Non-public Session in accordance with RSA 91-A: 3, II (a-i), regarding tax deeded property. The Motion was seconded and with a roll call vote, the Board unanimously agreed to go into Non-public at 6:40 p.m. The Board came out of Non-public Session at 6:47 p.m.

Board Concerns and Directives: There were none. Chair Davis called on Carina who stated that she met with Jennah Parkington of NEEBCo regarding a new Dental plan. Ms. Parkington presented a dental plan which would be less costly and would allow an option of using \$150.00 for eye care. The Board agreed to go with the new Dental plan. Ms. Parkington recommended that the Town stay with the present short term and long term disability policies. Carina stated the proposed budget reflects these figures.

Adjourn: There being no further business, Chair Davis declared the meeting adjourned at 6:47 p.m.

Respectfully submitted,

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