

MINUTES

SELECTMEN'S MEETING

April 11, 2016

The Board of Selectmen met for their weekly meeting at 6:30 p.m. at the Campton Municipal Building. Present were Selectmen, Peter Laufenberg, Sharon Davis, Charles Cheney, Karl Kelly, and Carina Park, Town Administrator, and Eleanor Dewey, Office Assistant and recorder. Selectman Wheeler was not present due to a conflict in schedule. During the work session, the Board signed the manifests and reviewed the bills. The Board signed 3 Building Permits, 2 Veteran's Exemptions, 1 Warrant for Excavation, 2 Notices to Excavate and a contract from Certified Computer Solutions, LLC.

Call to Order: Chair Laufenberg called the meeting to order at 6:30 p.m. Members of the Public who were present at the meeting were: John Crowley, Carley Crowley, Kristin Razza-Crowley, Richard Gowen, Charles Brosseau, Richard Osborne, Michael Bolger, Judy Bolger, Paula Kelly and Robert Bain.

Chair Laufenberg acknowledged that there were two Civic class high school students present this evening. Chair Laufenberg briefly explained (for the benefit of the students) the Board of Selectmen's purpose and duties and a brief explanation of the other departments within the Town, some of those being, the Police Department, Highway Department, Town Clerk /Tax Collector and a joint Fire Department with the Towns of Thornton and Ellsworth.

Approval of Minutes: Chair Laufenberg inquired if there were any revisions or concerns regarding the Public Minutes and Non-public Minutes of March 28, 2016. After discussion, no revisions were made. Selectman Davis made a Motion to approve the Public Minutes and Non-public Minutes as written. The Motion was seconded by Selectman Kelly, and with a roll call vote, the 2 sets of Minutes were unanimously approved as written.

Old Business: Chair Laufenberg called on Charles Brosseau regarding his reappointment as a 2016 Planning Board member. Chair Laufenberg explained that the Board agreed to meet with individuals who are interested in being reappointed. Chair Laufenberg asked Mr. Brosseau why he wants to be on the Planning Board. Mr. Brosseau stated it was rewarding to him; however, in a joking sense revealed that it can also be aggravating at times. Questions were presented to Mr. Brosseau regarding the Capital Improvement Plan (CIP) and Mr. Brosseau expressed that the need is overdue for such a plan and it will be a good tool for budgeting purposes. (Selectman Davis explained the CIP for the benefit of the Civic class students), briefly, the plan is a tool for forecasting the budget concerning the purchase of equipment and allocating funds each year for such purposes to avoid spikes in the tax rate. Mr. Brosseau also indicated that it is the Planning Board's task to encourage and assist new business and individuals in order to keep all in compliance with Town ordinances. It was acknowledged that Mr. Brosseau has served on the Planning Board for numerous years. The Board thanked Mr. Brosseau for coming this evening and his and his appointment was signed this evening.

Chair Laufenberg called on Paula Kelly regarding her reappointment to the Zoning Board. Chair Laufenberg inquired as to why Mrs. Kelly wanted to be reappointed. Mrs. Kelly explained that she enjoyed doing something for the Town and it is a way of meeting people that she would not ordinarily come in contact with. She expressed that the Zoning Board assists individuals to make sure rules are followed to meet Town regulations and it is rewarding to be a part of accomplishing that task. Mrs. Kelly acknowledged that she has been a Zoning Board member for 12 years and even though the Board has not been very busy in recent years, she enjoys being a member. The Board thanked Mrs. Kelly for coming and unanimously agreed to sign her reappointment this evening.

Chair Laufenberg proceeded with the Beebe River accounting update and called on Carina Park. Carina explained that a property in Beebe River is being sold and the fees on water and sewer were not paid. The matter has now been resolved and the fees paid; however, the issues involved with maintaining the accounts seems to be ongoing. With this in mind, Carina stated that she and Diane Richards, Bookkeeper, are willing to take over the process and she is asking the Board's approval to do so. Questions arose as to whether or not this would save money. Carina stated, she believes, that there were no additional fees charged for bookkeeping from Pump Systems; however, she will research it further. Inquiry was made if Diane would need extra hours for this task and Carina confirmed that Diane would be able to accomplish the task within her scheduled present hours. After discussion, the Board concurred to have Carina and Diane take over the process of the Beebe River Water and Sewer accounts.

New Business: Chair Laufenberg called on Mr. Richard Gowen of Gowen Realty concerning the Central NH Chamber of Commerce Building. Mr. Gowen informed the Board that he is the listing agent for the sale of the building and he wanted the Board to be fully aware that he is marketing the building in compliance with the deed restriction that such building shall be used as a regional information center and if such restriction is not met the Town of Campton may seek appropriate relief in the Superior Court (as stated in the restriction in the Quitclaim Deed). It was brought to Mr. Gowen's attention that if the restriction is not followed, the Town of Campton could take back title to the property. Mr. Gowen assured the Board that all prospective buyers are informed. The Board thanked Mr. Gowen for coming and keeping the Board informed.

Chair Laufenberg called on Mr. Richard Osborne who introduced himself to the Board as a resident on Lower Beech Hill Road and, at present, a semi-retired physician. He informed the Board of his intention to campaign for State Representative. Mr. Osborne stated that he came this evening to learn and he it is his intent to come periodically to learn of the needs of the community. He also commented that he was inspired by Jim Aguiar's way of approaching issues, and he believed Mr. Aguiar worked hard for the Town of Campton and it will be his intent to try to do the same. Chair Laufenberg inquired if there were any questions and there were none. The Board thanked Mr. Osborne for coming this evening.

Chair Laufenberg acknowledged that the Tax Collector was not present regarding rescinding interest waiver increase so he continued the meeting with the next item on the agenda by calling on Carina regarding property owned by Douglas Fyffe on Weetamoo Trail. Carina explained that the property was going to lien for back taxes. It was discovered through speaking with Mrs. Fyffe that the address of the

homeowner was not correct in the assessing system indicating a Pelham, MA address as opposed to the correct address of Pelham, NH. After some research it was discovered this incorrect address has been in the system since 2004 with no history of an address change error from the property owners; however, it has now been acknowledged by Mrs. Fyffe that the address is incorrect, and Mrs. Fyffe is requesting an abatement because of the error. Chair Laufenberg questioned the amount of rebate which Carina confirmed was in the amount of \$46.76. Chair Laufenberg informed the Board that the Town Clerk mentioned that should the Board agree to abate this amount, there are more abatements that would be coming before the Board for approval. **After discussion, the Board concurred that any requests for abatements would have to come through a written request from the property owner to the Board of Selectmen. It was also unanimously agreed to abate the \$46.76 on the Fyffe property.**

Chair Laufenberg then called on Carina regarding the proposed Procurement Policy. Carina stated that Department Heads did not have any specific concerns. However, she discussed concerns (pertaining to section V. Exceptions to Bid Process) for gravel, salt and sand purchases for the Highway Department. After discussion it was suggested that the Road Agent get a “one time” bid for sand, salt and gravel for the year and that will be sufficient. There was also discussion on purchase orders and it was agreed that purchase orders would be necessary for items over \$1,000.00. The necessary revisions to the Procurement Policy discussed this evening will be made by Carina. **A Motion was then made by Selectman Davis to approve the revised Procurement Policy. The Motion was seconded by Selectman Cheney, and with a roll call vote the Motion was unanimously approved.**

Next on the agenda under New Business pertained to a spring outdoor maintenance schedule. Carina informed the Board that Peter Vaillancourt inquired whether the Town would like him to continue with spring cleanup at the Municipal Building complex. **After discussion, the Board agreed to have Carina acquire a proposal from Peter Vaillancourt for mowing, mulching and the opening and closing of the sprinkler system. Carina will also acquire additional proposals for the Board to review.**

Correspondence: Chair Laufenberg called on Carina to review correspondence. Carina stated that Gilford Well submitted a proposal on the water filtering system (which the Board has a copy of). She explained that Gilford Well does not think there is a pump issue regarding the water pressure. Their diagnosis is that the diameter of the pipe is causing low pressure in the Town Clerk/Tax Collector’s Office. Selectman Cheney expressed that he did not feel it was a pump problem as the Municipal Building does not have a low water pressure issue. **After discussion concerning the discrepancies in what the problem might be, the Board unanimously agreed to get a third quote.**

Carina informed the Board that correspondence was received from Charles Brosseau, Compliance Officer, regarding the fact that he has put the Chalet Gift Shop on notice for violation of off premise sign ordinances. Charles Brosseau also sent correspondence confirming that he also put the owner of property abutting the Pattee Conservation Park has been put on notice for encroaching on conservation land.

Carina stated that she received an email from a property owner on Eastern Corner Road who inquired if the Town would be interested in contributing (from the Town’s cable franchise fees) to pay for

extending services down Eastern Corner Road. After discussion, the Board concluded that it would not be cost effective and would set a precedence; therefore, the Board was not in favor of entertaining the use of franchise funds for this purpose.

Carina informed the Board that the Campton Historical Society will be presenting "Motivating the WW II Home Front via Magazine and Radio Advertising" on Monday, April 18, 2016, at 7:00 p.m. at the Campton Historical Society building.

Chair Laufenberg stated that the Board would be going into Non-public Session so he signed the attendance sheets for Civic class students, and he inquired if there were any questions or concerns before the Board went into Non-public Session. Chair Laufenberg called on Robert "Butch" Bain, Road Agent, who presented to the Board pictures of trash, artificial flower arrangement debris and actual headstones in a pile on the outer edge of the Blair Cemetery. **After discussion, the Board agreed to have Carina invite the Cemetery Sexton in to meet with the Board.**

Non-public Session in accordance with RSA 91-A: 3, II (a-i): **Chair Laufenberg called on Selectman Davis who made a Motion to go into Non-public Session under RSA 91-A: 3, II (a-i) pertaining to personnel and tax deeded property update. The Motion was seconded by Selectman Kelly, and with a roll call vote: Selectman Davis – aye, Selectman Kelly – aye, Selectman Laufenberg – aye, and Selectman Cheney – aye, the Board went into Non-public Session at 7:30 p.m. The Board came out of Non-public Session at 8:20 p.m.**

In Public Session, Chair Laufenberg called on Selectman Kelly who made a Motion to seal the Non-public Minutes. The Motion was seconded and with a roll call vote, the Motion to seal was unanimously approved.

Board Concerns and Directives: The Board had none. Chair Laufenberg called on Carina who informed the Board that the Selectmen's Office is going to do bi-weekly payments of vendors. The payroll, however, will be done each week.

Adjourn: There being no further business, Chair Laufenberg declared the meeting adjourned at 8:07 p.m.

Respectfully submitted,

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