

MINUTES

SELECTMEN'S MEETING

May 9, 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, Charles Cheney, Charles Wheeler, and Karl Kelly, and Carina Park, Town Administrator, and Eleanor Dewey, Office Assistant and recorder. Selectman Davis 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 Warrants for Excavation, 1 Sign Permit, and 1 Notice of Intent to Cut.

Call to Order: Chair Laufenberg called the meeting to order at 6:30 p.m.

Approval of Minutes: Chair Laufenberg inquired if there were any revisions or concerns regarding the Public Minutes and Non-public Minutes of May 2, 2016. No revisions were made. Selectman Wheeler 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 Public Minutes and Non-public Minutes were unanimously approved as written.

New Business:

Tax Agreement Interest: Chair Laufenberg called on Carina Park concerning calculating interest for tax agreements. Discussion ensued and after discussion, Chair Laufenberg called on Selectman Wheeler who made a **Motion to abate all interest from the commencement date of tax agreements and shall be in effect through the end of the tax agreement period. The Motion was seconded by Selectman Kelly and with a roll call vote: Selectman Wheeler – aye, Selectman Kelly – aye, Selectman Laufenberg – aye and Selectman Cheney – aye, the Motion was unanimously approved.**

Interest Waiver Request: Carina indicated that an interest waiver request was received from a property owner due to an address error. After discussion, Chair Laufenberg called on Selectman Wheeler who made a **Motion to refund \$610.09 of interest due which accumulated as a result of an improper mailing address. The Motion was seconded, and with a roll called vote: Selectman Wheeler – aye, Selectman Kelly – aye, Selectman Laufenberg – aye, and Selectman Cheney – aye, the Motion was unanimously approved.**

Proposed Policy Review – initial discussion. Chair Laufenberg requested that proposed policy review be tabled for the next Selectmen's Meeting when a full Board is present.

Website Administration: Carina explained to the Board that the Campton Conversation Commission (CCC) website designer has inquired about access to the back end of the Town website. After discussion, the Board unanimously agreed that Carina suggest to the Campton Conservation Commission to "link" to the Town website. Carina will inform the CCC website designer of the Board's decision.

Memorial Day Festivities: Carina inquired about the Memorial Day festivities and volunteers. Selectman Cheney suggested that Carina contact the Campton Historical Society for any interest and Carina will also discuss with the Fire Department and further discuss with Police Chief Warn for possible speakers.

Beebe River Utilities: Carina informed the Board that Mr. Welsh spoke with her regarding the pumping of the septic system and the mowing of the leach field in Beebe River. Discussion ensued and it was agreed that Carina should contact Rowell Septic Systems to inquire when the last time the 2 tanks were pumped, and, if pumping is necessary at this time, what the cost will be for such pumping.

Added to the agenda this evening was the Fraud Risk Assessment that Chair Laufenberg explained is a requirement of the Town Auditors. Carina reviewed the Fraud Risk Assessment questionnaire (7 questions) with the Board and read the draft responses which she prepared for the Board's review. The Board was pleased with the responses prepared which related to more formal policies being created, new Town Administrator implementing, credit card machine, (chip compliant), and revised Personnel Policy to be drafted. The Board was pleased with Carina's preparation in responding to the Fraud Risk Assessment and thanked her for her assistance.

Spring/Summer landscaping proposals: Carina explained that she received 3 proposals for the Municipal complex which she reviewed with the Board this evening. The proposals received were from REJ Landscape, Mad River Property Management and Sunset Hill. Discussion ensued pertaining to cost last year, consideration for the work listed to be performed and the experience with the sprinkler system. After discussion, the Board unanimously concurred to accept the proposal of Sunset Hill to perform the Spring/Summer landscaping for the Town.

Correspondence: Carina informed the Board and provided a flyer for the follow up to "Hard Road to Travel" workshop scheduled for June 10, 2016. Selectman Kelly and Selectman Cheney are interested in attending and Carina will register them for the workshop.

The Campton Historical Society sent notice that a presentation will be presented by Ted Zalewski, (an actor, writer, educator and historian), entitled "All aboard the Titanic". The presentation will be held at the Campton Historical Society Building on Monday, May 16, 2016, at 7:00 p.m.

Non-public Session in accordance with RSA 91-A: 3, II (a-i): **Chair Laufenberg called on Selectman Wheeler 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 Wheeler – aye, Selectman Kelly – aye, Selectman Laufenberg – aye, and Selectman Cheney – aye, the Board went into Non-public Session at 7:45 p.m. The Board came out of Non-public Session at 8:07 p.m.**

In Public Session, Chair Laufenberg 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: Chair Laufenberg called on Selectman Cheney who inquired regarding Attorney Dan Crean retiring and if there were any suggestions from Attorney Crean on a replacement

for Town Attorney position. Carina explained that through legal services, Attorney Crean and Webserve she has acquired about six attorneys' names to forward RFPs to.

Inquiry was also made regarding delinquent Water and Sewer payments. Carina explained that since she and Diane took over for Pump Systems it is moving forward a lot better. Carina stated that the 3 delinquent cases have been addressed with the individuals and it is getting worked out.

Adjourn: There being no further business, Chair Laufenberg declared the meeting adjourned at 8:10 p.m.

Respectfully submitted,

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