

## MINUTES

### SELECTMEN'S MEETING

August 1, 2016

The Board of Selectmen met for their bi-weekly meeting at 6:30 p.m. at the Campton Municipal Building. Present were Selectmen, Peter Laufenberg, Charles Wheeler, Charles Cheney and Karl Kelly, and Selectman Davis, and Carina Park, Town Administrator. During the work session, the Board signed the manifests and reviewed the bills.

Call to Order: Chair Laufenberg called the meeting to order at 6:30 p.m. Members of the public present at this meeting were: John Pierce, Cynthia Klevens (NH DES), Kathy Rodgers (RCAP Solutions) and Luis Adorno (NH DES) and Martha Aguiar. Chair Laufenberg stated that the meeting will be recorded this evening as the minute secretary is not present.

Approval of Minutes: Chair Laufenberg inquired if there were any revisions or concerns regarding the Public Minutes and Non-public Minutes of July 11, 2016. **After revisions made by Selectmen Davis and Selectman Kelly, Selectman Wheeler made a Motion to approve the Public Minutes as revised and Non-public Minutes as written. The Motion was seconded and with a roll call vote, the Public Minutes were unanimously approved as revised and Non-public Minutes were unanimously approved as written.**

#### Old Business:

Carol Lenahan – Municipal Signage

Chair Laufenberg called on Carol Lenahan regarding illuminating the new Town sign. Mrs. Lenahan stated she received a quote from Bob Qualters in the amount of \$1,200.00. She was assured by Mr. Qualters that the lighting will meet the Town Ordinance requirements regarding lighting, as he was provided a copy of the ordinance; however, the dark sky ordinance was not included. Mr. Qualters assured Mrs. Lenahan the illumination will be directed on the sign only. Ms. Lenahan stated the light will go on at dusk and off at dawn. After discussion, Selectman Davis made a Motion to accept the quote of \$1,200.00 from Bob Qualters and the funds for such installation would be disbursed from the Building Fund. Discussion ensued, and Carina Park indicated that she looked into solar lighting (as she was asked to do) and she would like to discuss before the Board makes a decision tonight on the lighting. Carina indicated that Peter Vaillancourt provided her with a sample solar light to try. The lights cost approximately \$50.00 a piece and she had available one of the sample lights for the Board to view. **After discussion, the Board members concurred that they would like to at least try the solar lighting first before making a decision. Chair Laufenberg asked for a vote to table the Motion on the lighting installation by Bob Qualters. A vote was taken and it was unanimous to table the Motion.**

Martha Aguiar – Library Committee Recommendations. Mrs. Aguiar presented the list of names of individuals who are committed to work on the Library Committee. Those persons are as follows:

Martha Aguiar, Carolyn Hill, Nancy Donahue, Mary O'Brien, Timmee Whitmore and Kelly Wieser. The Board approved.

New Business:

NHDES – Beebe River Water System Upgrades. Appearing for NH DES were Cindy Klevens and Luis Adorno and Kathy Rogers was present representing RCAP Solutions. Ms. Klevens reviewed the history of Beebe River from 2013 when the District was dissolved and Homeowner's Association was formed and the Town now assists the Homeowners Association with collecting monies from homeowners for managing expenses relating to water and sewer and paying the expenses from these funds. Ms. Klevens explained that the project before them to be discussed this evening is for the installation of shut off valves for the water system as there are no shut off valves at present. The valves will assist with leak locations (should leaks occur) in addition to shutting off water for non-payment. Ms. Klevens explained the process for the project starting with the fact that the NH DES should have an RFP prepared by Thursday relating to the installation of shut off valves. She explained \$50,000.00 is now being held by the State for this project, and it is hoped that quotes will come in at or below the \$50,000.00. NH DES will look to the Board for recommendations regarding contractors as they would like to get as many contractors' bids as possible. Ms. Klevens also explained that there are specific requirements to be met by contractors; however, DES will be ready to assist the contractors to get through the process. She assured the Board that DES is looking for small local contractors to do the job. Mrs. Klevens explained the requirements within the RFP. The DES hopes to finalize the RFP by Friday and get a copy to Carina and get it out to bid. A pre-bid meeting would probably occur on August 9<sup>th</sup> or 10<sup>th</sup>, and then the bids will be due by August 26<sup>th</sup> at the Town Office. A contractor will be chosen, (which will have to be at the lowest bid), and then it is hoped the project will be done by the end of October because funds have to be out of the hands of the State accounting by December 31, 2016. Finally, Ms. Klevens indicated that she had a copy of the "loan forgiveness agreement" (designed for this project) in the amount of \$50,000.00 which is signed by Beebe River Community Association, Robert Welsh as President. She explained, the terms of the agreement and the fact that after six months a bill in the amount of \$1,000.00 will be generated from the State to be paid out of Beebe River Water and Sewer Funds and this figure will be the full cost for the life of the loan. A copy of the loan agreement was made available for the Board to review. The question was asked if the bids are over \$50,000.00 what would occur. Ms. Klevens stated the State would have to cut the scope or see if there was funding available for the overage in the Beebe River Water and Sewer account. The State could also refuse all bids and start over again. It was confirmed by the State that Beebe River homeowners have formed an association and all homeowners associations are registered with the Secretary of State and also the Town Clerk. The Board then thanked the representatives from NH DES for coming this evening.

Citizen Concern – Right-of-Way Easement to Beebe River Lagoons. Chair Laufenberg called on Carina who stated that she was in contact with Bill Enos who owns the property where the Beebe River Lagoons right-of-way is located on. Because of the recent issues with the water and sewer this year the traffic has been heavy compared to other years. Carina explained that Mr. Enos has been maintaining the right-of-way by himself for the past 12 years and is now looking for some sort of help in maintaining due to repairs that need to be made from the heavy traffic. **After discussion, it was the Board's**

**consensus to have the Road Agent just look at the property to assess what needs to be done and give the Board a ballpark figure to present to the Beebe River Homeowners' Association to be responsible for the cost and completion of work as the Town cannot perform the work (per statute). It was suggested that perhaps the cost could be calculated in the water and sewer monthly charges.**

Correspondence: Carina stated that a notice was received that the Campton Conservation Commission, the Campton Village District, North Country Council and DES will be meeting in the Community Room at 7:00 p.m., on Wednesday, August 17, 2017 to discuss well encroachments and possible remediation.

Privilege of the Floor: Chair Laufenberg called on John Pierce who introduced himself as the homeowner of property located at 365 Owl Street. Mr. Pierce explained to the Board that Mr. Dana DeCosta recently purchased property that abuts his property and he stated that Mr. DeCosta is a registered sex offender. Mr. Pierce came before the Board asking for tax relief based on the reasoning that his property value will go down because of this issue. Carina explained that she reached out to the Town Assessor who provided a memo (a copy of which each Board member has) stating that the assessor assesses properties and not people that live at the property, and confirmed that there have been no cases of tax relief granted by the Board of Tax and Land Appeals for this type of situation. Mr. Pierce wanted the Board to be aware of the situation and Chair Laufenberg acknowledged with Police Chief Warn this evening that the Police Department is aware of the situation; however, the Town cannot issue any tax relief. There was discussion as to a building permit. At present, Mr. DeCosta is just clearing the lot; however, Mr. DeCosta has confirmed to Mr. Pierce that he plans on building a house on the property and Chair Laufenberg stated that Charles Brosseau will be made aware of the situation. No building permit has been filed as yet. The Board thanked Mr. Pierce for coming and Mr. Pierce thanked the Board for their time.

**Non-Public Session in accordance with RESA 91-A: 3, II (a-i): Chair Laufenberg called for a Motion to go into Non-Public Session regarding Tax Agreements and Personnel. The Motion was made by Selectman Davis, and seconded by Selectman Wheeler, and with a roll call vote: Selectman Davis – aye, Selectman Laufenberg – aye, Selectman Wheeler – aye, Selectman Cheney – aye, and Selectman Kelly – aye, the Board went into Non-Public Session.**

The Board came out of Non-Public Session and Chair Laufenberg continued the Public Meeting.

Board Concerns and Directives: Chair Laufenberg called on Selectman Cheney who inquired about the Highway Department hours changed to 6:00 a.m. to 2:00 p.m., and some time cards with no lunch breaks. Carina explained that by law a 30 minute lunch and two 15 minute breaks are required. However, in the Selectmen's Office, a "working lunch time" system is followed. According to the present Personnel Policy, if you remain in the office during lunch, you get paid for it. If you are not in the office during lunch, you do not get paid for it. Selectman Cheney also inquired if Butch Bain has returned to work from medical leave. Carina stated that she has a doctor's note stating he can return to work on "light duty" and he has, but, as yet, he is not working a full 40 hour work week.

Chair Laufenberg called on Selectman Davis who inquired if any quotes have been received regarding painting the pillar columns located in the front of the Municipal Building. Selectman Davis mentioned that they should be painted before winter. Carina will acquire some quotes.

Selectman Davis stated that she has been approached by the public concerning the fire damage up on Ellsworth Hill Road and she asked if the owner has been contacted to inquire what his plans are for cleaning up the property. Selectman Davis felt there could be hazardous conditions relating to asbestos due to the steam heat system and also additional safety hazards. Selectman Cheney expressed concern regarding expenses if the Town became involved in the clean-up as he mentioned previous related asbestos clean ups the Town dealt with. **After further discussion, the Board concurred that Carina draft a letter to the owner regarding his intentions on cleanup as people are concerned.**

Chair Laufenberg inquired if there has been any interest in the Fire Commissioner position. Carina informed the Board that the position has been advertised again in the Penny Saver and posted in the Municipal Building; however, there has been no interest. Chair Laufenberg again expressed concern that the Town of Campton is represented in the minority with one less Commissioner. Discussion ensued and Board members will start working on making some inquiries in search of any interested parties.

Carina informed the Board that Tom McGlaulin has been contacted regarding another auction. He will require a \$3,000.00 deposit and stated he will be ready whenever the Town is.

Carina mentioned that one of the cruisers hit a porcupine and the vehicle is now being repaired and Primex was notified.

Carina also informed the Board that the maintenance room again had water on the floor and she called New England Back Flo who has taken care of the issue.

Chair Laufenberg called on Selectman Wheeler who suggested that the voice recording heard when telephoning the Town Municipal Building should first announce the contact information for the Town Administrator. Carina will contact Mary, at Bayring to change the recording. Carina also mentioned that she felt that Ellie should be filtering her phone calls, rather than her receiving sales persons, etc. It was suggested that Carina's calls be forwarded to Ellie. Carina will check into this.

Chair Laufenberg called on Selectman Cheney who inquired about a bill for file cabinets in the Police Department. Carina will check into this with the Police Chief Warn.

Adjourn: There being no further business, Chair Laufenberg declared the meeting adjourned at 8:25 p.m.

Respectfully submitted,

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