

MINUTES

SELECTMEN'S MEETING

October 17, 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 Wheeler, Charles Cheney and Karl Kelly and Carina Park, Town Administrator and Eleanor Dewey, Office Assistant and recorder. During the work session, the Board signed the manifests and reviewed the bills. The Board signed 2 general election warrants, 2 appointments, 3 building permits and 1 sign permit.

Call to Order: Chair Laufenberg called the meeting to order at 6:30 p.m. Members of the public present at this meeting were: Robert Bain, Michael St. Cyr, Gena St. Cyr, Omer C. Ahern, Jr., William W. Lambert, Christopher Gleason, Jade Hartsgrove, Craig Keeney and Police Chief Warn. Chair Laufenberg stated that the meeting is being recorded this evening.

Approval of Minutes: Chair Laufenberg inquired if there were any revisions or concerns regarding the Public Minutes and Non-public Minutes of October 3, 2016. **After one revision made by Selectmen Cheney to the Public Minutes, a Motion was made to approve the Public Minutes as revised and the 3 sets of Non-Public Minutes as written. The Motion was seconded and with a roll call vote, the Public Minutes were unanimously approved as revised and three sets of Non-public Minutes were unanimously approved as written.**

Privilege of the Floor: Chair Laufenberg called on Omer Ahern, Jr., who is campaigning for Grafton County Commissioner. Mr. Ahern gave some personal background, i.e. he grew up and worked in a County home environment, his previous experience in Grafton County and his professional experience as an attorney working in elder law and Medicaid. He expressed he is the most experienced of all the candidates running for the position and asked for the Board's support. He stated he is a firm believer in the working County farm as he feels it provides something positive for the inmates as a sense of responsibility to the community. He would like to see the dairy farm and vegetable farm eventually completely feed the inmates. He does believe that the County budget can be reduced and he recognizes the immediate need to do so in order to reduce the burden on tax payers. He inquired if the Board had any questions and they did not. Chair Laufenberg thanked Mr. Ahern for coming and wished him luck campaigning.

Old Business:

Citizen Concern – Road Conditions. Chair Laufenberg called on Michael St. Cyr concerning Sugarbush Drive. Mr. St. Cyr expressed that he was under the impression that a meeting for a site review was going to be scheduled. Mr. St. Cyr stated that some of the road issues discussed previously with the Board have been resolved and some of them have not. Chair Laufenberg expressed his apologies concerning a miscommunication with the Town Administrator as to who was going to schedule the

meeting. **With this in mind, a site review was scheduled for Monday, October 24, 2016, at 4:30 p.m. with Butch Bain, Mr. St. Cyr and all available Board members.**

Mr. St. Cyr also stated that the issues on Bog Road, pertaining to drainage and ditching are presently being addressed. However, he discussed concern about the new paving being disturbed by the grader going down doing shoulder work. **There seemed to be a discrepancy of opinions as to minor abrasions to the new pavement vs. more severe damage to the pavement with the grader and the use of the grader. The Board confirmed that they will look at the issue on Bog Road, (on Monday night), in addition to addressing Sugarbush Drive.**

New Business:

Chair Laufenberg called on Police Chief Warn to discuss the 2017 Preliminary Budget for the Police Department. Chief Warn distributed the Preliminary Budget to the Board. Chief Warn stated that he included a 2% compensation increase for employees to see just what an impact the 2% will demonstrate. Chief Warn stated that he reduced the fuel line as he is working with Fleet and the savings is a considerable amount. He also discussed the fact that 2017 is a cruiser purchase year and has based his figures on previous years due to not having solid figures at present. Chief Warn indicated that the bottom line does not reflect NH Retirement figures nor insurance figures, as the compensation rate has not been established. Some questions presented to the Chief were: Confirmed the dispatch number is a set figure with no control; fuel, Chief Warn felt confident that an \$11,000.00 figure would be sufficient; and questions concerning the cruiser being replaced and the approximate mileage that will be on the cruiser when it is actually replaced in 2017. Discussion ensued concerning the office line and the overage and return line was clarified as Chief Warn explained that it was opted last year to buy computers with the overage. Chief Warn confirmed these lines will have a more detailed breakdown in the final budget as he is working on itemizing with his secretary. Carina confirmed that housekeeping supplies will be reviewed as it seems each Department is paying for housekeeping supplies separately and it should all be in the Building line. Chief Warn also mentioned a Warrant Article concerning storage space previously addressed to the Board upon the recommendation of Primex's findings. There being no further questions, Chair Laufenberg thanked Chief Warn for presenting the 2017 Preliminary Police Department Budget.

2017 Personnel Evaluations - Chair Laufenberg called on Carina regarding the forms and schedule. The previous year's forms were distributed to the Board to review and Carina explained that she would like a consensus on what forms should be used, and for the Board to establish a time line for when the forms should be distributed and when the forms are expected to be completed and returned. **Carina asked for confirmation if all employees are expected to fill out the forms and whether a memo should be distributed to each employee stating that request. After discussion, it was agreed to use the same format (along with a distribution memo), and to allow one month out for the return of the forms.** Chair Laufenberg stated that would bring the date for return to be Monday, November 14, 2016.

2016 Tax Auction – Chair Laufenberg called on Carina who explained that the Tom McGlaufflin, auctioneer, provided her with draft posters of the upcoming auction; however, there are some revisions

to be made, and he will revise the posters. Mr. McGlaulin did state that he would like the Board to decide on a minimum bid to be set on the Merrill Road property so that he can advertise accordingly. **Discussion ensued and Selectman Davis made a Motion to set the minimum bid on the Merrill Road property at \$89,000.00. The Motion was seconded and with a roll call vote, the Motion was unanimously approved.**

Non-Public Sessions – Checklist & Protocol – Chair Laufenberg called on Carina who explained that Board members have in their packet guidelines from the NH Municipal Association regarding Non-Public Sessions and the protocol to go in and out of them. Carina apologized because she explained that she was following agenda rules rather than Minute rules and the rules are quite different for each. Carina explained that when the Board goes into Non-Public Session the Board will have to make a point of specifying the reason why they are entering Non-Public Session and citing the RSA. In addition, if there are multiply issues of discussion to go into Non-Public Session, each one has to be handled as a separate Non-Public Session, i.e. the Board will have to go in and out of Non-Public Session for each matter. Carina also mentioned that the guidelines have some dos and don'ts and NH Municipal Association suggests that the Non-Public Minutes be brief, and less descriptive. Carina inquired if the Board would like to continue with the very detailed minutes or with very generic, brief, non-detailed minutes. **Discussion ensued, and after discussion, the majority of the Board agreed to continue with the detailed minutes. Selectman Cheney requested that a brief description of the Non-Public Session scheduled for each given Selectmen's Meeting be emailed to the Board previous to the meeting. Carina stated she will provide that along with a copy of the draft Non-Public Session Minutes each week. Carina also mentioned that the agenda is now on the website.**

Moving on with Non-Public Minutes, it was pointed out that even though the Board fails to seal Non-Public Minutes, if the Minutes involve personnel issues, those Minutes are not made available to the public. Discussion ensued pertaining to disciplinary action and the actual events leading up to disciplinary action. It was suggested that the Board be careful about separating public issues with non-public issues to keep the public informed. It was expressed by Craig Keeney that the actual events leading up to a possible disciplinary action be made public; however, the disciplinary action taken be Non-Public because that relates to their reputation. Discussion ensued and Mr. Keeney stated the public perceive that there is a lot going on in Town and the Board is hiding it from the public through Non-Public Sessions. Selectman Davis assured Mr. Keeney that the Board was not hiding anything from the public. The Board is protecting the employees. Mr. Keeney expressed that the public has a right to know and if after 72 hours it was not determined whether the Minutes in questions should or should not be sealed, the Minutes should have been released to the public and they were not. Chair Laufenberg confirmed Town counsel was contacted, but a response was not received until after the 72 hours. Discussion further ensued and Chair Laufenberg confirmed that Town counsel informed the Board that a determination has to be made as to weighing out your right to know vs. right to privacy of employees and the Board has not had that conversation as yet. Mr. Keeney expressed his disagreement with the Board and there decision not to release the Non-Public Minutes in question. **Chair Laufenberg agreed that, moving forward, the Board will need to be more vigilant about what is discussed in public and what is discussed in non-public. Selectman Cheney suggested that Town counsel be contacted for**

more clarity. Discussion ensued, and because the Board agreed that the matter was important enough, it was agreed to invite Town counsel in to get more clarity.

Chair Laufenberg continued the meeting by calling on William Lambert who stated that he would like to discuss the road conditions on Eastern Corner Road, but didn't know what the protocol was. Chair Laufenberg informed Mr. Lambert that the first step would be to speak with the Road Agent, Butch Bain. Mr. Bain made arrangements (this evening) to meet Mr. Lambert to view his concerns.

Mr. St. Cyr stated, upon hearing that Mr. Lambert had road concerns, he expressed that perhaps a map of Town roads be made available to the public to address and identify Town roads, state roads, and conditions. This would not only be very helpful to the public, but also to the Highway Department. It was confirmed by the Town Administrator and the Board that this project is being worked on internally and agreed it would be beneficial to all.

Department Head Update – Campton/Thornton Fire Department – Chair Laufenberg called on Daniel Defosses, Fire Chief. Chief Defosses informed the Board that he recently met with the Thornton Board regarding the purchase of a used ambulance and they are on board with a second used ambulance in the price range of \$50,000.00 to \$60,000.00. Discussion ensued concerning pros and cons on certain mechanical issues and Chief Defosses directed inquiries to Selectmen Cheney; however, Chair Laufenberg interrupted Chief Defosses presentation (and apologized) by stating that the Board has not even discussed a new or used ambulance, and now it is assumed that the Fire Department is getting a second ambulance and inquired why the need for a second ambulance? Chief Defosses explained when the ambulance is out of service the Department has to depend on other local towns to cover, in turn, Campton has lost revenue. Also, there is the possibility of picking up transfers at the hospital that would bring in additional revenue and the fact that the ambulance the Department now has in service is old and costly repairs are inevitable and this ambulance has been the main work horse. By purchasing a second used ambulance, Chief Defosses expressed it would extend the service life of the current ambulance. The Board questioned if lost revenue justifies the cost of an additional ambulance.

Discussion ensued and the Board concurred that they would like Chief Defosses to bring numbers back to the Board and a narrative of reasons why the need for a used or new ambulance purchase. Chief Defosses agreed to provide the information requested and the Board thanked him for coming in.

Correspondence: Chair Laufenberg called on Carina regarding DRA utility values. Carina explained that DRA set the values on the utilities and the values were late so a revised MS1 needs to be resubmitted, which she prepared for the Board's signature this evening. However, the difference in the overall value (with the revised figures) is almost 3 million dollars. Carina explained that she contacted the Town Assessor and was informed that, in the past, they were directed not to change the values set by DRA until a reval. was done. The values were adjusted in the 2014 reval., however, values have not been adjusted since then and the Assessor explained that that is the reason why there is such a significant decrease. Selectman Davis questioned who instructed the Assessor not to change the values. Carina stated that the Assessor informed her that the previous Town Administrator instructed them. Carina expressed that this might be a scape goat issue; however, the fact remains, that there is almost a 3 million dollar decrease in values. **Selectman Davis informed the Board that not every town accepts**

DRA values. In addition, the NH Municipal Association has recommended not to accept DRA values and recommended each Town do their own assessing. Discussion ensued regarding consequences and the Board concurred not to sign the revised MS1 this evening. Carina was asked by the Board to inquire if Commerford Nieder Perkins verified the revised values set by DRA, and if they actually assessed the utilities in question, did they agree with the DRA's values? After a response is received, the Board will then review and then make a decision on the filing of the revised MS1. It was confirmed that delaying the filing may delay the setting of the tax rate.

Carina continued correspondence by stating an invitation was received from Grafton Regional Development Corporation to attend their 2016 Annual Meeting on Thursday, November 10, from 8:00 a.m. to 10:00 a.m., at the Common Man Inn, Plymouth. Chair Laufenberg will attend and Carina will RSVP.

Another invitation has been received to attend the Board of Directors of Genesis Behavioral Health 50th Anniversary Celebration and Annual Meeting, Tuesday, October 25, at 5:30 p.m., at Mill Falls at the Lake, Church Landing, 281 Daniel Webster Highway, Meredith. An RSVP is needed.

A schedule of proposed actions from the White Mountain Forest Service has been received and Carina will scan the schedule for Board members.

A notice was received from Town Attorney's office that they are branching into school law and felt it was important to notify their clients.

Carina stated that a request was made to use the Community Room for a campaign event and the Board confirmed that it cannot be used for such an event.

Carina stated she met with Jennah Partington of Neebco regarding health insurance and discussed the issues that the Town has been incurring. **Also, Ms. Partington informed her that the insurance plan rate will be going up, a minimal of 10%. Carina also discussed the issues of the HRA and how it is not even close to becoming self-funding. Discussion ensued and the Board agreed to look at other plans with Ms. Partington, and in addition, speak with other insurance representatives to see what they are offering. Carina will research.**

Carina turned the next matter over to Butch Bain, Road Agent. Mr. Bain explained that a stone hit a citizen's vehicle behind him, while operating the Town truck and the citizen has requested reimbursement for same. Discussion ensued. **After discussion, a Motion was made by Selectman Davis to expend, a one time, capped repair amount of \$50.00 to fix the windshield. The Motion was seconded and with a roll call vote the Motion was approved by majority vote, 3 yes and 2 no.**

Selectman Cheney inquired about the Highway Department working on Saturday. Mr. Bain informed the Board that his staff did traffic detail for the paving crew and because it was a holiday week, his staff only received 2 hours of overtime pay, but they were willing to commit to working on Saturday.

Non-Public Session: A Motion was made by Selectman Davis to go into Non Public Session under RSA 91-A: 3, II(c) regarding tax agreements. The Motion was seconded 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 at 8:15 p.m. The Board came out of Non-Public Session at 8:25 p.m.

Board Concerns and Directives: Chair Laufenberg reconvened the Public Meeting and made inquiry of each Board member regarding concerns and directives. Chair Laufenberg called on Selectman Davis. Selectman Davis informed the Board that a Library Study Committee Meeting is scheduled to meet tomorrow, at 3:30 p.m., in the Community Room and she distributed to the Board a draft of the Purposes of the Committee and Guidelines for the start of a charter and she encouraged the Board's input.

Selectman Davis also informed the Board that for the 250th Celebration Committee, a Committee will be meeting on October 24, 2016, at 3:30 p.m. at the Campton Historical Society as there are numerous Historical Society members who would like to be involved. This notification has been posted on the Municipal Building bulletin board, on the website and Carina has done a mass email to registered website users.

Selectmen Davis informed the Board that the information the Town Clerk provided to the Board regarding selectmen pro temp is correct and that the entire Board of Selectmen have to be present from 8:00 a.m. to 8:00 p.m., for Election Day. Selectman Davis suggested that an hourly compensation amount be established and a schedule be drafted. Selectman Davis informed the Board that she cannot be at the Election all day and arrangements for a pro temp will need to be scheduled. Discussion ensued pertaining to consequences if the Board did not comply, etc. and this matter will be scheduled for further discussion. Chief Warn cautioned that there be a limit on pro temps for liability reasons and discussion ensued.

Carina informed the Board that she called the State regarding the 8 more voting booths needed, and she was informed that there is no vendor available to purchase the booths from. The alternative, suggested by the State, is to purchase privacy screens. Discussion ensued regarding the fact that there is no room left in the Community Room and the flow of traffic issues. **The Board agreed to invite Mrs. Joyce, the Supervisors of the Checklist and Tim Scanlon, moderator to discuss further.**

Chair Laufenberg indicated that he would like the Department Heads to be scheduled on a rotating schedule to meet with the Board regarding updates. **Carina confirmed that starting in January she will schedule Department Heads on a rotating basis.**

Chair Laufenberg called on Chief Warn who indicated he wanted to bring the Board up-to-date on the Blair Bridge. The Police Department filed charges against the driver of the truck and he is being arraigned on November 14th for the Town Ordinance violation as well as a negligence violation. The Town still has no figures for damages and Carina has contacted Stan Graton, but figures have not come forth. The Town Ordinance violation allows for a \$250.00 fine and negligence violation allows for a \$250.00 fine as well. Chief Warn suggested notifying the Town insurance company to try and pursue the driver's insurance company since he is at fault. Chief Warn also mentioned that there are several companies involved with the truck to pursue (to possibly recover monies) as the truck was owned by

one company and leased by another company. However, the insurance companies need to be contacted before November 14th so that the driver can be served on the day of arraignment. Carina stated that she reached out to Stan Graton, in light of the October 3rd meeting wherein Mr. Keeney indicated that Mr. Graton was very much interested in being contacted about the project. When Carina contacted Mr. Graton, he did express to her that he was interested and would get figures together. At present, Mr. Graton still has not gotten back to her and it has been two weeks. **The Board suggested calling Stan Graton again, and if he cannot produce figures to move on. Carina confirmed that Ted Hammond, Arnold Graton and Bob Davis have been contacted in addition to Stan Graton.** It was confirmed that only figures are needed at present, not the work completed.

Adjourn: There being no further business, Chair Laufenberg declared the meeting adjourned at 8:50 p.m.

Respectfully submitted,

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