

## MINUTES

### SELECTMEN'S MEETING

October 24, 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 Wheeler, Charles Cheney 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 a 2016 Equalization Municipal Assessment Data Certificate.

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, Harry Hughen, Wayne Charron, Hannah Joyce, Michael St. Cyr, Gena St. Cyr, Craig Keeney, Kelly Bolger and Ted Baumeister 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 17, 2016. **After one revision made by Selectmen Wheeler to the Public Minutes, a Motion was made to approve the Public Minutes as revised and the Non-Public Minutes as written. The Motion was seconded and with a roll call vote, the Public Minutes were unanimously approved as revised and the Non-public Minutes were unanimously approved as written.**

Privilege of the Floor: Chair Laufenberg called on Wayne Charron. Mr. Charron gave a lengthy presentation on his thoughts about Town elected positions. Mr. Charron expressed to the Board that there are a lot of Town positions that are elected positions and he suggested that the positions become appointed (hired) positions rather than elected positions. He gave some statistics and reasons for his suggestion. Mr. Charron acknowledged that the elected Town positions have become very skilled technical positions and sometimes an election becomes a "popularity contest", rather than if the individual actually qualifies for the job. Mr. Charron suggested that a Warrant Article be drafted to reflect the change to appointed positions. Discussion ensued regarding procedure on a Warrant Article drafted either by Petition or by the Board. Mr. Charron expressed that he felt the public should not be burdened by this task and respectfully requested that Board draft the article. Discussion ensued on the pros and cons of appointed vs. elected positions. Selectman Cheney pointed out that the argument can go both ways. He explained that sometimes the public can become unhappy with the Board's decision on a specific appointed position. Chair Laufenberg called on Kelly Bolger who expressed that a way to resolve the issues mentioned aforesaid, is for the Town to move to a Town Manager, and he expressed that Carina Park has done a fine job, and the Town should look in this direction. Chair Laufenberg stated, so noted. Chair Laufenberg then informed Mr. Charron that this was an excellent time to bring the appointed vs. elected matter forward as the Board will be moving through the budget season and Warrant discussion. With that in mind, Chair Laufenberg assured Mr. Charron that this issue will be discussed further by the Board.

Mr. Charron also expressed that communication between the Selectmen and the public is not good. Mr. Charron mentioned videotaping the Board of Selectmen's Meeting. Selectman Cheney reminded Mr. Charron that a couple of years ago this very issue was brought to the public for vote and the Town voted against videotaping the Selectmen's Meeting for a cost of \$1,400.00. Mr. Charron expressed that perhaps this issue was not presented well enough to the public. Mr. Charron mentioned that the agenda is not on the website. Selectman Kelly and Carina confirmed that the agenda is now on the website. Selectman Kelly informed Mr. Charron that this was done as a result of Mr. Charron communicating his request to him and his relaying the request to Carina. There being no further concerns, Chair Laufenberg moved the Meeting on to Old Business.

**Old Business: Chair Laufenberg explained that he, and Selectman Wheeler, Selectman Cheney, Selectman Kelly, Butch Bain, Road Agent and Mr. St. Cyr all met for a site view on Surgarbush Drive to review some concerns Mr. St. Cyr addressed. Chair Laufenberg confirmed this evening that an agreeable resolution was arrived at, and Mr. St. Cyr also confirmed a resolution had been agreed on.**

**New Business:**

**2016 - 2017 General Election – Spatial Concerns:** Chair Laufenberg explained that the Board had a brief conversation last week about space and more voting booths needed to be in compliance with the State and the Board agreed to invite Mrs. Joyce in for a general discussion to resolve some issues. One question presented by Selectman Cheney was to inquire if there could be a one-way traffic pattern to alleviate bottle necking issues. Mrs. Joyce confirmed there would be no problem setting up a one-way traffic pattern. The next issue concerned 8 more voting booths. After discussion offered by Carina and Mrs. Joyce, an invoice was presented for 2 pods (comprised of 8 voting booths and curtains) in the amount of \$2,229.60. **A Motion was made by Selectman Wheeler to approve the purchase of two pods, with curtains, for the General Election, in the amount of \$2,229.60. The Motion was seconded by Selectman Kelly and with a roll call vote the Motion was unanimously approved.**

Discussion ensued regarding the placement of the booths and the floor plan. **It was agreed that Butch Bain and his staff will set up for Election Day (a few days in advance of the Election) for a "dry run" in order to configure an efficient floor plan with the addition of the 8 voting booths.**

**2017 Preliminary Budget Discussion – Town Clerk/Tax Collector:** Chair Laufenberg called on Mrs. Joyce who expressed that she was not prepared as the date was not confirmed with her as to when she was to come in to speak with the Board. In preparing for the Town Clerk/Tax Collector Preliminary, Mrs. Joyce inquired if the Board set a compensation rate? It was confirmed that no rate had been set as yet; however, Chair Laufenberg explained that Chief Warn used a 2% figure for impact purposes, and Chair Laufenberg suggested Mrs. Joyce use the 2% figure for the same reason; however, there are no guarantees of any increase. Mrs. Joyce inquired if this year will be a 52 week or a 53 week budget. Chair Laufenberg suggested Mrs. Joyce use a 52 week schedule. There were no other questions and Chair Laufenberg continued with New Business.

**Citizen Concern – Employee Work Schedules:** Chair Laufenberg called on Craig Keeney who indicated that he has concerns about the Police Chief leaving at 1:30 p.m. on Tuesdays and Thursdays. Chair

Laufenberg explained that the Chief is teaching a course at Plymouth State University and has been teaching for a number of years and the Board is aware of that fact, and the majority of the Board is okay with his teaching as long as his job is getting done to the quality that the Board expects. Questions presented by Mr. Keeney related to who fills in when the Chief is absent and the concern of the continuance of this schedule. The Chief responded by stating that if he is not available by cell phone the Sergeant is in charge. The concern expressed by Mr. Keeney is that he expects the Chief to be at the Police Department all day. Mr. Keeney's other concern is that when another individual has to cover for the Chief, overtime gets involved for a position that is a salaried position and this is costing the Town money. Selectman Wheeler inquired if that was the case and Chief Warn stated he believed it is not the case. Chief Warn explained that there was only one time he needed an officer to cover for him and it was not because he was at the college. Mr. Keeney also mentioned that last year a request was made for another full-time Police Officer because the Police Department was very busy; however, Mr. Keeney asked, how can justification can be made for additional staff when the Police Chief is leaving early. Discussion ensued regarding salaried position and the perception of hours worked. Chief Warn explained that he is on no set schedule, he is an "exempt" salaried employee, and he works over 40 hours a week. Discussion also ensued as to setting a precedent. Kelly Bolger expressed that if accommodation is made for one, accommodation should be made for all. Mr. Keeney questioned each Board member to see if they had a problem with Chief Warn's Schedule. Selectman Cheney expressed that he did have a problem with the schedule as he was not aware of the current schedule until a member of the public brought it to his attention. Selectman Cheney explained that, last he knew, the Chief was teaching from 7 p.m. to 9 p.m. and he was not aware of the present schedule until recently. Selectman Cheney stated that he contacted Town counsel with his concerns, but has not received a response as yet. Selectman Cheney also stated he contacted the NH Municipal Association. The Association confirmed that there needs to be a plan in place (at present, there is no plan) between the Board and the Chief and that needs to be addressed. Selectman Cheney expressed that the Board should have been notified of the change in schedule and that was not done. Selectman Kelly also expressed that he had a problem with the schedule, as he didn't know anything about the schedule. Selectman Kelly expressed that he has an expectation of a salaried position that the individual be on the job during normal working hours. Further discussion ensued regarding exempt salaried positions. Selectman Wheeler and Chair Laufenberg confirmed, for reasons stated above, they had no problem with Chief Warn's schedule. Chair Laufenberg expressed again that, when there was a full Board present, the majority of the Board agreed they had no problem with the schedule. Chair Laufenberg confirmed that the Board is in the process of revising the current Personnel Policy and this issue will be addressed. Discussion ensued regarding policies and Mr. Keeney expressed his discontentment with policies in general and the reasons why. Chair Laufenberg called on Kelly Bolger who confirmed that the Fire Department is going through the same process of reviewing policies to bring them up-to-date so he can relate to the situation and he believes updating policies is necessary. Chair Laufenberg thanked Mr. Bolger for his input.

Building Permit Fees: Chair Laufenberg called on Carina who explained the Building Permit was revised recently and there had been discussion about revising the fee schedule. With that in mind, Carina put together a packet for the Board to review on fees charged by different local Towns. She stated that,

much to her surprise, Campton is in line as far as fees charged by other Towns; however, specifications seem to be more detailed by other Towns. Carina explained she would like the Board to review and then get a consensus on revising fees and/or format.

Correspondence: Chair Laufenberg called on Carina who stated that she spoke with Michelle Clark, from DRA, and DRA is all set with the Selectmen's Office; however, DRA is waiting on the Campton Village Precinct to make appropriate adjustments requested by DRA before DRA will issue a preliminary tax rate. Hopefully, within the next week or so we will have a tax rate.

Another issue has occurred with a Quitclaim Deed written in 2014 (from the Town auction) regarding an insufficient Notary stamp/acknowledgement. Carina explained that a corrected deed will need to be drafted by Town attorney. In addition, she inquired if the Board would like her to pull all deeds that have been drawn up for the auction in 2014 and issue corrected deeds. This would be a proactive measure. The Board concurred.

A notification was received from NH DES regarding Red Sleigh Condominiums and the fact that Red Sleigh will be operating with their own public community water system. This is just a notification and no action is required by the Town at this time.

Board Concerns and Directives: Chair Laufenberg called on each Board member. Selectman Cheney inquired as to the procedure to be followed for the setting of the tax rate. Carina explained that a preliminary rate will be set by DRA and she will come before the Board when that is received and all will be discussed at a regular scheduled Board meeting.

Chair Laufenberg inquired about the dam on Tyler Way. Carina explained that everything has been done that needs to be done for this year. Carina did acknowledged that accommodations in the budget will have to be considered for next year's timeline for bids, etc.

**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(c) regarding a tax agreements and auction. The Motion was seconded by Selectman Kelly and with a roll call vote: Selectman Laufenberg – aye, Selectman Wheeler – aye, Selectman Cheney – aye, and Selectman Kelly – aye, the Board went into Non-Public Session at 7:50 p.m. The Board came out of Non-Public Session at 8:00 p.m.**

**Another Non-Public Session was requested by Carina Park. Chair Laufenberg called on Selectman Wheeler who made a motion to go into Non-Public Session under RSA 91-A: 3, II(a) regarding a personnel matter. The Motion was seconded by Selectman Kelly and with a roll call vote: Selectman Laufenberg – aye, Selectman Wheeler – aye, Selectman Cheney – aye, and Selectman Kelly – aye, the Board went into Non-Public Session at 8:00 p.m. The Board came out of Non-Public Session at 8:15 p.m.**

**A Motion was made by Selectman Wheeler to seal the Non-Public Session Minutes regarding personnel. The Motion was seconded by Selectman Kelly, and with a roll call vote: Selectman**

**Laufenberg – aye, Selectman Wheeler – aye, Selectman Kelly – aye and Selectman Cheney – aye, the Minutes were sealed.**

Adjourn: There being no further business, Chair Laufenberg declared the meeting adjourned at 8:15 p.m.

Respectfully submitted,

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