

MINUTES

CAMPTON/THORNTON JOINT SELECT BOARD MEETING

December 19, 2016

The Campton and Thornton Select Board met at 5:00 p.m. at the Campton Municipal Building. Present representing the Campton Select Board 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. The members present representing the Select Board for the Town of Thornton were: Selectmen, Roy Sabourn, Marianne Peabody, Brad Benton, John Paul Hilliard and John Gaites, and Tammie Beaulieu, Thornton Town Administration.

Call to Order: Chair Laufenberg called the meeting to order at 5:00 p.m. Members of the public present at this meeting who were not on the agenda were: Bill DeLeo, Ian Halm, Kelly Bolger, Cindy Schofield, Susan Jayne and Jay Wagner. Chair Laufenberg stated the Minutes were being recorded this evening.

New Business:

2017 Budget Discussion: Campton/Thornton Transfer Station: Chair Laufenberg called on Roy Sabourn to bring the Campton Select Board up-to-date on the building program and preliminary cost estimate for the Transfer Station. Selectman Sabourn indicated that the initial estimated cost came in at \$319,000.00. Selectman Sabourn reviewed the new cost estimate from Alba Architects, LLP and he indicated he personally met with the architect to discuss the cost estimate. The new cost figure is \$92,218.00, plus \$14,100.00 for contractor fees for a total cost estimate of \$106,918.00. Selectman Sabourn reviewed all the revisions and was happy to report that they were able to eliminate a new septic system due to the inspection report submitted. A partial water test has been done, but they won't know for sure if a new well is needed until after the water tests have been completed and no figure was allowed in this estimate for a new well. Selectman Sabourn informed the Board that as soon as they have the information about the well, they will forward it to the Campton Board. Thornton Board should have results of water tests within the next two weeks. Selectman Sabourn indicated that they worked with architect to eliminate items that were not absolutely necessary; thereby making the figure more affordable, but still creating a sufficient facility. Selectman Sabourn indicated the Thornton Select Board feels the new figure is a lot more in line for budgeting. Selectman Sabourn assured the Campton Board that the revisions for improving the Transfer Station are sufficient for this time. Selectman Sabourn did state that some permits will have to be acquired from the State, but he doesn't feel there will be any issues. Kevin McGuire, Transfer Station Manager, was asked if he was satisfied with the new revisions. He acknowledged that he was. It was confirmed that the work would commence in 2017 as long the Campton Select Board agree with the presented revisions. It was also confirmed that Campton's share would amount to 64% of the cost. Ellsworth Board of Selectmen were not present this evening, but the estimate will be provided to them. The Campton Board of Selectmen concurred they are in favor of the preliminary cost estimate and it was agreed that the matter would be formally voted on when all three Boards are present.

2017 Budget Discussion: Campton/Thornton Fire Department: Chair Laufenberg called on Selectman Sabourn who informed the Campton Board that Thornton met with Fire Chief Defosses, but the budget is still in the premature stage right now and no final decisions have been made. Chair Laufenberg explained that, in particular, the Campton Board would like to hear from the Thornton Board their thoughts on a second ambulance. Discussion ensued pertaining to need due to volume of medical calls and the problems in trying to prolong the life of the current ambulance. Fire Chief Defosses informed the Boards that the current ambulance has been out of service since Thursday and luckily the Department did not have any problems even with the bad weather this past weekend, but utilizing other Towns has even become a problem due to high volume of calls that each Town covers. Chief Defosses confirmed that maintenance for a second ambulance was figured in the 2017 proposed budget and he also confirmed that he would not have to add staff to cover the second ambulance. Chief Defosses stated that the figure discussed for a used ambulance was in the \$60,000.00 range, but he believes now, to keep in line with that range, he will have to look for a five to six year old ambulance. The anticipated equipment replacement schedule was reviewed by Chief Defosses this evening. It was acknowledged that if a second used ambulance was purchased in 2017, the current ambulance would be due for replacement in approximately 2021. Discussion also ensued regarding the role of the second command truck and inquiry as to mileage reimbursement to staff as opposed to using the second command truck mainly for transportation to training classes. Chief Defosses acknowledged that he looked into that concept, but mileage reimbursement was costly at approximately \$1,000.00 per individual. Using the ambulance for transporting purposes and revenue for such was also discussed, but Chief Defosses explained that the main focus for the ambulance was for medical emergency calls; however, he stated a potential income of \$50,000.00 could be achieved by doing just a few transports a month. He explained the reason why most Towns don't participate in transporting is due to staffing issues and Union personnel. Chief Defosses confirmed that in the past year there has been 30 incidents where a 2nd ambulance could have been utilized for medical calls. Kelly Bolger also mentioned a recent accident in Plymouth and the wait period for an ambulance to come was long and it was due to the Town stepping in to help other Towns and no ambulance was available. Chair Laufenberg asked for confirmation from the Fire Commissioners as to their thoughts for the purchase of a second ambulance. The Fire Commissioners' unanimously agreed in favor of a second ambulance.

Fire Department surplus was questioned. Chief Defosses anticipated roughly a \$60,000.00 surplus; however, he asked for permission to spend \$43,300.00 of the surplus for gear, a wage study and 2 mobile radios. **Chief Defosses stated this would reduce the proposed increase of the budget from 10.2% down to 5.4%. Discussion ensued and after discussion, Selectman Davis made a Motion to approve the Fire Department spending some 2016 surplus funds for gear, 2 mobile radios and a wage study, and with a roll call vote, the Motion was unanimously approved by the Campton Board of Selectmen. Selectman Sabourn confirmed that the Thornton Board was in agreement; however, they asked that the wage study fee be looked at to see if a better price could be negotiated.**

There being no further business with the Thornton Board of Selectmen, the Town of Thornton staff excused themselves and Chair Laufenberg continued the regular Public Campton Board of Selectmen's Meeting.

Correspondence: Chair Laufenberg called on Carina who informed the Board that she requested some quotes for the printing of the Town reports. Carina included reaching out to True Colors when she made inquiries; however, they have not gotten back to her. Carina stated that R.C. Brayshaw & Co. Inc. has given a quote for 8 ½" X 11", coil binding, quantity 750, for \$2,587.00, with shipping, 10 free copies for the Board and an electronic format, which price is almost half what the Town has been paying in previous years. **The Board unanimously agreed to go forward with the printing quote from R.C. Brayshaw & Co., Inc. with the specifications indicated above.**

An e-mail was received from Mr. Frank Grima, of the Red Cross, requesting that the Disaster Action Team (DAT), through the Red Cross be allowed to hold 4 meetings a year, from 6:00 p.m. to 7:30 p.m., in the Municipal Building Community Room. Discussion ensued pertaining to issues of unlocking and locking doors, however, the fact that the meetings are for the public good makes it in the realm of the requirements for the use of the Community Room. With that in mind, the Board unanimously agreed to allow the DAT meeting to be held in the Community Room. The exact dates have not been scheduled as yet, but Carina will inform Mr. Grima of the Board's decision.

Northern Pass has sent notice that a traffic control plan for the underground construction phase of the project has been submitted to NH DOT and this information is available on the NH DOT website and the Northern Pass website.

An email was received from NH DES regarding a webinar for "Introduction to Dam Decommissioning" and Carina thought it might be pertinent to the Alden Pond Dam. Even though the webinar date has passed, Carina will contact NH DES to get further information for the Board.

Carina informed the Board that an updated Tax Agreement list (received from Mrs. Joyce) is in their packet.

Carina stated that she provided the Board with updated expenditures through 12/19/16; however, she just received a bill from Town counsel for approximately \$3,000.00 which was not included in the update.

Selectman Davis inquired about the expenses of the TANS and approaching Campton Village Precinct (CVP) in this regard. The Board agreed to invite the Campton Village Precinct Commissioners in to a Board meeting to discuss. Discussion ensued as to bank charges, attorneys' fees and interest and how to proceed with reimbursement for these costs. It was also suggested that payments received by the Town for CVP be paid on a monthly basis to the Precinct, in the same manner as Waterville Estate District is handled. The Board will discuss this with CVP when the Commissioners are schedule to meet with the Board.

Carina inquired if she could have permission to encumber in this year's budget a \$1,355.00 charge for a desk top computer unit for the bookkeeper (to be shared by the Assessors when the bookkeeper is not in) and a \$2,710.00 charge for workstation replacements for May Brosseau and Karen Rienzo, quoted by Certified Computer Solutions. Carina explained there is unused monies available in the Financial Administration budget under Office Supplies line item in the amount of \$1,234.00, \$1,772.86 left in the

Telephone & Internet and \$4,245.00 in cleaning/rubbish. **A Motion was made and seconded, and with a roll call vote, the Motion was approved to encumber \$4,065.00 in this year's Financial Administration budget for computer equipment mentioned above.** Carina informed the Board that the savings in the cleaning and rubbish related to 2 pickups a month for rubbish rather than 4 and a new cleaning service at a lower contract price.

Approval of Minutes: Chair Laufenberg inquired if there were any revisions or concerns regarding the Public Minutes and Non-public Minutes of December 5, 2016. **A Motion was made to approve the Public Minutes and Non-Public Minutes as written. The Motion was seconded and with a roll call vote, the Public Minutes and Non-Public Minutes were unanimously approved as written.**

New Business Continued: 2017 Budget Discussion: Highway Department: Chair Laufenberg called on Robert "Butch" Bain, Road Agent. Copies of the Highway Department Budget were distributed to the Board. The surplus will be approximately \$50,000.00. Sand and salt mixture was discussed, fuel costs and the fact that WEX saved money. Discussion ensued pertaining to another full time employee and still keeping a part time employee. Paving Depot Road was questioned and some drainage issues. Depot Road is not on the paving list, but Butch did confirm correcting the drainage issues. Butch informed the Board that the recommended roads on the list for anticipated paving in 2017 are: Goose Hollow Road, Miclon Road, Pond Road and Alden Drive. The Board had no further questions regarding the Highway Department Budget and they thanked Butch for coming to the meeting.

Privilege of the Floor: None

Non-Public Session in accordance with RSA 91-A: 3, II (a): **Chair Laufenberg moved for a Motion to go into Non-Public Session in accordance with RSA 91- A: 3, II (a) regarding a personnel matter. The Motion was so moved and seconded, and with a roll call vote: Selectman Laufenberg – aye, Selectman Davis – aye, Selectman Wheeler – aye, Selectman Kelly – aye, and Selectman Cheney – aye, the Board unanimously agreed to go into Non-Public Session, at 6:25 p.m. The Board came out of Non-Public Session at 6:30 p.m.**

Board Concerns and Directives: Discussion ensued on a second ambulance and there were two Board members in favor of the second ambulance. The other three Board members expressed concern of acquiring another older vehicle which would present more maintenance costs, discussion of possibly purchasing a new ambulance to replace the current ambulance rather than a second ambulance, and concerns about additional costs arising for fuel, housing the vehicle, etc. over and above the initial purchase price of a second ambulance. Those not in favor of the second ambulance expressed that they would like to see how the entire budget plays out and how much surplus is available to possibly defray some of the purchase price for a second ambulance in addition to other costs relating to same.

Chair Laufenberg inquired how the Board would like to proceed with the Campton Inn property. Selectman Cheney presented pictures of the interior of the building for the Board's review. The Board concurred the building is gutted; however, it is not in as bad a shape as what was initially believed. With this in mind, the Board concurred to put the property up for auction, with certain stipulations as to timeframes for completion of the building. The Board agreed more revenue in taxes would be received

by the Town if the building was completed rather than tearing the building down and a vacant lot remaining. Some discussion ensued concerning a sunporch that was possibly non-conforming and a variance is needed. Also, there is a hole on the property, which was mentioned by Mr. Hammond, and needs to be taken care of because of liability issues. Carina will discuss the sun porch issue with Charles Brosseau, Compliance Officer. The Board agreed to secure the property and discuss auction procedures for next year. Carina informed the Board that insurance has been placed on the building through the Town's property liability insurance.

Chair Laufenberg mentioned the Select Board's meeting schedule during the holidays. It was confirmed that the Board will not be meeting for the next two weeks due to the holidays and will resume their weekly schedule on January 9, 2016.

Chair Laufenberg informed the Board that the Planning Board met with individuals regarding their concerns pertaining to the Dollar General Store. Chair Laufenberg stated he wanted to give credit where credit is due since the Planning Board Chairman, Stuart Pitts and Board members handled the matter very well defusing the situation. The concerned individuals resolved their issues amicably by working together with the Planning Board on guidelines regarding Site Plan Review additions for new retail stores and business centers. Also, there was no more mention of a member having a conflict of interest and all parties have agreed to work together to put in place specifications that work well for the good of the community.

New Business Continued: 2017 Budget Discussion: Town Clerk/Tax Collector: Chair Laufenberg called on Hannah Joyce, Town Clerk/Tax Collector who distributed copies of the Proposed Budget to the Board. After review, the Board was pleased with the budget reflecting a decrease in 2017. Mrs. Joyce informed the Board that the Supervisors of the Check List Budget is also down. Mrs. Joyce also discussed a proposed Warrant Article for preservation of two books. Mrs. Joyce contacted the gentlemen regarding new voting booths and she received a quote for 16 voting booths (4 pods) which is included in the budget packet for the Board to review and decide on.

Mrs. Joyce also inquired if Jade's printer was included for replacement next year. Carina confirmed that Karen's computer was up for replacement, but she believed Jade's printer was not on the list. Carina will discuss with Certified Computer Services.

Selectman Wheeler commended Mrs. Joyce for doing such a fine job regarding Presidential Election Day and the Board was impressed with the new traffic arrangement which enabled a smooth traffic flow. The Board thanked Mrs. Joyce for coming this evening.

Adjourned: There being no further business, Chair Laufenberg declared the meeting adjourned at 7:52 p.m.

Respectfully submitted,

Eleanor M. Dewey, Office Assistant and Recorder