

## MINUTES

### SELECTMEN'S MEETING

January 9, 2017

The Campton Board of Selectmen met 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 1 Elderly Exemption, 2 Veteran Exemptions, 1 abatement, 1 Building permit and 2 Applications for Current Use.

Call to Order: Chair Laufenberg called the meeting to order at 6:30 p.m. Members of the public present at this meeting were: Ann Nichols, Carolyn Hill, Kiley Kapp, Nancy Donahue, Tom Mullen, George Wright, Suzanne Silvestri and Lisa Ash. Chair Laufenberg stated the Minutes were 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 December 19, 2016. There were no revisions. 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.**

Privilege of the Floor: Chair Laufenberg called on Tom Mullen and Mr. Wright regarding Northern Pass. Mr. Mullen distributed a packet of information to the Board pertaining to his presentation. He explained that efforts are being made by Northern Pass to use Town Roads for the purpose of underground or over heading their transmission lines. Mr. Mullen cited the RSA pertaining to the fact that permission has to be granted by the Towns in order to use Town roads. Mr. Mullen explained 18 towns have filed a Petition to the Northern Pass Site Evaluation Committee regarding violating the RSA by not receiving permission from the Towns. Mr. Mullen explained he was here this evening to ask the Town of Campton to join in supporting the 18 Towns by writing a letter to the Site Evaluation Committee. Mr. Mullen inquired if there were any questions and there were none. Chair Laufenberg stated that the Board will take Mr. Mullen's and Mr. Wright's request under advisement. Mr. Mullen thanked the Board for their time.

#### New Business: 2017 Budget Discussion:

Library Committee: Kiley Kapp, Chair of the Library Committee, informed the Board that the Committee is asking for a working budget for the purposes of expenses in doing a Town survey, building research and investigating the septic and well issues, and public awareness costs to see if the Town is even interested in a new library. The total working budget being asked for is \$5,000.00. Mrs. Kapp also stated the Committee is asking for an ear mark for the library in the amount of \$30,000.00 and she also

inquired about the process for requesting the ear mark. Chair Laufenberg recommended doing a Warrant Article to create a capital reserve fund for the library and it would be voted on at Town Meeting. There was discussion concerning approval previously voted on at Town Meeting for \$30,000.00, and \$10,000.00 each year thereafter; however, there seemed to be a discrepancy of understanding as to whether or not the Article was approved or not approved. It appears that an amendment to the article was voted on; however, the actual approval of the Article for the \$30,000.00 for the library was moved to not vote on at that time. Selectman Wheeler stated that the Board will do some investigating to further verify and clarify any discrepancies presented this evening. Discussion ensued as to procedure on a Petitioned Warrant Article for a capital reserve fund for the \$30,000.00, and it was confirmed that the Petition needed to be signed by 25 registered voters and the deadline for the Petition is February 7, 2017. **Chair Laufenberg confirmed that the figures presented from the Committee this evening for the working budget would be incorporated into the 2017 budget.** There being no further discussion, the Library Committee thanked the Board.

250<sup>th</sup> Anniversary Committee Budget: Chair Laufenberg called on Carina who informed the Board that Selectman Davis presented a proposed budget estimate which Carina included in the Board's packet this evening. **Discussion ensued, and after discussion it was agreed that the figures (totaling \$20,000.00) will be factored in the budget to see how it affects the budget. Further discussion involved the Board concurring that a separate Warrant Article be drafted for the funds for the 250<sup>th</sup> Anniversary celebration.**

Parks & Recreation Budget: Lisa Ash, Parks and Rec. Director presented the budget with narratives as to the reasons for each line item. Lisa expressed that costs are up; however, the Department is expanding and the costs of expanding are mostly all covered by revenue. Lisa commented that the expenses actually budgeted for in 2016 were \$1,500.00 over; however, the revenue was \$5,000.00 over what was anticipated, and this revenue increase was achieved through expansion. The Board expressed the positive feedback received from residents regarding the program, and they were satisfied with the budget presented. Mrs. Ash thanked the Board and expressed that Carina has been extremely helpful throughout the budgeting process and the Board and Mrs. Ash thanked her.

Non-Public Session under RSA 91 – A: 3, II (c): Carina requested a Non-Public Session regarding a tax matter. **Chair Laufenberg moved for a Motion to go into Non-Public Session in accordance with RSA 91- A: 3, II (c) regarding a tax matter. The Motion was so moved and seconded, and with a roll call vote: Selectman Laufenberg – aye, Selectman Wheeler – aye, Selectman Kelly – aye, and Selectman Cheney – aye, the Board unanimously agreed to go into Non-Public Session, at 7:10 p.m. The Board came out of Non-Public Session at 7:15 p.m.**

Board of Selectmen's Office, Buildings & Personnel: Chair Laufenberg called on Carina to review the packet presented to the Board. After reviewing, discussion ensued pertaining to the irrigation system and the fact that the grounds do not look lush in spite of the costs of maintenance of the system. Discussion ensued regarding a part-time vs. full-time maintenance person or the possible suggestion of looking into a property management firm. Carina will get some quotes for the latter.

Discussion ensued pertaining to COLA and merit compensation for employees. **After discussion, the Board agreed to a 1% COLA across the board and a maximum, per person, \$750.00 one-time merit compensation increase, based on job performance evaluations. It was confirmed that the budget will be decreased considerably for 2017 and there is also surplus available. Carina pointed out to the Board that the reduction in the budget for 2017 is due to the employees finding resourceful ways to lower the budget. There was also discussion concerning supervisor evaluations on certain employees that have not been received by Carina. It was suggested that a memo be sent out to supervisors stating that if employee evaluations by supervisors are not received by Friday, January 13, 2017, the employees will not be eligible for the one-time merit compensation.**

**TAN was discussed and Carina will make arrangements for the Campton Village Precinct Commissioners to come in to discuss with the Board. The Board decided to reduce the Capital Reserve line item for Solid Waste to \$10,000.00. The Board also agreed to draft a Warrant Article for the Alden Dam (construction/repair/maintenance). The agreed figure for the Warrant Article is \$10,000.00.**

Correspondence: Carina stated that the proposed budget hearings dates need to be reviewed as the second budget hearing date is scheduled on February 20<sup>th</sup>, which is a holiday. **The agreed upon new dates for Budget Hearings are: Monday, February 6, 2017 (first Budget Hearing), Tuesday, February 21, 2017 (second Budget Hearing).**

**The Central NH Chamber of Commerce is requesting a 2 to 3% contribution from the Town. The Chamber suggested that the funds come from the room and meal tax contribution received by the Town from the State. Discussion ensued and the Board agreed not to contribute 2 to 3% from the Town's room and meal tax contribution from the State.**

Commerford Nieder Perkins, LLC, (CNP) Town Assessors forwarded their reply to DRA recommendations regarding their Data Verification Contract and the Verification Contract itself. Carina explained that CNP has made a few changes per DRA's suggestions. Carina pointed out the changes are not extreme; however, some revisions such as time deadlines will benefit the Town.

Notice of a Shoreland Permit Application was received for property located on Route 3 in Campton, for Joseph & Kathleen Grinley, regarding a structure being built on the property which involves the Shoreland protection requirements.

Notice has been received from the Town of Plymouth that a new cell tower will be installed on Tenney Mountain Highway in Plymouth, by Verizon.

North Country Council forwarded their plans for the upcoming year and it is included in the Board's packet. Carina reminded the Board that a decision has not been made if the Town is going to become a member of North Country Council and this figure will need to be included in the budget if the Town decides to do so.

The Board has in their packet an updated Tax Agreement list provided by Mrs. Joyce.

Carina received a report from Kathy Rodgers regarding the Beebe River project and she informed her that the water lines are in relatively good shape.

Board Concerns and Directives: Chair Laufenberg called on Selectman Cheney who inquired if the accounting procedure issues have been straightened out. Carina confirmed that they have not. The matter will be revisited after the audit.

**Chair Laufenberg called on Selectman Wheeler who expressed that he was in favor of supporting the 18 Towns that have filed a Petition with the Northern Pass Site Evaluation Committee. Discussion ensued, and then the Board agreed that a letter will be drafted to the Committee offering support to the 18 Towns that have filed petitions.**

As no other Board member had any further concerns, Chair Laufenberg stated that he had two. **One issue he inquired about was whether or not the Board wanted to draft a Warrant Article for the Road Agent position becoming an appointed position due to of the possible need, in the future, for a Public Works Department. After discussion, it was agreed that the Board would draft a Warrant Article for the position to become an appointed position.**

The second item Chair Laufenberg stated he would like to inquire about is an issue concerning employee health insurance. Chair Laufenberg explained that the opt out amount paid to employees who chose not to take Town health insurance has decreased (this year) by \$102.00. This is due to the fact that the single premium cost was reduced from \$400.00 to \$300.00 per month and the opt out is based on this figure. This actually means that employees who chose the opt out (8 employees, at present) will get a reduction of approximately \$100.00 in their compensation per month. Chair Laufenberg stated that Hannah Joyce inquired if the Board would consider level funding of the opt out this year. Discussion ensued and Chair Laufenberg reminded the Board that the opt out option gives a considerable savings to the Town rather than if the Town paid the premium percentage for the 8 employees, (if the employees decide to go with Town health insurance). Discussion further ensued as to the unlikelihood of the latter happening (this year). Discussion also ensued pertaining to not offering the opt out in the future and the reasons therefor. The Board concurred that the opt out for the year 2017 will be calculated on the \$300.00 single premium figure, with no level funding.

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

Respectfully submitted,

Eleanor M. Dewey, Office Assistant and Recorder