

MINUTES

CAMPTON/THORNTON/ELLSWORTH JOINT SELECT BOARD MEETING

JANUARY 23, 2017

The Campton, Thornton and Ellsworth Select Board met at 6:30 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, and John Gaites, and Tammie Beaulieu, Thornton Town Administration. The members present representing the Ellsworth Select Board were: Bill DeLeo, Steve Taves and Donna O'Brien.

Call to Order: Chair Laufenberg called the meeting to order at 6:30 p.m. Members of the public present at this meeting who were not on the agenda were: Ian Halm, Kelly Bolger, Jay Wagner, Kathryn Joyce, Steve Devine, Kelley Devine, Robert Bain, Paul Yelle, Brenda Boisvert and Virginia Erickson. Chair Laufenberg stated the Minutes were being recorded this evening.

New Business:

2017 Proposed Budget: Campton/Thornton Transfer Station: Chair Laufenberg called on Kevin McGuire, Transfer Station Manager who reviewed the Proposed Budget. Mr. McGuire pointed out that there are 2 new employees, one full time and one part time which has increased benefits etc. Discussion ensued regarding issues encountered with full time vs. part time staff and buyout costs. Tammie Beaulieu, Thornton Town Administration gave some background regarding Mr. McGuire's attempt to reduce the budget with part time employees that did not work out. With no further discussion, Chair Laufenberg called on Chair Sabourn of the Thornton Board who called for a Motion to accept the Campton/Thornton Transfer Station 2017 Budget in the consolidated amount of \$226,558.00. **The Motion was made and seconded and with a roll call vote, the Motion was unanimously approved by the Thornton Board of Selectmen.**

Chair Laufenberg called on the Ellsworth Select Board. A Motion was made and seconded by a member of the Ellsworth Select Board to approve the Campton/Thornton Transfer Station 2017 Budget in the consolidated amount of \$226,558.00 and with a roll call vote, the Motion was unanimously approved by the Ellsworth Board of Selectmen.

Chair Laufenberg called on the Campton Select Board. A Motion was made and seconded by a member of the Campton Select Board to approve the Campton/Thornton Transfer Station 2017 Budget in the consolidated amount of \$226,558.00, and with a roll call vote, the Motion was unanimously approved by the Campton Select Board.

Before Chair Laufenberg continued the meeting with the presentation of the Campton/Thornton Fire Department Proposed 2017 Budget, Selectman Davis stated that she had recently reviewed several old town reports while doing some research and came across the 1981 Campton Town Report which had

the “Dedication of the new Campton/Thornton Fire Department” write up that included the history of the establishment of the fire department. She thought it appropriate to make copies for everyone attending the joint meeting tonight as she believed many probably had not had the opportunity to read the dedication and history. Chair Laufenberg then called on Fire Chief Dan Defosses to present the proposed Fire Department Budget. Chief Defosses reviewed revisions that were made and explained that he also met with Chair Sabourn of the Thornton Select Board who suggested some changes that resulted in some decreases. Discussion did ensue regarding the legal expense line item and Kelly Bolger, Fire Commissioner expressed concerns in lowering the legal expense to \$4,000.00 rather than \$6,000.00 because the Fire Department is revising their policies and procedures and he didn’t think \$4,000.00 would be enough. After discussion, and reasons why it could be reduced, the consensus was to drop the legal expense line item to \$4,000.00. The total bottom line figure for the Campton/Thornton Fire Department Budget is \$751,999.00 and the breakdown of percentages of contribution by each Town is 58% Campton, (\$436,150.00), 38% Thornton (\$285,717.00) and 4% Ellsworth (\$30,080.00). There being no further questions or discussion, a **Motion was made and seconded by a member of the Thornton Select Board to approve the 2017 Fire Department budget in the amount of \$751,999.00, and by a roll call vote, the Motion was unanimously approved. A Motion was made and seconded by a member of the Ellsworth Select Board to approve the Fire Department 2017 budget in the amount of \$751,999.00, and with a roll call vote, the Motion was unanimously approved. A Motion was made by a member of the Campton Select Board to approve the Fire Department 2017 budget in the amount of \$751,999.00, and with a roll call vote, the Motion was unanimously approved.**

Selectman Wheeler addressed Chief Defosses by mentioning that he and the Boswell family (at Owl’s Nest) would like to thank and commend the Fire Department for their professional services recently rendered to their family for a medical emergency.

Chair Laufenberg inquired about the renovations for the Transfer Station and Kevin McGuire stated that the water test came back fine and the septic has been approved by the State. Chair Laufenberg asked that the Campton Board be kept apprised of the renovation process (once it is approved). Donna O’Brien confirmed that the Town of Ellsworth does not need a Warrant Article for the renovations.

The Thornton Select Board and the Ellsworth Select Board excused themselves from the meeting and Fire Chief Defosses also excused himself from the meeting. The Fire Commissioners present at the meeting and Mr. Jay Wagner remained for discussion regarding the second ambulance purchase. First, Carina suggested that Chair Laufenberg jump forward on the agenda by moving to:

Privilege of the Floor: Carina explained that Steve and Kelley Devine, new owners of the Sunset Grille are present this evening, and they want to introduce themselves. They are requesting a letter from the Board regarding approval of a liquor license and Carina explained that the document is in the Board’s signature file for signing this evening. The Board signed the letter this evening and Mr. and Mrs. Devine thanked the Board and expressed that they would like to be involved in the community by assisting in anyway, and the Board thanked them and wished them well with the business.

Approval of Minutes: Chair Laufenberg inquired if there were any revisions or concerns regarding the Public Minutes and Non-public Minutes of January 9, 2017. **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 Proposed Budgets of Trustee of the Trust Funds and Campton Historical Society members who were to present the budgets were not present so Chair Laufenberg proceeded with discussion concerning the possible purchase of a second used ambulance. Chair Laufenberg called on Kelly Bolger, Fire Commissioner who expressed that the ambulance has increased revenue over the past years and asked that the Board consider, at a future date, the possibility of the Fire Department utilizing that revenue for the purchase of equipment when the need arises. Both Mr. Bolger and Mr. Jay Wagner expressed their concerns that the current ambulance is in need of replacement (soon) and having two ambulances (within close age proximity) would cause additional repairs and maintenance issues and the fear of even the current ambulance breaking down while on a call. Mr. Bolger and Mr. Wagner confirmed that the ambulance goes on every single call and training sessions held. Mr. Bolger and Mr. Wagner are not in favor of purchasing a used second ambulance. Chair Laufenberg called on Brenda Boisvert, Fire Commissioner and Virginia Erickson, Fire Commissioner who both expressed being in favor of a second ambulance and their reasons therefore, i.e. for additional backup for availability to citizens, the obligation of the Town to serve the Town in the best way possible with emergency medical services and generating revenue, particularly transports, as the Chief had mentioned previously. Discussion ensued concerning staffing for emergency calls and the addition of doing transports, concerns of the life of the current ambulance, the possibility of a purchase of a new ambulance and using the current ambulance as back up. It was the consensus of the Board not to purchase a second used ambulance in 2017 and to buy a new ambulance next year. **A Motion was made by Selectman Davis that the Campton Board wishes to move on the original plan, to purchase a new ambulance in 2018. The Motion was seconded by Chair Laufenberg and with a roll call vote, the Motion was unanimously approved. Chair Laufenberg suggested that the Commissioners and Carina discuss with Chief Defosses the necessity of preparing for the process of purchasing a new ambulance so that numbers and information can be available in the fall for the discussion to begin. In addition, Chair Laufenberg recommended that numbers need to be available regarding revenue in order for the Board to be able to address the issue for a portion of the revenue to be transferred to the Capital Reserve Fund.**

Correspondence: Chair Laufenberg called on Carina who informed the Board that a civilian dump truck hit a guardrail on Beech Hill Road right by the dam, but there were no injuries. Carina got a quote from Primex for damages and Primex is now going to seek payment for the damages from the driver of the dump truck. The quote for damages is roughly \$1,600.00.

Carina informed the Board that Bob Guida sent a "hello letter" and he would be happy to address any questions or concerns with the Board. Chair Laufenberg stated as a follow-up regarding Mr. Guida, it is public information (from Mr. Guida's post on Facebook) that his wife had a stroke recently, and she is in critical condition.

Carina moved on to budgetary correspondence and explained that the Police Department's copy machine is 12 years old and is in need of replacement as they have had someone come in to repair and the repair contractor said it is "dying". Chief Warn has received a quote for a new one in the amount of \$5,000.00. Chief Warn is asking for permission to purchase a new copy machine as soon as possible and he has added it to his office supply line. Discussion ensued concerning sharing a copy machine with Selectmen's Office, privacy issues and the need of the Police Department to have a certain quality for picture copies. Carina will inquire if the copier comes with a maintenance contract. **After discussion, a Motion was made to approve the purchase of the new copy machine in the amount of \$5,000.00. The Motion was seconded and with a roll call vote, the Motion was unanimously approved.**

Carina also informed the Board that Chief Warn asked for a non-monetary Warrant Article for the creation of a committee to review storage needs in the Municipal Building and how to rectify the issues. This stems from the Primex report which had specific recommendations for improvements and needs for the building. The Board agreed that a Committee should be created; however, not by Warrant Article. Carina suggested the newspaper and website. The Board agreed, but not until after Town Meeting.

Carina informed the Board that the Radio Fund (in Capital Reserve) is no longer needed and there is an approximate amount remaining in the fund of \$793.00. Carina proposed that the Radio fund be closed out and the monies put back into the general fund. The Board unanimously agreed.

Another non-monetary Warrant Article needs to be decided pertains to the creation of a Capital Improvement Plan (CIP) Committee. The Board unanimously agreed that a Warrant Article be drafted.

Chair Laufenberg stated another Warrant Article that needs to be decided on is to change the Road Agent position to become an appointed position rather than an elected position. Selectman Wheeler inquired what Butch Bain thought of the matter. He explained he was not in favor of the position becoming an appointed position. He explained that from a taxpayer's point of view, an appointed individual (perhaps coming from another Town or even State) would not have the drive that he has to save the taxpayers money and satisfy their needs. He expressed that the public like to have a say in the decision making; hence, an elected position. He mentioned the position is his livelihood, and he will campaign against any Warrant Article changing the position to an appointed position. Butch also expressed that he hopes the Board can understand his position. Chair Laufenberg explained that this issue is nothing personal against Butch. The public has come in and addressed this issue expressing being in favor of an appointed position; however, Chair Laufenberg expressed how incredibly cooperative Butch is and does a lot of tasks outside the scope of the road agent's duties. Chair Laufenberg explained the reason he brought this discussion to light is because down the road a Department of Public Works will be needed. He explained it will take years for the Town to slide into that specific new department, but making the road agent position an appointed position would be the first step in the process. Chair Laufenberg expressed that if the position status is going to be changed it needs to be changed now, or it will have to wait another 3 years, because it can't be changed in the middle of a term of office. **Chair Laufenberg inquired if the Board was in favor of the Warrant to change the Road Agent position to an**

appointed position. The full Board was undecided so Chair Laufenberg tabled the matter for next week.

Chair Laufenberg called on Paul Yelle who indicated he telephoned Nancy Mardin and she forgot about the meeting to present the Trustee of the Trust Funds budget this evening, but she will forward the information to Carina by email tomorrow and will make arrangements to come in. As far as the Campton Historical Society, Paul Yelle stated (per Nancy Mardin) the budget would remain the same as last year. **The Board unanimously approved the Campton Historical Society's 2017 Proposed Budget.**

Budgetary Warrant Articles: **Carina suggested that because the used ambulance is not going to be purchased this year, she proposed that the 250th Celebration be funded by the Fund Balance rather than taxation because there is a healthy surplus and it would lower the budget some more. The Board agreed by designating \$20,000.00 to the 250th Celebration and \$10,000.00 be added to Capital Reserve for Fire Department vehicles. Carina also suggested that the Alden Dam funds be funded from the Fund Balance. The Board agreed.**

Discussion ensued regarding the Transfer Station. Carina explained that she did a four year study of what it cost to actually run the transfer station and it averages out to \$185,000.00 a year. With that in mind, the bottom line of the budget could be reduced because the Town is budgeting over \$283,000.00. Concerns arose regarding gross budgeting and it was decided that Carina would contact the Town Attorney before any decision is made and Carina will also go back another 4 years and report back to the Board for further discussion.

Discussion ensued regarding using Fund Balance surplus to fund Capital Reserve accounts. After discussion, the Board agreed to fund all Capital Reserve Funds for 2017 with the Fund Balance. Carina will do a revised budget for the Board to do a final review next week.

Selectman Davis stated that the Select Board is the agent to expend and transfer monies from Capital Reserves and it is at the Board's discretion to do so; therefore, a Warrant Article for the Transfer Station renovations in the amount of \$84,000.00 is not necessary. However, Selectman Davis suggested that this be explained to the public by incorporating it in the Selectmen's Report. The Board unanimously agreed.

Carina reminded Selectman Kelly that she needs an Emergency Management figure from him and Chair Laufenberg reminded Selectman Kelly that he needs to get sworn in. Carina also reminded Chair Laufenberg that she needs the Selectmen's Report from him next week.

Butch Bain requested the line item for overtime in the Highway Department Proposed 2017 Budget be increased to \$3,000.00, making that line item \$15,000.00. He explained his reasoning and the Board unanimously agreed to the increase.

Carina stated that Home Run Property Management will be in next week to give a quote on cleaning the Municipal Building and also an hourly rate quote for additional services when needed. Carina will devise a list of items that would be categorized for an hourly rate quote.

Carina informed the Board that Peter Vaillancourt was in and dropped off his last bill for 2016. Carina informed him it will have to be taken out of the 2017 budget as the 2016 budget has closed. He stated the irrigation system has broken pipes and all the sprinkler heads need replacing so it will be costly. Discussion ensued, and the Board agreed the irrigation system was not necessary.

Non-Public Session in accordance with RSA 91-A: 3, II (c): Chair Laufenberg moved for a Motion to go into Non-Public Session in accordance with RSA 91- A: 3, II (c) regarding a tax agreement 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 8:38 p.m. The Board came out of Non-Public Session at 8:42 p.m.

Board Concerns and Directives: Chair Laufenberg called on Selectman Kelly who explained that Russel Allard is paid \$84.50 per hour for his sub-contracting services for the Highway Department. When he was approved as a sub-contractor he stated the size of the truck (confirmed by the Selectmen’s Minutes) and the plow that he would be using and his hourly rate was based on that information. Since that time, Selectman Kelly informed the Board, that Mr. Allard purchased a truck from the Town (which is smaller, with a smaller plow) and he is still being paid the hourly rate even though he does not have the capacity to provide the same services as specified in the bid he presented to the Town. Selectman Kelly explained that other sub-contractors have complained to him about this situation. Selectman Kelly expressed that it is the Road Agent’s job to keep a closer watch on such matters. Chair Laufenberg confirmed the plowing job is “awful” and explained certain issues with the Board.

Carina informed the Board that there is not a clear cut, solid contract drafted for the sub-contractors at this time, and moving forward a solid contract will need to be drafted before it is time to take plow bids. Carina also informed the Board that she believes not all Certificates of Insurance have been provided from all sub-contractors.

Adjourned: There being no further business, Chair Laufenberg declared the meeting adjourned at 8:47 p.m.

Respectfully submitted,

Eleanor M. Dewey, Office Assistant and Recorder