

MINUTES
SELECTMEN'S MEETING AND
PUBLIC HEARING
November 20, 2017

The Campton Board of Selectmen met at 6:30 p.m. at the Campton Municipal Building. Present were Selectmen, Peter Laufenberg, Charles Wheeler and Charles Cheney and Carina Park, Town Administrator and Eleanor Dewey, Office Assistant and recorder. Selectman Davis and Selectman Kelly were 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 Release of Lien, 1 Abatement, 1 Building Permit, 1 Demolition Permit and 1 Sign Permit.

Members of the public present at this meeting who were not on the agenda were: Robert Bain, Craig Keeney, Virginia Erickson, Susan B. Jayne, and Ian Halm. The Minutes were audio recorded this evening.

Approval of Minutes: Chair Laufenberg inquired if there were any revisions or concerns regarding the Public Minutes of November 6, 2017 and 3 sets of Non-Public Minutes and the Public Minutes of November 13, 2017 and 1 set of Non-Public Minutes.. **There were no revisions. A Motion was made to approve the Public Minutes of November 6, 2017 and 3 sets of Non-Public Minutes and to also approve the Public Minutes and 1 set of Non-Public Minutes of November 13, 2017, all as written. The Motion was seconded and with a roll call vote the Public Minutes and Non-Public Minutes of November 6, 2017 and November 13, 2017 were unanimously approved as written.**

Public Hearing – Unanticipated Revenue – Highway Block Funds

Chair Laufenberg called for a Motion to open the Public Hearing. A Motion was made and seconded and with a unanimous roll call vote to open the Public Hearing, the hearing was opened at 6:53 p.m. Chair Laufenberg explained that the Town received \$110,563.26 in the form of a Highway Block grant to be only used in certain areas as specified by the State. The purpose of the Public Hearing is to approve the acceptance of the revenue. Chair Laufenberg inquired if there were any questions or concerns and he called on Virginia Erickson who inquired if there is any reason not to accept the unanticipated revenue. Chair Laufenberg confirmed there is no reason not to accept the revenue, there are no strings attached, and this is just a procedure matter. There were no further questions from the public and the Board had no comments or concerns. **A Motion was then made to close the Public Hearing. The Motion was seconded and with a roll call vote: Selectman Laufenberg – aye, Selectman Wheeler – aye and Selectman Cheney – aye, the Public Hearing closed at 6:55 p.m.**

New Business:

2018 Preliminary Budget Discussion – Police Department - Chair Laufenberg called on Chief Warn who reviewed his 2018 budget requests and explained each line item and reasons for increases where reflected. The most significant change was the line items for employee compensation. Chief Warn explained the officers' wages listed reflect the compensation previously discussed with the Board and approved by the Board. The increases were due to the fact that the Town of Campton is behind in comparison to surrounding Towns i.e. Bristol, Plymouth, Ashland and Woodstock. In order to keep the Police Department's present experienced personnel, Chief Warn requested the increases. The Board concurred. Chief Warn also requested an increase in the Executive Secretary's pay rate and the Chief's position. Chief Warn further discussed the hiring and sharing of a Prosecutor with another Town (as was previously discussed with the Board; however, no decisions were made). The Police Department's Preliminary Budget reflects approximately a \$30,000.00 figure for half the compensation and benefits. The other half being contributed by the sharing Town. Discussion ensued after Chief Warn's presentation. Concerns regarding training for prosecution services, benefits for the Prosecutor position and the possibility of the Chief presenting more options, i.e. contacting the area Prosecutors' Association and having a representative come in to discuss what services the Association can provide to the Town of Campton and the cost therefor. **The Board unanimously agreed to look at other options. Chief Warn agreed to contact the Association and will make arrangements to have a representative from the Association come to speak with the Board. Another option mentioned was hiring a County Prosecutor and discussion ensued. Chief Warn emphasized that the County Prosecution service typically handles a case load of 5 or 6 cases a year for a given Town and the Town of Campton is at approximately 140 cases. (Last year there were approximately 200 cases).** There being no further questions for Chief Warn, the Board thanked him for his 2018 Preliminary Budget presentation.

2018 Preliminary Budget Discussion – Campton/Thornton Fire Department - Chair Laufenberg called on Chief Defosses who reviewed the entire Fire Department Preliminary Budget with up-to-date expenditures and payroll. Some items of significance Chief Defosses discussed were the payroll line items stating they reflect a 2% step (as the recent wage study performed for the Fire Department indicated the Department was one step below) and the Chief also included a 2% performance step. A discrepancy in a percentage regarding payroll was pointed out and Chief Defosses will research that issue. Another line item of significance was the IT line item. Chief Defosses stated that Certified Computers is now there IT service and they will be doing some upgrading of switches and a router and some wiring. Chief Defosses was happy to report that the health insurance line item is reduced. Chief Defosses explained that the Miscellaneous Expense line item reflects transportation expenses in the recent vehicle purchase, hence the \$1,000.00 expense. Chief Defosses explained that he provided a list of proposed end of year purchases to the Board. He explained that he anticipates an approximate \$50,000.00 surplus. With that in mind, Chief Defosses proposed the purchase of a Power stretcher for the new ambulance, 2 mobile radios and 5 portable radios and he would like to know if the Board would be agreeable to the purchases using the surplus money. **The Board was in agreement as long as there is an actual \$50,000.00 surplus.**

Chief Defosses also provided a list of equipment to be considered for the CIP Committee. Chief Defosses informed the Board that he would like to replace the 2004 Tahoe with a new vehicle and the present command vehicle will replace the 2004 Tahoe. Chief Defosses stated that the cost for same will be in the vicinity of \$45,000.00; however, he will get a couple of quotes for the Board. The Chief mentioned radio communication updates will be in the horizon also as present equipment is becoming outdated, but no costs are known at this time. The replacement of the exterior siding on the Fire Station was discussed and Chief Defosses confirmed that the contractor has been out a second time and he will be providing a quote for any possible damaged sheeting under the vinyl; however, the contractor did not feel there was anything major. The contractor stated he will prepare a contingency fee for same. Selectman Cheney raised concerns regarding whether or not it was entirely necessary to vinyl side the entire Fire Station. **The Board recommended that the Chief get a couple more quotes on the siding and sheeting and bring them to the next meeting.** There were no further questions and the Board thanked Chief Defosses for coming.

2018 Health Insurance Rates – Carina stated that she and Chair Laufenberg met with the Town’s health insurance representative and unfortunately the rates have increased by 14% which will equate to approximately a \$14,000.00 a year increase. **In the past 3 years the Town has opted to switch plans and this causes some disruption with employees. For this reason, it was recommended to stay with the new quote which will enable the Town to engage in a plan similar to the plan that is now in effect.**

Revised Schedule of Fees - Carina revised the fee schedule to meet the needs of electronic copies and hard copies provided to the public. **The Board agreed with the new fee schedule; however, agreed to increase the hard copy Property Owner List to \$75.00 and the Tax Warrant Hard copy to \$150.00. The fees for electronic are considerably lower.**

Correspondence: Carina inquired about scheduling the Joint Campton/Thornton/Ellsworth Board Meeting. It was suggested Tuesday, January 9th, at 6:00 p.m. Carina will contact the Town of Thornton and Town of Ellsworth to confirm and also confirm where the meeting will be held.

Carina informed the Board that the TAN is in the works and the percentage rate is 1.55% and the paper work will be ready on the 4th. However, the tax rate is set, tax bills will be going out soon, so it may be that only a small portion of the TAN will be needed.

The Town received notice that Northern Pass got the okay from the Utilities Commission for the rights-of-way up North. The Board would like a copy of the notice scanned to them, and Carina will follow through on forwarding it to Board members.

There will be a cookie swap at the Campton Historical Society on December 3, 2017, from 4:00 to 6:00 p.m.

Gardner Fulton & Waugh, PLLC, Town Attorneys sent an annual Municipal Law Update and they are offering to meet with the Board to review. Chair Laufenberg asked for a scanned copy of the updates to go to the Board and then a decision will be made if the Board wants to meet with the attorneys. Chair

Laufenberg inquired if the Bill regarding the State taking back more costs for the retirement plan had been voted on. Carina stated that that bill is on the docket for 2018.

Intergovernmental Agreements expire on 12/31/17. Discussion ensued and the only question the Board has is on percentages. Carina will inform the Thornton and Ellsworth Boards to be prepared on January 9, 2018 to discuss. The Board was comfortable with having this discussion on the 9th of January, even though the agreements expire on 12/31/17.

Carina emailed Bob Durfee regarding the Alden Dam, and she is waiting to hear back from him. Hopefully at the next meeting she will have some information. Discussion ensued on rusted culverts, etc.

A letter from Mr. Young is in the Board's packet regarding the damages received to his property from the last storm and he forwarded receipts (totaling \$3,200.00) that he discussed with the Board at the last meeting. Carina inquired as to how the Board wanted to proceed. Discussion ensued regarding FEMA monies to offset costs and the fact that FEMA is still working on the storm before this last storm. It was confirmed that any monies from FEMA will not be received by the Town probably until July of next year and that is for the first storm. While the Board recognized that the damage was an unfortunate circumstance, the damages were not caused by any wrong doing of the Town. **With this in mind, the Board agreed to have a letter drafted to Mr. Young (to be approved at the next meeting) informing him of the Board's decision.**

Carina informed the Board that the Municipal Building annual inspection of the boiler was done and it was discovered that the air conditioning unit keeps tripping the circuit breaker. The technician suggested an electrician be called to remedy the problem.

The CIP Committee meeting has been tentatively scheduled for November 28, 2018, at 3:00 p.m., in the Community Room and Carina will notify Selectman Kelly and Tim Scanlon.

Privilege of the Floor: Chair Laufenberg called on Butch Bain. Butch inquired if the Board would approve rolling over 10 vacation days for David Goodwin and Ron Farnsworth rather than the normally allowed 5 days. He stated, that this year, with all the storms, it has created unusual circumstances and his staff has worked through some of the days that they actually scheduled off for vacation. **The Board unanimously agreed to roll over an additional 5 days.**

Chair Laufenberg called on Craig Keeney who inquired if the Board would, when addressing the Police Department Budget, consider requesting that the Police Department hire officers that have already gone through the academy so that the overtime line item does not increase and the training line gets reduced and to alleviate academy costs. **Discussion ensued and the Board agreed, now that the issue of compensation has resolved, there should be less of a problem finding qualified individuals.**

Non-Public Session - A Motion was made to go into Non-Public Session under RSA 91-A: 3, II (a) regarding personnel. The Motion was seconded and with a roll call vote: Selectman Laufenberg –

aye, Selectman Cheney– aye, and Selectman Wheeler – aye, the Board went into Non-Public Session at 8:50 p.m. The Board came out of Non-Public Session at 9:07 p.m.

Board Concerns and Directives – Chair Laufenberg called on Selectman Cheney who inquired if any information has, at present, been established as to who comprises the Beebe River Association, and how it was formed etc. Carina explained that Town Attorney has contacted her regarding this matter, and he would like to do some research on how the Beebe River Village District was dissolved and how it came about that the Association was formed. Town Attorney informed Carina that once this research is completed he will have a clearer understanding in order to give any recommendations to the Board regarding Beebe River Association.

Adjourn: There being no further business, Chair Laufenberg declared the meeting adjourned at 9:08 p.m.

Respectfully submitted,

Eleanor M. Dewey, Office Assistant and Recorder