

MINUTES
SELECTMEN'S MEETING

May 7, 2018

The Campton Board of Selectmen met at 4:30 p.m. at the Campton Municipal Building. Present were Selectboard members Chair Peter Laufenberg, Vice-chair Karl Kelly, Sharon Davis, Bill Cheney, Craig Keeney, and Carina Park, Town Administrator.

Approval of Minutes: Chair Peter Laufenberg inquired if there were any revisions or concerns regarding the Public Minutes of April 23, 2018. **A Motion was made to approve the Public and Non-Public Minutes of April 23, 2018 with amendments. The Motion was seconded.**

Privilege of the Floor:

None

New Business:

Beebe River Memorandum of Understanding

Carina reminded the Board of the Beebe River "Contract for Services" from the Beebe River HOA brought forth last year while she was out on maternity leave. The Beebe River HOA would like more involvement in how the budget is developed, as well as the maintenance on the utility lines.

Kathy Rodgers from RCAP and Cindy Klevens from NH DES are present this evening to discuss any concerns they Board may have with the agreement.

Kathy Rodgers introduced herself to the Select Board and her responsibilities regarding public health at Beebe River.

Cindy Klevens introduced herself to the Select Board and stated she felt the infrastructure at Beebe River is in the best shape it has been for a while. She expressed the water quality is good as is the septic. The septic lines do need some additional work although most of it is normal maintenance and repair. She thanked the town for their assistance and wanted to know how they can make the relationship work going forward.

Kathy and Cindy expressed concern that the water rates for Beebe River have been reduced the past two years and the need for reserves for repairs. They recommend not lower the rates again.

Bill Cheney replied he was surprised to learn there is an HOA at Beebe River. The Select Board was unaware of this. No officers have come forward to meet with the Select Board.

Chair Laufenberg responded he also is hesitant to sign any memorandum with a group of people who are unwilling to meet with the Select Board. As there is currently nothing in place, he believes

a memorandum will help with clarifying the roles for all parties involved but would like to meet with the members of the HOA.

The proposed agreement states the town will continue to collect revenues, as they do now. They would like to add if the tenant is in arrears a notice would be sent. Carina added there is nothing in regards to noticing the HOA, from an administrative stand point; there are no means for the town to collect. There are homeowners currently who have never paid anything. The town needs clearly defined outlines regarding collecting late payments.

Mr. Cheney asked if town counsel has responded to this; Carina answered not yet. The Select Board would prefer to wait until town counsel has had a chance to respond.

Deer Run Dam Engineer's Report/Bidding & Contract Documents

Bob Durfey presented the additional information.

DuBois and King was contracted to design repairs to the Deer Run dam. This is in response to a letter of deficiency issued by the NH DES Dam Bureau. The corrections need to be completed by the fall of 2020.

Mr. Durfey updated the Select Board on the completed plans and items that are still in question.

The upstream side has stone on the slope and it is recommended this remain. Currently there are large gaps within the stoned areas; smaller stones will be placed into these gaps.

It is recommended a paved apron be installed to help the erosion problem that occurs due to drainage. It is also recommended to reinstall the dry hydrant. The intake dry hydrant is almost out of the water; while they have low pond conditions they would like to extend the hydrant out into the pond. This is not a requirement by the Dam Bureau but they feel this should be done.

They will be digging up some pavement to install the hydrant pipe as well as replacing a collapsed culvert. The area will be repaved up to the trench cuts.

It is anticipated this will take 3 months.

Discussion on when to put the work out to bid. Mr. Cheney asked about the cost and if there would be an increase in the materials. Carina said in order to fund the additional two culverts they would have to address this again at town meeting (2019).

Replacing the two culverts would make more fiscal sense now as the contractors will already be mobilized.

Mr. Cheney asked about replacing the culverts and if they would be of sufficient size; or would they have to address extra capacity. Will they require additional capacity to allow for water going over the dam? The answer is no. Mr. Durfey explained the issue stemmed from the inlet structure being larger than the outlet structure which will be remediated.

Most of the tree clearing will be south of the wetlands area and these are small saplings and scrub brush. There is some clearing on the southwest corner which is wooded. The plan shows a new proposed tree line. The largest amount of clearing will be where they extend the dam by 100'. Total length is 100' but starts at the center of the dam.

There is a discussion on the privately-owned property that will be affected by the clearing and extension of the dam. Mr. Durfey suggested the town talk to the property owner regarding a possible easement/maintenance rights. The Dam Bureau construction permit will be dependant on the town mowing the grass once a year and keeping the trees clear for a certain space. The town would execute a temporary easement allowing them to do the construction; then the town would be responsible for maintaining the berm but the property owner would still own the land. The owner wouldn't be able to replant trees but the property is still theirs. Or the town could purchase that piece of land. These details have not been worked out yet as a part of the plan. The town would need to meet with the abutters.

Chair Laufenberg asked about the cost. They are now looking at approx. \$360,000 whereas initially they were looking at \$300,000. Mr. Durfey said they have added in a stone swale on the west side to protect the back side of the dam. They also added in the apron paving (mentioned earlier) as well as guardrails on the upstream and downstream faces. These items can be discussed with the town. By roadway standards (DOT) guardrails are placed any time they have a side slope that is steeper than a 2 to 1 drop-off. These are recommendations. Mr. Durfey is concerned with the upstream slope as someone could go off the road and end up in the pond.

It was asked if the pond's water level will get dropped during construction; answer is no.

Questions from the public:

De Robitaille stated she has lived above the pond for approx. 30 years and she has never seen the pond hit a high level. She asked if they do not add the culverts will this keep the town in compliance with the state; answer is yes. She then asked about the trees around the pond being removed. She has concerns that the vegetation "holds the land". Mr. Durfey answered the tree removal won't be far enough up to cause erosion. He added tree clearing is always a concerning topic and the 15' tree clearing is a hard rule by the Dam Bureau.

Denise Petrycki, resident and the property owner mentioned above, asked about installing a fence at the point where the town will be required to maintain the land. She is concerned with people coming onto her property to utilize the pond. She is trying to prevent this due to liability. Mr. Durfey said a fence is possible.

Another resident asked if the dam will be in compliance when the work is done; answer is yes. He also requested to be shown, on the plan, where the culverts would be located.

Chair Laufenberg asked Mr. Durfey what the next step would be. Answer they have the contract documents; they will flag out the tree-clearing line with the property owner. Working with the

board they will come up with some recommendations to make the project more palatable to the homeowner. DuBois and King, along with a Select Board member, should meet with the homeowner to discuss options. They will also look closer at the guard rail requirements to see if some of it can be eliminated. He thinks they can be eliminated on the downstream side. They need to send the town a contract amendment to include the design of the two culverts replacements which will require more surveying which he will do. They need to finish their right-of-way/easement drawing which shows the type and recommended easements. This drawing can be used to show their abutters the easement area. This could be ready in a couple of weeks.

Select Board member Sharon Davis made a motion they consider looking at adding the two culverts to the project. Motion seconded by Karl Kelly. Mr. Cheney would like an estimate. All are in favor of considering the addition of the two culverts.

Town Clerk/Tax Collector Budget

Hannah Joyce has concerns about the retirement line item on her budget. She believes the deductions have not been taken out. Hannah is concerned the town is not funding her retirement account on a timely basis. She received a statement in March on her retirement account. She wanted the board to explain why the deposits haven't been made to her account.

Carina assured everyone the payments are submitted on a monthly basis. This is the first she has heard of this issue. There are only two people on the American Equity retirement plan and the other employee hasn't expressed any concern. Carina asked the Board if they would like review the retirement vendor file which has copies of the payments made each month and the check stubs. Vice-Chair Karl Kelly expressed he would. Carina distributed the file.

Chair Laufenberg asked Hannah if she has any documentation showing the untimely deposits. Hannah expressed she does not have the documentation on hand and is only bringing this to the board's attention. She would like a corrective action plan. Board member Sharon Davis said if they find there is a problem they will correct whatever might be wrong but at this point they don't know what, if anything, needs to be corrected.

Selectman Cheney asked if Carina could make copies of the payments and the canceled checks for Hannah.

CTFD-Building Repairs

Fire Chief Defosses approached the board regarding the fire station's roof leaking. There are two options – replace the existing screws with larger ones with washers as long as the wood is okay; other option is total roof replacement.

The oil tank at the back of the building was dropping and the fire crew has leveled it out. There is painting that needs to be done and the crew has also offered to do that during the summer.

Discussion on the condition/age of the siding. Discussion on repaving the entrance area to the station.

Fire Commissioner Brenda Boisvert expresses her concern regarding the leaking roof at the fire station and the potential of black mold and water damage to electronics. She is concerned that OSHA would find violations if they paid a visit, and she would like to see the town fix Chief Defosses' concerns regarding the building.

The Select Board agrees these items are a concern and do require attention.

Carina received a quote to paint lines for the trucks inside the building. The quote is \$838 which also includes lines for town office/town clerk parking areas.

Road Agent Spring/Summer Schedule Update

Butch updated the Select Board on the grading which is moving along well. Eastern Corner, Perch Pond Rd. along Page Rd. has been done. Once grading is complete Butch will go back and reassess work for the summer.

Butch was asked about putting a time frame onto his schedule. Butch answered he will present a plan for the summer of 2018 with minor stuff being done first.

Discussion regarding daily mileage by person doing the grading.

Discussion regarding the road near the "horse farm".

Discussion regarding materials that was used on a road. There are FEMA funds coming in and that can be used as it is considered unanticipated revenue.

Old Business:

None

Correspondence:

Carina asked the Board if they were going to use Sunset Hill for property maintenance again this year. The answer is yes.

Spring Hill Electric is going to be looking at the lights on the sign. He will also be giving a quote for installing outside electric outlets.

Carina updated the Select Board about the two gravel pits that had no permits.

The updated tax sheets were given to the Board members.

The fire station is having their annual Mother's Day breakfast on the 13th of May. Carina wants to use this opportunity to get rid of some of the 250th items.

Thornton Collision is still awaiting the part for the cruiser that was rear ended this winter. The vehicle they were going to sell at spring auction is still being used so Chief Warn would like to wait until the fall auction. The Select Board is requesting Chief Warn meet with them as there is some confusion as to which cruiser is being discussed and why the wait on parts. The Board said to hang onto the vehicle being used until the fall auction and the chief will meet with them at the next meeting.

Short-term disability, long-term disability and life insurance will be renewed with a different company for a savings of \$2500.

Assessment is 384,000,000 which is up from last year.

Town Counsel is increasing their rates starting in June. Carina will check their contract.

Waste Management contract can't be cancelled as it expires April 2019.

The town received a Wetlands Permit Application for a wildlife pond on 405 Beech Hill Rd. There used to be one there but it has dried up and they would like to replace it.

Carina sent out an email blast for additional CIP members. Four residents responded. The Board would like to meet the four residents at the next Select Board meeting.

Carina asked the Board to proof the letter she drafted regarding the no trespassing sign and the private driveway issue that was discussed at the previous meeting.

In Public Session a Motion was made to go into Non-Public Session under RSA 91-A: 3, II (e) pertaining to legal correspondence. The Motion was seconded and with a roll call vote: Selectman Laufenberg – aye, Selectman Davis – aye, Selectman Kelly– aye, Selectman Keeney – aye, Selectman Cheney – aye ~ the Board went into Non-Public Session at 7:43 p.m. The Board came out of Non-Public Session at 8:04 p.m.

Board Directives and Concerns:

Chair Laufenberg stated that Sharon Davis asked that the buntings be removed from the gazebo at the cemetery.

Selectman Kenney informed the Board that he had someone look at the plan for the truss design and they are rated for 20lbs per square foot. He believes we can use the current walkway in the attic for storage as long as the boxes were disbursed. He suggested looking into a stair well and other avenues for additional space beyond the walkway.

Chair Laufenberg expressed his discontent that the Dam project will not be completed this summer and that the Board was not made aware of the easement issues earlier.

Adjourn: There being no further business; Chair Laufenberg declared the meeting adjourned at 8:20 p.m.

Respectfully submitted,

Mary Pelchat, Transcriber

Approved by:

Date
