

## MINUTES

### SELECTMEN'S MEETING

December 3, 2018

The Campton Board of Selectmen met at 4:30 pm at the Campton Municipal Building. Present were Chairman Peter Laufenberg, Vice Chair Karl Kelly, and Selectmen Sharon Davis, Craig Keeney and Bill Cheney. Town Administrator Carina Park, Road Agent Robert "Butch" Bain, and Recorder Ellyn Franklin were also present. Tax Collector Hannah B. Joyce and Fire Chief Daniel Defosses were in attendance as well. During the work session, the Board signed the manifests and reviewed the bills.

**Call to Order:** Chair Laufenberg called the meeting to order at 4:30 pm. Members of the public present included Town Clerk/Tax Collector Assistant, Jade Hartsgrove, Ann Nichols, Carolyn Hill, Shelley Thompson, Kelly Wieser, and Nancy Donahue.

**Approval of Minutes:** Chair Laufenberg inquired if there were any revisions or concerns regarding the Public Minutes and Non-Public Minutes of November 19, 2018. Vice-Chair Kelly made a motion to approve the Public and Non-Public Minutes as revised. Selectman Keeney seconded the motion, and the Board voted unanimously to approve the Public and Non-Public Minutes.

**Privilege of the Floor:** Road Agent, Butch Bain asked for the blessing of the Board to roll over an additional week of vacation time into the next year for himself and Ron Farnsworth due to the vacancy in the Highway Dept. this year. The Board had no objections.

Hannah Joyce voiced concerns about the bi-weekly payroll. She requested that the Board revisit the issue of keeping staff on weekly pay. Some of her concerns include that some employees live paycheck to paycheck, and they also could have a spouse already getting a bi-weekly check. Tax brackets are also a concern. Hannah said that no one in her department was asked about the change and she is concerned.

Selectman Davis said that the process is already in motion and changing it now would be an undertaking. With the inclusion of the Fire Department on January 1, which is already on a bi-weekly schedule and unable to make the switch, it makes the most sense so all the employees can be on the same pay schedule.

Ann Nichols, director of development and public relations at LRMHC came before the Board to request financial support for the upcoming year. Carina indicated that we have received the full packet and will review the requests later this evening.

#### **New Business:**

##### **2019 Budget Discussion – Library Trustees and Library Study Committee**

Shelley Thompson presented the library budget. The overall library budget is slightly less than years past although they would like to increase the budget for book next year. The library had fifty-nine new cards written for readers this year.

Selectman Davis made a motion that the Board approve the encumbering of \$1600 for the remaining expenditures. Vice-Chair Kelly seconded, all voted in favor and the motion carried.

Kelly Weiser presented on behalf of the library study committee. She presented two petitions with signatures to be included on the town warrant

The first petition is to vote to see if the town will vote to expand the purpose of the library capital reserve fund to include renovation and furnishing of the existing space and any addition to said space.

The second petition continues to raise funds for the project. They are asking the town for \$15,000 to be added to the library capital reserve fund. They are moving forward with our remaining funds to have an architect look at the existing plans to see what could be done with the existing space. The committee has \$500 remaining in the budget which they plan to use to digitize the plans.

Selectman Davis made a motion to encumber the \$500 to be used in 2019. Chair Laufenberg seconded the motion, all voted in favor, and the motion carries.

Selectman Davis asked if they had received an estimate on these digitized plans. Kelly said this is in process.

Kelly also said that they had met with the state librarian who was, although previously against their idea, won over after several hours spent in the space.

Selectman Davis suggested that we get the estimate as soon as possible and then the Board can look at it and talk it over. Kelly said she will bring this estimate to the next meeting.

Selectman Keeney asked if the library committee's engineer would be kept local. Kelly said with full disclosure she is using her brother, Evan, for this engineering. He does mostly renovations of municipal buildings.

Selectman Keeney asked if the committee had spoken with the school board. Kelly answered yes, and aside from logistics issues, the school board understood the committee's recommendation. There is a current library agreement, and the Boards (School and Selectmen) would have to negotiate an end to that agreement. It is also important to note that the school paid for the replacement of the library roof.

Chair Laufenberg asked if we could have a discussion with the school board and open a line of communication so we could better understand the budgets and tax raises. Kelly said she will take that comment back to the school board. Selectmen Davis agreed that it would be good to have a joint meeting about large budget items. Chair Laufenberg expressed he would like to stay in communication to shuffle items in the budget around so they don't all hit at once. Kelly said that the board does try and plan ahead for these big items to avoid large increases.

### **CTFD Budget Update**

Chief Defosses brought his updated budget before the Board. The Board had previously asked him to find some extra money to offset the cost of his possible new hire. He checked his numbers and was able to find the money in his budget to lower the overall increase to 1.7% which equals \$12,971. He expressed the Board also talked about the possibility of doing an extra 8 weeks of overnight coverage. This would raise the overall increase to \$38,833.

Chief Defosses would like extra overnight coverage because the station has been increasingly busy which results in people staying out all night on a call, and then having to get up in the morning and go right to work. The additional eight weeks will cover January and February. January was one of our

busiest months last year. Overnight coverage will allow us to get to a medical scene or fire much faster. The on-call members won't have to clean snow off our cars and drive in to the station because a team will already be there.

The full time staff would takes eight weeks to run through a 24 hour shift schedule. Each one would work one 24 hour shift and then be off three days. They would be paired with a part time (per diem) employee for this 24 hour shift. The Fire Dept. did this in July and August and it seemed to work well, as they handled many of the small calls and stayed at the station so that we didn't have to worry about getting the whole call department in or having all full time staff on duty.

If the eight weeks are approved, the budget for night call will decrease (this is reflected on the back of the budget sheet). It would be a \$10,000 increase overall for Campton if we added the eight weeks.

Chair Laufenberg asked if it is correct that the volunteer call shifts are trending downward? The Chief said yes, but he still budgets for every shift to be filled. Chair Laufenberg said that eventually, since the Chief would like the fire department to transition to full time, we should begin developing a plan for this transition rather than suddenly calling for a \$200,000 increase in budget. Chief Defosses agreed and mentioned a grant that opens in springtime which would help them make this jump.

Carina mentioned that the Town of Campton will pay 56.5% of the fire department in 2019 and will eventually pay 54% in 2021.

Chief Defosses also said that ambulance revenues have increased to a 73% return in 2017, which equals about \$161,000. Typically, a municipal ambulance that does 911 calls gets around 60-65% return, so we are quite a bit ahead. Chief Defosses attributes this to better upkeep as well as an increase on runs.

The Board are all in favor of the new hire and gave their approval for the chief to talk to him about coming on board.

**In 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 Kelly- aye, Selectman Davis- aye, Selectman Keeney – aye and Selectman Cheney - aye ~ the Board went into Non-Public Session at 5:56 p.m. The Board came out of Non-Public Session at 6:18 p.m.**

### **Selectmen's Budget Work Session**

The Board revised and revised the 2019 proposed budget line by line. Topics addressed;

- COLA
- Merit Pay
- Selectmen Pay
- PD & SOC Computers
- Solid Waste
- Outside Agencies
- Capital Reserves
- Fund Balance Purchases

**Adjournment: There being no further business, Chair Laufenberg declared the meeting adjourned at 8:57 p.m.**

Respectfully submitted,

Ellyn Franklin, Recorder