

MINUTES

SELECTMEN'S MEETING

December 17, 2018

The Campton Board of Selectmen met at 4:30 pm at the Campton Municipal Building. Present were Vice Chair Karl Kelly, Craig Keeney and Bill Cheney. Town Administrator Carina Park, Road Agent Robert "Butch" Bain, and Tax Collector Hannah B. Joyce were also present. Selectman Sharon Davis was excused. During the work session, the Board signed the manifests and reviewed the bills.

Call to Order: Vice Chair Karl Kelly called the meeting to order at 4:30 pm.

Approval of Minutes: Vice Chair Kelly inquired if there were any revisions or concerns regarding the Public Minutes and Non-Public Minutes of December 3, 2018. Carina presented her revised changes to the Board. 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:

Selectman Bill Cheney made a motion to appoint Craig Keeney as new Chairman of the Board. Vice-Chair Kelly acknowledged Selectmen Davis's request via email to postpone the appointment of a Chairman. Discussion ensued and Vice Chair Kelly seconded the motion. Motion carried 3-0.

New Business:

Highway Budget Update

Road Agent "Butch" Bain addressed the Board and explained they had a period this year where several people were either injured or fell sick, and in the future, he wants to be prepared if this happens again. Ray Mardin is currently working 29 hours a week, April 1-November 1, as the grader operator. He would like to schedule Chris Davis to work 29 hours a week as well, during the same time. His initial proposed budget had decreased by roughly \$8,000, however he would like to use these funds plus an additional \$7,500 to get the additional help in the summer.

Carina expressed that in comparison to last year we are essentially adding a grader operator as we have always had a year-round part-time employee.

The Board asked Butch if he felt he could move some money around in the budget to help absorb the additional costs. Carina said that we can possibly use \$1,500 or so from the health insurance line as we do not have solid figures yet. Butch was also willing to split the difference and reduce the equipment maintenance budget to \$3,300. The Board also discussed shifting funds from the subcontractor or infrastructure line item.

Vice Chair Kelly made a motion to drop the equipment maintenance down to \$3300 and accept the highway personnel hire for an additional \$7500. Chair Keeney seconded. Selectman Cheney voted in favor and the motion carried, 3-0.

Selectman Cheney asked what vehicles are running currently. Butch replied they have three F550s, a 2007 (used only as backup), a 2012, and a 2017. Selectman Cheney asked about the title for the

International. Carina replied that the lease company had to request a duplicate title but that they have the title now. Butch suggested putting it on the NH municipal website under a sealed bid. Selectman Cheney suggested \$5,000 as a minimum bid.

2019 Budget Discussion

Carina has not changed the budget since the last discussion, except for confirming dental, life and disability, and the retirement numbers. She is just waiting on health insurance numbers, which she should have within the week.

Carina asked the Board what they would like to do about the solid waste budget. In 2018, they budgeted \$225,000, and in 2019 they increased it to \$250,000, to absorb the increase that Thornton is proposing. The Board decided this increase was not necessary and they moved it back down to \$225,000 for the year, although they are open for future changes if need be.

Carina said that we can make our budget comparable to Thornton. Their administration budget went up \$11,000. Their solid waste portion went up \$28,000. The two combined equals around \$40,000, and Campton's share of that is 64%, meaning roughly \$25,600. This encompasses the \$25,000 we had bumped up our budget from last year.

Carina will reach out to the Thornton Town Administrator Debra Shepard to see if we can get some tonnage numbers from Kevin Maguire, Transfer Station Manager.

The Board discussed what expenditures will come out of fund balance and what they will pay with taxation. Currently, Carina has placeholders where the CIP recommended. These would be \$65,000 to the municipal building, the \$100,000 for fire department vehicles, and \$4,400 for town archives. The \$160,000 for paving and the \$95,000 for highway heavy equipment would not come out of fund balance and would be raised by taxation.

Chair Keeney said that Butch will have to shop within his budget for the new grader. Carina said there is already \$100,000 in the Highway Heavy Equipment account, and we were going to add \$95,000 so we would be prepared to buy a grader and a truck in the following year. The Board also discussed bonding or leasing a grader.

Carina said the cruiser would go toward total taxation, so we could not buy it out of fund balance. Looking at the numbers right now, Carina believes we should have about a \$75,000-100,000 surplus. She suggested that if we do have a healthy surplus, then maybe we can buy the cruiser with cash.

The Board decided to move the \$42,000 for the cruiser to be paid for by Undesignated Fund Balance.

Hannah Joyce wanted to confirm that we were giving 2.5% COLA to everyone.

She also asked whether we were putting the Supervisor's laptop under capital reserve or the Supervisor's budget. Carina confirmed it will go under capital reserve.

Hannah also recommended that the Board look into setting a deadline date for contractors to complete the reval – possibly September 1 or October 1.

Hannah asked for clarification on a tax agreement. The property owner has an agreement for her 2014 taxes and she is supposed to be paying on her 2018s. Does the Board want her payments with or without interest for 2018?

Carina said that the Board directed the tax payer to make that payments toward her principal only.

Discussion ensued regarding the ability of a tax payer to pay towards principal only. Hannah asked the Board to create an addendum for her 2018 taxes that states the Board's intentions.

The Board decided to have the taxpayer make her payments toward her principal and the interest will be abated. Carina will add an addendum to the agreement.

Correspondence:

Carina said they received the final bill from Drew's Affordable Steel Roofing, and it came in \$1,353 over the original estimate. Apparently, the underpayment was not included in the estimate, and they also had to install plywood that was not anticipated.

North Country Council sent an invoice for membership, which was \$4,633. Carina asked the Board if they still did not want to join – they did not, as they do not get anything out of it.

The Board asked Carina to do a Campton "pie" graph by department for 2019.

The petitions from the library came back and those will go on the warrant. They also got a petition for directional real estate signs that would point out lots for sale.

Jane Kellogg from the Conservation Commission wanted to invite the Board to a webinar on Wednesday regarding the conservation funds and how those funds are used.

Board Concerns and Directives

Selectman Cheney asked for a copy of individual compensation packages for each employee (including benefits, retirement, taxes) and their pay before January 28th, the date of the public hearing.

Vice Chair Karl Kelly asked if they could get a Selectman to be a part of the Planning Board and who will communicate with the Board of Selectmen after the meetings. Selectman Bill Cheney volunteered to do this.

Chair Keeney made a motion to appoint Bill Cheney as exofficio to the Planning Board. Kelly seconded. Cheney voted in favor and the motion carried 3-0.

Chair Keeney said we need to improve our communication with the School Board. There is an intentional withholding of information, considering the CIP plan we received compared to the CIP plan Kelly Weiser described. We should attend these meeting and at least stay informed. He encouraged the Board to think about a way to make this happen. In the CIP it states that they are required to give us a copy of their CIP when we request it.

Chair Keeney also asked if we can put a cap on the conservation fund by creating an article. Chair Keeney said the conservation fund needs to be encouraged to have a plan. Vice-Chair Kelly said he would support this. Selectman Cheney asked whether those in charge of the conservation fund have to

come before the Board before they use this money and the answer is unknown. Selectman Cheney will listen to the webinar to hopefully discover the answer to this question.

The Board also asked Carina to have Butch come in for the January 7th meeting so the Board can look over the paving list and be informed for the budget approval.

Adjournment: There being no further business, Chair Keeney declared the meeting adjourned at 6:47 p.m.

Respectfully submitted,

Ellyn Franklin, Recorder