

MINUTES
SELECTMEN'S MEETING
September 9, 2019

The Campton Board of Selectmen met at 5:30 pm at the Campton Municipal Building. Chairman Craig Keeney, Vice Chair Karl Kelly, Selectman Bill Cheney, Selectman Sharon Davis, and Selectman Dan Boynton were present. Town Administrator Carina Park was also present. During the work session, the Board signed the manifests and Intent to Cut.

Call to Order: Vice Chair Kelly called the meeting to order at 5:30 pm.

Approval of Minutes: Selectman Davis made a motion to approve both the public and nonpublic minutes from August 26, 2019 as revised. Selectman Boynton seconded the motion, and the Board voted unanimously to approve both sets of minutes.

New Business

a) Campton Cupboard Parking Concerns

The town was approached by the Campton Village Precinct (CVP) regarding the improvements they have made to the sidewalks in the Precinct. The CVP does not have an easement in front of the Campton Cupboard store; therefore, no sidewalk improvements were made to this section. The CVP has safety concerns as patrons park directly in front of the store essentially where the former sidewalk would have existed. If a person was walking along the sidewalk, at the Campton Cupboard they would have to step out onto Route 175, walk around the vehicles and then back onto the sidewalk. The Police Chief spoke with the DOT, and was advised that DOT does have a right of way easement along Route 175 in front of the store, and the town could request permission to enforce parking along Route 175.

Selectman Boynton said the Police Chief recognizes that this is a safety hazard and visibility concern as there is no way to get cars out safely when they are parked.

Andy Oesch, owner of the Campton Cupboard, said that a drastic parking change would affect his business for those customers who are making a quick stop.

Selectman Davis asked if there would be any way to increase space in the parking lot on the side of the store, which she believes is the safest spot.

Selectman Boynton said that the town and police department's perspective is that safety is the number one concern, and their intent is not to affect business. He would like to work with Andy and Police Chief Warn to figure out a solution to this safety issue. Selectman Cheney and Selectman Boynton offered to meet with Andy for a site visit.

b) White Farm Auction

The town is still planning to sell their dump truck and the cruiser at the auction on October 19. The Board discussed keeping the truck in case we don't have enough subcontractors for plowing this winter. Selectman Cheney will examine the truck again to see if it is worth keeping and also research what we could possibly get for it. Another option is purchasing a smaller one ton plow truck with some of the profit from the sold truck.

Old Business

a) Intergovernmental Agreement Update

Chairman Keeney arrived.

Carina said we have no update on the Prosecutor intergovernmental agreement as of yet. However, Carina advised that there is an issue with the indemnification clause. Primex and the town attorney are reviewing this clause to avoid any town jeopardy in time of lawsuit.

b) Job Descriptions

Carina revised the Road Agent's description to incorporate the changes from last meeting. **Selectman Davis made a motion to approve the job description with one line change from "regular" to "weekly." Selectman Boynton seconded the motion. The Board voted all in favor and the motion carried.**

c) Wage Study

Carina presented the wage study that MRI did in 2017, which the town was included in as a data group. She has added 4.5% across the board for COLA to cover the last two years. She said we should start reviewing our wage study and get it on the radar for the 2020 season. This study has to do with base pay and does not cover overtime or merit pay.

The HR committee will examine the study closely, come up with a general overview for updating wages, and then present it to the full Board.

Chairman Keeney suggested they narrow down and identify what percentage of the market they want to be in. They want to be competitive, but they know they cannot be in the top percentile. Selectman Boynton said the median is a good guideline to follow and he likes where it sits, above the 60% but below the 75%.

Carina proposed a timeline for Department Head Budget meeting dates. It was decided that the Board will discuss the smaller budgets on October 7th. The larger budgets will be due on Carina's desk by October 15th, and they will begin to be reviewed on October 21st.

Privilege of the Floor: None.

Board Concerns and Directives

Veteran's Day Race

Selectman Boynton is on the Conservation Commission and he advised that at the last Commission meeting, the Committee members discussed the Veteran's Day race and options for the start and end point of the race. It was asked why couldn't there be parking in the cemetery. Selectman Davis reminded everyone that at the 250th Celebration, there was no parking permitted in the cemetery. Parking was only permitted along Blair Road on the opposite side of the cemetery.

Selectman Davis still recommended starting the race at the Liberty Tree in the Pattee Conservation Field and parking in that field. Chairman Keeney agreed that the cemetery is a place of rest and needs to be respected.

Recycling

Selectman Boynton wanted to alert the Board that people have not been recycling in the town offices, even with the new signs. Carina believes it is a learning curve at first, but people should catch on with a few more reminders.

Highway Garage

Selectman Davis advised that Primex came to do a follow-up safety audit in the highway garage, and one of Primex's findings was that the fire alarms needed to be replaced. Selectman Davis suggested that the Board look into installing a 24-hour fire monitoring system that goes directly from the Highway Garage to the Fire Department. Selectman Davis would like permission for Carina to contact Central Signal Alarms (which is the company that provides the fire monitoring service at the Municipal and Durgin Buildings) and determine what the cost might be. The Board granted permission.

Chairman Keeney was also looking for some shelving to install in the highway garage. He had looked at a place in Gorham, but decided he needs to find something more to scale for the space. They also need to install a fire cabinet.

Paving

Carina gave an update on the paving projects. Everything is reclaimed and the base layer is down. The top layer will be put down next week. Chairman Keeney asked a question about Depot Road. He does not recall wanting to grind that. Carina said the original proposal does say reclaim. Vice Chair Kelly said in the RFB, Depot Street was not broken up like all the others into reclaim and shim. It was a combined number. Selectman Boynton suggests we sign off on the final document that goes out to bid.

Citizen Complaint

Selectman Davis inquired about the status of the citizen complaint the Board received on August 12. Carina advised that the citizen did fill out the required forms, and Chairman Keeney, Vice Chair Kelly, and Butch have all looked at the stretch of Vintinner Road he mentioned. Chairman Keeney does not believe the condition of the road is that bad. As far as the complaint about a unit at the Campton Plaza, Fire Chief Defosses, our current health officer, did a site visit. He does not believe there is a current fire

hazard, but there is a safety/health concern with the overflowing dumpsters and contamination. He did a formal writeup and has sent a letter to the owner of the plaza and forwarded it to DES. The Board will document their involvement in these issues on the forms.

Policy Review

Selectman Davis said she was looking at their policy reviews and there was confusion as to the policies which were reviewed and approved in 2019. She believes that the Board still needs to edit and approve the Campton-Thornton Fire Department Write-off Policy, Computer Usage Policy, the Use of Community Room Policy, and the Accounts Payable policy. She will work on the Campton-Thornton Fire Department Write-off Policy so it can be reviewed at the next meeting of the Board.

Carina has been contacted by Mark Pitkin, a homeowner in town. Last fall, he applied to put his parcel in current use. Our assessors had asked him to update his map and matrix. Somehow in the absence of the Assistant Town Administrator, the paperwork fell through the cracks and Mr. Pitkin received a much higher tax bill than he had anticipated. Carina pulled his file and found he had submitted all the required documents before his April 15 deadline. He is requesting an abatement of \$866. The board agreed to grant the abatement.

Non-Public Session in Accordance with RSA 91-A:3, II (d)

In Public Session Selectman Davis made a motion to go into Non-Public Session under RSA 91-A: 3, II (c). Selectman Boynton seconded the motion and with a roll call vote: Chairman Keeney – aye, Vice Chair Kelly – aye, Selectman Cheney – aye, the Board went into Non-Public Session at 6:36 pm. The Board came out of Non-Public session at 7:04 pm.

Selectman Boynton made a motion to seal both sets of the Non-Public Minutes, and Selectman Kelly seconded the motion. The Board voted in favor and the motion carried.

Adjournment: There being no further business, Chairman Keeney adjourned the meeting at 7:05 pm.

Respectfully submitted,

Ellyn Franklin, Recorder