

**MINUTES**  
**SELECTMEN'S MEETING – REGULAR MEETING**  
**January 13, 2020**

**Call to Order.** A regular meeting of the Town of Campton Board of Selectmen was called to order at 5:30 p.m. on Monday, January 13, 2020 by Chairman Craig Keeney in the Campton Town offices. The Minutes were audio recorded this evening.

The following Selectmen were present:

Craig Keeney, Chair

Karl Kelly, Vice Chair

Bill Cheney

Sharon Davis

Dan Boynton

Five members being present, a quorum (3) has been reached.

Town Administrator Carina Park was also present. Department heads in attendance were Hannah Joyce, Chris Warn, and Butch Bain. An attendance sheet was passed for members of the public. During the work session, the Board signed manifests and permits.

**2020 Budget Workshop with Department Heads**

**Office of the Town Clerk/Tax Collector.** Hannah Joyce had three questions about the proposed budget for her department.

- 1.) "Is the COLA adjustment 1.5 or 2%?" Response by The Board: 2%
- 2.) The "Fees to the State" line has been eliminated, reducing her budget by \$23,000. Response by The Board: This was a recommendation of the auditors as it is not a town expense. The money due to the State simply passes through the Town similar to the school and village district funds. The \$23,000 will show in the accounting records as a "liability."
- 3.) She was unaware that the state router was going to be switched out until she read the Board of Selectmen minutes from a recent meeting. Response by The Board: Purchase of a new router had been recommended by CCS as the router is owned by First Light and we are moving away from their services.

She asked if the Board is prepared to discuss the wage increase to the two staff members in her office. Selectman Davis responded, yes, as the Board conducted a wage study in 2019 the increases were justified to keep their wages commensurate with employees in other towns in similar positions.

**Campton Police Department.** Chief of Police, Chris Warn, had four matters of clarification about the proposed budget for his department.

- 1.) He had requested an increase from \$16,000 to \$20,000 for overtime payment to cover shifts necessary for town activities.

- 2.) He had requested an increase of \$2,000 for the “office” line item. He informed the Selectmen that he felt this was necessary due to changes in Discovery processes that required more documentation as required by law.
- 3.) He requested the same amount for the fuel account as last year’s budget even though the entire amount had not been used. He requested that this amount be kept the same due to the unknown use of the vehicles for 2020 and he wouldn’t want to go over budget.
- 4.) He reduced the Uniform/Equipment line item from \$15,000 in 2019 budget to \$12,000 in 2020 budget. This was further decreased by The Board to \$10,000. Chief Warn explained that ballistic panels need to be replaced and the \$2,000 was necessary to do this.

Response by The Board: A discussion took place regarding shifting of allocations within the police line items. Although considerable expense is allocated to “training,” the cost is really for personnel, not training per se. Carina explained as a point of clarification that she can only pay wages out of certain line items. It was decided unanimously that \$22,500 would be placed in Overtime line item, \$2500 would be placed in Training line item, and \$12,000 would be placed in Uniform/Equipment line item.

**Highway Department / Road Agent.** Robert “Butch” Bain had three matters to discuss about the proposed budget for his department.

- 1.) He asked if his previous request for additional full-time staff had ever been thoroughly discussed as he feels that his department continues to be understaffed. Response by The Board: No additional staff had not been discussed because the 2020 budget can’t support new full-time staff. Butch stated that the approved increase in gravel would require additional man-hours to spread. The Board would like to use additional sub-contractor personnel for the time being. Dan Boynton suggested that he would like to consider adding a full-time position split between Maintenance and Highway – but not this year.
- 2.) Butch said that more salt is being used and that he would like this budget item to reflect \$22,000. Response by The Board: All agreed to increase the budget for salt to \$22,000.
- 3.) Butch stated that the 2012 Freightliner had been slated to be taken out of service this Fall. He would like to keep it. A discussion took place regarding the fleet of vehicles and their utility and that no decision had been made as to which vehicle would be eliminated from the fleet.

### Correspondence

Carina Park presented two items to the Board.

- 1.) The Tax Collector submitted an updated tax agreement spreadsheet. The Board reviewed the spreadsheet and decided to send letters to two of the property owners regarding their delinquency.
- 2.) The Conservation Commission forwarded an invitation to the Board to attend the January 26, 2020 Bog Walk. It will be held from 2-4 p.m.

## 2020 Budget Hearing Presentation Preparation

Carina Park stated that she will be updating the town PowerPoint slides to reflect

- Tax rate update with break down
- Revenue
- Warrant Articles
  - Fire department-Shared Revenue
  - Police department-Shared Revenue

She would like to add a new slide to show tax comparison regarding districts such as Waterville Estates and the Campton Village Precinct. Dan Boynton asked if a slide representing assessed values (2018 & 2020) is needed. It was agreed that Carina would add this information.

A discussion took place as to who would present which sections during the Budget Hearing scheduled to take place January 27, 2020 at 5:30 p.m.

It was decided that members of the Board and Carina Park would present the following topics:

Board of Selectmen: Carina Park

Finance: Carina Park

Assessing/Legal: Carina Park

Personnel: Carina Park

Planning/Zoning/Mapping: Bill Cheney

General Buildings: Karl Kelly

Cemetery: Karl Kelly

Insurance/Advertisement/General Government: Craig Kenney

Police Department: Dan Boynton

Fire Department: Craig Kenney

Emergency Response/ Highway: Karl Kelly

Hydrant/Beebe River/Solid Waste: Bill Cheney

Health/Parks & Recreation: Sharon Davis

Patriotism/Conservation: Dan Boynton

Long Term Debt: Sharon Davis

Capital Reserve Funds: Karl Kelly

Petitions/Warrants: Dan Boynton

A discussion about two warrant articles took place.

- Carina Park will speak with Chief Warn about the \$14,000 police grant. It will be its own warrant article.
- The question of whether or not to replace the Durango will be its own warrant article.

Carina stated that Revenues have been updated and closed. Chairman Keeney asked why the Estimated Revenue for the Ambulance was down and Carina responded that she averaged the past five years of revenue and the current estimate is based on that averaged figure.

### **Privilege of the Floor**

Butch Bain brought forward several items he wished to discuss with the Board. He feels that the Plow Policy restricts his use of employees after 12 consecutive hours of work per Federal law. He stated that he needs an additional employee or one or two additional sub-contractors to get necessary work done during storms. Discussion took place. Carina said that there used to be five sub-contractors but that he decided some time ago to reduce that number to four. Carina suggested that perhaps it is time to consider adding a fifth once again. More discussion was had about if this item is too complex to address during this meeting and that perhaps it should be an agenda item in the future. Butch remained adamant that his issues be discussed. It was agreed to do so. Butch described feeling a general lack of transparency from the Board regarding his department, especially concerning the vehicles. It was agreed that Butch would proactively make recommendations to the Board in a 5-year plan. Butch acknowledged that he would do so but that this work would need to wait until after April.

### **Board Concerns and Directives**

Bill Cheney stated that he has heard questions from members of the Planning Board about why they need to hire a consultant to work on the Site Plan and Sub-division regulations. Carina explained that Campton requirements for Site Plans and Subdivisions aren't as clearly defined as other towns and that there are increasing regulations pressuring knowledge by members of the Planning Board. She stated that Campton has a checklist showing the requirements, but it blends items from both categories into one, causing confusion and the need for detailed explanations to individuals who are applying. Carina said that other towns have two separate checklists; one for Site Plans and one for Subdivisions. Carina said that there is a definite need for a thorough review of the rules and regulations concerning Site Plans and Sub-divisions. Selectman Davis stated that she had noticed in the Legislative Bulletin that she had read earlier that day outlined pending regulation for required annual training for both Planning Boards and ZBAs. Chairman Keeney concluded that separate, clean checklists outlining the requirements for Site Plans and Subdivisions would be helpful.

Chairman Keeney would like each member of the Board to provide input into the Selectmen's Report included in the Annual Town Report and suggested they each address the top couple of issues that come to mind and send to Carina. Selectman Davis agreed to write the Selectmen's Report after everyone's input has been received.

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

**In Public Session Selectman Boynton made a motion to go into Non-Public Session under RSA 91-A: 3, II (a). Selectman Cheney seconded the motion and with a roll call vote: Chairman Keeney – aye, Vice**

**Chair Kelly – aye, Selectman Davis – aye, the Board went into Non-Public Session at 7:04 pm. The Board came out of Non-Public session at 7:23pm.**

**Selectman Davis made a motion to seal 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 7:23 pm.**

Paula M. Woodward  
Recorder