

## MINUTES

### SELECTMEN'S MEETING – REGULAR MEETING

December 16, 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 permits.

**Call to Order:** Chairman Keeney called the meeting to order at 5:30 pm. See attached attendance sheet for a list of the Members of the public present. The Minutes were audio recorded this evening.

**Approval of Minutes:** Selectman Davis made a motion to approve both the public and nonpublic minutes from December 2, 2019 as revised. Selectman Boynton seconded the motion, and the Board voted unanimously to approve both sets of minutes.

#### New Business

- **5:30 PM: Joint Meeting - Thornton & Ellsworth Boards of Selectmen & Thornton CIP Committee: The Thornton Board & CIP Committee has asked to meet with the Board to discuss the CIP process and the differences between the two Towns CIP plans in regards to the Fire Department and Transfer Station.**  
The Thornton Board presented four main discrepancies between their plans and Campton's plans that they hope to clarify.
- Chief Dan Defosses had requested to replace Engine #2 in 2020, but Campton has it on the schedule to be purchased 2021. Chairman Keeney said the Fire Chief told the Campton CIP that replacement would occur in 2021. Fire Chief Defosses said that it should be alright to replace in 2021. Carina asked the Chief if he could start the process earlier in the year, such as purchasing the vehicle in early 2021 rather than the fall, as it will take a while to be built. The Chief agreed this would be possible.
- Thornton has the forestry truck scheduled for replacement in 2021, which does not appear to be on the Campton CIP. Chief Defosses said that was the truck they recently replaced the motor in. It will get moved to the 2030 time frame.
- Paving at the transfer station was scheduled for 2020 in Thornton's CIP. Chairman Keeney said they do not even have that on the Campton plan. It was undecided if the Campton Board was in favor of paving in 2020, so there was no consensus. Thornton has their share of paving listed of \$35,000.

Thornton believes that it is necessary to pave for health reasons. Selectman Cheney suggested using the dust suppressant magnesium chloride or putting down gravel to improve soil quality. Thornton said that paving would also help control drainage. Thornton will push off the paving a year to 2021.

There was a request for F350 Truck with plow for the transfer station for 2020. Kevin Maguire said that this truck would be used for plowing, hauling hazardous material, and pick-ups. It would cut use on the Thornton's town plow in half or more. They usually take hazardous material to Plymouth in the highway truck, but sometimes personal vehicles are used. They do not want employees transporting hazardous materials or fuel in their own vehicles as it is a huge liability, so they believe the truck is higher priority than paving.

Campton's percentage would be 64%, equaling \$19,200, which they would need to raise as they have depleted their transfer station capital reserve funds. Selectman Cheney said that he knows of a new F350 Truck with a plow for \$36,000, which would be cheaper than the used vehicle they are looking at. That would also then come with a warranty.

Thornton will explore their options.

They also brought a concern to Chief Defosses, wondering why both command vehicles are necessary (the pickup truck and the Tahoe). Chief Defosses said that when his guys go to training and there are too many to fit in the vehicle, they will take their own vehicles and get paid mileage. When he compares costs for his vehicles versus paying mileage, the cost of that unit in 2019 is \$8,300. The cost if he reimbursed people to go to class would be \$11,700. There would have been 6 to reimburse this year, and only a couple were in classes at the same time. The Fire Academy also has a strong stance on people not having gear in personal vehicles. They do not want people taking their own vehicles. If a guy is going to take his gear in his car, the Chief must write a letter stating we know the risks attached. Car 1 (utility vehicle) has gotten 100 calls this year so far. Car 2 did about 40 calls. We also take those smaller vehicles if there are windstorms.

### **Correspondence**

#### **Chief Warn came in to discuss the unmarked cruiser.**

Selectman Cheney said citizens are asking why there is no lettering identifying the new cruiser as a police vehicle.

Chief Warn said that the old cruiser is the unmarked one, the one that he drives. The old one serves as an administrative vehicle. Selectman Cheney suggested putting some kind of mark on it so it is identifiable, but Chief Warn said he would advise against that as it would work against its versatility. He said that it is a normal practice to have unmarked cars, if needed.

**Selectman Cheney made a motion to make the cruiser somewhat identifiable. Vice Chair Karl Kelly seconded the motion. Chairman Keeney, Selectman Boynton, and Selectman Davis voted against. The Board voted (2-3). The motion does not carry.**

Chief Warn also asked Carina, while the board allows 40 hours to be carried over; one employee cannot get all his time taken due to the loss of one of the department's employees, so he will have more than 40 hours. Chief Warn does not see any difficulties in letting him carry these over, but he would like to confer with the Board to make sure it is alright.

Carina gave the Board draft bids for screened sand and gravel. The Board would like to go with the sand. Selectman Davis said she will review the draft bid before it gets sent out.

Carina also said that FEMA came in to review our latest project and she spoke to Paul Hatch, the Town's State FEMA representative. He talked about revising the grant application for the smaller generator, and said it will be denied if it is revised after it is approved. The Board agreed to go with what they have.

**Selectman Davis made a motion we go ahead with the generator grant as written and the lowest bidder. Vice Chair Kelly seconded. The Board voted all in favor and the motion carried.**

Selectman Cheney asked if they would like to include a sander for the F350 pickup for the Highway Department for \$4,682.

Carina said she will be on vacation for December 30 and there will be a new minutes taker present. Selectman Davis said she will help navigate that.

### **2020 Budget Workshop**

Carina reached out to the UNH T<sup>2</sup> program in response to the road surface management. They now only work with regional planning commissions, so the Board would have to be a member of the North Country Council for them to get involved with the program. She will move forward and investigate independent vendors. They may still reach out to T<sup>2</sup> at the same time to explore options.

The Board discussed whether they should move forward with purchasing a road counter.

**Selectman Boynton recommended that Vice Chair Kelly and Carina work together to purchase a road counter with two lines. There was a consensus among Board members to go forward with the recommendation.**

Tara Bamford works as an independent contractor with North Country Council and lives locally. Corey Davenport, Administrative Assistant, got quotes to update the site plan regulations, subdivision regulations, and the applications for each of them, also the zoning ordinance. Carina had Corey send an email requesting the Board to encumber the funds from this year's budget. There is enough in this year's Planning Board budget to update the site plan regulations and the subdivision regulations. That comes in as roughly \$2,500. **Selectman Cheney made a motion to move forward with this. Vice Chair Kelly seconded the motion. All voted in favor and the motion carried.**

Corey would like to add money to the budget for next year to update the zoning ordinance. Carina believes they should add \$2-3,000 to his budget to cover that. Chairman Keeney suggested they cover that with some of the state money we will receive.

The Board asked Carina to look into the police special detail records of the last five years. (2018 – \$6,000, 2017 – \$14,000, 2016 – \$14,000, 2015 – 11,000). As they have been spending in the \$15,000 range, they will keep that number at \$15,000.

The tax collector has a warrant article requesting \$4,500 for the town archives. She is hoping to expend \$5,400 on the archiving this year. The Board agreed \$3,000 should put in as there is a surplus in there already of \$3,700.

The Town's auditors corresponded about the NH state fees line. They advised that the budget does not have to include NH state fees as an expenditure. **Selectman Boynton made a motion to remove the line item. Selectman Davis seconded the motion. All voted in favor and the motion carries.** They will discuss this with the tax collector when she comes in to review her budget.

Carina said that technically, the Town is supposed to update the emergency operations management plan in the EMD budget line with Ellsworth. That total cost is \$12,000, and Campton's portion is \$6,000. It was decided to wait to do this as it is only a recommendation.

The Fire Department is requesting another eight weeks of twenty-four hour coverage in November and December. The Board is not comfortable granting all eight weeks at once. Selectman Boynton suggested maybe this could be more of a gradual increase, like a week a year. He would also like to see stats on the effectiveness on this 24-hour coverage so they are convinced it is an effective solution. He would like to see improvements in the daily operations as well. The Board decided not to approve the additional eight weeks requested in the 2020 budget.

Chief Warn is due to replace a cruiser and SUV this year. This year, he decided he could keep the SUV one more year. This year he would like to change the vehicle type, which would shift the \$46,000 to \$36,000.

Carina met with CCS, the IT company, and went over some projects not included in the total care package. One of them is the state router in the town clerk's office. They will be required to switch over to the new state router for \$1,390. It was decided to take the money out of the office technology fund. The antivirus cost is \$780 and this will also come out of the office technology fund.

The Board discussed the Cemetery Trust funds and why the funds are not being used for perpetual care of the cemeteries. Selectman Davis said that is because there is a restriction on how much you can use to offset taxes, because not all cemetery plots receive perpetual care. Carina asked if there is any bookkeeping done on perpetual care records. How are they selling perpetual care and what is involved with that? Selectman Davis said she will look into this.

In the coming year, the Board decided to propose \$3,000 in stipends for various town committee members. Committee members will be paid \$100, and roles of responsibility such as chairman and the trustee's bookkeeper will receive \$150. These committees include Conservation Committee, Trustee of Trust Funds, Library Trustees, Planning Board and Zoning Board of Adjustment.

#### **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 7:50 pm. The Board came out of Non-Public session at 8:12 pm.**

**Adjournment: There being no further business, Chairman Keeney adjourned the meeting at 8:12 pm.**

Respectfully submitted,

Ellyn Franklin, Recorder