

**MINUTES**  
**SELECTMEN'S MEETING**  
**November 23, 2020**

**Call to Order.** The Town of Campton Board of Selectmen was called to order at 5:30p.m. on Monday, November 23, 2020 by Chairman Craig Keeney in the Campton Town offices and via Zoom.

**The following Selectmen were present:**

Craig Keeney, Chair  
Karl Kelly, Vice Chair  
Sharon Davis  
Bill Cheney  
Dan Boynton

Five members being present, a quorum (3) has been reached. Town Administrator Carina Park was present along employees Jade Hartsgrove and Lisa Ash. Craig Engel, Ron Goggans, Jim Butler, Claire & Dan Desjardins were also present.

**Approval of Minutes:** Selectman Boynton made a motion to approve the Public and Non-Public Minutes as corrected from November 9, 2020. Selectman Davis seconded the motion, and the Board voted unanimously to accept.

**New Business**

**Blair Bridge:** The Blair Bridge was recently hit and received damage to three support beams. Arnold Graton has given the Town an estimate for the repair which came in at \$2500.00. The Town's insurance will cover \$1500.00 as the Town has a \$1000.00 deductible. Arnold Graton also stated he noticed that the bridge was in need of cleaning. He could clean the bridge while he is making the repairs for an additional \$500.00. Selectmen Davis made a motion to accept the quote for the repair and cleaning, Selectmen Kelly seconded, all in favor. The Bridge will need to be closed for a day. Carina will post it on the website.

**Insurance:** Carina informed the Board that it is not financially responsible for the Town to stay with Tufts Health Freedom as our health insurance carrier. Last year they jumped 9% and this year they are slated to do the same. After speaking with the Towns insurance representative, we are going to move to Anthem. Similar to years past, there will still be 2 plans to choose from, a "richer" and a "lower cost" plan. The Copayments will be the same, and this move could potentially save the Town almost 12%.

**2020 Proposed Budget Workshop**

**4520 Parks & Rec** discussion points

1. There is a 2% COLA but it does not pertain to all wages due to the constant turnover in staff.
2. Over all the budget is up only about \$1000.00.
3. The department is down in revenue this year due to COVID. What they do not collect they will not be spending. Lisa usually does not prorate for school closures but during COVID she is allowing it.
4. During the pandemic Campton Park & Rec was one of the first programs to get up and running. Instead of the field trips Lisa was able to keep costs down by going to swimming holes and the river rather than the water parks etc.

The Board thanked Lisa and commended her on doing such a great job.

#### **4150 Executive Administration** discussion points

1. Since the last meeting Carina moved some things around, she didn't want to single anyone out in the budget as far as salary and insurance goes, so she put all of the Board of Selectmen employees under Executive Administration.

#### **4130 Selectmen** discussion points

1. Moderator and meals are down due to less elections
2. Mileage stayed the same in hopes of trainings beginning again in 2021.

#### **4140 Town Clerk / Tax Collector** discussion points

1. The Assistant to the TC/TX needs to reflect a part-time position.
2. The TC/TX wage line needs to change with the 2% COLA and should be \$57,748.00.

#### **4194 Gen. Government Buildings** discussion points

1. Bumped up the phone and internet slightly
2. Postage is up due to COVID.
3. Custodial will remain the \$18,500.00. We did not spend that much this year because the building was closed for 4 months. Staying open we will need to keep that amount. This amount does not include power washing.
4. Reviewed quote from Tuck Property Maintenance went up from \$5700.00 to \$6200.00.
5. The Board discussed what we should have included in the annual maintenance contract. It should include power washing, and mowing at Deer Run dam, and Beebe leach field. The Board also agreed that the contract should be a 2-year contract going forward.
6. The Towns contract with Milton Cat ended. The annual contract is \$1300.00 plus we need to replace our battery which is an extra \$280.00. The Board agreed to renew the contract and replace the battery.

#### **4195 Cemetery** discussion points

1. The fence/fountain line is up a little bit. There is a dead tree that needs to be removed. John Timson received a quote from Top Notch for the removal at \$3000.00. There is also some fencing that needs repair.
2. Overall budget is up 3%, the Board thinks it is reasonable.

3. The Board had discussion on paying for the tree removal from the logging account. The Board decided to leave the budget as is until they see how much is in the account.

#### **4197 Advertising & Regional** discussion points

1. Carina said that requests have been coming in, some agencies are asking for more than last year but she is keeping it flat to last year.

#### **4900 Capital Reserve Funds** discussion points

1. **Town Archives:** After the CIP committee met, they recommend this to be moved as it does not meet the criteria. Selectmen Davis suggested it be in the TC/TX budget and not have a warrant article on it as it is confusing. The whole Board agreed.
2. **Road Infrastructure:** Keeping it at \$190,000.00 and it will be offset by \$28,000.00 from FEMA. Not all of this will be raised by taxation and will state that in the warrant article.
3. Heavy Highway Equipment keeping at \$50,000.00 but the Board needs to decide which vehicle to get rid of. The Board would like a complete list of all the Highway vehicles with the stats before that decision is made.
4. **Bridge Maintenance:** putting \$15,000.00 in as we do not have to fund the Deer Run dam anymore and this will allow the Town to save up to spray both of the covered bridges with flame retardant.
5. **Municipal Building Fund:** The Board agreed that this needs to be funded due to the up-and-coming renovations.
6. **Solid Waste:** CIP doesn't think there is a need for a vehicle at the transfer station. Solid waste in Bethlehem closing could really affect the budget for the transfer station, waiting on the new budget for Solid Waste.
7. **The Tax rate** was set, and this year the fund balance will not be used to offset the rate as it has in the past. Some of the Capital Reserve accounts will be funded by the fund balance and several Capital Reserve budget figures may need to change to be raised by taxes or reduce what is allocated.

#### Old Business

**Beta Group Report:** The Board would like to have some time to look over the report. Carina informed the Board that Beta Group would like to do a meeting with the Board sometime in January.

#### Correspondence

**Cares Act:** The Town received the last payment from the Cares Act. Carina suggested that some of it be used for the postage from the TC/TX office due to the high volume of absentee ballots.

**Tax Deed Property:** The Board deeded 3 properties. Two of which are at Red Sleigh Condos. Carina informed the Board that Habitat for Humanity asked for a property to be donated to them. The Board all agreed that they couldn't donate. Chairman Keeney stated that they need to get in those buildings to

look them over and winterize them. These are stand-alone units, and Selectman Boynton offered to help winterize. There will be an auction in spring 2021.

**COVID-19 19:** Carina will be disbursing a memo to all employees on protocol, mask mandate and travel restrictions. The Board agreed that this was a good idea.

**Holiday Party:** The Holiday party this year will not be happening as the rise in positive cases in our small community. Carina suggested to the Board taking the money spent on the party and dividing it between the 18 Full-Time employees in the form of a gift card. The Board agreed.

**Citizen Complaint:** Carina was informed by a resident that she paid for a car registration that expired a day after it was issued. She has asked for a refund from the State and it was confirmed via email from the State DMV that the refund is in process however it could take up to 12 weeks. She also asked the Town Clerk for a refund. She was told by the Town Clerk that she would have to provide proof that she received a refund from the State by 12/31/2020. The Resident is asking the Board to waive the 12/31/20 deadline to get her refund. The Board agreed, all in favor.

#### **Committee Updates**

**Policy Updates:** The Community Room Use policy has been updated. The room may be used by any Town Departments and their employees, Town Committees and Commissions determined by the Board of Selectmen.

**Policy Review:** The Weather and Unsealed Minutes policies were reviewed. All still seems to apply.

Selectman Davis made a motion to accept the changes, Selectman Boynton seconded all voted in favor.

**CCC:** The Conservation Committee did not receive the grant which would have helped to fund the purchase of the Green Acre Woodlands property. He hopes they will continue to be able to purchase the property with other funding and donations, and will keep the Board informed.

#### **Board Concerns & Directives**

**Chairman Keeney:** Need to come up with a walkway and a gate at Deer Run Dam. As of now it's not safe to get out there.

**Selectman Kelly:** Would like to nail down the Class VI roads for discussion regarding the use of snowmobiles.

**Selectman Davis:** None

**Selectman Boynton:** None

**Selectman Cheney:** None

#### **Privilege of the Floor**

**Craig Engel:** Asked why Beta Group report was being tabled? The Selectmen explained that they needed more time to review the report. Craig asked if residents could get a copy of it, and the Board agreed that yes, however, Selectman Kelly stated that they would like to make sure its accurate before it is given out, once the Board has accepted it, residents can request it.

**-Other Business-**

-none-

In Public Session a motion was made to go into Non-Public Session under RSA 91-A: 3, II. The motion was seconded and with a roll call vote: Selectman Keeney, aye; Selectman Davis, aye; Selectman Kelly, aye; Selectman Cheney, aye; Selectman Boynton, aye. The Board came out of non-public session at 7:22pm.

Adjournment: There being no further business, Chairman Keeney adjourned the public meeting at 7:23pm p.m.

Respectfully Submitted,

Jade Hartsgrove  
Minutes Recorder