

Campton Board of Selectmen

Meeting Minutes

Monday, April 03, 2023

Board Attendees: Chair Sharon Davis, Selectman Craig Engel, Selectman Dan Boynton, Selectman Nik Coates and Selectman Mort Donahue. Also in attendance was Town Administrator Corey Davenport, Minutes Recorder Natasha Egger

Public Attendees: Jim Butler, Sherrill Howard, and Officer Jordan Pellow

On Zoom: Eric Grenier from HEB Engineers, and Stephanie Osborne,

Call to Order: Chair Davis opened the meeting at 4:30 pm.

A motion was made to go into a non-public session in accordance with RSA 91-A:3, II (A) at 4:32 pm by Selectman Donahue. The motion was seconded by Selectman Engel. The roll call vote was as follows: Selectman Boynton, aye, Selectman Engel, Aye, Selectman Donahue, Aye, Chair Davis, Aye, and Selectman Coates, aye.

The Board came out of non-public at 4:48 pm. Selectman Engel motioned to seal the non-public minutes, and Selectman Donahue seconded the motion. The roll call vote was as follows, Selectman Engel, Aye, Selectman Boynton, Aye, Selectman Coates, Aye, Selectman Donahue, Aye, and Chair Davis, Aye.

Selectman Work Session

Work Session Topic Schedule: The Board reviewed the meeting schedule and planned the various topics of discussion and meeting with different committees during their work sessions. The Board first discussed various road issues that would need to be discussed. The three topics they agreed on were staffing needs, equipment, and discussion on a ten-year plan. The Board picked one meeting in May, June, and July to discuss the various topics. The Board then discussed having a pre-meeting about the charrette in the late summer. The Board agreed to put it on the schedule in August, but an entire work session was likely unnecessary. The Board then discussed bringing in the Climate Committee to discuss various projects they should focus on. The Board agreed to have them come in during the second meeting in May. The Board discussed the need to have the Campton Village Precinct in during the meeting in June to discuss the charrette and the ongoing boundary changes. The Board finally set the next work session as a building walk-through. The Board wanted to take stock of all the buildings' conditions. The Board asked Corey to invite the department heads in for the walk-throughs. Corey said he would update the Board of Selectmen calendar and send it out to the Board.

Road Discussion: Selectman Engel provided some materials and went over with the Board what he and Selectman Boynton worked on for the HEB RFPs. Eric Grenier from HEB Engineering provided two documents to the Board. One was an agreement for the preparation of bidding documents and bidding assistance. The second document was Agreement Modification # 1, which gave hourly rates of HEB's assistance. The Board felt confident advertising the RFPs but wanted HEB to help review the documents and ensure the bids were comparable. The Board asked for the contract to be updated to reflect just the production of the RFP. The total for this agreement, after the alterations, comes to 12,000. Selectman Engel mentioned that he has an appointment with Eric this week to review areas of Eastern Corner and Perch Pond Road for the RFP.

Selectman Boynton motioned to approve the revised RFP Agreement of \$12,000.00 and Agreement Modification #1. Selectman Donahue seconded that motion. The Board voted unanimously in favor.

Committee Appointments and Time Discussion: The Board wanted to discuss the meeting schedule and workloads for the upcoming year. There was a discussion about the extra meetings that the Board had been doing. The members agreed that this was primarily due to the timely nature of the construction season. The Board agreed that additional meetings would not be necessary at this time. The Board reviewed the ex-officio position for the Planning Board. Selectman Nik Coates would be a member of that Board.

Administrative Tasks

The Board reviewed Manifests, Sign Permits & Warrants

Consent Agenda: The Board reviewed public minutes for March 20, 2023, and two sets of non-public minutes for March 20, 2023. The Board reviewed a contract for Consolidated Communications for the year 2023-2026. Selectman Boynton worked with Consolidated to get the internet speeds from 20 MB to 200 MB. He also managed to get the rate down to \$290.00 per month which saves the Town about \$100.00 per month. Selectman Boynton made a motion to approve the consent agenda, seconded by Selectman Engel. The Board voted unanimously in favor.

Parks & Recreation Director Job Ad: Selectman Boynton and Chair Davis have been working on some application materials for the Recreation Director. They updated the ad and posted it to the Indeed website. Chair Davis said she got three good applications and will schedule interviews with Selectman Boynton next week. Chair Davis would like to include Chief Foss in the interview process since he has a close relationship with the school. Selectman Boynton recommended including someone from the school board as well. Chair Davis suggested reaching out to Dan Derosier.

Phone Service Contract Discussion: Corey presented to the Board that Selectman Boynton's Company (Stratus Telecom) was able to quote the same services we currently get from XCast (\$229.00 per month) but at a slightly lower rate of (\$168.47 per month). An added benefit is a backup line that goes to dispatch if all lines are busy or down in an emergency. He can also set it up so that if dispatch is busy, it would directly go to each officer's cell phone. Selectman Boynton indicated that he is willing to use the features they have to meet the office's needs. Selectman Engel made a motion to change companies to

Status Telecom, and Selectman Donahue seconded that motion. Selectman Boynton abstained from the vote. The remaining Board members voted in favor of the motion.

Privilege of the Floor

Jim Butler: Jim asked Corey about the software of Jobber, and he explained that the Highway Department had not had a chance to train on the app. They are, however, still manually taking notes for each job.

A motion was made to go into a non-public session in accordance with RSA 91-A:3, II (C) at 6:00 pm by Selectman Coates. The motion was seconded by Selectman Engel. The roll call vote was as follows: Selectman Boynton, aye, Selectman Engel, Aye, Selectman Donahue, Aye, Chair Davis, Aye, and Selectman Coates, aye.

The Board came out of non-public session at 6:23 pm. Selectman Boynton motioned to seal the non-public minutes, and Selectman Donahue seconded the motion. The roll call vote was as follows, Selectman Engel, Aye, Selectman Boynton, Aye, Selectman Coates, Aye, Selectman Donahue, Aye, and Chair Davis, Aye.

Board Concerns, Updates & Directives

BETA Group: Corey got a hold of the BETA Group. A budget of \$18,500.00 was established to survey all of the dirt and paved roads. Part of the project was implementing GIS mapping. The BETA Group explained that they would be updating the GIS system with the last few years of paving. They would then send up the GIS file so that we could integrate it into our maps. The most recent GIS updates would cover the little budget left over from the contract.

Fire Department: Corey explained that Chief Defosses was producing a monthly update and wanted to know if the Board would like a copy. The Board explained that they would like to be included in any monthly reports. The Insurance Services Office (ISO) for fire score notified Corey that the rating was being rated incorrectly for the Fire Department. The Fire Department was going to be deducted points due to incorrect scoring by one of their adjusters. Chief Defosses met with the ISO adjuster, and Dan feels we can earn what we need to prevent a downgrade in fire rating.

ARPA Money: Corey said that the County is offering \$50,000 for municipalities for various projects. The application has no due date, but he knows that the expenditure is due by June 30, 2024. Corey recommended to the Board, utilizing that money for the Fire Department fire engine or Police Department's new cruiser for next year.

Sally Port: Corey heard from Chief Foss regarding the estimate for the Sally Port, which is about one million dollars. Corey thought that we could not afford the project at that price. The ARPA funds that we have were around \$340,000. Corey explained the deadline to designate the ARPA funds is December 2025. The funds need to be spent by December 2026. Chief Foss will be looking around for other grants to help offset the costs. Chair Davis suggested we try to get the building supply list from the architect and put out an RFP for the sally port. Selectman Engel asked Corey if the funds could be used for roads. Corey said the funds could be used for the roads or potentially the equipment the Board has been discussing.

Selectman Engel: Craig asked why the Highway Department can't clean up the snow from the ditches. Corey explained that the equipment is too heavy for the roads this time of year. Craig thought cleaning out the ditches during the winter was something to consider going forward.

Selectman Coates: Nik mentioned that Whitcher Disposal has not come to remove the trash for certain residents due to the road posting. The Board said they should be fine when the road is frozen if they can come early in the morning before it gets warm. Corey will refer them to the highway department to work out a schedule.

With no further business, the meeting was adjourned at 6:35 pm.

Respectfully Submitted,
Natasha Egger

Minutes Recorder

Tasks:

- Ask Town Lawyer Shawn Tanguay about Sidewalk
- Get "Right of way" on Eastern Corners
- Finances for the 1st Quarter to Chair Davis
- Blair Bridge, "Headache Bar" check with the State