

CAMPTON BOARD OF SELECTMEN

MEETING MINUTES

Tuesday, September 05, 2023

Board attendees: (Chair, Craig Engel, Vice-Chair, Sharon Davis, Selectman, Mort Donahue, and Selectman, Nick Coates)

On Zoom: Selectman Boynton attended the meeting at 4:40 p.m.

Public attendees: Chief of Police, Kevin Foss, Forest Service, Brooke Brown, Recreation Director Kelsey Bouchard, and Mary Norton.

Call to order: Chair Engel opened the meeting at 4:33 p.m.

Vice-Chair, Davis motioned to go into a Non-Public Session in accordance with RSA 91-A:3, II (a) & (b) at 4:33 p.m. Selectman, Donahue seconded the motion. The roll call vote was as follows: Selectman Donahue, aye; Selectman, Coates aye; Vice Chair, Davis, aye and Chair, Engel, aye.

The Board came out of the Non-Public session at 5:14 p.m.

**2. Selectman Work Session:**

**A. Recreation Department Update:** Kelsey, the Recreation Director came in to discuss with the Board her progress with the recreation department and her plans. Selectman Coates suggested talking to the Conservation Commission and the Forest Service to get the kids out on hikes, biking, and walks. Selectman Boynton asked about healthy snack choices, not sugar-based snacks. Selectman Boynton was very supportive and willing to help in this area for Kelsey if she needed it. Resident, Mrs. Mary Norton attended this session and voiced her opinion and concerns about the after-school program. The Board thanked her for her input.

**B. Selectmen Budget Priorities & Goals Setting:** The Board took some time to discuss their goals for the upcoming budget. Corey did ask the Department Heads to get their budgets and goals to him by the end of September for the Board to review. The Board discussed Inflation and COLA and how it is slowing. Vice Chair Davis proposed a 2% wage scale based on merit and 3% for COLA for 2024. Corey explained that all town permits are still up in revenue. A few items have been a concern such as the heating/cooling systems under maintenance and Capital improvements. Selectman Coates suggested Corey look into a tax credit program to help with energy-efficient system costs such as LED, furnaces, and HVAC systems. Corey predicts that the CIP will most likely recommend reserving more funds in the

upcoming year. Selectman Boynton mentioned keeping focus on the roads and developing solar power throughout the Town. Selectman Boynton also suggested a hybrid code/building enforcer. Corey will bring the Master Maintenance List into the next meeting for all departments so that the Board can review.

### **3. Administrative Tasks:**

#### **A. Consent Agenda**

- August 21, 2023, Public Minutes
- August 21, 2023, Non-Public Minutes #1
- Timber Intent off Pine Cove Rd

Vice-Chair, Davis advised removing August 21, 2023, Non-Public Minutes #2 from the consent agenda and bringing it to the next meeting.

Vice-Chair, Davis motioned to approve August 21, 2023, Public and Non-Public Minutes #1, as well as the Timber Intent off Pine Cove Rd. Selectman, Donahue seconded that motion. All were in favor.

#### **B. Town Administrator Update**

1. Investment Policy Update: Corey presented to the Board a few updates regarding the Trustees of the Trust Fund and their policy updates. Corey explained the Trustees had changed the wording under the Durgin Fund. The Board suggested going back to the original policy, which adhered to the RSA's. Corey explained that the current policy does not reflect how the Board invests the funds. The Board suggested discussing with the investment company about the language to use. Corey will work with the investment company.

2. Campton-Thornton Fire Truck: Engine 2 has been down for repairs. The cost is about \$10,000.00. Corey has notified Thornton and Ellsworth on this matter but has not heard anything back. The department will be down to three engines for the next year until the ordered new engine comes in. Engine 2 will eventually go to auction. Selectman Coates suggested Corey look at a site called MuniBid for the future disposal of Town equipment.

C. Employee Step Program Policy Review: Corey presented to the Board a few documents that he has been working on with Lisa Vincent and Kevin Foss. These documents have already been reviewed by the Chair, Engel, and some suggestions were offered. Corey was looking for feedback to implement the step program for the Town of Campton. This means that the Merit Pay program will be dissolved. If the Board agrees, Corey would like to start this program starting in 2024. Corey also mentioned with this program, employees could see a step adjustment as soon as January 1st. (pending approval from the Town Meeting). All Department Heads will need to be aware of how to include these changes in their budget. Chair Engel suggested detailed definitions for each step (generic/specific). Selectman Coates

suggested keeping it basic and clean and based it on performance evaluation. The Board recommended factoring in COLA and what happens when employees are at their tenth step. The recommendation was to bump them back down a couple of steps and allow them to move up to the max level. At that point the employee would need to look for a promotion, if possible, to continue receiving steps. Corey will make the proper adjustments to the program policy.

Selectman, Coates motioned for approval of the step program schedule, to start as of January 1, 2024, with the adjustments that were recommended to Corey for this program. Chair Engel seconded that motion. All were in favor.

**4. Public Session:**

A. Privilege of The Floor

None.

B. Campton Pond Discussion

1. Brooke Brown, District Ranger from the US Forest Service, came in to discuss the Board's concerns and is aware of the Town's desire to have the Campton Pond dredged. Brook advised the Board that it would be appropriate to start the conversation on what the Town can do to start the process. Vice-Chair Davis explained to Brooke how erosion and sand build-up have been huge factors and the residents have been voicing their concerns. Brooke explained that the natural habitat is doing good, and the dam is not a safety hazard. Brooke did draw attention to the erosion of the nearby property, which she would like to investigate. Brooke did suggest to the Board to research the Tourism/Recreation Grant. This grant could help the Town financially to make further decisions. Vice-chair Davis mentioned talking to the Conservation Commission about the grant.

C. Committee Updates, Board Concerns, and Directives

Selectman Davis: She had nothing to add.

Selectman Engel: Craig asked about the status of the Gravel RFP from Mr. Corrigan. Corey explained that he talked to Eric from HEB Engineers, and Eric could not reach him as well. Corey did advise the Board that if the weather gets colder, we will have to put a hold on this project for this year.

Selectman Coates: Nik asked Corey about the status of the setup of meals for the Charrette. Nik and Corey will get together this week to finalize the plans.

Selectman Donahue: Mort had asked Corey about the status of the Heating Fuel Bids. Corey explained that he had only heard from Irving Oil Company thus far. The opening will be held on September 14, 2023.

Selectman Boynton: He had nothing to add.

Chair Engel motioned to close the meeting at 6:53. Selectman Donahue seconded that motion. All were in favor.

Respectfully submitted,

Natasha Egger,  
Minutes Recorder