

CAMPTON BOARD OF SELECTMEN

MEETING MINUTES

Monday, October 16, 2023

Board attendees: Vice Chair Nik Coates, Selectman Craig Engel, Selectman Mort Donahue, and Selectman, Dan Boynton

On Zoom: Road Forman Matt Abear

Public attendees: Town Administrator Corey Davenport, Road agent Ron Farnsworth, Town Clerk/Tax Collector Hannah Joyce, Ron Goggans, Nancy Donahue, Mary O'Brien, Fire Chief Dan Defosses, and Police Chief Kevin Foss.

Call to order: Vice Chair Coates opened the meeting at 4:29 pm.

Selectman Boynton motioned to go into a Non-Public Session in accordance with RSA 91-A:3, II (c) & (b) at 4:30 pm. Selectman Engel seconded that motion. The roll call vote was as follows: Selectman Boynton, aye; Selectman Donahue, aye; Selectman Engel, aye; and Vice Chair Coates, aye.

The Board came out of a non-public session at 5:13 pm.

Selectman Budget Work Session:

Town Clerk/Tax Collector Budget: The Town Clerk/ Tax Collector, Hannah Joyce, was present to present her draft budget for 2024. She highlighted a few areas where there were increases. One area that has some proposed increases is the salary lines. She mentioned that her assistant received a raise the prior year and requested one for her and her deputy. She explained some of the other increases were directly tied to the number of elections that were in 2024 (4). Corey also explained to the Board that insurance numbers are not usually available until late October or early November. The Supervisors of the Checklist were present to propose their budget, which resides in the Town Clerk/ Tax Collector's budget. They also saw a significant increase due to the number of elections in 2024. They mentioned that the election calendar was not set yet and that the final number might change once the State finalizes it. The Board had no additional questions and thanked everyone for coming in to present their budget.

Police Department Budget: Police Chief Kevin Foss attended to present his budget for 2024. Chief Foss discussed the various portions of his budget that had changed. He detailed his integration of the step program into his budget proposal. He mentioned that addition of the part-time drug task force officer line, which the State of New Hampshire is reimbursing. The Chief also talked about the increase in the dispatch rates. The Board asked if there was another agency we could go through, and the Chief said there was, but his concern was mutual aid. His concern was that all the neighboring towns use Plymouth Dispatch, and going to another agency would put us on an island. The Chief feels we should stay with Plymouth Dispatch to maintain strong relationships with our mutual aid partners. Finally, the Chief

discussed the addition of the accreditation line. This was a recommendation from the State of New Hampshire. Chief Foss said that the State strongly recommends that these accreditation fees be broken out in his budget. The budget item will pay for the accreditation and required software to remain accredited. The Board had no additional questions for the Chief and thanked him for coming in.

Fire Department Budget: Fire Chief Dan Defosses was at the meeting to present his budget for 2024. Chief Defosses worked through his budget and highlighted some areas where he made some changes. He highlighted the breaking out of an inspector position. Chief Defosses mentioned that this part-time position was already accounted for in another line. A discussion with the Town Administrator resulted in the recommendation to break that position out. The result was a decrease in the Per Diem line, where that position was initially accounted for. Chief Defosses mentioned that he increased his Call Company line as there was much more activity among the part-time employees. The Chief decreased some areas of the budget (fuel & maintenance lines) to help offset some costs. The Board was curious about the decrease in the maintenance line. The Chief explained that removing the two engines from service should decrease the repairs needed. The Chief discussed the need to increase the various equipment lines as they are usually the lines chosen to help offset the budget. He mentioned that several pieces of equipment should be replaced. Chief Defosses mentioned that Lake Region Mutual Aid had seen an increase in their fees. Corey mentioned that he had not received the new proposed number, and the Chief said he would get that over to him to put in the budget. Finally, Chief Defosses mentioned that one of his staff was interested in becoming a fully certified paramedic. He mentioned that other departments can sometimes pay for that additional training and hours. The Board favored promoting the advancement of our employees' skills. They asked the Fire Chief to determine the costs and send the updates to Corey to include in the budget. The Board thanked Chief Defosses for his time.

Highway Department Budget: Road Agent Ron Farnsworth was present to discuss his budget request for 2024. Ron highlighted a few areas of the budget that had changed. He discussed the need to increase the equipment repair and fuel lines. He had already exceeded his equipment repair line, and the Board mentioned that more equipment would mean more repairs needed. Ron requested more money for his gravel line to continue to do more projects around town and put rip rap in the new ditches. Ron mentioned the removal of mowing from his budget due to the addition of the tractor with the mowing attachment. Corey mentioned that Ron had added a new line for uniforms. Ron explained that he had found the money in his current budget and that the guys appreciated not needing to do their laundry or repair holes. From now on, he wanted to budget for the uniforms. The Board had no further questions and thanked Ron for coming in.

Administrative Tasks:

Consent Agenda

- September 18, 2023, Sealed Non-Public Minutes
- October 2, 2023, Public Minutes

- Timber Intent off Pulsifer Road

Selectman Engel had one correction in the public minutes from October 2, 2023. He found one misspelling that he wanted to be corrected. Selectman Boynton motioned to approve the consent agenda with the suggested correction. Selectman Donahue seconded the motion. The Board voted unanimously in favor.

Town Administrator Update

Thornton CIP Update: Corey was asked by the CIP Committee to bring up the various projects that Thornton proposed for the Transfer Station. The CIP Committee wanted to know if the Board had worked with Thornton on the long-term plans for the Transfer Station. The Committee was concerned about approving projects with no idea of the long-term plans. They wanted to make sure that projects were done in a logical order. The Board agreed that they planned on talking with the other boards about the plan for the Transfer Station. The Board asked Corey to invite the Thornton Board to the November 20th meeting to discuss the capital projects at the Transfer Station.

Community Power Update: Corey told the Board that he was working with Rita and Bill Sebastian on the community power project. Corey indicated the Board had a copy of the proposed power plan and that the Community Power Committee would be holding hearings in the near future so they can present the final plan at the Town Meeting in March.

2023 Budget Projections: Corey presented the budget projections for the end of 2023. He mentioned working with various department heads on this to be as accurate as possible. The forecast is currently to be about \$200,000 under budget, but that number can change. The Board discussed options to use up some of that money or add some warrant articles to use that money rather than having it go to the undesignated fund balance.

Building Permit Fees Update: Finally, Corey presented the document that Jade had been working on. She had some proposals to increase the building permit fees to align with other communities in the area. The Board wanted to hear more about the topic, but they knew a public hearing was needed before any changes could be made. They requested that Jade come in during the November 6th meeting and present her work. A public hearing can be scheduled once the Board agrees on a fee amount.

Public Session

Privilege of the floor: There were no members of the public present or on Zoom at this time.

Committee Updates, Board Concerns, and Directives

Selectman Boynton: Dan asked how many organizations the Highway Department had sent the plow contracts to. Corey said Ron asked the usual subcontractors, but wasn't sure who else. Dan asked to have the Highway Department reach out to other landscaping companies to see if they are interested in helping the Town. Dan also asked if Corey had a master plan for our building maintenance. Corey said he would sit down with the list and department heads to devise a plan to perform needed maintenance.

Selectman Engel: Craig had mentioned that when he came to the Town Hall, there were missing signs at the one-lane bridge near Bog Pond. Corey said he would ask Ron if they could get some new signage ordered.

Selectman Donahue motioned to go into a Non-Public Session in accordance with RSA 91-A:3, II (c) & (a) at 7:09 pm. Selectman Engel seconded that motion. The roll call vote was as follows: Selectman Boynton, aye; Selectman Donahue, aye; Selectman Engel, aye; and Vice Chair Coates, aye.

The Board came out of the non-public session at 8:48 pm.

Selectman Boynton motioned to seal the minutes at 8:48 pm. Selectman Engel seconded the motion. The roll call vote was as follows: Selectman Boynton, aye; Selectman Donahue, aye; Selectman Engel, aye; and Vice Chair Coates, aye.

With no further business, Vice Chair Coates adjourned the meeting at 8:49 pm.

Respectfully submitted,

Corey Davenport
Town Administrator