

CAMPTON BOARD OF SELECTMEN

MEETING MINUTES

Thursday, December 21, 2023

Attendees: Selectmen Sharon Davis, Nik Coates, Craig Engel, Mort Donahue and Dan Boynton; Town Administrator, Corey Davenport.

Call to order: The meeting was called to order at 2:00 p.m. on Thursday, December 21, 2023 by Board Chair, Sharon Davis in the Community Room of the Campton Municipal Building.

Budget Work Session

- a. Non-Profit Decisions: A list was previously distributed to the Board by the Town Administrator. Chair Davis pointed out that several organizations have individual warrant articles: Pemi-Baker Hospice & Home Health (previously known as Pemi-Baker Community Health), and Voices Against Violence and Bridge House. All other non-profit requests fall under Advertising & Regional Associations – Line 4197 in the budget. Two home care organizations sent in first-time funding requests: Country Home Health and Hospice and Lakes Region Visiting Nurse Association. The Town together with 9 other area towns formed Pemi-Baker Home Health Agency beginning in 1967 and each town continues to provide annual appropriations to support the home care services provided by this agency. The Board felt that the new requests overlap existing services provided.

Discussion about the following organizational funding requests occurred and the BOS decision is noted:

CADY. Level funding

VOICES AGAINST VIOLENCE. Level funding

TRI COUNTY COMMUNITY ACTION. Level funding.

TRANSPORT CENTRAL. Level funding.

CASA. Level funding.

LAKES REGION MENTAL HEALTH. Level funding.

MID-STATE HEALTH CENTER. Level funding.

AMERICAN RED CROSS. No funding.

GRAFTON COUNTY SENIOR CITIZENS COUNCIL. Level funding.

- b. Final Budget Reviews: The Fire Department and Transfer Station budgets are not yet finalized. The joint meeting hasn't occurred with Thornton and Ellsworth. Chair Davis will be working on getting a date scheduled.

Mr. Davenport advised that insurance numbers have been updated in the budget. Chair Davis asked the other Board members if they had any questions on the remaining budget lines. Regarding #4153 Legal fees, Mr. Davenport stated that some legal fees remain outstanding. Chair Davis asked that line #4153 be increased by \$10,000. Discussion ensued about best way to safeguard possible legal

expenditures. Increasing contingency funds by \$10,000 instead of #4153 was favored as contingency funds are funded by the undesignated fund balance. An aside, the Board discussed when the town boundaries have last been walked. Selectmen Boynton and Coates volunteered to do it. Selectman Coates asked Mr. Davenport to check on the legal requirements.

Police Department. Discussion about revenue and expenditures. The Board wanted to make sure that it is clear when state grant funds have been received. They requested detailed reporting on line items that receive multiple funding sources. Processes are in place to ensure that all funds due are received.

Fire Department inspections. Chief Defosses would like to keep the 2023-budgeted-but-unfilled part-time position at 30 hours. The "Fire Inspector" position will fulfill duties related to fire code but also backfill shifts. This position will be partially offset by revenue from Thornton and Ellsworth.

The Town part-time "Health Compliance Officer" will be responsible for building permits and inspections, and Health Officer-related issues. The Board vigorously discussed pros/cons of one full-time (combined positions) vs two part-time positions, housed in one department vs two departments. The consensus of the Board was to leave the positions as they are currently budgeted.

Road Infrastructure and Improvement. Selectman Boynton stated that he was not in favor of funding the full \$750,000 for the Road Infrastructure Improvements Capital Reserve Fund (line #4900-013). He suggested using 2024 to analyze the results of the work done in 2023. The Board wants to the five-year road plan updated. After vigorous discussion, the Board agreed to leave this funding at \$750,000.

The Contingency Fund (line #4901-005) will be raised by \$10,000 to \$25,000.

The 12.1% increase in overall budget is mostly due to payroll/insurance.

Administrative Tasks:

- a. Consent Agenda. Selectman Engel made a motion to approve the December 4, 2023 Public Minutes and Non-Public Minutes. The motion was seconded and unanimously approved.
- b. Planning Board. Chris Kelly sent a letter to the Board giving notice that he is retiring from the Planning Board effective December 5, 2023. Jake Tuck has applied as a replacement planning board member. The Board is cognizant of keeping terms a staggered 3 years and wants to fill the vacated term until March 2024. At that time, all of the Planning Board members' terms will be adjusted so they are staggered terms. Selectman Engel made a motion to approve Jake Tuck as a member of the Planning Board until March 2024. The motion was seconded and approved unanimously.
- c. ZBA. Town Counsel recommended not having individuals on both the Planning Board and Zoning Board. Margaret Sweeney is the ZBA's choice to fulfill a vacated position. Selectman Coates made a motion to approve Margaret Sweeney to the ZBA until March 2024. At that time, all members' terms will be examined.
- d. Town Administrator's update. Chief Defosses would like to purchase a snowmobile trailer. The current trailer was purchased in 2008 or 2009 and repairs are constant. He also mentioned the need for an inflatable boat trailer in the range of \$3-5,000. These purchases would be made using unused 2023 fire department budgeted funds.

The lower fire department station on Route 175 has some space above the office that could be used for equipment storage. The only need is to put a floor down on the rafters. The fire department staff is willing and able to install the flooring. The Board approved the purchase of flooring and the installation of same by the fire department staff.

There is a matching \$2,500 grant opportunity through Forest & Lands and Chief Defosses asked for approval to apply for the grant. Selectman Coates made a motion that Chief Defosses be authorized to sign the grant application. The motion was seconded and approved unanimously.

Additional funds were received for the highway block grant and bridges. A public hearing for Unanticipated Revenue will be scheduled for January 8, 2024. The Board recommended last year that bridge funds should go into bridge capital reserve fund. The warrant article has been written but just needs updating with the exact funding amount.

Selectman Boynton said that the second Community Power public hearing was held last night and went well. He also said that the Precinct would like to have the Board look at the language they are proposing for the warrant article re lights/sidewalks. The Board discussed preferred language and concepts. Selectman Boynton suggested that the Board members email him their recommendations and he would forward them on to the Precinct as some guidance.

Flood Insurance Map Resolution. Mr. Davenport stated that FEMA flood insurance maps have been updated. Sample resolution language was provided for the Board to adopt as a resolution. Once adopted, the zoning ordinance will be updated. Selectman Coates read the resolution:

"Pursuant to RSA 674.57, by resolution of the Board of Selectmen, all lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) in its 'Flood Insurance Study for the County of Grafton, NH' dated February 8, 2024, together with the associated Flood Insurance Rate Maps Panels 33009C0640F, 33009C0670F, 33009C830F, 33009C0835F, 33009C0836F, 33009C0837F, 33009C0841F, 33009C0845F, 33009C0855F, 33009C0860F, 33009C0865F and 33009C0866F dated February 8, 2024, are declared to be part of the Town of Campton Zoning Ordinance and are hereby incorporated by reference." The resolution was moved by Selectman Boynton, seconded by Selectman Engel and adopted unanimously.

Board Concerns and Directives.

Selectman Coates- would like to discuss emergency management procedures in a future Board meeting. ICS training should be given to all department heads. The Board agreed that communications during the recent flooding could have been handled better.

Selectman Coates advised that MRI who is assisting the Board with the search for a new Town Administrator will send an email with recommendations the first of next week.

Selectman Boynton- received an email from the Campton Village Precinct regarding language that is being proposed for several petitioned warrant articles.

Selectman Donahue – no concerns at this time

Selectman Engel- Campton Design Committee met and would like to present their findings in a Board meeting in January.

Chairperson Davis- Today's board meeting is Corey's last board meeting as he will be leaving us at the end of the month to become New Hampton's Town Administrator. On behalf of the Board, Chair

Davis thanked Corey for his service over the last four years, two of which he served as Town Administrator and wished him good luck in his new position.

Adjournment. There being no further business, Chair Davis adjourned the public meeting at 6:25 p.m.

Paula Woodward
and Sharon Davis
Recorders