

**TOWN OF TUFTONBORO  
BOARD OF SELECTMEN  
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**Selectmen's Meeting Final Minutes  
4:30pm – Town Office**

**Monday, April 1, 2024**

Present: Chairman Murray, Selectman Albee, Selectman Dauphinais, Town Administrator Audrey Fraizer, and Clerical Secretary Ashley Esposito.

**CALL TO ORDER**

Chairman Murray called the BOS meeting to order at approximately 4:30 p.m. and lead the Pledge of Allegiance.

**PUBLIC INPUT**

none

**REVIEW AND APPROVAL OF MINUTES**

Selectman Albee made a motion to approve the BOS draft minutes of March 18, 2024, as written, Selectman Dauphinais seconded, motion carried 3-0.

Selectman Albee made a motion to approve the first set of non-public minutes BOS draft minutes of March 18, 2024, at 6:04, as written, Selectman Dauphinais seconded, motion carried 3-0.

Selectman Albee made a motion to approve the second set of non-public minutes BOS draft minutes of March 18, 2024, at 6:08, Selectman Dauphinais seconded, motion carried 3-0.

Selectman Albee made a motion for non-public first set of minutes to remain sealed from the BOS draft minutes of March 18, 2024, at 6:04 Selectman Dauphinais seconded, motion carried 3-0.

Selectman Albee made a motion for the second set of non-public minutes to unseal from the BOS draft minutes of March 18, 2024, at 6:08, as written, Selectman Dauphinais seconded, motion carried 3-0.

**APPOINTMENTS**

Road Agent, Jim Bean, submitted his monthly report date 4/1/24 (see attached) and request annual BOS drive around (approximately two hours needed). The Selectmen agreed to meet at Town Office on 4/9/2024 at 3:30 pm. They will visit problem areas to determine priorities of issues to be addressed.

Jim Bean stated that the Phineas Graves is a stone culvert, he was previously told that it is a historical site and unable to update but does not currently have documentation of same. Jim is unsure of the construction or appropriate weight limitations for that location.

Jim Bean reported that the previous paving company is no longer available. The previous contractor is acting as a consultant under the direction of Road Agent. The Road Agent said that the consultant would help with short term and long-term planning of roads.

Chairman Murray noted that neither a consultant nor Sodom Road are in current budget. Chairman Murray requests rate and details of consultant to make informed decisions.

Citizen, Ken Leavitt & Eileen Leavitt, residents of Phineas Graves Road, requested the meeting to provide further information about their property and road conditions. Mr. Leavitt expressed his concern over his missing lot marker (surveyor pin) and a stonewall corner segment including trees which were removed without his knowledge or consent while he was away. Mr. Leavitt provided pictures of the reported damage to the BOS. Mr. Leavitt requests a weight limit be placed on the stone bridge culvert to protect the area from further damage to the public town road. Mrs. Leavitt expressed her concern for non-ash tree removal from the area along the roadway.

Jim Bean requested access to view issues with Mr. Leavitt present and Mr. Leavitt agreed at approximately 5:27 pm. Mr. Leavitt agreed to meet Jim Bean at 8:00 am on 4/2/2024.

Cemetery Trustee, Sue Weeks, was also present to bring attention to the damage of the corner post at Phineas Graves Cemetery as well as additional large rocks which are not part of the cemetery's stonewall. As directed by BOS, Sue Weeks will contact the headstone repair person to get a cost for repairs to the posts.

Selectman Albee requests a follow-up report after the site is reviewed by Jim Bean and presents his findings as well as suggested course(s) of action for repairs etc. at the next BOS meeting.

The camera required a reset due to freezing video stream at approximately 5:43 pm and BOS waited for it to be working before continuing with appointments at approximately 5:44 pm.

Interim Police Chief Jamie Hathcock provided monthly update (see provided April 1, 2024, Memorandum) and a draft "Sales of Surplus Vehicle Bid #2024-1". Discussion included overview of 2023 and 2024 year to date calls for service, personnel, hiring process, and vehicle status updates. Interim Chief Jamie Hathcock attended NH Homeland Security tabletop exercise with the Town of Wolfeboro and Governor Wentworth Region School District representatives on 3/21/2024.

Selectman Albee motioned to accept the "Sales of Surplus Vehicle Bid #2024-1" with correction to last paragraph and updated minimum bid as \$5,000.00, Selectman Dauphinais seconded, motion passed 3-0.

## **SIGNATURE FILE**

Selectman Albee made a motion to sign the Abatement Recommendation by Assessor for Map 69-2-73, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Application for Current Use for Map 70-1-10, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Application for Current Use for Map 58-1-28, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Ambulance Agreement for 2024, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Appointment for Planning board alternate member Michael James, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Appointment for Planning board alternate member Kevin McDonnell, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the 2024 Administrative Abatement for Map 40-4-1-D50, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Yield Tax Levy for Map 41-1-4, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Personnel Action Form for Swim Instructor Ella Meserve, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

## **ACTION ITEMS**

Article for the Tuftonboro Times- due April 5 by Chairman Murray- will be submitted.

JLMC follow up- Training classes need to be completed by end of May- Audrey Fraizer emailed reminders to department heads.

Letter from Assessor Rob Wood- asking the town to be proactive (BTLA) – requests town Atty review letter for opinion on current use status on property.

## **CORRESPONDENCE**

Letter from Ossipee Central School on behalf of Greg Cooper – received.

Email NHDOT District Resurfacing Program – received.

From Assessor- Fraud alert for vacant land owners– forward to Town Clerk and USPS town locations.

Board of Adjustment- Notice of decision – Vincent Dufort – received.

Abutter Notice from Town of Holderness planning board. – received.

Email- lighting Union Wharf Project- received details of project.

Planning Board revised Rules of Procedures -See III.c (need alternative BOS representative). Chairman Murray nominate Selectman Albee, Selectman Dauphinais seconded, Selectman Albee accepted nomination, motion passed 3-0.

Letter from NHDOT re:2024 work on 109A and 20 Mile Culvert- received.

NRRA Activity report- received.

## **TOWN ADMINISTRATOR AND SELECTMEN'S UPDATE**

Town Administrator Fraizer explained that the planning board hired Horizon Engineering, but the applicant of the 5-lot subdivision has not paid the bill as required. BOS directed her to send a letter requesting payment to prevent property lien. Audrey is currently working on a Memo of Understanding with Wolfeboro Parks & Recreation.

Selectman Albee reported a conversation with a prospective solar vendor about virtual metering which would create a higher rate of return. He also wants to ensure proper in/out to show income for solar. Selectman Albee reported that the Hurlbert Trust has one Selectman on the board as a fiduciary relationship with the Trust which benefits local students with scholarships and charitable organizations. The Trust is required to give ten percent yearly.

Chairman Murray brought forward the discussion of a read only Facebook or social media page for the Town. Selectman Albee expressed his concern about liability for any errors or omissions. Selectman Albee suggests creating a link to the main town webpage to facilitate information sharing. Chairman Murray request a proposal from Selectman Dauphinais.

Chairmen Murray requested a conversation about Police Department building. Selectman Dauphinais reported local contractor Payde Stockman of Stockman Construction would be interested in the discussion. Selectman Albee wants to review previous bid packages, grant requirement versus non grant requirement. Tabled until 4/30/2024 BOS meeting.

## **NON-PUBLIC SESSION**

At approximately 7:00 pm, Chairman Murray made a motion to exit the public meeting and enter a non-public session per RSA 91-A: 3 II,(b). Selectmen Albee seconded the motion and the Motion carried 3-0. Roll call vote: Murray- Yes, Albee- Yes, Dauphinais- Yes.

At approximately 7: 35 pm, Chairman Murray made a motion to return to the public meeting and exit non-public session. Selectmen Albee seconded the motion and the Motion carried 3-0. Roll call vote: Murray- Yes, Albee- Yes, Dauphinais- Yes.

At approximately 7: 35 pm, Chairman Murray made seal the minutes of April 1, 2024, non-public session. Selectmen Albee seconded the motion and the Motion carried 3-0. Roll call vote: Murray- Yes, Albee- Yes, Dauphinais- Yes.

## **ADJOURNMENT**

At approximately 7:35 pm Chairman Murray made a motion to adjourn the meeting, Selectman Dauphinais seconded, motion carried 3-0.

Respectfully submitted,  
Ashley Esposito, Clerical Secretary