

**TOWN OF TUFTONBORO**  
**BOARD OF SELECTMEN**  
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**Selectmen's Work Session**  
**9:30 am – Town Office**

**Friday, November 13, 2020**

The official video of this meeting can be found on the Town of Tuftonboro's YouTube channel at:  
<https://www.youtube.com/channel/UCCUmJgZvFTS23RMEFSDQzmw>.

Present: Chairman Lloyd Wood, Selectman Bill Marcussen, Selectman Chip Albee and Administrative Secretary Cathy Pounder.

**CALL TO ORDER:**

Chairman Wood called the Selectmen's work session to order at 9:30 am.

**MINUTES:**

Selectman Albee made a motion to approve the BOS 11/9/2020 meeting minutes as corrected. Selectman Marcussen seconded. Motion carried 3-0.

Selectman Marcussen made a motion to approve the BOS 11/9/2020 Non-Public minutes as presented. Selectman Albee seconded. Motion carried 3-0.

**APPOINTMENTS:**

Zachary Palmer met with the Selectmen to introduced Joia Hughes as a grant writer to work with the Selectmen. Zach has taken on a new position at his current job and cannot give the time to the Town as he had hoped. Joia has interned with the Federal Home Loan Bank of Boston that does a lot of financing for community and economic development at a New England base level. Joia started with a company in Laconia and she did the whole development process of affordable housing from developing sites to securing funding and the contracts and putting it out to public bid. She did contracts with Concord, Keene and Bristol, non-profits and any other communities that need grant writing. She worked with community block grants, USDA, FEMA, and Homeland Security. She does a lot of grant writing and would like to help the Town with their building and equipment grants. Zach will touch base with Northern Boarders' leader Rick and see if the Police Building project is available for funds from Northern Boarders. The Selectmen reviewed the Police Building funding and numbers with Joia. Joia stated if there were other projects in Town that could receive grants to free up money for the Police Building that may be helpful. Joia will supply references and an agreement letter to the Selectmen in the near future.

The Selectmen met with David Jeffers to discuss Tuftonboro hosting Household Hazardous Product Collection Program. Ossipee dropped out so Tuftonboro residents can go to either Moultonborough or Effingham or pay for it at Wolfeboro. Tuftonboro may be a more central area for a collection site. This is handled by Tradebe, a contractor for LRPC, at the collection site. The Selectmen and Mr. Jeffers discussed possible collection locations in Tuftonboro, along with the staffing, lavatory facility, space and supply needed to accomplish the collection.

**SIGNATURES:**

Selectman Marcussen made a motion to sign the Lakes Region Household Hazardous Product Collection Program Commitment Letter for 2021. Selectman Albee seconded. Motion carried 3-0.

Selectman Albee made a motion to sign a Right of Burial. Selectman Marcussen seconded the motion. Motion carried 3-0.

**ACTION ITEMS:**

The Selectmen confirmed the revised documents for the leased cell towers relating to the retaining wall, grading and elevations were acceptable.

Selectman Marcussen made a motion to return the HealthTrust over contribution of retirees' funds totaling \$786.30 to the individuals. Selectman Albee seconded. Motion carried 3-0.

**CORRESPONDENCE:**

The Town of Wolfeboro Parks and Recreation sent the 2019 Tuftonboro Participation numbers  
Carroll County Commissioner's Office – Budget Hearings 11/17/2020 6 pm and 12/7/2020 10:00am at the Carroll  
County Administration Building 2<sup>nd</sup> Floor Room 95

Wetlands and Non-Site Specific Permit 2020-01765

Notice of Acceptance of Wetlands Standard Permit Application Tax map 14-3-3

Tuftonboro Free Library YTD

Standard Dredge and Fill Wetlands Permit Application Tuftonboro 66-2/Wolfeboro 96-13 & 13-1

**Non-Public:**

At approximately 11:00 am, Selectman Marcussen moved to enter non-public session per RSA 91-A: 3 II (a) for personnel, seconded by Chairman Wood seconded. Roll call vote: Wood – Yes; Marcussen – Yes; Albee – Yes.

At approximately 11:10 am, Selectman Albee made a motion to exit the non-public session and reconvene public session. Selectman Marcussen seconded the motion. Motion carried 3-0.

During the non-public the following was voted on:

Selectman Marcussen made a motion to give the Deputy Town Clerk/Tax Collector an increase in pay. Selectman Albee seconded the motion. Motion carried 3-0.

The Selectmen and Jen Coulter spoke of election equipment options and scheduling the school for our March election.

At 11:15 am Selectman Marcussen made a motion to adjourn the meeting. Motion seconded by Selectman Albee. Motion carried 3-0.

Respectively submitted,  
Cathy Pounder  
Administrative Secretary