

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

**Monday, March 18, 2024**

Present: Chairman Murray, Selectman Albee, Selectman Dauphinais, Town Administrator Audrey Fraizer, and Clerical Secretary Ashley Esposito. Also, present; Former Selectman Pike, Fire Department Chief Adam Thompson, Police Department Interim Chief Jamie Hathcock, Cemetery Trustee Susan Weeks, Conservation Committee Chairman Steve Scapicchio, Citizen Ken Leavitt, Citizen Thomas White

**CALL TO ORDER**

Selectman Albee called the BoS meeting to order at approximately 4:30p.m. and lead the Pledge of Allegiance.

Selectmen Albee nominated Selectman Murray for Chairman position, Selectman Dauphinais seconded, motion carried 3-0.

Chairman Murray nominated Selectman Albee for Vice Chairman position, Selectman Dauphinais Seconded, motion carried 3-0.

**PUBLIC HEARING** per RSA 31:95-e

Tuftonboro Fire Chief Adam Thompson presented an information packet detailing the prospective donation of a Deck Trailer for Boat 2 (see packet) valued at approximately \$20,000.35.

Selectman Albee motioned to accept the donation to the town, Selectman Dauphinais seconded, motion passed 3-0.

Tuftonboro Fire Chief Adam Thompson presented an information packet detailing the prospective donation of a FD UTV/tailer (see packet) valued at approximately \$73,411.00.

Selectman Albee motioned to accept the donation to the town, Selectman Dauphinais seconded, motion passed 3-0.

Public Hearing was closed at approximately 4:43 pm

## **PUBLIC INPUT**

Former Selectman Guy Pike welcomed recently elected Selectman Dauphinais and expressed his thanks to Chairman Murray and Selectman Pike.

Citizen Thomas White expressed his welcome to Selectman Dauphinais in his new position.

## **REVIEW AND APPROVAL OF MINUTES**

Selectman Albee made a motion to approve the BoS minutes of March 12, 2024, as written, Chairmen Murray seconded, Selectman Dauphinais abstained, motion carried 2-0.

Selectman Albee made a motion to approve the BoS non-public minutes of March 12, 2024, as written, Chairmen Murray seconded, Selectman Dauphinais abstained, motion carried 2-0.

Selectman Albee made a motion for non-public minutes to remain sealed from the BOS draft minutes of March 12, 2024, as written, Chairmen Murray seconded, Selectman Dauphinais abstained, motion carried 2-0.

## **APPOINTMENTS**

Fire Department Chief Adam Thompson provided monthly update (see provided an update date March 18, 2024). Discussion included a summary of calls for service and personnel updates, status of the Pier 19 use, and installation of the Mirror Lake emergency generator. Chief Thompson mentioned that Burn Permits are now required as there is no longer snow cover on the ground.

Selectmen Albee motioned to accept the bid from Tim Christian for the work to be done on the Mirror Lake emergency generator, Chairman Murray seconded, and the motion passed (3-0)

Citizen Ken Leavitt, resident on Phineas Graves Road, expressed his concern for the conditions on Phineas Graves Road to include but not limited to the stone bridge, the conditions of work near Phineas Graves Cemetery, and the corner of his property with a property marker removed by turning the corner into a curve.

Cemetery Trustee, Sue Weeks, expressed her concern for the conditions near the cemetery and how the nearby work is affecting the cemetery itself. Sue Weeks provided pictures of the area from before the work started which she believes were taken last fall.

Chairman Murray asked for permission to access Ken Leavitt's property for the purpose of investigating his concerns and Ken Leavitt gave his permission at 5:34 pm.

Interim Chief Jamie Hathcock provided monthly update (see provided March 18, 2024 Memorandum). Discussion included overview of 2023 and 2024 calls for service, personnel, hiring process and vehicle status updates.

Steve Scapicchio of the Conservation Committee provided an update about the 19 Mile Bay contract for April seasonal testing.

Selectman Albee motioned to have Chairman Murray sign the contract for April seasonal testing. Chairmen Murray seconded the motion, Selectman Dauphinais defers due to not reviewing the contract prior given his recent election. A brief discussion was opened by Selectman Albee and a motion of signing contract was tabled to allow Selectman Dauphinais to read the contract. Chairman Murray stated BOS would provide an answer on the contract on 3/18/2024 before adjournment.

Steve Scapicchio discussed prospective land purchase updates. Discussion included the need to confirm price, and boundary markers. Also, the Mirror Lake loan document will continue to progress.

Selectman Dauphinais re-opened comment on 19 Mile Bay testing contract given timeliness requirement for April resting session. Chairman Murray kept item table to vote on during 3/18/2024 meeting.

### **NON-PUBLIC SESSION**

At approximately 6:04 pm, Chairman Murray made a motion to exit the public meeting and enter a non-public session per RSA 91-A: 3 II, (c). Selectmen Albee seconded the motion and the Motion carried 3-0. Roll call vote: Murray- Yes, Albee- Yes, Dauphinais- Yes.

At approximately 6:08 pm, Chairman Murray made a motion to return to the public meeting and exit non-public session per RSA 91-A: 3 II, (c). Selectmen Albee seconded the motion and the Motion carried 3-0. Roll call vote: Murray- Yes, Albee- Yes, Dauphinais- Yes.

At approximately 6:08 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 6:30 pm, Chairman Murray made a motion to return to the public meeting and exit 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.

### **SIGNATURE FILE**

Selectman Albee made a motion to sign the MS-232, 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 of Jack Widmer as Town Treasurer for a three year period, 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 44-1-21, 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 38-3-2, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Gravel Tax Levy for Map 32-2-4, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Gravel Tax Levy for Map 32-2-12, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Gravel Tax Levy for Map 32-3-6, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Notice of Intent to Excavate for Map 32-2-12, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Notice of Intent to Excavate for Map 32-2-4, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Notice of Intent to Excavate for Map 32-2-6, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Notice of Intent to Excavate for Map 32-2-5, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Dauphinais made a motion to sign the Personnel Action Form – Andrew Shagoury removal (retirement), Selectman Albee seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Chairmen Murray made a motion to sign the Fire Department rate of pay changes resulting from budget passing town vote, Selectman Albee seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

### **ACTION ITEMS**

Chairmen Murray opened for discussion which committees each Selectmen wishes to service on for 2024.

Selectman Albee motioned to have the Town Administrator, Audrey Fraizer, represent the BOS on the CIP committee, Chairman Murray seconded, motion passed 3-0.

The results of the discussion are as follows.

Agricultural	Selectman Dauphinais
Budget	Selectman Albee
Capital Improvement Program (CIP)	Aundrey Fraizer
Cemetery Trustees	Selectman Dauphinais
Conservation	Chairman Murray
Joint Loss & Safety	Selectman Albee
Park & Recreation	Selectman Albee
Planning Board	Chairman Murray

Chairman Murray opened discussion on the Tuftonboro Times edition article authors. The results of the discussion are as follows; Chairman Bob Murray- Spring 2024, Selectman Dauphinais- Summer 2024, Selectman Albee- Fall 2024.

### **CORRESPONDENCE**

Chairman Murray reports Board of Adjustments received the 65 Federal Corner Road request.

Chairman Murray reports Wetlands Application for 302 Cow Island has been received with no action required at this time.

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

Town Administrator Fraizer asked the BOS if they want town emails (cost 6.00 per email address per year). All three members declined town email addresses.

Audrey suggested Selectman Dauphinais attend NH Governmental Training for his new position. She also suggested a meeting be set up with the bank, the Treasurer and to understand how funds are allocated and used.

Audrey provided an update on the Union Wharf Lighting. Jack Parsons will be the point of contact to streamline the process. An updated quote will be needed.

Audrey informed the Selectmen that the audit will start on March 19<sup>th</sup>, 2024, and reminded them of her scheduled vacation the last week of March.

Chairman Murray reports he has nothing to add since Town Meeting. However, Chairman Murray expressed his wishes to have conversations about: (1) Union Wharf, (2) an update on the new Police Department Building, (3) Pier 19 crosswalk bidding and subsequent construction timeline expectations, (4) Dumpster Sticker Fees, (5) Police Department new hires and staffing levels.

Selectman Albee requests Trustees of the Trust need to establish regular reports. Selectman Albee request preference given to American made components or specific Country of Origin restriction for the Town solar array. The work on the wharf at 19 Mile Bay is progressing.

### **ADJOURNMENT**

At approximately 7:22 pm Selectman Murray made a motion to adjourn the meeting, Selectman Albee seconded, motion carried 3-0.

At approximately 7:22 pm Selectman Murray made a motion to return to the meeting for the purpose of a vote on the 19 Mile Bay Seasonal Testing contract. Selectman Albee seconded; motion carried 3-0.

At approximately 7:22 pm Selectman Murray made a motion to sign the 19 Mile Bay Seasonal Testing contract. Selectman Albee seconded; motion carried 3-0.

At approximately 7:23 pm Selectman Murray made a motion to adjourn the meeting, Selectman Albee seconded, motion carried 3-0.

Respectfully submitted,

Ashley Esposito  
Clerical Secretary