

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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**Selectmen's Meeting Minutes
9:00 am – Tuftonboro Town House**

Monday, January 11, 2021

The official video of this meeting can be found on the Town of Tuftonboro's YouTube channel at:
<https://www.youtube.com/channel/UCCUmJqZvFTS23RMEFSDQzwmw>.

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

CALL TO ORDER

Chairman Wood called the Selectmen's meeting to order at 9:00 am. Chairman Wood gave condolences to Selectman Marcussen on the passing of his mother. The Chairman asked Clay Gallagher to lead the pledge of allegiance.

PUBLIC INPUT

Code Officer Jack Parsons corrected Chairman Wood that the meeting was for January 11th not July 11th, 2021.

MINUTES

Selectman Marcussen made a motion to approve the BOS 12/31/2020 Work Session minutes as presented. Selectmen Albee seconded. Motion carried 3-0. Selectman Marcussen made a motion to approve the 12/31/2020 nonpublic minutes as presented. Selectmen Albee seconded. Motion carried 3-0.

Selectman Marcussen made a motion to approve the BOS 1/4/2021 minutes as presented. Selectmen Albee seconded. Motion carried 3-0. Selectman Marcussen made a motion to approve the 1/4/2021 nonpublic minutes as presented. Selectmen Albee seconded. Motion carried 3-0.

APPOINTMENTS

Code Officer Jack Parsons updated the Selectmen with the following information:

125 Building inspections for 2020	20 new home permits for 2020	448 inspections total for 2020
4 building permits for 2021	2 new homes for 2021	

Mr. Parsons requested to put in a wireless thermostat in the Town House so he may better monitor and control the furnace at the Town House. The Selectmen agreed.

The Transfer Station Supervisor Clay Gallagher presented the attached update to the Selectmen. Revenues for 2020 \$83,220.00 were down from 2019 \$118,405.00. Mr. Gallagher stated the 2nd year of stickers made a loss of around \$5000.00, \$10,000 loss for OCC and a loss in CD of around \$20,000.00. Mr. Gallagher brought attention to the article in the Granite State News on the pros and cons of recycling mixed paper.

Jerry Kingwill from Cobb Hill Construction met with the Selectmen to update them on their progress. The Selectmen and Cobb Hill reviewed a Standard Estimate Report on the Tuftonboro PD building. Mr. Kingwill stated there are some quotes in the report that they feel they could get a better prices on. Requesting quotes over the holiday weeks delayed responses from some companies. The Selectmen have asked for some options on some of the work and the objective was to keep the cost under 1.6 million. Mr. Kingwill will talk with Phil Bennett, the architect, to see where different options can be used or reconsidered. He will also continue to get more bids on the project.

Dan Barnard, Town Moderator and Town Clerk Jennifer Coulter met with the Selectmen to discuss Town Elections and Town Business meeting. The consensus was if the gym is available at the Tuftonboro Central School the elections will be there. The Governor Wentworth School Board will be discussing the various Towns' requests, to use the schools for voting, at their January 11th evening meeting. The policy of the school district is not to have outside groups use the schools but they are going to discuss making municipals an exception. The School board will also need to consider alternate options for school voting day. If the Town can vote at the school, set up will have to be the night before and clean-up will have to be done the same day as voting. Ms. Coulter and Mr. Barnard feel set up should be more efficient now that they have completed it at the school at the previous election.

The Selectmen, Ms. Coulter and Mr. Barnard discussed the business part of Town Meeting. The concern is with social distancing the school will not be large enough for Town Meeting. The Arts Center in Wolfeboro was discussed but Selectman Marcussen was informed it can only hold 150 people and we need to consider an attendance of 300-400 people. The consensus was to postpone the business portion of Town Meeting to the spring and have it on a Saturday. Selectman Marcussen made a motion to move the Business portion of Town Meeting from Wednesday, March 10th, 2021 to Saturday, May 15th, 2021 at either the school gym or Davis Field. Selectman Albee seconded the motion. Motion carried 3-0.

Ms. Coulter spoke with the Selectmen about encumbered funds, a printer to replace the State's printer for registrations and a laptop to use for elections. Selectman Marcussen made a motion to approve the Town Clerk's purchase of a printer and laptop. Selectman Albee seconded the motion. Motion carried 3-0.

Chairman Wood expressed concern whether the Town Clerk's office had the funds for the venue change and added expenses due to the unpredicted changes. Ms. Coulter did get a grant to assist with elections, she can and will ask for an extension on the grant so the funds can be used to purchase election supplies if needed.

SIGNATURE FILE

Selectman Marcussen made a motion to approve the appointments of Matt Young and David Ladd as Boat Agents. Selectman Albee seconded the motion. Motion carried 3-0. The Selectmen reminded the public if you register your boats through these agents the Town of Tuftonboro receives the fees but if they do them online the City of Concord gets the fees.

Selectman Marcussen made a motion to sign the Current Use Land Use Change Tax for Webster, James and Jane Tax map 2-1-13. Selectman Albee seconded the motion. Motion carried 3-0.

Selectman Marcussen made a motion to sign the Current Use application for Stockman, Adam Tax Map 42-1-2. Selectman Albee seconded the motion. Motion carried 3-0.

Selectman Marcussen made a motion to sign the Sub recipient Agreement between the Town of Tuftonboro and the North Country Village Cooperative. Selectman Albee seconded the motion. Motion carried 3-0.

ACTION ITEMS

The Selectmen reviewed the quotes from Allstate paving for 2021 paving and Tyler Phillip's quotes for the Lake Road and Union Wharf warrant articles. The Selectmen will have a work session on Friday January 15th to get some warrant articles ready for the Budget Committee.

CORRESPONDENCE

From Lloyd – email requesting information on Construction Services
Dan Barnard e-mail to Rick Sager on Postponement of Town Meeting
Dan Barnard email – He spoke to Randy Walker on his plans
Update from Chief Thompson - calls from 1/1/2021 to 1/4/2021
NH Lakes Lakeside Newsletter
CDBG Grant for North Country Village has been paid
NHDOT selection round for pedestrian and bicycling infrastructure projects
State of NH Executive Council Meeting results

SELECTMEN'S UPDATE

Selectman Albee had a Budget Committee meeting on January 5th. The operation budget is \$78,000 higher than 2020. It appears there may be 1.3 million in the undesignated funds. If \$630,000.00 is retained that leaves around \$700,000.00 to go to financing the Police Station. Budget Committee would like some warrant articles to look at for their next meeting. Chairman Wood showed concern that the Planning Board office mail box and phone messages have not been attended to in quite a while. The Administrative Secretary informed the Board that Matt Young had come in and is attending to them.

PUBLIC INPUT

None

NON-PUBLIC

At approximately 11:05 am, Selectman Marcussen made a motion to enter into a non-public session per RSA 91-A: 3 II (c) Reputation. Selectman Albee seconded the motion. Roll call vote: Wood – Yes; Marcussen – Yes; Albee – Yes.

At approximately 11:16 am, Chairman Wood made a motion to exit the non-public session and reconvene public session. Selectman Albee seconded the motion. Motion carried 3-0.

ADJOURNMENT

At approximately 11:16 am, Selectman Albee made a motion to adjourn, seconded by Selectman Marcussen. Motion carried 3-0.

Respectfully submitted,
Cathy Pounder
Administrative Secretary

B.O.S. Update report 1/11/2021:

Transfer Station

1. Monthly Totals for Dec 2020 (13 SW compactors, 12 C/D containers, 2 Plastic Containers)
 - a. 1 x Electronics container P/U – 6000 lbs - Cost \$1275
 - b. 1 x tire container–6.0 tons, Cost \$750
 - c. 1 x Trailer Loads of Scrap Metal – 8.8 tons / Approx. Revenue \$196
 - d. 15 Freon Units / 6 Propane units– All Clean and Green, Pembroke, NH
 - e. Revenues thru Dec 2020 are approx. \$ 83,220. Same time last year was \$ 118,405.
\$
2. General Info Items
 - a. Cleaning out as much as possible prior to end 2020 (Brush, Tire Cont., Electronics, Freon, Propane, etc)
 - b. Annual Service Status – Bobcat- Done, Backhoe – Done, Compactor #2 and Balers – Done
 - c. 2021 TS budget with Selectmen – Done / With Budget Committee - Done
 - d. Landfill Monitoring three year contract (2021-2023) - Done – three year contract awarded to Stantec
 - e. Maintenance Buildings budget – Done
 - f. New 40 yd storage container for parks and rec – Done - delivered 12/15
 - g. Tuft Times Winter Article - Done
 - h. Performance reports - Done
 - i. Mixed paper Analysis – Done
 - j. Selling new 2021-22 Transfer Station stickers – **Ongoing**
 - k. Avoided costs for 2020 – **Working** – need Dec totals from W/M and NRRA to complete
 - l. Completing Tax Book Summary for 2020 - **Working** – need Dec totals from W/M and NRRA to complete
 - m. Annual Facility Report to DES - **Working** – need Dec totals from W/M and NRRA to complete
 - n. Evaluate changing TS permit to accept fire extinguishers – **Working with DES/NRRA**

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
1-Dec-20	WM Comp #2 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
1-Dec-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
3-Dec-20	WM Comp #2 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
7-Dec-20	Scrap metal P/U	LLL/Berwick	1 Loads x 8.8 Tons				\$196.00
8-Dec-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
10-Dec-20	WM Comp #2 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
10-Dec-20	WM C/D & Plastic		\$286 P/U vs \$390	XXXX	XXXX	XXXX	
15-Dec-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
15-Dec-20	tire container p/u		NRRA - (6.0 tons)			750	
17-Dec-20	WM Comp #2 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
17-Dec-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
22-Dec-20	WM Comp #2 & Plastic		\$286 P/U vs \$390	XXXX		XXXX	
23-Dec-20	Freon & Propane P/U	AC & G	15 Freon 6 Prop				N/A
25-Dec-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
29-Dec-20	WM Comp #2 (Single)		\$195 P/U	XXXX			
29-Dec-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
30-Dec-20	Electronics W/CRT		ECER 6000 lbs			1275	
31-Dec-20	WM Comp #2 & C/D		\$286 P/U vs \$390	XXXX	XXXX		

13 Solid Waste	WM (XXXX tons)	XXX				
12 C/D Containers	WM (XXXX tons)		XXX			
2 Plastic	WM (XXXX tons)			XXXX		
0 Glass	WM (XXXX tons)					
Scrap metal P/U	LLL/Berwick	1 Loads x 8.8 Tons				\$196.00
tire container p/u		NRRA - (6.0 tons)			750	
Electronics W/CRT		ECER 6000 lbs			1275	
Freon & Propane P/U	AC & G	15 Freon 6 Prop				N/A
WM -plastic recycling fee	XXX plastic/XXX tons			XXXX		
Resident Usage fees						\$7,883.00
Stickers fees collected						\$1,310.00
	Total					\$9,389.00

\$83,220

	Monthly Total	Prev Balance	Year to Date	Last Year to date
Solid Waste	13 (XXXX tons)	127 (1152.16 tons)	140 (XXXX tons)	125 (1120.47 tons)
C&D	12 (XXXX tons)	117 (594.04 tons)	129 (XXXX tons)	153 (908.35 tons)
Plastic co-mingle	2 (XXXX tons)	29 (22.37 tons)	31 (XXXX tons)	34 (26.53 tons)
Glass	0 (XXXX tons)	4 (61.26 tons)	4 (61.26 tons)	4 (66.24 tons)
Paper				
Cardboard Bales		2 (32.25 tons)	2 (32.25 tons)	2 (46.05 tons)
Alum Bales		1 (6,066 lbs)	1 (6,066 lbs)	1 (20,767 lbs)
Steel / Tin Cans		3 (10.39 tons)	3 (10.39 tons)	3 (10.32 tons)
Electronics W/screen	1 (6,000 lbs)	4 (24,000 lbs)	5 (30,000 lbs)	4 (24,000 lbs)
car batteries		3 (5,114 lbs)	3 (5,114 lbs)	1 (1865 lbs)
Freon	1 (15 units)	6 (207 units)	7 (222 units)	8 (226 units)
Metal Scrap	1 (8.8 tons)	15 (125.32 tons)	16 (134.12 tons)	16 (119.86 tons)
Non-Ferrous Metal - Cop				1 (661 lbs)
Non-Ferrous Metal - other				
Propane	1 (6 units)	5 (60 units)	6 (66 units)	7 (82 units)
Tires	1 (6 tons)	2 (12 tons)	3 (18 tons)	2 (12 tons)
Used Oil		2 (505 Gallons)	2 (505 Gallons)	3 (725 Gallons)
Call 2 Recycle	1 box (50 lbs)	2 boxes (100 lbs)	3 boxes (150lbs)	4 (180 lbs)
Bulbs		1 (756 LF)	1 (756 LF)	2 (4,560 Lin Feet)
Brush	2 x Loads	15 x Loads	17 x Loads	