

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
240 MIDDLE ROAD, P.O. BOX 98
CENTER TUFTONBORO, NH 03816
Telephone: (603) 569-4539 Fax: (603) 569-4328
www.tuftonboro.org**

**Selectmen's Meeting Final Minutes
9:00am – Town Offices**

Monday, October 17, 2022

Present: Chairman Albee, Selectman Pike, Selectman Murray, Cathy Pounder, Tom Sawyer of Lakes Region Computer, Jen Coulter, Jack Parsons, Dennis Zilembo, Corey Hunter, Eileen Gil, Jim Bean, and Administrative Secretary Cami Wakefield.

CALL TO ORDER

Chairman Albee called the BOS meeting to order at approximately 9:00am and lead the Pledge of Allegiance.

PUBLIC INPUT

None

REVIEW & APPROVAL OF MINUTES

Selectman Murray made a motion to approve and remain sealed the 9.26.2022 BOS Non-Public Session draft minutes, Chairman Albee seconded, motion carried 2-0. Selectman Pike abstained.

Selectman Murray made a motion to approve the 9.26.2022BOS meeting draft minutes as written, Selectman Pike seconded, motion carried 3-0.

Selectman Murray made a motion to approve the 10.3.2022 BOS meeting draft minutes as written. Selectman Pike seconded, motion carried 3-0.

APPOINTMENTS

Jack Parsons presented the following update: 131 Building permits, 41 new houses and 523 inspections. Jack noted that the walkways at the Town Offices were repaired and look good. The water to the cemetery will be shut off this week. Chairman Albee asked how the 41 new homes this year compared to 2021 and there were 34 new homes in 2021.

Dennis Zilembo of Parks & Rec introduced his (2) guests, Eileen Gil who has taken over the leadership of Parks & Rec Commission and Cory Hunter who is receiving one of the awards that Parks & Rec has been giving out this summer that is for all the help that Cory provides and everything that he does for the community.

Jim Bean presented the attached update. Selectman Murray made a motion to add insulation to the highway garage in the attic. Selectman Pike seconded, motion carried 3-0. Chairman Albee made a motion to purchase the 2024 Western Star dump truck and that \$60,000 will come from Highway grant and the balance will come from ARPA funds. Selectman Pike seconded, motion carried 3-0.

Administrative Assistant Cathy Pounder and Tom Sawyer from Lakes Region Computer talked to Selectmen about the possibility of doing a multi-year contract. Selectmen would like to meet with Tom again after the first of the year about this.

Jen Coulter presented the warrant for the general election for signatures. Chairman Albee made a motion to sign the warrant for the general election, Selectman Murray seconded, motion carried 3-0.

Jen also had a question about the Deputy Town Clerk Lisa Boucher and that she is currently paying for a cobra health plan from her previous position. Jen explained that Lisa is part time and does not qualify for the Town's health plan however wanted to know if there would be an option for her to join our health insurance and pay her own way. Chairman Albee explained that any part time employee of the town has the option of purchasing the health insurance.

NON-PUBLIC SESSION

At approximately 10:35am, Chairman Albee made a motion to enter a non-public session per RSA 91-A: 3 II (I) legal. Selectman Murray seconded the motion carried 3-0. Roll call vote: Albee – Yes; Pike – Yes, Murray -Yes. Selectman Pike recused himself from the meeting.

At approximately 11:10am, Chairman Albee made a motion to exit the non-public session and reconvene the public Selectmen's Meeting. Selectman Murray seconded; motion carried 2-0.

SIGNATURE FILE

Selectman Murray made a motion to sign an Intent to Cut for Map 50-1-26, Selectman Pike seconded, motion carried 3-0.

Selectman Murray made a motion to sign a, Yield Tax Levy Map 16-2-9, Selectman Pike seconded, motion carried 3-0.

Selectman Pike made a motion to sign a Yield Tax Levy Map 52-3-6, Selectman Murray seconded, motion carried 3-0.

Selectman Murray made a motion to sign a Yield Tax Levy Map 51-2-3, Selectman Pike seconded, motion carried 3-0.

Selectman Pike made a motion to sign an E9-1-1 Data Operations Liaison Form, Selectman Murray seconded, motion carried 3-0.

Selectman Pike made a motion to sign an application for Current Use Map 58-1-1, Selectman Murray seconded, motion carried 3-0.

Selectman Pike made a motion to sign a Corrective Right of Burial for Wortmann, Selectman Murray seconded, motion carried 3-0.

Selectman Pike made a motion to sign a Right of Burial for McClure, Selectman Murray seconded, motion carried 3-0.

Selectman Pike made a motion to sign a Right of Burial for Caretsky, Selectman Murray seconded, motion carried 3-0.

Selectman Pike made a motion to sign a Right of Burial for DeGeorge, Selectman Murray seconded, motion carried 3-0.

Selectman Pike made a motion to sign an Amendment for CDFA/CDBG – North Country Village Cooperative, Selectman Murray seconded, motion carried 3-0.

Selectman Pike made a motion to sign the Emergency Action Program for Copps Pond Dam, Selectman Murray seconded, motion carried 3-0.

Chairman Albee made a motion for the Road Agent to purchase the 2024 Wester Star Dump truck in the amount of \$169,816, Selectman Pike seconded, motion carried 3-0.

ACTION ITEMS

Hurlburt Way – boat ramp- Chairman Albee made a motion that Selectmen direct the Police Chief and Jack Parsons to enforce the ban on using Hurlburt Way boat ramp for commercial use and asked that the Road Agent order a sign to the effect of No commercial use of the boat ramp and install it at Hurlburt Way boat ramp. Selectman Pike seconded, motion carried 3-0.

Chris Ruel submitted a proposal for mowing/shoveling RFP to the town for \$16860 and The Village Green Landscaping submitted a proposal for mowing/shoveling RFP to the town for \$31760.– Selectman Pike made a motion to award the mowing/shoveling to The Village Green Landscaping, Selectman Murray seconded, motion carried 2-1.

Federal Highway Administration SMART grant program – Selectmen asked Administrative Secretary to have Susan Burnside of the Planning Board look at this possible grant opportunity to see if it is applicable to the Town.

Selectman Murray made a motion to approve Budget 4150 – Financial Administration for \$173,892 Chairman Albee seconded, motion carried 3-0. Selectman Murray also made a motion within Budget 4150-32-680 – Financial Administration under computers to start Blackpoint Cyber in Nov/Dec, Chairman Albee seconded, motion carried 3-0.

Chairman Albee made a motion to approve Budget 4140 – Elec, Regist, Vital Stats for \$94,941(-1938), Selectman Murray seconded, motion carried 3-0.

Selectman Pike made a motion to approve Budget 4415 – Health Agencies for \$40,815 (-1350), Selectman Murray seconded, motion carried 3-0.

Chairman Albee made a motion to approve Budget 4520 – Parks & Recreation for \$67,971 Selectman Murray seconded, motion carried 3-0.

Chairman Albee made a motion to approve Budget 4312- Highways and Streets for \$681,800 Selectman Murray seconded, motion carried 3-0.

CORRESPONDENCE

Course Completion – Andy Shagoury

Course Completion – Abbi Gillis

2020 Tahoe Cruiser Deer Strike Police Memo

Emergency Action Plan – Copps Pond Dam

NHDES wetlands permit application Map 38-3-13

Wetlands permit application Map 38-1-61

Notice of Decision

Letter from YMCA of P.I.L.O.T check received of (\$4200)

Tuftonboro Free Library Report

NHDES – Dam Reconstruction Application

Roberts & Greene

CDBG status report approved x2

FD Vehicle List

Letter from Health Trust Benefits

Emails from Phil Bennett

Solar Resources provided by Alana Albee

Solid Waste Collection and Disposal Agreement- Selectmen asked for this to be pushed to the October 24th BOS meeting.

Tuftonboro Gravestone Repair 2022 – copy in your folders

SELECTMEN'S UPDATE

Selectman Murray had nothing to update this week.

Selectman Pike asked for a non-public session.

Selectman Pike mentioned that he spent considerable time compiling information and going over the Willand Rd betterment taxes with a disgruntled abutter and seemed to have calmed him down and the tax collector offered him a way to relieve his burden a bit by suggesting he put the massive amount of land he is not using in current use.

Chairman Albee talked about the information that his sister Alana provided about solar and that the point of it was that we need a contact from NHEC.

NON-PUBLIC SESSION

At approximately 12:10pm Selectman Pike made a motion to enter a Non-Public Session per RSA 91A:3 II (a) personnel. Selectman Murray seconded, motion carried 3-0. Roll Call vote Albee – Yes, Pike – Yes, Murray – Yes.

At approximately 12:15pm Chairman Albee made a motion to exit the non-public session and reconvene the public session. Selectman Murray seconded, motion carried 3-0.

ADJOURNMENT

At approximately 12:16pm Selectman Pike made a motion to adjourn the meeting, Selectman Murray seconded, motion carried 3-0.

Respectfully submitted,
Cami Wakefield,
Administrative Secretary

**SELECTMEN MEETING
OCTOBER 17, 2022
HIGHWAY DEPARTMENT**

Since last meeting some of the projects we have worked on;

- Finished working on the town truck and had it inspected
- Repaired washouts after heavy rainstorm
- Excavated out ditch lines and sumps on Ledge Hill and Sodom roads
- Replaced rusted out metal culvert on Sentinel Road and re dug ditch line
- Checked out beaver culverts and removed debris
- Marked out stumps that need to be ground down before winter to prevent plow damage from all the tree removals. Then we excavated around them for the grinder. We have a stump grinder scheduled for next week. I plan on paying for that out of tree removal account
- Filled potholes on Lang Pond Road
- Replaced the engine on the town owned truck mounted leaf blower
- We planned on starting road grading last week but then I learned about the \$22,000 that came out of the fall budget and I'm a little concerned about the budget. We may be able to get everything done with the remainder of the budget but not knowing if we might get heavy rain or windstorms this fall or if winter starts early and we have multiple snowstorms between now and New Year's, it could be tight. I wanted to run everything by you first because you have already mentioned that budgets are tight this year and I need to be careful not to go over
- I have been told numerous times to keep the budget in the correct accounts even if it makes the accounts go over, it's the bottom line that counts. To have true accounting, the numbers need to be in the correct accounts, that way we can see if we need to adjust the amount of money to the proper account accordingly.
- There is \$6000 in Building Maintenance. I have estimate to add blown insulation to the attic of the highway garage for \$3000. I was told it could really use more insulation by everyone that gave us estimates for heating systems. Are the Selectmen interested at this time to do this project?
- Also, I feel the \$22,000 spent on the applications for the grant money should come out of the road prep and repair account even though it only contains \$100 in it