

**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
4:30pm – Town Offices**

Monday, December 19, 2022

Present: Chairman Albee, Selectman Pike, Selectman Murray, Cathy Pounder, Steve Scapicchio, Jim Bean, Chief Thompson, Chief Shagoury, Chris Ruel, and Administrative Secretary Cami Wakefield.

CALL TO ORDER

Chairman Albee called the BOS meeting to order at approximately 4:30pm and lead the Pledge of Allegiance.

PUBLIC INPUT

None

REVIEW & APOVAL OF MINUTES

Selectman Pike made a motion to approve the 12.12.2022 BOS meeting draft minutes as written, Selectman Murray seconded, motion carried 3-0.

Chairman Albee made a motion to approve the 12.12.2022 Non-Public session draft minutes as written, Selectman Murray seconded, motion carried 3-0.

APPOINTMENTS

Steve Scapicchio from Conservation Commission asked Selectmen to encumber \$2250. Chairman Albee made a motion to encumber a total of \$2250 from Budget #4612 Conservation, Selectman Pike seconded, motion carried 3-0.

Cathy Pounder asked Selectmen to encumber \$1625 for carpet and a door in the Admin Assist office. Chairman Albee made a motion to encumber \$1625 from Budget #4194 for Carpet/door in Admin Office, Selectman Pike seconded, motion carried 3-0.

Jim Bean – Road Agent asked Selectmen to encumber \$13526.31 for Willand Rd. Selectman Pike made a motion to encumber \$13526.31 from Budget #4312 for Willand Rd project, Selectman Murray seconded, motion carried 3-0. Chairman Albee made a motion to send 10% of the cost of the new dump truck to the dealership, Selectman Murray seconded, motion carried 3-0.

Jim also presented the attached update.

Chief Shagoury asked Selectmen to encumber \$3801.07 for portable radio. Chairman Albee made a motion to encumber \$3801.07 from Budget #4210 for portable radio, Selectman Murray seconded, motion carried 3-0.

Chief Thompson presented the attached update. Chief added that the furnace at the Mirror Lake FD need about \$750 worth of work done to it and it is on the schedule to be replace next year but the work needs to be done to get through this year. Chairman Albee suggested that he go back to the Budget Committee and explain that they took his new hire captain total from the "Selectmen's" budget, and it should have come from the beginning budget. Let them know that you cannot cut 34k off what the Selectmen approved because it had already been cut by 17k.

NON-PUBLIC SESSION RSA 91-A: 3 II (c) reputation

At approximately 6:05pm, Selectman Pike made a motion to enter a non-public session per RSA 91-A: 3 II, (c) reputation. Selectman Murray seconded the motion. Motion Carried 3-0. Roll call vote: Albee – Yes; Pike – Yes; Murray – Yes. At approximately 7:15pm, Selectman Pike made a motion to exit the non-public session and reconvene public session. Selectmen Murray seconded the motion. Motion carried 3-0.

SIGNATURE FILE

Selectman Pike made a motion to sign an Intent to Cut for Map 43-1-2, Selectman Murray seconded, motion carried 3-0.

Selectman Pike made a motion to sign an Intent to Cut for Map 45-1-18, Selectman Murray seconded, motion carried 3-0.

Selectman Murray made a motion to sign a Right of Burial for Hoffer, Chairman Albee seconded, motion carried 3-0.

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

Selectman Pike made a motion for the Chairman to sign a Subordination Agreement for CDBG North Country Village Cooperative, Selectman Murray seconded, motion carried 3-0.

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

Selectman Murray made a motion to sign an Administrative Refund for Map 52-3-6, Selectman Pike seconded, motion carried 3-0.

Chairman Albee made a motion to sign an Abatement Recommendation for Map 2-1-67, Selectman Murray seconded, motion carried 3-0.

ACTION ITEMS

Email from Phil Bennett – Chairman Albee wants to continue to work with Phil on the Police Station

Tuftonboro Special One Time Bridge Payment – Selectmen agreed Tuftonboro Neck Bridge

Review of Phone systems and make decision – Chairman Albee said to put this on the agenda for January 11, 2023.

The following 2023 Warrant Articles were accepted:

Chairman Albee made a motion to accept

Article A: To see if the Town will vote to raise and appropriate the sum of Two Hundred and Eighty-Seven Thousand and Five Hundred Dollars (\$287,500.00) for the repair and upgrades of Union Wharf. This special warrant article will be a non-lapsing appropriation and will be raised from the Undesignated Fund Balance, no monies to be raise from taxes. This will not lapse until Union Wharf upgrades are completed or by March 2028, whichever is sooner.

Selectman Murray seconded, motion carried (Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee)

No vote was given

Article B: To see if the Town will vote to raise and appropriate the sum of Four Hundred Thousand Dollars (\$400,000.00) for the preparation and paving of major Town through roads.

(Majority vote required)

(Recommended by the Board of Selectmen and the Budget Committee)

No vote was given

Article C: To see if the Town will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000.00) for the preparation and paving of Tuftonboro Neighborhood Roads.

(Majority vote required)

(Recommended by the Board of Selectmen and the Budget Committee)

Chairman Albee made a motion to accept

Article D: To see if the Town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000.00) to be placed into the Police Vehicle Expendable Fund.

Selectman Murray seconded, motion carried (Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee)

Selectman Murray made a motion to accept

Article E: To see if the Town will vote to raise and appropriate the sum of Fourteen Thousand Two Hundred and Fifty Dollars (\$14,250.00) for the purpose of purchasing and installing a stationary generator at the Melvin Village Fire Station.

Selectman Pike seconded, motion carried (Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee)

Selectman Pike made a motion to accept

Article F: To see if the Town will vote to readopt the Optional Veterans Tax Credit pursuant to the provisions of RSA 72:27, a. The All-Veterans Tax Credit must be readopted pursuant to RSA 72:27-a to remain in place and include the expanded eligibility effective April 1, 2023, tax year. The credit amount will remain at Five Hundred dollars (\$500) as adopted per RSA 72:28-b in warrant article #23 at the March 14, 2017, Town Meeting.

Chairman Albee seconded, motion carried (Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee)

Selectman Murray made a motion to accept

Article G: To see if the Town will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further, to raise and appropriate Five Thousand Dollars (\$5,000.00) to put in the fund. Said sum to come from the Unassigned Fund Balance. Any appropriation left in the fund at year end will lapse into the general fund.

Selectman Pike seconded, motion carried (Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee)

Chairman Albee made a motion to accept

Article H: To see if the Town will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000.00) to replace the Fire Department's 2010 Car 1.

Selectman Pike seconded, motion carried (Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee)

No vote was given

Article I: To see if the Town will vote to raise and appropriate the Budget Committee recommended the sum of Four Million Six Hundred and Eighty-Nine Thousand, Two Hundred and Fourteen Dollars (\$4,689,214.00) for general Town Operations. The Selectmen recommended Four Million Seven Hundred and Fifty -Two Thousand, Seven Hundred and Fifty-Three Dollars (\$4,752,753.00). This article does not include any special or individual warrant articles.

(Majority vote required)

(Recommended by the Budget Committee)

CORRESPONDENCE

2022 Tuftonboro Participants in Wolfeboro Parks & Rec – Selectman Pike made a motion to Pay this but also to send a letter that Selectman Murray agreed to write. Chairman Albee added that the letter to include asking Wolfeboro Parks and Rec for a better accounting of what Tuftonboro gets for this \$16661.00
One-Time Employer Contribution Reimbursement – NHRS
Wolfeboro Community Television Invitation December 21
Thank you and Happy Holidays from Michell Municipal Group
Notice of Course Completion for Abbi Gillis
Claim for Grant approved – North Country Village Cooperative
Amended Grant agreement for CBDG – North Country Village Co-op
Copps Pond Reclassified Rating

SELECTMEN'S UPDATE

Selectman Murray attended the Planning Board meeting last week and they approved a building at Camp Sentinel. Chairman Albee attended the Budget Committee meeting and CIP final presentation, and he is continuing to work on explaining Capital Capacity.

ADJOURNMENT

At approximately 8:00pm Chairman Albee made a motion to adjourn the meeting, Selectman Pike seconded, motion carried 3-0.

Respectfully submitted,
Cami Wakefield,
Administrative Secretary

SELECTMEN MEETINGS

December 19, 2022

- Sand shed was filled
- Plow trucks have been set up with plows and sanders
- Some of the crack sealing was completed until the old heating pot gave out. We will need to replace it, if we have money left in the budget this year, I would like to use it for that
- We extended one of the culverts on Willand Road so the road could be widened in that area. We hammered out ledge to be able to extend the culvert and removed some ledge out croups that were on the road edges, so they won't damage plow wings. I would like to encumber the remaining funds for next year
- Potholes and low road edges were filled in and culvert openings cleaned and checked
- We plowed and treated roads on November 16th for the first time this season and went out on November 25th for freezing rain. We were called out on Sunday, December 11th for a small snowstorm and then again for last Friday and Saturday's storm
- Today we are still cleaning up all the down limbs and debris
- I met with Allstate Paving today to get more pricing on paving. I do have pricing on a few roads now and expect the rest of the pricing next week.
 - Topcoat on Federal Corners Road with 1 ½" finish coat and gravel road edges = \$189,105
 - Topcoat on Shirley Way top loop with 1 ½" finish coat and gravel road edges = \$75,967.40
 - Pine Mill – reclaim, base coat and gravel shoulders = \$130,590.70
 - Tuftonboro Neck Road – reclaim, base and shoulders = \$351,615.64

Respectfully,

Jim Bean

Road Agent



All States Construction, Inc.

699 Main Street, Richmond, ME 04357 · 207.295.7590

PROPOSAL-CONTRACT

Buyer	Company	Town of Tuftonboro		Contact	Jim Bean
	Address			Telephone	Ext
				Facsimile	
	City	State	Zip	Email	

Project	Description	Reclaim, Fine grade, pave, shoulder gravel		Proposal No	Contract No
	Location	Various roads		Date	May be withdrawn after 30 Days

We are pleased to propose the following:				
Description/Materials	Estimated Quantity	Unit	Price	Estimated Total
Federal Corner Road: 8,055' X 21'				
Pave 1 1/2" 12.5 MM	1,624	Tons	110.00	\$178,640.00
Shoulder gravel	16,100	LF	.65	\$10,465.00
			Total	\$189,105.00
Pine Mill: 4,083' X 24'				
Reclaim, compact, and Fine Grade	10,824	SY	2.45	\$26,518.50
Pave 2 1/2" 19 MM Base	1,033	Ton	98.50	\$98,795.50
Shoulder gravel	8,118	LF	.65	\$5,276.70
			Total	\$130,590.70
Shirley Way Road Loop: 3,700' X 21'				
Pave 1 1/2" 12.5 MM	713	Tons	99.80	\$71,157.40
Shoulder gravel	7,400	LF	.65	\$4,810.00
			Total	\$75,967.40
Tuftonboro Neck Road: 7,861 X 22'				
Reclaim, compact and Fine grade	19,423	SY	2.45	\$47,586.35
Pave 2 1/2" 19 MM	2,671	Tons	110.00	\$293,810.00
Shoulder gravel	15,722	LF	.65	\$10,219.30
			Total	\$351,615.65
These are estimated quantities we will bill actual quantities				
		Grand	Total	\$747,278.05

Note - Prices are based upon current liquid asphalt costs, which are not guaranteed by suppliers and, therefore, subject to sudden adjustment during the term of this agreement. The base cost (index) of asphalt for this quote is \$___665.00 per ton.

MOBILIZATIONS: Prices are based on ___ Mobilization. Additional mobilizations which become necessary will be subject to a charge of ___ each.

BUYER-PROVIDED SERVICES: The services marked below are to be provided by Buyer:

Dig Safe Permit	Remove Excess Material	Trucking	Covers/ Masking	Addition of Material	Sweeping Dust Control	Traffic Control	Final Grading Engineering	Grades/ Layouts	Adjust Structures	Saw cutting Roll/ Compact

STANDARD CONDITIONS:

- All fees, permits, and engineering will be the responsibility of the Buyer unless otherwise noted above. No bonds will be supplied.

SELECTMEN'S MEETING

December 19, 2022

<u>2022</u>			
FIRE CALLS	183	GAS FURNACE INSPECTIONS	62
EMS CALLS	273	OIL BURNER INSPECTIONS	05
SERVICE CALLS	85	WOOD PELLET STOVE INSPECTIONS	04
SPD	15	LIFE SAFETY	39
TOTAL	556		110

<u>2021</u>			
FIRE CALLS	217	GAS FURNACE INSPECTIONS	46
EMS CALLS	278	OIL BURNER INSPECTIONS	16
SERVICE CALLS	106	WOOD PELLET STOVE INSPECTIONS	09
SPD	11	LIFE SAFETY	28
TOTAL	612		99

The following is a list of larger calls, for December.

12/3/2022 @ 10:18 am-MVA with entrapment in the area of 250 Pine Hill Road, Wolfeboro
Rescue 1 and Ambulance 1 with Four personnel responded to the scene, Medic from Tuftonboro
assisted with transport to the hospital.

12/7/2022 @ 2:48 pm Truck VS Tree area of 81 GWH.

12/10/22-@ 12:42 pm C/O alarm activation 6 Millstone Point, with Carbon Monoxide reading in
the residence

12/11/2022 @ 7:33 pm MVA Rollover into the woods area of 288 +300 Mtn Road.

12/16/2022 @ 01:14 am Mutual aid to Wakefield for a second alarm structure fire 30 Vachon
Drive. Engine 2 and Car 1 responded with 5 personnel.

12/17/2022 @ 06:05 am-12:01 pm Trees and wires across the road with road blocked until NH
Coop could remove wires. North of 603 Auto Works Middle Road.

12/17/2022 @ 07:08 am-11:31 am Mutual aid to Moultonborough 39 Acorn Lane First alarm
structure Fire Engine 2 with 3 Personnel.

12/17/2022 @ 08:52 am Third alarm structure fire 20 Route 28 Ossipee Corner unable to provide an Engine or crew due to multiple call on going.

A total of 8 calls were handled on 12/17/2022. 5 fire calls and 3 medical calls. We are getting increasingly more days with back-to-back calls. This is placing further stress on the minimum amount of personnel that we have covering the calls.

We need to revisit the start date of the full-time person to no later than 5/1/2023. The budget committee cutting \$34,808.00 from the new hire line and 6 months from the benefits line is not giving the fire department any lee way on starting a new hire ASAP after town meeting. Its my under standing that this was because they did not want to see any unused money unnecessarily turned back to the undesignated fund balance. It was also stated the FD budget is up 25%. When you have a budget that doesn't usually see an increase over 4-6% over all. Adding 1 new Full-time person and a 7.4% COLA makes a huge increase to the budget.

The budget that I turned into the selectmen already had one call captains part time pay removed for the sum of \$23,425.00 for the year. Replacing with a full-time line of \$80,412.75 which was base \$69,617.90 and \$ 10,795.15 for overtime and training over and above 40-hour week.

The selectmen then cut the officers line by \$17,000 and shift coverage line by \$5,000 because it was said I didn't cut any money from the officer's salary line.

Cut by FD Chief \$23,425.00

Cut by Selectmen \$22,000

Cut by Budget Committee \$34,808.00

Cut by Selectmen \$4,306.00

For a total of \$84,539.00

Total budgeted for Officers' salary for 2022 is \$150,180 of which \$140,718.93 has already been spent with time left to pay Captain Pike for 2022. The Budget committee recommended Fire Officer Salary line for 2023 is \$163,736.00 that is \$13,556.00 difference over last year's total in officers' salary this line was \$215,544 on the department head request.

I still need to pay the part time Captain the approximate \$23,425.00 for a year or \$11,712.00 for 6 months if he applies for the F/T position and is chosen.

The required yearly Life Safety Inspection at the Tuftonboro Central School was completed on 12/12/2022. It is required that we turn in the Life Safety inspection paper work by December 15 each year to the NH State Fire Marshal's office.

Any deficiencies found have 30 days to be corrected or a plan in place for any item that can't be corrected in the 30 days.

The school has already sent proper paper work for documentation of any minor issues found.

Tuftonboro Fire Rescue

2021 Central Station Electric Usage & Cost Analysis

Month	Days	Usage	Average	Demand	MSC	DC	SBC	RAC	Co op Power	Cost
Jan	34	5,720	168	17	\$58.64	\$337.82	\$38.78	\$193.45	\$447.53	\$1,076.22
Feb	28	4,840	173	20	\$58.64	\$285.85	\$32.82	\$163.69	\$309.42	\$850.42
Mar	28	4,720	169	18	\$58.64	\$278.76	\$32.00	\$159.63	\$301.75	\$830.78
Apr	31	4,920	159	20	\$58.64	\$290.58	\$33.36	\$166.39	\$314.54	\$863.51
May	32	4,720	148	18	\$58.64	\$278.76	\$32.00	\$161.33	\$305.71	\$836.44
Jun	29	4,280	148	22	\$58.64	\$252.78	\$29.02	\$146.29	\$277.22	\$763.95 Capital credit refund \$503.33
Jul	31	5,600	181	23	\$58.64	\$330.74	\$37.97	\$191.41	\$362.71	\$981.47
Aug	31	5,360	173	21	\$58.64	\$316.56	\$36.34	\$183.20	\$347.17	\$438.58
Sep	31	6,920	223	25	\$58.64	\$408.70	\$46.92	\$236.53	\$448.21	\$1,199.00
Oct	29	5,280	182	20	\$58.64	\$311.84	\$35.80	\$180.47	\$341.99	\$928.74
Nov	28	4,640	166	24	\$58.64	\$274.04	\$31.46	\$162.21	\$456.44	\$982.79
Dec	33	5,520	167	16	\$58.64	\$326.01	\$37.43	\$192.98	\$543.00	\$1,158.06
Total:		62,520								\$10,909.96

MSC	Member Service Charge
Dc	Delivery Charge
SBC	System Benefit Charge
RAC	Regional Access Charge
CP	Coop Power

Tuftonboro Fire Rescue

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Total:		62,520								\$10,909.96

Capital credit refund \$503.33

MSC	Member Service Charge
Dc	Delivery Charge
SBC	System Benefit Charge
RAC	Regional Access Charge
CP	Coop Power

Title	2023	2022 Difference	2023 Base	2022 Base
Chief	\$93,288.00	\$86,903.00	\$6,385.00	
Captain F/T Current	\$82,349.30	\$76,697.90	\$5,651.40	
Captain F/T New Hire	\$80,412.75	\$0.00	\$80,412.75	
Deputy Chief	\$26,629.20	\$24,312.60	\$2,316.60	
Captain 1 Call Member	\$11,435.04	\$10,648.00	\$787.04	
Captain 2 Call Member	\$14,717.32	\$20,413.68	-\$5,696.36	
Captain 3 Call Member	\$0.00	\$23,424.24	-\$23,424.24	
Firefighters	\$95,490.00	\$81,612.46	\$13,877.54	
Office Assistant	\$12,126.40	\$11,294.40	\$832.00	
Station Shift Coverage EMT	\$8,457.28	\$7,879.04	\$578.24	
Station Shift Coverage Medic	\$34,086.00	\$24,908.00	\$9,178.00	
TOTAL	\$458,991.29	\$368,093.32	\$90,897.97	

This includes Training and OT
This include Training and OT
This reflect 8 months vs 12
2023 Base 2022 Base
\$72,425.60 \$67,454.40
\$69,617.60 \$0.00
\$48,196.80

Amount of Deduction for New Hire	Pay	Holiday
January	\$5,355.80	\$669.40
February	\$5,355.80	\$334.70
March	\$5,355.80	\$0.00
April	\$5,355.80	\$0.00
TOTAL	\$21,423.20	\$1,004.10

This is due to not starting at the first of the year
Benefits are under a different line item should
match a May 1st Start Date.
Holiday are also out of a different line item

TOWN OF TUFTONBORO TRANSFER STATION & RECYCLING CENTER

Date November Totals Person Completing Form C. Ruel Authorized Signature _____

# OF STICKERS:	AMOUNT COLLECTED FOR STICKERS:
3	\$ 15 Cash

FEES CHARGED:

# Of Items	Appliances	Fees Collected
19	With Freon	\$ 220 Cash \$ 10 Check
# Of Items	Waste	Fees Collected
8	Oil	\$ 94 Cash
# Of Items	Car Tires	Fees Collected
6		\$ 248 Cash \$ 25 Check
# Of Items	Truck Tires	Fees Collected
# Of Items	Bulky Items	Fees Collected
9		\$ 95 Cash
# Of Items	Electronics	Fees Collected
16		\$ 320 Cash \$ 40 Check
# Of Items	Brush	Fees Collected
10		\$ 95 Cash
# Of Items	C&D	Fees Collected
147		\$ 4,445 Cash \$3,653 Checks
# Of Items	Bulbs	Fees Collected
# Of Items	Misc.	Fees Collected
3		\$ 1,285 Checks

TOTAL FEES COLLECTED \$ 10,545 CASH \$ 5,532 Checks \$ 5,013

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