

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

**Monday, November 13, 2023**

Present: Chairman Pike, Selectman Chip Albee, Selectman Bob Murray, Code Enforcement Officer Jack Parsons, Road Agent Jim Bean, Dave Jeffers of LRPC, Chris Fournier of HEB Engineers, Conservation Commission Chairman Steve Scapicchio, Town Administrator Audrey Fraizer, and Administrative Secretary Cami Wakefield.

**CALL TO ORDER**

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

**PUBLIC INPUT**

None

**APPOINTMENTS**

Code Enforcement Officer Jack Parsons presented his monthly update: 112 building permits, 33 new homes, and 705 inspections. Jack let the Selectmen know that the pellet boiler at the Town House needed some work. They swapped the boiler setting from one side to the other and hopefully it will work.

Susan Weeks was meeting with the selectmen to go over her budget. The cemetery maintenance line for her actual figure is over 3k. Selectmen asked her to check on this and get back to them with her request before approving the rest of the budget.

Road Agent Jim Bean presented the attached update.

Dave Jeffers of Lakes Region Planning Commission had a discussion with the Board about the 2024 Hazardous Waste Day and possibly hosting this in 2024.

Chris Fournier of HEB Engineers talked with the Board about the Canaan Rd grant monies that are currently being reviewed and explained what the monies will be used for on the road. Selectman Albee let Chirs know that HEB may be contacted to engineer Sandy Knoll Rd.

### **SIGNATURE FILE**

Chairman Pike made a motion to sign the Household Hazardous Product Collection Program 2024 for LRPC, Selectman Albee seconded; motion carried 3-0.

Selectman Albee made a motion to sign the Intent to Cut for Map 57-2-7, Selectman Murray seconded; motion carried 3-0.

Selectman Murray made a motion to sign the Wolfeboro Snowmobile Club Permission contract, Selectman Albee seconded; motion carried 3-0.

### **ACTION ITEMS**

Several budgets were presented and discussed with the Selectmen. The Selectmen approved as follows:

**Other Conservation (4619.1)** Chairman Pike made a motion to approve the Other Conservation, Agricultural Commission line-item budget for \$2,000, Selectman Albee seconded, motion carried 3-0.

**Conservation Commission (4611)** Chairman Pike made a motion to approve the Conservation Commission budget for \$22,600, Selectman Murray seconded; motion carried 3-0.

**Zoning Board of Adjustments (4191.2)** Selectman Murray made a motion to approve the Zoning Board of Adjustments for \$4,650, Chairman Pike seconded; motion carried 3-0.

**Planning Board (4191)** Chairman Pike made a motion to approve the planning board budget for \$29,633, Selectman Murray seconded, motion carried 3-0. There was discussion about the Advertisement line request for \$1000, Susan Burnside the planning board secretary made a change to the line and explained that they do not need \$1000 and \$100 would work. Chairman Pike withdrew the motion. Selectman Albee made a motion to approve the planning board budget for \$28,733, Selectman Murray seconded, motion carried 3-0.

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

Audrey Fraizer, the town admin provided the health insurance comparisons. Selectman Murray made a motion that for the next fiscal insurance year that we stay with what we currently have, Selectman Albee seconded, motion carried 3-0.

Audrey let the selectmen know that she would be out of the office on Wednesday and Thursday. Audrey mentioned to the selectmen that we get a lot of empty phone messages with the new phone system because it seems they don't know that you can leave a message.

Chairman Pike let Steve Scapicchio know that he received a phone call from a neighbor of the Great Meadows trail property about a dog that came over to their property from the Great Meadows trail not on a leash. Steve replied that he will post that all dogs need to be on leash on the trails. Chairman Pike added that he thinks everything that the selectmen are looking for in the next year be presented to CIP and let the public decide.

Chairman Pike also met with the AG commission, and they put together a budget plan.

Selectman Murray asked the admin sec. to check and see if Dennis Zilembo the parks and rec director was available, however he was not in the building. Selectman Murray wanted to spend some time talking about the bill for \$16,661 that was received from Wolfeboro parks and rec. for services. He explained that our parks and rec chairperson did some research on this, and the number varies from year to year but seems to be fixed on the 16k and change. It has been suggested by Dennis and some other members of the committee to terminate this agreement with Wolfeboro. Selectman Murray added that Dennis would like to take the money that we pay to Wolfeboro and manage it himself to help take care of the Tuftonboro residents. Selectman Murray had asked if this had ever been a town warrant and after some research it could not be determined that it was ever a warrant that was ever voted on by the people of Tuftonboro. Selectman Murray added that he would like to hear Dennis's presentation of how he plans to manage this before making a decision.

Selectman Albee attended CIP and they would like to have the projects that selectmen are looking for in 2024.

### **NON-PUBLIC SESSION**

At approximately 11:00am, Chairman Pike made a motion to exit the public meeting and enter a non-public session per RSA 91-A: 3 II, (d) consideration. Selectman Murray seconded, motion carried 3-0. Roll call vote: Pike – Yes; Albee– Yes; Murray – Yes.

At approximately 12:20pm, Chairman Pike made a motion to exit the non-public session and reconvene the public meeting. Selectman Murray seconded, motion Carried 3-0. Roll call vote: Pike – Yes; Albee– Yes; Murray – Yes.

Chairman Pike made a motion that the non-public session minutes remain sealed, Selectman Murray seconded, motion carried 3-0.

### **ADJOURNMENT**

At approximately 12:20pm Selectman Murray made a motion to adjourn the meeting, Selectman Albee seconded, motion carried 3-0.

Respectfully submitted,  
Cami Wakefield,  
Administrative Secretary

SELECTMEN UPDATE  
HIGHWAY DEPARTMENT  
11/13/23

SINCE LAST MEETING:

- The catch basin at the transfer station was repaired. Once we removed the pavement around it we realized that the barrel block that was being used as a partial riser was giving away under the heavy truck loads when removing the CD containers. We removed the old barrel blocks and concrete riser that was too short and installed a new taller concrete H20 heavy duty riser and paved back around it.
- We repaired 7 areas on road edges that had structural problems under the roads that caused the pavement to break up and fall out when being plowed. These areas needed to be excavated down 3'-4' to remove the unsuitable material under the road to prevent further damage from occurring. Once new gravel was installed and compacted, we had GSM Paving come in and install new hot top over it.
- I had a local builder look at the town garage to give a price on the new addition needed to fit the 10-wheel plow trucks in. I am hoping to get a price back from him this week.
- Some of the dirt roads have been graded and leaves blown off
- We repaired a headwall at the entrance to Zadedda Farms Road. It was damaged by an equipment trailer that cut the corner too sharp when it exited, causing the wall to collapse
- I met with Allstate Paving to review pricing for next year. He also said that they should be graveling road edges by end of this week

Respectfully  
Jim Bean  
Road Agent