

**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 Minutes
9:00 am – Tuftonboro Town House**

September 28, 2020

Due to technical difficulties the official video of this meeting cannot 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 and requested Gordon Hunt lead the pledge of allegiance.

PUBLIC INPUT

Gordon Hunt, the Chair of the Budget Committee, inquired as to where the Selectmen are with submitting budgets to the committee and who was going to assist the new secretary with agendas and minutes. The Selectmen informed Mr. Hunt they were voting on some budgets in that meeting. Cathy stated both Diane and herself were planning to assist Susan with getting started on budget agendas and minutes this week. Selectman Marcussen suggested that a Budget Committee member meet and work with Susan on their expectations. Mr. Hunt informed the Selectmen he did meet with Susan last week.

MINUTES

Selectman Marcussen moved to approve the 9/18/2020 minutes as written seconded by Selectman Albee motion carried 3-0.

APPOINTMENTS

Chief Shagoury updated the Selectmen on the following 2020 Statistics:

Call outs:

- 08/02 Assist Fire Department
- 08/03 Alarm
- 08/13 Alarm
- 08/15 Disturbance
- 08/16 Sexual Assault

Training:

Racism in New Hampshire, Psychological Survival

Activity from January 1 to the end of August:

Category	2019	2020
Motor Vehicle Stops	100	249
Summons	5	29
Accidents	22	23
Arrests	19	15

Felonies	18	24
Offenses	91	102
Incidents	140	146
Calls for Service	4346	4391

The Chief informed the Selectmen the Drug Take Back day is October 24th from 10-2 at the Transfer Station. The Selectmen and the Chief discussed accreditation requirements and costs.

Chief Thompson updated the Selectmen with the following:

Fire Calls 147	Gas Burner Inspections 36
Medical Calls 196	Oil Burner Inspections 5
Service Calls 32	Wood/Pellet Stove Inspections 5
SPD 8	Life Safety Inspections 21
<hr/> Total 383	<hr/> Total 67

The department is currently working with the three new call members that were discussed at my last update on 08/24/2020. We are working on getting them sized for gear and they have been present at department meetings and trainings.

The department has also been making sure the proper paperwork has been submitted to the State of NH EMS licensing division to show that two of the applicants that are fire fighter certified and paramedic certified are now affiliated with our department. We have also submitted paper work with Huggins Hospital which is our resource hospital. They have also provided our department with the day to day medications that are used and narcotics through the hospital pharmacy system.

Fire Fighter Paramedic Hannah Croteau has begun operating at the paramedic level with the department. The third new member will start classes for fire fighter certification as soon as they come available.

Update on Ambulance Transports: Year to date there have been 9 transports the gross charges are \$21,143.50 the net charges are \$13,930.71 payments as of 09/21/2020 are \$6,198.38

All department vehicles are going through the state inspections process. Car 1, ambulance 1, utility 1, utility2 have been completed so far with all okay and passed inspections Minor maintenance was completed on all the vehicles. Car 1 needs \$1,677.00 of rust repair which we have received estimates for. We will schedule those repairs after all apparatus has been through its inspections and maintenance.

The Selectmen spoke of budget requests with Chief Thompson and Selectman Albee informed the Chief the Selectmen would like to meet with both Chief Thompson and Chief Shagoury by the end of October.

Chief Thompson submitted an explanation of the purpose, expense and the liability factor of hose testing to the Selectmen. This is in response to Paul Zimmerman's request as to why we test the fire hoses and the justification of the test expense.

Dennis Zilembo met with the Selectmen with the Parks and Recreation update. Dennis welcomes a new member of the Board, Jeffrey Jordan-Reisner. Dennis stated Mr. Jordan-Riser has lots of energy and is a good addition. He informed the Selectmen that the Town-Wide Yard Sale is on Saturday October 3rd and they have 25 families. Maps are available at the Town Offices. Dennis said he has a Halloween project; paint class and playground clean-up planned in the future. The Selectmen and Dennis discussed lifeguards, WSI training and certification. He and the Committee believe their budget is ready for review. Dennis discussed Police details with the Selectmen and parking signs at the beach for angle and trailer parking. Dennis would like the Selectmen to

reconsider the funds sent to Wolfeboro for Tuftonboro residents to attend Wolfeboro activities. Dennis would like Tuftonboro to control the funds instead of a lump sum going to Wolfeboro.

SIGNATURE FILE:

New Employee Compensation Form for Susan McKenna Chairman Wood made a motion to sign. Selectman Marcussen seconded. Motion carried 3-0.

Lien Discharge- Selectman Marcussen made a motion to sign. Selectman Albee seconded. Motion carried 3-0.

Land Use Change Tax 30-2-28 (section missed last meeting)

Grant for Town Clerk Election Expenses - Selectman Marcussen made a motion to sign. Chairman Wood seconded. Motion carried 3-0.

Parks and Rec Appointment – Jeffrey Jordan-Reisner - Selectman Marcussen made a motion to sign. Selectman Albee seconded. Motion carried 3-0.

Yield Tax - 40-3-34 - Selectman Marcussen made a motion to sign. Selectman Albee seconded. Motion carried 3-0.

Intent to Cut Supplemental 56-3-1 - Selectman Marcussen made a motion to sign. Selectman Albee seconded. Motion carried 3-0.

ACTION ITEMS:

Transfer Station Monitoring Bids were opened:

Company	2021	2022	2023	Total
Aries Engineering	\$ 13,220.00	\$ 7,300.00	\$ 11,030.00	\$ 31,550.00
CES Inc.	\$ 15,728.00	\$ 11,795.00	\$ 14,681.00	\$ 42,204.00
Chris Dohner	\$ 16,980.00	\$ 14,247.00	\$ 15,800.00	\$ 47,027.00
DuBois & King Inc	\$ 13,650.00	\$ 10,750.00	\$ 13,700.00	\$ 38,100.00
Emery Garrett Groundwater	\$ 13,550.00	\$ 8,650.00	\$ 12,150.00	\$ 34,350.00
Geolnsight	\$ 12,150.00	\$ 7,650.00	\$ 10,900.00	\$ 30,700.00
HEB Engineers	\$ 14,675.00	\$ 9,800.00	\$ 12,100.00	\$ 36,575.00
Horizons Engineering Inc	\$ 13,000.00	\$ 9,500.00	\$ 11,500.00	\$ 34,000.00
Hydro-Geochemical Solutions LLC	\$ 9,230.00	\$ 6,273.00	\$ 8,245.00	\$ 23,748.00
Loureiro Engineering Associates	\$ 18,800.00	\$ 12,400.00	\$ 18,700.00	\$ 49,900.00
McKibben Environmental, LLC	\$ 12,200.00	\$ 8,150.00	\$ 10,750.00	\$ 31,100.00
Stantec	\$ 11,300.00	\$ 8,300.00	\$ 8,900.00	\$ 28,500.00
Stonehill Environmental	\$ 11,345.00	\$ 6,850.00	\$ 10,240.00	\$ 28,435.00
S.W.Cole Engineering Inc	\$ 32,500.00	\$ 25,250.00	\$ 29,750.00	\$ 87,500.00
T.R. Selling Engineering, P.C.	\$ 11,111.11	\$ 11,111.11	\$ 11,111.11	\$ 33,333.33
Weston Solutions, Inc.	\$ 17,445.00	\$ 12,695.00	\$ 15,225.00	\$ 45,365.00

107 Cow Island – John Forcier and Peter Cooperdock would like preliminary permission to design septic on Town Property- Selectman Albee made a motion to give permission. Selectman Marcussen seconded. Motion carried 3-0.

504 Accessibility Self Evaluation Plan (CDBG Grant) – Selectman Marcussen made a motion to implement this plan. Selectman Albee seconded. Motion carried 3-0

Carroll County Broadband Committee – Does the Selectmen have any objection to supporting the NHEC voting to add Broadband to their bylaws – Selectman Marcussen made a motion to support NHEC voting to add Broadband to their bylaws. Selectman Albee seconded. Motion carried 3-0.

Carroll County Broadband Committee Meeting – Do any of the Selectmen want to attend in person or virtually? Must RSVP ASAP Meeting October 5th at 10:am – noon at Wolfeboro Town Hall in their Great Room. Selectmen have a meeting on Monday October 5th and will not be able to attend.

CORRESPONDENCE FILE:

Camp Belknap Annual Gratitude and Appreciation letter and Community Outreach Program Events –Donated \$4000.00
Non-Compliant Wetland Permit - Denial
Tuftonboro Free Library - Bldg. Fund YTD 2020
State of NH Executive Council – Consent Calendar Agenda
George E. Sansoucy – Utility Appraisal report
PA-34 – 25-2-164
PA-34 – 60-3-5
PA-34 – 3-1-44
PA-34 – 60-1-4
PA-34 – 15-3-24
PA-34 – 46-2-11
PA-34 – 28-2-3
PA-34 – 25-1-14
PA-34 – 69-2-17
PA-34 - 69-2-39
Chief Shagoury – Fair & Impartial Policing: Command Course
George E. Sansoucy – PSNH BTLA Decision 2014-2017
Lakes Region Planning Commission –Next Meeting 9/28/2020 6:00 pm
2020 NHMA Annual Conference Notice and Registration information
Schedule for public engagement from the Commission on Education Funding
Wetlands Permit – 28-1-29
LRPC 2020-2021 NH Planning and Land Use Regulation Book order form/cost
Susan Schuur - email
HealthTrust – 4 Public Hearings to Amend HealthTrust's Bylaws
CC Broadband – Legislative Requests Submittals
CIP Draft 9/16/2020 Minutes
CIP9/2/2020 Final Minutes
Certificate of Appreciation – Training Location for the 2020 National Census

SELECTMEN'S UPDATE:

Selectman Marcussen Milfoil update was the treatment was completed on September 18th. Clean up work will be done.
Selectman Albee stated we should expect a decrease in Health Insurance rates.
Chairman Wood shared some sanitizer dispenser information.

OTHER BUSINESS:

The Selectmen reviewed and voted on the following:

4152 Revaluation of Property – 46,224.00 Selectman Marcussen made a motion to accept the budget as submitted. Selectman Albee seconded. Motion carried 3-0.

4199 Other Gen Govt – 475.00 Selectman Marcussen made a motion to accept the budget as submitted. Selectman Albee seconded. Motion carried 3-0.

4414 Animal Control – 1750.00 Selectman Marcussen made a motion to accept the budget as submitted. Selectman Albee seconded. Motion carried 3-0.

4442 Direct Assistance – 21,750.00 Selectman Albee made a motion to amend the budget as the following:

Shelter from 11,500 – 5,000

Fuel from 2,500 – 2,500

Medical Services from 500 – 500

Food from 2,000-1,500

Electric & Telephone from 5,000 – 2,500

Miscellaneous from 250 – 250

Total from 21,750 – 12,250

Chairman Wood asked for any discussion: none. Selectman Marcussen seconded the motion. Motion carried 3-0.
4583 Legion – special – 1500.00 Selectman Marcussen made a motion to accept the budget as submitted. Selectman Albee seconded. Motion carried 3-0.
4589 Gifts & Donations – 500.00 Selectman Marcussen made a motion to accept the budget as submitted. Selectman Albee seconded. Motion carried 3-0.
4711 Long Term Bond and Notes – 153,711.00 Selectman Marcussen made a motion to accept the budget as submitted. Selectman Albee seconded. Motion carried 3-0.
4721 Interest-Long Term Bonds & Notes – 26,792.0 Selectman Marcussen made a motion to accept the budget as submitted. Selectman Albee seconded. Motion carried 3-0.

NON-PUBLIC SESSION:

At 11:04 am Selectman Marcussen made a motion to enter into non-public session per RSA 91-A:3, II (I) Legal. Selectman Albee seconded. Roll Call: Chairman Wood – yes, Selectman Marcussen – yes, Selectman Albee – yes. The Selectmen entered Non-Public at approximately 11:05 am.

At 11:19 Selectman Albee made a motion to exit non-public session per RSA 91-A:3, II (I) Legal and move back into public session. Selectman Marcussen seconded. Motion carried 3-0.

At 11:19 Chairman Wood made a motion to seal the non-public minutes. Selectman Albee seconded. Motion carried 3-0.

Public session reconvened at approximately 11:20 am.

Mr. Kowalski requested the Selectmen get an update on the cable contract from DTC.

ADJOURNMENT:

At approximately, 11:34 am, Selectman Albee made a motion to adjourn, seconded by Selectman Marcussen, Motion carried 3-0.

Respectfully submitted, Cathy Pounder, Administrative Secretary