

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

Monday, January 22, 2018

The official video of this meeting can be found on the Town of Tuftonboro's YouTube at:
<https://www.youtube.com/channel/UCCUmJqZvFTS23RMEFSDQzmw>.

MINUTES

Present: Chairman Lloyd Wood, Selectman Bill Marcussen, Selectman Chip Albee and Administrative Secretary Karen Koch.

CALL TO ORDER

Chairman Wood called the Selectmen's meeting to order at 9:00 am and proceeded with the Pledge of Allegiance.

PUBLIC HEARING PER RSA 31:95-b, III-a

A public hearing was held for acceptance of an anonymous Charitable Donation for establishment of a Cemetery Expendable Trust Fund. Chairman Wood read aloud the public hearing notice. Sue Weeks, Cemetery Trustees and Trustees of the Trust Funds Chairman, shared that this public hearing is to accept a \$50,000 donation to be used for all cemeteries and to establish a fund to accept future private donations (versus the Expendable Trust Fund already established for acceptance of public funds received for perpetual care). She suggested that the Selectmen include a 2018 warrant article to allow for acceptance of future donations over \$10,000 without holding a public hearing. The Selectmen discussed further details of the new trust fund with Ms. Weeks and Peter Sluski, Treasurer of the Trustees of the Trust Funds. During public input, Ms. Weeks and Mr. Sluski confirmed details of the fund for Elissa Paquette. Selectman Marcussen moved to accept this donation for the establishment of a Cemetery Expendable Trust Fund, seconded by Selectman Albee with all in favor.

PUBLIC INPUT

None.

DEPARTMENT UPDATES/APPOINTMENTS

Chief Thompson gave the Fire Department update. Please see attached. The Selectmen spoke further about repairs to the 20 year old Engine 2 vs. replacement. Chief Thompson shared that a vehicle with red and blue lights that reportedly ran someone off the road at the same time the Fire Department was on a call was not a member of the Tuftonboro Fire Department.

Brenda Gagne of Tri-County Transit, which includes the Blue Loon transport service, met with the Selectmen to discuss services they provide for Tuftonboro. The flex route service will be suspended. Alternatively they will start operating door to door service 5 days a week. Selectman Albee shared that Tuftonboro is paying a much higher per ride rate than Conway is. Ms. Gagne responded that they are working to improve publicity of the services that they provide in this area, including training sessions, in hopes of increasing ridership. Selectman Albee suggested that The Tuftonboro Times and the Granite State News would be good places to publicize their services.

Jim Bean gave the Highway update. Since the beginning of January, his crew has been out 7 days for plowing and treating and 11 days to restock the sand pile. They have also winged back the snowbanks, cleaned off bridges and cut open waterways and drainage. There was discussion regarding Lang Pond Road including concern that a member of the public has been plowing the road in a direction that is not helpful. Per Chairman Wood's request, Mr. Bean will work

with Chief Shagoury to rectify this. There was a brief discussion regarding non-employees being escorted in Town vehicles.

The Selectmen reviewed the following warrant articles with Mr. Bean:

Article 9: To see if the Town will vote to raise and appropriate the sum of Two Hundred Thirty-Five Thousand Dollars (\$235,000.00) for the preparation and paving of Town Roads.

(Recommended by the Board of Selectmen 3-0 and the Budget Committee 6-1)

(Majority vote required)

Selectman Albee shared that there is interest with the Budget Committee to increase the paving budget if specific information can be provided to back up the increase. For 2018 projects, Mr. Bean proposed finishing reclaiming of Durgin Road and a top coat across all of Durgin Road (estimated cost \$131,500) and to reclaim and pave 3400 feet of Brown Road (estimated cost \$84,000). He noted that these estimates are to do the work before any road improvements are done. Mr. Bean feels that road improvements could be done with the remaining \$20,000. There was discussion about timing of applying topcoats and the condition and treatment of Shirley Way. Chairman Wood shared a proposal for use of the \$235,000 in warrant article funds: Durgin Road (reclaiming, pavement, culvert repair and gravel pack), Federal Corner Road (reclaiming, pavement, culvert repair and gravel pack), and Shirley Way repairs. There was also discussion about project priorities, paving schedule, cost, culvert failures, etc. There was discussion about the culvert survey results and required costs that may need to be added to the warrant article. The Selectmen agreed to revisit this warrant article.

Article 14: To see if the Town will vote to raise and appropriate the sum of Thirty One Thousand Dollars (\$31,000.00) to regrade and pave the Town Garage parking and loading areas.

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

(Majority vote required)

In addition to the original estimated cost for this project, code enforcement requires that a concrete pad be installed at the refueling station. It was agreed to obtain quotes for the project with concrete options and a pad in front of the loading area before a final decision is made. The Selectmen will hold a work session Monday at 9:00 am to meet with Mr. Bean to revisit both paving warrant articles.

Chief Shagoury gave the Police Department update. He agreed to look into volunteer members of the public plowing County Road and Lang Pond Road. He also provided proposed language for a docking and parking ordinance. He feels that this ordinance should initially be enacted at Town Meeting as some of the content was previously approved at a Town Meeting. He also feels that the material should be reviewed by the Selectmen and Attorney Sager for any changes and advice as to how it should be adopted.

Chief Shagoury will ask the State to move a no parking sign mistakenly placed south of the bridge on the west side of Route 109. He shared a sample weekly incident report for the Selectmen's review. Chief Shagoury will look into the vehicle with red and blue lights that reportedly ran a vehicle off of Governor Wentworth Highway. The department finished their training for 2017. As the purchase of new guns is included in the 2018 Police Department budget, Selectman Albee asked that Chief Shagoury clarify the use of the old guns at Town Meeting (trade in value versus destroying the guns at no cost). There was discussion about the department's IT needs. A new server is on order that will solve many issues. There was discussion about yearly reporting, NCIC serial number certification, etc.

The Selectmen took a brief break.

4240 Building Inspection Budget (revisit)

Jack Parsons met with the Selectmen to revisit this budget as immediate repairs needed to fix a gas leak for the Town vehicle (\$900-1885) exceed the current maintenance budget. Additional repairs will also be necessary if the new vehicle is not approved at Town Meeting. If the vehicle is kept all necessary repair costs (\$4249) will exceed the trade-in value (\$3600). It was agreed to pay Mr. Parsons mileage reimbursement for use of his personal vehicle until March rather than having the immediate repairs done unless doing the repairs greatly increases the trade in value. Mr. Parsons will look into the trade-in value with the vehicle as is versus the repairs being done. This will be revisited at Monday's meeting.

BUDGET REVIEWS (con't)

4195 Cemeteries (revisit)

\$1500 needs to be added for filing cabinets. The availability of Town record information being available at Town Offices was also discussed with Sue Weeks, Cemetery Trustees Chairman.

Motion: Chairman Wood moved to add a new budget line for supplies to budget 4195 and to add \$1500 to this line for filing cabinets for a total 4195 budget of \$21,300, seconded by Selectman Albee with all in favor.

4324 Solid Waste Disposal (revisit)

\$400 is needed to be added to this budget for further testing to the closed landfill.

Motion: Selectman Marcussen moved to increase line 01-4324-25-390 Closure Monitoring to \$13,000 for a total 4324 budget of \$371,522, seconded by Chairman Wood for discussion. Selectman Albee shared up to date 2017 expenditures in C&D and MSW that exceeded the budgeted amount. Selectman Marcussen moved to amend the previous motion to increase 01-4324-20-390 C&D Disposal to \$80,000, increase 01-4324-21-390 MSW Disposal to \$99,000, and increase 01-4324-25-390 Closure Monitoring to \$13,000 for a total 4324 budget of \$375,522. Vote passed all in favor.

WARRANT ARTICLES

The Selectmen further discussed, with Ms. Weeks, the creation of a warrant article under RSA 31:19 that indefinitely authorizes the Selectmen to accept donations over \$10,000 to the new Cemetery Expendable Trust Fund without holding a public hearing. Selectman Albee will draft this article for Monday's meeting.

The Selectmen discussed the health insurance, Fire Truck, Paving, and Code Officer vehicle warrant articles with Carla Lootens, Budget Committee Chairman.

The Selectmen also reviewed the Sodom Road Bridge repair warrant article. It was agreed to send the project out to bid through HEB in order to have a firm project cost in time for Town Meeting. There was discussion about whether or not to add a line under 4313 Highways and Streets/Docks and Bridges specifically for the Sodom Road Bridge repair as well as discussion about whether or not to add the \$6000 cost to the warrant article.

Motion: Chairman Wood moved to add \$6,000 to 4313 Highways and Streets for bidding the Sodom Road repair project for a total 4313 budget of \$12,500, seconded by Selectman Marcussen with all in favor.

2018 REVENUE

The Selectmen reviewed revised 2018 estimated revenue. It was agreed to reduce anticipated boat revenue to \$25,000 based on past revenue figures. Possible duplication in Milfoil revenue will be investigated and reviewed at Monday's meeting.

Motion: Selectman Marcussen moved to reduce 2018 estimated revenue by \$5,000 for a total revenue amount of \$1,582,475, seconded by Selectman Albee. It was agreed to include the health insurance warrant article amount for now until it is re-reviewed by the Budget Committee. Vote passed with all in favor.

REVIEW AND APPROVAL OF MINUTES

Selectman Marcussen moved to approve the 1/5/18 meeting minutes as written, seconded by Chairman Wood with all in favor. Selectman Albee moved to approve the 1/12/18 meeting minutes as written, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve the 1/8/18 meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the 1/8/18 non-public meeting minutes as written, seconded by Chairman Wood with all in favor.

SIGNATURE FILE

Selectman Marcussen moved to approve an intent to cut for PID 62-1-5, seconded by Selectman Albee with all in favor. Selectman Albee moved to approve a right of burial for section CR Lot 6-1, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve a Veteran's Credit Exemption for PID 15-1-9, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 16-1-7, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Notice of Appointment for Thomas Young as Boat Permit Agent, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Notice of Appointment for David Ladd as Boat Permit Agent, seconded by Selectman Albee with all in favor. Selectman Marcussen added that using the local boat agents rather than sending registrations to the State brings revenue directly to the Town.

NEW BUSINESS

Avitar is in the process of quoting their service to maintain the Town's tax maps.

CONTINUED BUSINESS

None

SELECTMEN'S UPDATE

Selectman Albee moved to dedicate the Town Report in memory of Mary Craigie, Town Clerk for 35 years, seconded by Selectman Marcussen with all in favor. Selectman Marcussen shared that the first Old Homes Days Committee meeting will be held tomorrow 1/23/18 at 7:00pm at the Town Offices. Chairman Wood asked that Karen Koch follow up regarding the Town of Wolfeboro lifeguard class information and the status of Wolfeboro combining resources with Tuftonboro. He also asked that she request a copy of the latest Conservation Commission meeting minutes.

CORRESPONDENCE

The Selectmen reviewed a letter from Martha Porter (descendant of both the Canney and Welch Cemeteries) in response to the Cemetery abandonment public hearing notice. The Selectmen will contact Ms. Porter for clarification as to whether or not she agrees with the cemeteries being abandoned. The Selectmen approved purchasing Office 2010 for Diane Falcey's computer. The Selectmen tabled discussions in regards to public/guest wi-fi internet. Selectman Marcussen will follow up regarding an email received from Doug Smithwood regarding community solar projects. The Selectmen briefly discussed Municipal Bond Bank rate information received. Chairman Wood shared a State Supply Propane update.

The following correspondence was also reviewed: Culvert Assessment Study; Moultonborough Watershed Plan information; Library YTD Financial information; 2018 NH Water and Watershed Conference information; AllStates Paving Presentation; Suffolk University Public Service Conference information; Carroll County Coalition for Public Health Veteran fuel information; Primex webinar information; Councilor Kenney 1/10/18 Report; Solid Waste conference information; NHEOC Flood warning; Lakes Region Conservation Trust newsletter; ZBA Brousseau public hearing notice; Bridge repair product information; HSEM Newsletter; Legislative Bulletin 1/12/18 and 1/19/18; Building Permit Application for PID 50-2-22; NH Lakes 1/13/18; revised Bald Peak Safety and Security 911 Map; NHDES Municipal EcoLink January 2018; NH OSI Ice Jam Flooding Fact Sheet; STIC Incentive Funding information; NewsLink 1/17/18; NH Healthy Homes January 2018 newsletter; various meeting minutes; various emails and other correspondence.

PUBLIC INPUT

Carla Lootens summarized the budgets (4313 Highways and Streets/Docks and Bridges, 4324 Solid Waste, 4195 Cemeteries and potentially 4240 Building Inspection) and warrant articles (paving articles, health insurance and Fire Truck) to revisit at the February 6, 2018 Budget Committee meeting.

ADJOURNMENT

At approximately 1:00 pm, Selectman Marcussen moved to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

**Selectman's Meeting
January 22, 2018**

End of 2017 Totals

Fire Calls	233	Gas Furnace Inspection	36
EMS Calls	289	Oil Burner Inspection	10
Service Calls	59	Wood/Pellet Stove Inspections	04
SPD	28	Life Safety	19
Total	609		69

2018

Fire Calls 20	Gas Furnace Inspections	3
EMS Calls 11	Oil Burner Inspections	1
Service Calls 0	Wood /Pellet Stove Inspections	2
SPD 0	Life Safety	0
Total 31	Total	6

1. The department has heard from Robert McKenna on 01/12/2018 he has retired from the department as of that date. We wish him well he has been with the department since 7/31/2002.
2. The department had a successful joint air boat training with NH Fish and Game, Maine Warden Service, West Ossipee Fire Rescue, and Alton Fire Rescue Department. The practical part of the training will be re scheduled for a later date due to the temperatures being -12. Alton Fire Rescue department had a used airboat donated to their department which they are in the process of getting ideas to get their Air boat and program up and running. The department also has a joint training with NH Fish and Game at Harilla Landing in Moultonborough on 01/23/2018.
3. Tuftonboro will be taking part in a table top exercise in conjunction with the Carroll county Coalition for Public Health. The training will be held at the meeting room at the central station in February. Date yet to be determined.
4. The school to work student Dawson Coutreau from Kingswood has been doing very well and is fitting in well with the department.
5. Junior Fire Fighter Barry Adjutant of Melvin Village is also doing well with the department.
6. The burner motor on the furnace at Melvin Station had to be replaced at the end of last year, as well as the fire matic switch.
7. Currently we had the septic alarm at the Mirror Lake Station go in alarm mode. A representative from DJ's Septic will be checking the system. It is believed that

some of the piping that is attached to the septic pump may have froze during the latest cold weather.

8. The department's ambulance transported a patient to Huggins Hospital after the ambulance personnel from Stewarts Ambulance advised their ambulance was out of service due to a mechanical issue on scene at a medical call on 01/14/2018.
9. Due to a comment that was made about the frame issues on Engine 2 during a recent budget committee meeting, I am following up on that comment to try and get further info on frames being repaired to extend the life of the current 1998 Engine 2.
 - a. This Engine will have reached its 20-year life expectancy this year.
 - b. This Engine has been in the capital improvement plan since 2011.
 - c. I will have better information for all once I have talked to companies that do truck frame replacement. From what information I have gathered so far to replace the frame rails on the 1998 international 4 door could be over \$90,000. It is not as simple as welding the frames as the double frame is spreading apart lengthwise not breaking. Also, I was informed from LRFA that they would not fix a frame by welding or altering it in anyway these days as it would affect their current Liability Insurance.
 - d. Replacing frame rails on a fire truck isn't like replacing a frame on a dump truck. You have not only the rear body that needs to be removed, the water tank, pump and pump enclosure, all pump and tank piping and all wiring that goes to front to back.
 - e. This all has to be removed before you get to the normal rear parts that are attached to a frame.
 - f. The truck could be out off service for two months or more. In which time an engine would have to be rented for the time it was out of service.
 - g. If the above information is correct you could have over one hundred thousand dollars into a 20-year-old truck.
 - h. We are in no way saying the frame on engine 2 is not going to pass inspection this year or 5 years from now.
 - i. We have no crystal ball to know how long the truck will last.
 - j. I brought the frame issue back up to the select boards attention only because we were asked how much the fire engine may be worth when it is sold at replacement time.
 - k. I need to complete further follow up to get reliable information before given further information on this item.