

**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](http://www.tuftonboro.org)**

Selectmen's Meeting  
9:00 am – Town Offices

Monday February 24, 2020

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

**MINUTES**

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

**CALL TO ORDER**

Chairman Albee called the Selectmen's meeting to order at 9:00 am and led the pledge of allegiance.

**PUBLIC HEARING PER RSA 31:95-e**

Chairman Albee moved to open the public hearing to accept a donation from the Tuftonboro Firefighters Association of a Holmatro inclined cutter and combi tools. The retail value being \$32,710 (after trade in), for use by the Tuftonboro Fire Department. Chief Thompson had sample equipment available for the hearing and explained the benefits of the newer equipment. There was no public input. Chairman Albee closed the public hearing. Selectman Marcussen moved to accept this gift and allow trade-in of the Town's older equipment towards the purchase, seconded by Selectman Wood with all in favor.

**LANDFILL MONITORING BID OPENING**

Landfill Monitoring bids were opened. Chairman Albee shared that bids will be opened, but not awarded, at this meeting. Steve Wingate was in attendance. He was asked to review the bids with Clay Gallagher and report back to the Selectmen with a recommendation by 3/10/2020. Reference checking will be done by the Board of Selectmen once candidates are suggested by Mr. Wingate and Mr. Gallagher.

Bids varied in price and substance as listed below:

Horizons Engineering: \$2500

Emery & Garrett Groundwater: \$8450

Aries Engineering: \$6900

T.R. Selling Engineering: \$17,500

Hydro-Geochemical Solutions: \$7285

Milone and Macbroom: \$13,500

Weston and Sampson: \$12,600

EnviroTrac: \$6600

Stantec: \$7950

Cedere Associates: \$8725

Ensafe: \$13,947.18

Sanborn Head: \$13,700 (\$6600 for water quality monitoring and reporting and \$7100 for landfill post-closure monitoring and reporting)

**PUBLIC INPUT**

The Conservation Commission is working on their purchase of the Sargent's property in the Great Meadow. Steve Wingate shared that the survey of the Sargent property resulted in more acreage than stated in the deed. The Sargents agreed to not change the sale price as long as the Selectmen compose a letter acknowledging the Sargents' donation of the additional 13.69 acres (\$13,900 value). Selectman Marcussen moved to provide a letter to the seller acknowledging their donation of 13.69 acres as part of this project, seconded by Selectman Wood with all in favor.

## **MINUTES**

Selectman Marcussen moved to approve the 2/11/20 meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the 2/11/20 non-public meeting minutes as written, seconded by Selectman Wood with all in favor.

## **APPOINTMENTS**

Chief Thompson presented the Fire Department update. Please see attached. Chief Thompson will continue to look into the CDFA grant for radios.

Chief Shagoury presented the Police Department update. Please see attached. Recent car break-ins have consumed a lot of the Department's time and much of their investigations budget. They had a DWI arrest with someone leaving the Beer Fest and there was an issue with people walking away from the premises with alcohol as there is not a controlled entrance/exit. He will address these concerns with Beveridge Craft Beer & Soap Company. Selectman Wood thanked Chief Shagoury for dedicating an officer to the Beer Fest as well as elections and for his press release regarding vehicle break-ins. Chief Shagoury continues to work on job performance reviews. Selectman Wood also thanked Sergeant Hathcock for monitoring the opening and closing of school. After speaking with individuals regarding the heating system at the new Library addition, Selectman Wood feels that a hot air system for the new police station is the best option. This led to further discussion regarding other potential heating systems for the new police facility and the potential of battery powered cruisers.

In follow up to the completion of Abbi Gillis' probation period and based on Chief Shagoury's suggestion, Selectman Wood moved to increase Ms. Gillis to a Pay Grade 14, Step 5 (\$25.14 per hour) effective 1/20/20, seconded by Selectman Marcussen with all in favor.

The Selectmen discussed USDA grant availability for the Police Facility with Chief Shagoury. Jeff Hayes of Lakes Region Planning Commission shared that USDA can contribute \$250,000 (35%) in grant funding for the new Police Facility and offered to assist the Town with the application process. This topic will be revisited at the next Selectmen's meeting.

Dennis Zilembo presented the Parks and Recreation Department update. A Flag Football demonstration day is scheduled for 3/7/20 at Kingswood. Attendance at the 2/8/20 Valentine's Day Event was low but it was a successful event. A Paint Class is planned for 3/4/20. The Easter Egg Hunt is scheduled for 4/11/20 at Davis Field. A new program called "Saturday in the Park" is being created to allow children an hour and a half of fun games each Saturday in May. Old Home Days will be held 8/21- 8/23. Beach Day is planned for 8/22/20 including a concert, cardboard race, corn hole tournament and a chili cookout. The Town Wide Yard Sale is planned for 6/6/20. The Summer Kick Off is scheduled 6/27/20. (This is the last day for swim lesson sign ups.) Swim lessons will run 7/6/20-8/7/20. Summer concerts will begin 7/9/20. Mr. Zilembo will meet with the Board members individually regarding potential fundraising ideas. They are always looking for Parks and Recreation Commission members, Old Home Days volunteers and lifeguards.

## **SIGNATURE FILE**

Selectman Marcussen moved to approve a Notice of Appointment for Ron Sundquist to move from a member to an alternate member of the Agricultural Commission, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a Notice of Appointment for Kathleen Murphy to move from a member to an alternate member of the Conservation Commission, seconded by Selectman Wood with all in favor. Selectman Wood moved to approve a Notice of Appointment for Stephen Scapicchio as a member of the Conservation Commission, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve an elderly exemption for a \$20,000 assessment reduction for PID 56-4-7, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve an intent to cut for PID 65-3-2, seconded by Selectman Wood with all in favor. As taxes have not been paid, the logger posted a bond for the taxes. Selectman Marcussen moved to approve a thank you letter to Ray Everest for his work on the Conservation Commission Facebook page, seconded by Selectman Wood with all in favor.

## **SELECTMEN'S UPDATE**

Selectman Marcussen shared that he attended the Library building team meeting 2/13/20. Progress is going well. The Library is currently closed to move things to the new building. They will reopen 3/4/20 in the new area while existing building renovations are being done. Chairman Albee will attend their next meeting on 2/27/20. Selectman Marcussen will attend a CDBG site visit at 9:00 am tomorrow at North Country Village. He also shared that the Planning Board attorney will be presenting a workshop on short-term rentals/Airbnb at the Planning Board's regular meeting on 3/5/20 at 7:30 pm at the Town House. Chairman Albee will attend the presentation. This led to further discussion regarding short-term rentals.

Selectman Wood recapped that he spoke with Jeff Hayes regarding USDA grant funding and complimented Karen Koch on the annual report.

Chairman Albee shared that the Carroll County Broadband Initiative is working on a petition and he hopes to have it available for Town Meeting. It would petition the Board of Directors of the NH Electric Coop to change their bylaws to read that they will not only provide electrical service but will also provide and facilitate installation of fiber optic network capability for towns. They've also talked to some service providers (other than Consolidated Communications, AT& T and Spectrum) to provide just installer maintenance in order to move towards community owned networks versus corporate owned.

## **CORRESPONDENCE**

Chairman Albee moved to unseal these previously sealed non-public meeting minutes 10/14/16 at 11:02 am, 10/7/19 at 9:02 am, 8/26/19 at 8:30 am, 8/12/19 at 8:41 am, 8/5/19 at 8:40 am and 11:33 am, 7/1/19 at 9:57 am, 6/24/19 at 11:53 am, 5/6/19 at 8:35 am, 4/22/19 at 8:43 am, 3/4/19 at 9:50 am, 7/22/19 at 8:30 am, 3/12/19 at 10:20 am, 12/23/19 at 11:40 am, 6/5/17 at 5:43 pm, 11/6/17 at 11:41 am, 7/2/18 at 8:35 am, 7/9/18 at 8:30 am, 8/27/18 at 11:56 am, 11/26/18 at 8:30 am, 11/19/18 at 1:02 pm, 11/5/18 at 10:05 am, 11/6/18 at 8:30 am and 8:43 am, seconded by Selectman Marcussen with all in favor.

Tim Yee, Verizon consultant, conducted site walks at the Central Fire Station and Highway Garage in order to provide further information regarding the benefits of installing wireless towers at each location. The visits proved beneficial. The towers will improve cellular coverage and will also be usable for radio repeaters. Mr. Yee proposed two warrant articles to lease the town properties for the installation of towers. Selectman Marcussen and Chairman Albee were in agreement with adding an article to the warrant. Initially, Selectman Wood wished to table the article as he would like to obtain further vendor reference information. He also felt that the process was rushed and didn't allow time for questions to be answered and lastly because there are many other topics to address at Town Meeting. After further discussion, all Selectmen agreed to add a single article to the warrant to grant the Selectmen general authority to lease town owned property. They agreed not to limit the article to specific parcels or vendors as proposed by Mr. Yee. Public hearings will be held before any action is made in regards to specific tower installation.

Chairman Albee moved to create a warrant article to read: *To see if the Town will vote pursuant to RSA 41:11-a to authorize the Board of Selectmen to lease town-owned property for longer than one year and to further authorize the construction and installation of new personal wireless service facilities (PWSF) on Town-owned property, subject to obtaining all necessary approvals and subject to such other business terms determined by the Board of Selectmen to be in the best interests of the Town, including but not limited to an annual rental of market value with market rental escalators and adjustments and subject to the taxation authority of the Town for nongovernmental use of governmental land and to authorize the Board of Selectmen to take any action necessary to carry out this vote.* The motion was seconded by Selectman Marcussen with all in favor. Selectman Wood wanted it added that he is only voting for this article as his primary concern is that Fire, Police and EMS officials currently have multiple communications limitations. Chairman Albee moved to approve a revised warrant, seconded by Selectman Wood with all in favor.

The Selectmen reviewed a feasibility draft survey proposed by the Carroll County Broadband Initiative. The Selectmen reviewed a memo from Honorable David D. King regarding new electronically filed cases in the circuit court. Normandeau Associates presented their final report of the 19 Mile Brook 2019 baseline studies. The Selectmen agreed to meet on 2/28/20 to complete job performance reviews. The Selectmen will also discuss at that time what they would

like for handouts at Town Meeting in regards to the Police Facility. The Conservation Commission will hold a Well Water Testing Event in March. Kits will be available for pickup at the Town Offices from 3/2-3/6 during regular office hours. Collection will be held 3/8 from 9:00 am-1:00 pm. The Selectmen reviewed Tuftonboro's updated Long-Term Management Plan for milfoil and phragmites control. HealthTrust's public hearings on rate setting and surplus returns for HealthTrust coverage lines will be held on 3/5/20. The Selectmen agreed to Selectman Wood's request to have a qualified company thoroughly clean the Police Station, Town Offices, Transfer Station and Town House in light of multiple employee illnesses. Jack Parsons and Karen Koch will be asked to look into this.

Other correspondence reviewed included: Building Permit Applications for PIDs 16-1-7, 42-2-9 and 51-2-42; Letter regarding PID 14-1-1; NHMA 2/12/20 NewsLink; NHEDA February 2020 issue; 2020 SRF Workshop information; Primex workshop information; 3/4/20 Roundtable Meeting information; 2/13/20 T2 Weekly update; Library financial report; Standard Dredge & Fill Wetlands Permit Application for PID 25-1-43 and 26-1-55; Conval case update; Councilor Cryan's 2/19/20 Report; Carroll County Broadband Initiative updates; BET February 2020 Bulletin; NHMA 2/14/20 & 2/21/20 Legislative Bulletins; January Police Hours Tally; Letter regarding PID 26-1-55; various emails; various minutes and other various correspondence.

#### **PUBLIC INPUT**

Joe Kowalski reminded Chairman Albee about the Candidates' Night being held the following evening at the Town House.

#### **ADJOURNMENT**

At approximately 10:57 am, Chairman Albee moved to adjourn, seconded by Selectman Marcussen with all in favor.

Respectfully submitted,  
Karen Koch, Administrative Secretary

**SELECTMENS MEETING**

February 24, 2020

**2020**

FIRE CALLS	21	GAS FURNACE INSPECTIONS	6
EMS CALLS	37	OIL BURNER INSPECTIONS	3
SERVICE CALLS	6	WOOD PELLET STOVE INSPECTIONS	0
SPD	2	LIFE SAFETY	4
<b>TOTAL</b>	<b>66</b>		<b>13</b>

We now have the emergency management 75 KW generator back from Milton Cat the final repair cost was \$ 9,041.46. Which was \$908.54 less then the final estimate. This repair was paid for from 2019 encumbered funds. It is now operating as it should.

This year beer festival and fishing derby weekend were uneventful for our department. We started out for a couple of calls reference ice rescues but were cancelled with the air boat prior to launching it.

We were notified by our furnace repair company that the Melvin Village Station furnace will need to be replaced in 2021. The estimate is approximately \$6,000.00.

An agreement between the Lake's region planning commission and the Town of Tuftonboro needs to be signed by the board of selectman for the hazard's mitigation plan update. This secures LRPC to complete the plan and then the federal grant which is 75% Federal and 25% Town will be in effect. \$7,500.00 grant and \$2,500 from the town for a total of \$10,000 we have budgeted \$4,000.00 for this.

# Memo

To: Selectmen  
From: Chief Shagoury  
Date: 02/21/20  
Re: 2020 Statistics (to January 31)

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Call-outs: 01/02 Suicidal subject  
01/07 Unattended death

Arrests: 01/09, Nicole Goodwin, 20, Tuftonboro, Bench Warrant  
01/25, Matthew LaRoche, 30, Littleton, Driving Under the Influence, Driving with Excess Alcohol Concentration

Court: 01/15, 01/17, 01/29

Activity from January 1 to the end of January:

Category	2019	2020
Motor Vehicle Stops	0	54
Summons	0	7
Accidents	6	5
Arrests	2	2
Felonies	2	6
Offenses	5	14
Incidents	11	14
Calls*	317	427

\*Calls includes all agencies: Police, Fire, EMS, Sheriff Office