

TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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Selectmen's Meeting
9:00 am – Town House

Tuesday, March 14, 2017

MINUTES

Present: Chairman Carolyn Sundquist, Selectman Lloyd Wood, Selectman Bill Marcussen and Administrative Secretary Karen Koch. Chairman Sundquist called the meeting to order at 9:00 am and proceeded with the Pledge of Allegiance.

Larry Gil met with the Selectmen regarding Wolfeboro's proposed Pilot Study of the Rapid Infiltration Basin (RIB). He showed a site plan that Mark Howard put together showing the proposed expansion of the current RIB and the effect on Tuftonboro. His main concern is the pharmaceutical impact on the water in Tuftonboro. If Selectmen are interested he can meet with an engineer at the Department of Environmental Services to get baseline numbers. Chairman Sundquist suggested that he speak with Dave Ford before proceeding. Mr. Gil will also approach Mr. Ford to have Wolfeboro pay for the baseline study. In response to Selectman Wood, Mr. Gil shared that he does not believe that pharmaceuticals were part of the previous baseline study. Selectman Wood shared that there is a budget line in the Conservation Commission budget to keep this information updated, referenced this year's warrant article for a watershed plan and shared information about a Plymouth State University Vulnerability Analysis Program. The Selectmen agreed that Mr. Gil should continue pursuing this issue. The Conservation Commission will now review the project to see if they also agree to pursue it further.

Christie Sarles gave the Library department update. Please see attached for further information. The attached sheet corrects the January total to abide to the correct counting protocol established by the State. The Library has started to digitalize some of the video library. The third Book and Author Lunch will be this Saturday with Linda Matchett. The Library is thinking of starting another fiction book club that could possibly meet at the beach in the summer. They are closed today due to weather. Selectman Wood read aloud a letter that he drafted addressed to Michael York, State Librarian, in reference to review of the Library Building Advisory Report. The Selectmen agreed to Karen Koch sending this letter to Mr. York.

Clay Gallagher gave the Transfer Station update. Please see attached for further information. Mr. Gallagher completed a submission to the Spring Tuftonboro Times in reference to the new hazardous waste program. April 27th is medicine disposal day at the Transfer Station. There has been a raise in cardboard and mixed paper pricing, which is good in terms of revenue for the Town. The Selectmen spoke with Mr. Gallagher about the bobcat attachments that Mr. House is interested in buying from the Town. Mr. Gallagher shared that the attachments do work on the new bobcat and suggests keeping them because they can have use in the future. Selectman Wood read aloud a prepared statement referencing a meeting that will be held with himself, Mr. Gallagher, and Jeff Hayes of LRPC on March 22, 2017 to discuss the cost analysis report, household hazardous waste program, Northern Border Grant and locating an alternative vendor to install a computer line.

Chairman Sundquist moved to approve the March 6, 2017 meeting minutes as corrected, seconded by Selectman Wood with all in favor. To follow up from the previous Selectmen's meeting, Chairman Sundquist added that, according to CIP, a top finish coat will be applied to Union Wharf Road and a new base coat will be put on a section of Durgin Road this year. Work on Brown Road was not referenced in the CIP Report.

Selectman Marcussen moved to approve the March 6, 2017 non-public minutes as written, seconded by Selectman Wood with all in favor.

Selectman Marcussen moved to approve the March 13, 2017 minutes as written, seconded by Selectman Wood with all in favor.

Selectman Marcussen moved to approve an administrative abatement for interest for PID 15-3-24, seconded by Chairman Sundquist with all in favor. (The tax bill was not received in the mail.) Chairman Sundquist added that as a property owner you're responsible for paying taxes even though the bill was not received via mail as expected.

Selectman Wood shared recent LRPC TAC meeting information regarding line pavement markings. He asked if it would be reasonable to ask Chief Shagoury for 2016 statistics. He also shared information in regards to the Volkswagen settlement, rumble strips in Alton and the Winnepesaukee Water Quality Vulnerability Analysis Program. He requested that a copy of the analysis information be sent to the Conservation Commission and Road Agent.

Selectman Marcussen shared that the first Milfoil Joint Board meeting for 2017 will be this Thursday at 9:00 am at the Town Offices.

Chairman Sundquist shared that Attorney Sager advised that the Town adopt the harassment policy proposed by Primex. Before the motion was made to adopt the policy, Selectman Wood shared that Dave Wittum, of Primex, was complimentary of our current policy and of our being proactive with the new policy. Selectman Wood moved the question.

Chairman Sundquist moved to adopt the Harassment Policy provided by Primex to replace the current Harassment Policy found at section 3.d. of the Town's Personnel Policy, with the following modifications: 1. Replace "Member" with "Town" throughout the policy; 2. As to the section entitled "Reporting Procedure for Discrimination, Harassment, and Retaliation," designate in paragraph 1 the appropriate department head as the contact person for reporting incidents of harassment in the first instance, and in paragraph 2 (regarding alternative notification), designate the chair of the Board of Selectmen or any other member of the Board of Selectmen." Seconded by Selectman Marcussen with all in favor.

In terms of abandonment of the Thompson-Moulton Cemetery, Chairman Sundquist shared that she complied with Scott Thompson's request to document their recent conversation in a letter. She also read aloud information that Terry Knowles of the Attorney General's Office provided to Karen Koch in regards to abandonment. Ms. Knowles affirmed that it is not necessary to abandon a cemetery in order for the Town to take care of it. The Town is always allowed to raise and appropriate money to maintain cemeteries. However once the cemetery is deemed abandoned, the **Town** is obligated to take care of it. Some of the benefits of abandoning a cemetery are for preservation and restoration. If abandoned, the Town would also hold the records for the cemeteries, protect them from harm by developers and be able to bury people in those cemeteries. Regardless of whether or not a cemetery is abandoned, if there is perpetual care involved for graves or graves, the Town is legally bound to maintain those specific graves. Chairman Sundquist shared that she feels that that the cemetery should be given back to the family. She entertained a motion to unadopt the cemetery. Selectman Wood moved that the issue be tabled until the Cemetery Trustees are able to review the case further with their attorney, seconded by Selectman Marcussen with all in favor.

Chairman Sundquist noted a newspaper article regarding another rescue by the Fire Department where the air boat was used. (Manchester Union Leader, March 9, 2017). She also shared information from the latest NHMA Legislative Bulletin regarding SB3 Towns and the Right to Know Attorney fee bill finally being dead. In regards to the petition warrant article to have all Selectmen's meetings later in the evening, Chairman Sundquist read aloud advice from NHMA stating that if the article is passed it would be advisory only.

The following correspondence was also reviewed: Primex Annual Conference information; Cyber Security Workshop information; Library Financial Update; Transfer Station Tuftonboro Times submission; NHDES Municipal Ecolink March 2017; Councilor Kenney's 3/8/17 Report; Building Permit Application for PID 40-5-8; Police Department Discretionary Time percentages and February Tally of Hours; Wetlands Permit Application for PID 2-1-77; Oxford Networks name change letter; Timber cut extension request; Water Training Series Webinar information; Tuftonboro Times Spring

Edition information; letter regarding Consolidated Communications acquisition of FairPoint; various meeting minutes; various emails and other correspondence.

During public input, Guy Pike shared that Joshua **Hayman** of Tuftonboro was the person referenced as saving another's life in the ice fishing rescue that was published in the Manchester Union Leader on March 9, 2017.

In response to Joe Kowalski, Chairman Sundquist shared that yesterday's emergency meeting was in regards to how to handle the elections due to expectant weather. Also, in response to Mr. Kowalski, Selectman Marcussen discussed the proposed Zoning Ordinance amendment for article 10.4-1.

At approximately 10:00 am, the Selectmen allowed Karen Koch to be dismissed from the meeting due to weather conditions. Selectman Wood took meeting minutes in Mrs. Koch's absence. Chairman Sundquist moved to go into non-public session per RSA 91-A: 3 II (a) to work on an employee performance review to be followed by a second non-public session per RSA 91-A: 3 II (e) to discuss a legal matter, seconded by Selectman Marcussen. Roll call vote: Sundquist – Yes; Wood – Yes; Marcussen - Yes. The Selectmen were to take a 10 minute break prior to entering the first non-public session. The Selectmen suspended the motion to go into non-public and continued the public meeting as Mr. Steve Wingate arrived to complete the Lakes Region Planning Commission survey. At 11:05 am, the meeting was suspended for lunch.

At 12:30 pm, the public meeting was called back into session. Chairman Sundquist then moved to enter a non-public session per RSA 91-A: 3 II (a) to work on an employee performance review, seconded by Selectman Marcussen. Roll call vote: Sundquist – Yes; Wood – Yes; Marcussen - Yes. At approximately 1:10 pm, Chairman Sundquist made a motion to end the non-public session and move back into public session, seconded by Selectman Marcussen with all in favor. During public session, at approximately 1:11 pm, Selectman Wood made a motion to seal the non-public minutes, seconded by Chairman Sundquist with all in favor.

At approximately 1:12 pm, Selectman Marcussen moved to enter a second non-public session per RSA 91-A: 3 II (a) to discuss an employee evaluation, seconded by Selectman Wood. Roll call vote: Sundquist – Yes; Wood – Yes; Marcussen - Yes. At approximately 1:35 pm, Chairman Sundquist made a motion to end the non-public session and move back into public session, seconded by Selectman Marcussen with all in favor. During public session, at approximately 1:36 pm, Selectman Wood made a motion to seal the second non-public minutes, seconded by Selectman Marcussen with all in favor.

At approximately 1:37 pm, Chairman Sundquist moved to enter a non-public session per RSA 91-A: 3 II (e) to discuss a legal issue, seconded by Selectman Marcussen. Roll call vote: Sundquist – Yes; Wood – Yes; Marcussen - Yes. At approximately 2:01 pm, Chairman Sundquist made a motion to end the non-public session and move back into public session, seconded by Selectman Marcussen with all in favor. During public session, at approximately 2:02 pm, Selectman Wood moved to seal the third non-public minutes, seconded by Selectman Marcussen with all in favor.

At approximately 2:03 pm, Selectman Wood moved to adjourn pending any other people wanting to meet with the Selectmen while they were monitoring the polls, seconded by Chairman Sundquist with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
3-Feb-17	WM Pup Comp #1		\$245 P/U vs \$334	XXX			
7-Feb-16	Electronics W/CRT		ECER 6,120 lbs			1075	
7-Feb-17	WM Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
14-Feb-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
15-Feb-17	WM Plastic & CD		\$245 P/U vs \$334		XXX	XXX	
21-Feb-17	WM Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
22-Feb-17		used oil P/U - 130 gal	Wentworth Oil				N/C
24-Feb-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
28-Feb-17	WM Comp #2 & Plastic		\$245 P/U vs \$334	XXX		XXX	

6 Solid Waste		WM (XXX tons)	XXX				
5 C/D Containers		WM (XXX tons)		XXX			
2 Plastic		WM (XXX tons)				XXX	
Electronics W/CRT		ECER 6,120 lbs				1075	
		used oil P/U - 130 gal	Wentworth Oil				
Resident Usage fees paid							\$1,983.00
Stickers fees collected							\$960.00
		Total					\$2,943.00

	Monthly Total	Prev Balance	Year to Date
Solid Waste	6 (xxxx tons)	8 (78.04 tons)	
C&D	5 (xxxx tons)	5 (34.6 tons)	
Plastic co-mingle	2 (xxxx tons)	2 (2.6 tons)	
Paper		1 (23 tons)	
Glass			
Cardboard Bales			
Alum Bales			
Steel / Tin Cans 30 yd			
Electronics W/screen	1 (6,120 lbs)		
car batteries			
Freon			
Metal Scrap			
Non-Ferrous Metal- Alum			
Non-Ferrous Metal- Cord			
Non-Ferrous Metal- Other			
Non-Ferrous Metal- Other			
Propane			
Tires			
Used Oil	1 (130 gallons)		
Vegetable Oil			
Call 2 Recycle batteries			
Brush Removal			
BULBS			

