

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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Selectmen's Meeting
8:30 am – Town Offices

Monday April 1, 2019

Corrections in bold and italics.

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 Bill Marcussen, Selectman Lloyd Wood, and Administrative Secretary Karen Koch. Selectman Chip Albee was absent.

CALL TO ORDER

Chairman Marcussen called the Selectmen's meeting to order at 8:30 am.

NON-PUBLIC SESSION

At approximately 8:30 am, Selectman Wood moved to enter non-public session per RSA 91-A: 3 II (I) to review legal correspondence, seconded by Chairman Marcussen. Roll call vote: Marcussen – Yes; Wood – Yes. Selectman Albee was absent. At approximately 8:36 am, Selectman Wood moved to come out of non-public session and back into public session, seconded by Chairman Marcussen with all in favor. Selectman Wood moved that these non-public minutes be sealed, seconded by Chairman Marcussen with all in favor.

At approximately 8:37 am, Chairman Marcussen moved to enter non-public session per RSA 91-A: 3 II (c) reputation, seconded by Selectman Wood. Roll call vote: Wood – Yes; Marcussen – Yes. Selectman Albee was absent. At approximately 8:48 am, Chairman Marcussen moved to end the non-public session and move back into public session, seconded by Selectman Wood with all in favor. Selectman Wood moved to seal these non-public minutes, seconded by Chairman Marcussen with all in favor.

At approximately 9:03 am, Chairman Marcussen reconvened the public session and led the pledge of allegiance.

ELECTION OF OFFICERS

As Selectman Albee was absent, election of officers was postponed.

PUBLIC INPUT

The Selectmen responded to Elissa Paquette in regards to establishing a medical collection box at the Town Offices.

REVIEW AND APPROVAL OF MINUTES

Selectman Wood moved to approve the 3/18/19 meeting minutes as written, seconded by Chairman Marcussen with all in favor. Selectman Wood moved to approve the first 3/18/19 non-public meeting minutes as written, seconded by Chairman Marcussen with all in favor. Selectman Wood moved to approve the second 3/18/19 non-public meeting minutes as written, seconded by Chairman Marcussen with all in favor. Selectman Wood moved to approve the 3/22/19 meeting minutes as amended, seconded by Chairman Marcussen with all in favor. Selectman Wood moved to approve the first 3/22/19 non-public meeting minutes as written, seconded by Chairman Marcussen with all in favor. Selectman Wood moved to approve the second 3/22/19 non-public meeting minutes as written, seconded by Chairman Marcussen with all in favor.

APPOINTMENTS

The Selectmen introduced the new part-time Parks and Recreation Director, Dennis Zilembo. Mr. Zilembo thanked the Selectmen for this opportunity and gave a brief discussion of his background. The Parks and Recreation Easter Egg Hunt is April 20, 2019. Compliments were given to Gina Lessard for her years of volunteer work as the Town's Parks and Recreation Director. Parks and Recreation is looking for volunteers to be Lake Hosts. They also have a desperate need for lifeguards.

The Selectmen met with Assessor Rod Wood and Phil Bodwell and Adam Denoncour of the Department of Revenue (DRA) regarding the pre-certification for revaluation. Mr. Wood clarified for DRA that the revaluation will be done this year and certification will be done next year. Mr. Wood answered questions that the DRA had regarding the revaluation process. The goal of the revaluation process is to bring property assessments up to market value. Property owners will be notified of their new assessment value this summer and hearings will be held in late August-early September. The revaluation process will be completed by 10/15/19. DRA will take a sampling of properties to confirm accuracy and will provide a monitoring report to the Town. Before properties are visited, DRA will send out postcards asking for permission to visit these properties.

The certification process was briefly reviewed. In preparation, DRA shared a list of information that will be required by the Town for this process next year.

Stuart Anderson and Phil Bennet of Alba Architects and Chief Shagoury met with the Selectmen to discuss the Police Facility. Alba Architects presented their draft assessment report comparing three site options. They will revise the report to better explain the reasoning as to why they advise against adding an addition to the current station versus building a separate facility on the plot presently utilized for community gardens. Building an addition would greatly limit access to the Town Offices and would require the establishment of a temporary Police Station during construction. The current building is inadequate and most aspects of it would not be able to be repurposed for the new Police Station except for the foundation and floor structure. ***Selectman Wood stated his support for the Dearborn property site for the new Police Station. The location is within site of the school, the library and the playgrounds.***

The same building layout can be used for all three of the sites being reviewed. Building planning considers needs for the next 25-30 years. Each potential site was reviewed noting pros and cons. The end of April was set as a tentative date for Alba Architects to present the next draft proposal with costs tied in, with a final proposal deadline of May/June. There was discussion about the potential use of a fire suppression system, refueling system on site, use of solar panels, a standby generator system, heating fuel preference, etc. Each site will be assessed using an objective scoring system. Alba Architects will send a list of criteria that will be used, with their suggested weighted importance, and the Selectmen can make any adjustments that they feel are necessary. Alba Architects asked that the Selectmen provide any other feedback regarding the proposal as well.

Chief Shagoury shared that Drug Take Back Day will be 4/27/19 from 10:00 am-2:00 pm at the Transfer Station.

SIGNATURE FILE

The Selectmen signed a student residency letter addressed to the Governor Wentworth School District. Selectman Wood moved to approve a Yield Tax Levy for PID 16-1-4, seconded by Chairman Marcussen with all in favor. Selectman Wood moved to approve a request to the Trustees of the Trust Funds for reimbursement for payment made to NorthPoint Engineering, LLC for design services totaling \$3,327.52, seconded by Chairman Marcussen with all in favor. Selectman Wood moved to approve a Gravel Tax Levy for PID 16-2-19, seconded by Chairman Marcussen with all in favor. Selectman Wood moved to approve a Notice of Intent to Cut for PID 16-2-9, seconded by Chairman Marcussen with all in favor. Selectman Wood moved to approve a Yield Tax Levy for PID 16-2-21, seconded by Chairman Marcussen with all in favor. Selectman Wood moved to approve a Mapping and GIS Services Contract with CAI for \$15,910, seconded by Chairman Marcussen with all in favor. Funding for this contract comes from the 2019 warrant article. Selectman Wood moved to approve a Standard Veteran's Credit for PID 50-3-2, seconded by Chairman Marcussen with all in favor.

SELECTMEN'S UPDATE

Selectman Wood shared that he will ask a member of the Conservation Commission to work on the Kim Ayer's Award. Selectman Wood will work on writing a grant submission for the Northern Boundaries Grant for 2020. He, Clay Gallagher and a private citizen went to the Wakefield Transfer Station to learn more about the use of crushed glass (PGA) for Town projects. Wakefield has offered this material free of charge. Selectman Wood will follow up with obtaining this agreement in writing. He will also follow up with the State in regards to reimbursement for the beach fence repair.

Chairman Marcussen will attend the Agricultural Commission's monthly meeting 4/9/19. They are having a shed delivered today that will be used to store tools and equipment. Composting will be moved to the front of the lot to make it more accessible. Garden plots are available for purchase. Food composting demonstrations will be done this year and will include involvement with the schools and camps. The Planning Board meets 4/11/19 and has a subdivision site plan coming in for review.

CORRESPONDENCE

The Selectmen reviewed correspondence regarding HB 709, including the ConVal lawsuit. Seasonal Full Time Lifeguards and Water Safety Instructors are wanted for the 2019 season. Please contact parksandrec@tuftonboro.org for more information. LRPC sent an update regarding the cell phone service mapping project. Some aspects will need to be redone as there were some deficiencies in data collection. Selectman Wood and Chairman Marcussen confirmed that they will attend the Lakes Region Planning Commission's (LRPC) 6/24/19 Annual Meeting. Municipal Technical Assistance Grant Funding will be available and applications are due 5/6/19.

The following correspondence was also reviewed: State of NH Red Listed Bridges; Building Permit Application for PID 39-1-27; PA-34s for PIDs 44-1-31, 38-3-14, 25-1-37 and 60-1-4; NHMA 3/27/19 NewsLink; Energy Week information; Primex training information; Energy Efficiency workshop information; Shorelines March 2019 newsletter; BET March 2019 newsletter; Transfer Station response to LRPC regarding glass recycling; Wetlands Permit Notification for PID 2-1-10; NHMA 3/22/19 Legislative Bulletin; Energy Star April Training opportunities; NHDES 5/19/19 Drinking Water Source Protection Conference information; NH Clean Water 4/19/19 Workshop information; Councilor Cryans 3/28/19 Report; various meeting minutes; various emails and other correspondence.

PUBLIC INPUT

None.

ADJOURNMENT

At approximately 11:24 am, Selectman Wood moved to adjourn, seconded by Chairman Marcussen with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary