

**TOWN OF TUFTONBORO**  
**BOARD OF SELECTMEN**  
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**Selectmen's Meeting**  
**2:00 pm – Town Office**

**Monday, April 3, 2017**

**MINUTES**

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

Chairman Wood called the meeting to order at 2:00 pm and proceeded with the Pledge of Allegiance.

The Selectmen met with Gerry Hammer and Jack Parson's regarding a request from People's Bank on Mr. Hammer's behalf, for a letter from the Town confirming that no future remediation would be required with regards to the closing of the gravel pit at PID 55-1-16. Mr. Parsons explained that for years the Town has not followed the necessary permitting process for excavation and therefore a permit was never provided for this property as well as almost all of the pits in Town. As no permits were issued, there are no regulations to be followed in regards to the closure of the pit. Selectman Marcussen moved to approve signing a letter for PID 55-1-16 agreeing that the Town will not require any future remediation with regards to the closing of the gravel pit, seconded by Selectman Albee with all in favor.

The Selectmen met with Jack Parsons regarding intents to excavate for gravel pits that do not have a permit. Selectman Marcussen reiterated that the Town is in a transition period from being completely out of compliance with the State and is working towards becoming compliant. The beginning of this transition is the changing of the zoning regulations which were approved at Town Meeting. The approval of these regulations allows active pits two years to come to the Planning Board to obtain an excavation permit to bring them into compliance. In the interim, they will be allowed to continue excavation as they had in the past. Otherwise if they are not active, then they need to go through the full process to become a permitted pit, starting with the Zoning Board. Chris Sawyer, of the Planning Board, felt that the wording offered by the Department of Revenue does not need to be added to the intents as the Planning Board ordinance already has this language included and it would allow the Selectmen the authority to rescind their approval if the property owner doesn't become compliant. After some discussion it was agreed that it would be beneficial for a memo to accompany the approved intents to refer the property owners to section 11 in the zoning. Selectman Marcussen moved to approve intents to excavate for PIDs 31-1-24, 32-2-12, 32-2-4, 32-2-6 and 16-2-19 with accompanying documentation to be included to reiterate the zoning ordinance passed at Town Meeting, seconded by Selectman Albee with all in favor. Mr. Parsons agreed to provide suggested language to accompany the intents.

Jack Parsons gave the Building Department update. To date there have been 15 new building permits, 3 new homes, and 84 inspections. The only damage from Storm Stella to Town property is that a couple of shingles blew off the Town House roof.

The Selectmen met with Ben Ladd regarding the Mirror Lake boat launch. Mr. Ladd explained that a lot of the initial work for the project has already been done. The Selectmen's approval is needed to move forward with the process (obtaining a Shoreland permit, final design, etc.) Mr. Ladd provided an updated proposal from Mr. Folsom to the Selectmen as the other was outdated. Mr. Ladd shared that the cost of the project might not be exactly \$9,206 as the estimate was done last fall and prices change. Selectman Albee shared that in the future as a policy we should put these projects out to bid. It was agreed that as a lot of this project is volunteered bidding is not of such importance. Selectman Marcussen moved to approve the Mirror Lake boat Launch proposal paperwork, seconded by Selectman Albee with all in favor. The Selectmen thanked Mr. Ladd for his efforts for this project as well as Jeff Moody for his volunteered time.

Clay Gallagher gave the Transfer Station department update, including an update on the recent LRPC meeting. Please see attached. Chairman Wood shared that Wedco is having Northern Borders do a presentation at the Wolfeboro Great Hall on 4/7/17 from 1:00-3:00 pm. Selectman Albee agreed to attend. The Selectmen agreed to Mr. Gallagher's request to open the Transfer Station from 8:00-12:00 on Easter Sunday. In response to Chairman Wood, Mr. Gallagher and the Selectmen agreed that, due to Storm Stella, it would be appropriate to have a day for free brush disposal at the Transfer Station.

Selectman Marcussen moved to approve the March 27, 2017 public minutes as corrected, seconded by Selectman Albee with all in favor.

It was agreed that Board committee assignments will be as such: Selectman Marcussen: Planning Board, Energy Committee, Old Home Days, CIP, Milfoil, and Joint Loss Management; Chairman Wood: Conservation, TAC, and Mirror Lake Watershed and Selectman Albee: Budget Committee, Welfare, Parks and Recreation, and Agricultural Commission.

Each Selectman shared their opinion regarding the board meeting schedule. This topic will be revisited. There will be a meeting Friday at 9:00 am to work on non-public minutes and two job performance reviews.

There was discussion regarding the boulders that were placed on Brown Road. Selectman Albee feels that the Road Agent should remove the rocks to not block water access and shared that avoidance of legal bills to handle these types of concerns should be considered. Selectman Marcussen shared that he feels RSA 231:27 (allows Selectmen to reestablish the boundary lines, limits and locations of any highway or any part thereof which shall have become lost, uncertain, or doubtful) would be relevant in this situation and suggested sending a letter to have the Steinmen's remove the boulders within a certain period of time and if not done within a reasonable amount of time to have the Road Agent move the boulders. With the Board's approval, Chairman Wood opened the subject to allow public input. All opinions shared were in agreement that the rocks should be removed. It was agreed that Selectman Albee will research further and report back to the other Selectmen.

Selectman Marcussen summarized that the improvements that were done on Sandy Knoll Road to access the Whitten pit were done in accordance with the site plan that was approved by the Planning Board. The Town does not have requirements to maintain that section of road. It will be privately maintained by the abutter that did the improvements.

As agreed to in the last meeting, Selectman Albee went to look at the tree near 47 Union Wharf Road. He reported that the tree appears to be on the owner's property. It may be considered in the right of way but the tree appears healthy and does not appear to be an issue.

Selectman Marcussen shared information that he obtained from attending the NHMA town roads workshop on March 31, 2017. The Selectmen offered condolences to the family of Steve Honeycutt, our Town Sexton, who recently passed away due to a terminal illness. It was agreed that Selectman Marcussen would work on switching the Town's credit card accounts that are currently set up at People's Bank over to MVSBS.

Chairman Wood shared that he met with Mark Howard and State representatives regarding three areas of concern in regards to State roads in Town. Mark Howard will come back with an update regarding these projects.

The following correspondence was also reviewed: Wetlands Permit by Notification for PID 14-1-26; PA-34 for PID 52-3-28; Board of Tax and Land Appeals Notice to Tax Collectors regarding 2016 final tax bill; Alton Fire/Rescue Department thank you letter; Winter Storm Watch information; Chief Shagoury certified intoxilyzer/operator certificate; letter from Fence & Guardrail; information regarding NH Municipal Bond Bank; SRTS Spring 2017 Newsletter; NewsLink 3/29/17; Carroll County RCC meeting information; information regarding DRA Mini Courses; James R. St. Jean Auctioneers letter; Dave's Septic Service information; Primex training information; Charter Communications programming changes letter;

Eversource pole licenses letter; UNH and State of NH training session information; Energy Start Upcoming Training Opportunities; various meeting minutes; various emails and other correspondence.

The Selectmen agreed to have Karen Koch work on catering the personnel policy for Fire Department part time employees and presenting it to the Selectmen for review.

Selectman Marcussen moved to approve Notices of Appointment for Dina Farrell, Karen Nemeth and Mike Haeger to the Agricultural Commission, seconded by Selectman Albee with all in favor.

Selectman Marcussen moved to approve Yield Tax Levies for PIDs 2-3-11, 59-2-20, and 16-2-3, seconded by Selectman Albee with all in favor. Chairman Wood refrained from signing the levy for PID 59-2-20 as it is for a family member.

Selectman Marcussen moved to approve intents to cut for PIDs 16-2-3 and 2-3-11, seconded by Selectman Albee with all in favor.

The Selectmen will discuss and review requests for change in employee compensation forms for 2017 at their meeting on Friday.

It was agreed that Selectman Albee will research the Town's copy policy costs and report back to the Selectmen.

Selectman Albee shared information regarding a Right to Know request that the Selectmen were given from the Law Offices of Martin & Hipple, P.L.L.C. on behalf of Ed Comeau for non-redacted personnel benefit information. He also shared information he researched regarding the matter and information shared by town counsel. Chairman Wood confirmed for Selectman Albee that past employees work directly with our insurance company to purchase their own policy after no longer working there. There was a discussion regarding decisions for similar court cases, a previous similar request from the Budget Committee, etc.. The Selectmen agreed that the requested information can be provided but they need to ensure that private employee information is not included. The Selectmen agreed that Diane Falcey should write a response letter determining the information that we can make available and that the information will take some time to compile. It was agreed that the Selectmen as well as Town counsel will review the information that is compiled before it is provided to the requestor.

During public input, the Selectmen answered questions from Elissa Paquette regarding excavation. Charlotte Allen shared information regarding the Mount Washington Valley Supports Recovery Narcan training that she attended. She shared that there will be a coalition of local resource groups looking for public input on gaps in treatment prevention at the Sandwich Fair Grounds on May 16, 2017. In regards to the recent 91-A request sent on behalf of Ed Comeau, the Selectman confirmed for Carla Lootens that our town attorney will review the information prior to sending to the requestor's attorney. Gordon Hunt shared his support of how the Selectmen are handling this recent 91-A request. The Selectmen answered questions for Stephen Snow regarding the placement of the rocks on Brown Road. Max Ledoux shared his interpretation of how the Brown Road issue has been handled up to this point. Elissa Paquette shared her differing opinion in response to Mr. Ledoux.

At 4:23 pm, Selectman Marcussen moved to enter non-public session to meet with the Cemetery Trustees per RSA 91-A:3 II (c) and (I), seconded by Selectman Albee. Roll call vote: Wood – Yes; Marcussen – Yes; Albee - Yes. The Selectmen took a break at 4:23 pm before beginning the non-public session. The non-public session reconvened at 4:30 pm. At approximately 5:10 pm, Selectman Marcussen made a motion to end the non-public session and move back into public session, seconded by Selectman Albee with all in favor. During public session, Chairman Wood made a motion to seal these minutes, seconded by Selectman Marcussen with all in favor. At 5:10 pm, Selectman Marcussen moved to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

**B.O.S. Meeting 4 / 3 / 17:**

**Transfer Station**

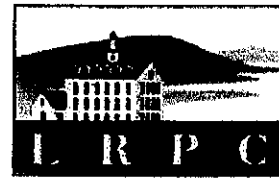
- 1. Monthly Totals Mar 2017 ..... Slight rise in commodity prices but fell right back.... Good news is we caught the timing right....**
  - a. OCC shipment 22 tons @ \$187.50**
  - b. Moved/swapped tire container**
- 2. Selectmen Wood and Clay Gallagher met with Dave Jeffers and Jeff Hayes (executive director) of Lakes Region Planning Commission (LRPC) located in Meredith. Meeting covered numerous topics:**
  - a. Household Hazardous Waste .....Program is on track and flyers are printed which include Tuftonboro in LRPC HHW program....they are looking into generating a nice sign for us which will summarize the HHW collection options dates/times/locations that Selectmen Wood had previously drafted.**
  - b. Broadband installation..... Jeff Hayes will set up a meeting with us and two individuals from UNH that are instrumental in the States Broadband Expansion Program. They could possibly assist us in getting grant money from the state for Broadband installation at the transfer station**
  - c. Northern Borders Grant .....Both Dave and Jeff were very interested in getting us connected with Northern Borders for an economic expansion grant with us considering building a new storage facility for recyclables.....especially if we could co-op with bordering towns to maximize efficiency and combine storage to minimize truck expenses..... Spells economic growth potential...and high possibility for grant money up to %50 of total cost.**
  - d. Total Cost Center Analysis of our transfer Station..... Recommended and approved by the BOS previously is ongoing by LRPC. Clay**

**Gallagher has provided volumes of info to LRPC to complete the operations part of the study. LRPC is in the process of getting financial and other administrative data required from tuftonboro to complete the study.**

- 3. LRPC invited me to speak at a Lakes Region Solid Waste Roundtable Seminar (agenda attached) for approximately 30 transfer station employees and numerous selectmen from various New Hampshire towns. This was held on Thursday, 30 March at the Meredith Community Center. 2 hours of training credit was given to all attendees for this seminar by the NH DES. Briefing went well, and there were lots of questions and discussion. Numerous places want to come and visit our facility. Other speakers were the Director of NRRRA, Mike Durfor and a Director/Rep from Pemi-Baker Solid Waste District (SWD), Remi Pride. Pemi-Baker is a solid waste Co-op of numerous towns in the NW area of the state.**
- 4. NRRRA Conference – May 22<sup>nd</sup> and 23<sup>rd</sup> in Manchester, NH**
- 5. Easter Sunday .... Off (Holiday) vs. ½ day?**



	Monthly Total	Prev Balance	Year to Date
Solid Waste	6 (xxxx tons)	14 (134.02 tons)	20 (xxxx tons)
C&D	6 (xxxx tons)	10 (62.72 tons)	16 (xxxx tons)
Plastic co-mingle	2 (xxxx tons)	4 (5.94 tons)	6 (xxxx tons)
Paper		1 (23 tons)	1 (23 tons)
Glass			
Cardboard Bales	1 (22 tons)		1 (22 tons)
Alum Bales			
Steel / Tin Cans 30 yd			
Electronics W/screen		1 (6,120 lbs)	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	1 (5.0 tons)		1 (5.0 tons)
Used Oil		1 (130 gallons)	1 (130 gallons)
Vegetable Oil			
Call 2 Recycle batteries	1 (48 lbs)		1 (48 lbs)
Brush Removal			
BULBS			



## **Lakes Region Solid Waste Roundtable**

### **Regional Solid Waste Disposal Options**

**March 30, 2017 – 10:00AM – 12:00 PM**

Meredith Community Center  
Meredith, NH

- 10:00 Roundtable Introduction**
- Regional Solid Waste Disposal Opportunities
  - Housekeeping
  - Participant Introductions
  - The Roundtable Series
- 10:15 Presentations**
- Cooperative Purchasing  
Michael Durfor, Executive Director  
Northeast Resource Recovery Association
  - Solid Waste Districts  
Regan Pride, Waste Management Planner  
Pemi-Baker SWD/North Country Council
  - Tuftonboro's Approach  
Clay Gallagher, Transfer Station Supervisor  
Town of Tuftonboro
- 11:00 Regional Waste Disposal Issues & Opportunities**
- Current Practices
  - Pros & Cons – Convenience, Flexibility, Costs
  - Education
  - One-stop Information
  - Regional Contract Bidding
  - Solid Waste District?
- 11:40 Summary**
- Major Points
  - Next Steps