

**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**

**Selectmen's Meeting Minutes
9:00 am – Town House**

Monday April 6, 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>.

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

CALL TO ORDER

Chairman Wood called the Selectmen's meeting to order at 9:00 am, read aloud a statement of how the public can participate in the meeting via telephone and led the pledge of allegiance.

PUBLIC INPUT

Not realizing that the Police Department facility public hearing was cancelled, Philip Hunter was in attendance to share his opinion on the project. He is in support of the facility but feels that the proposed building is too large for the community that it serves and would like to be part of any committee that is formed for the project. The Board agreed to Mr. Hunter notifying the Swap Shop Committee that the Swap Shop will remain closed in light of Covid-19. Mr. Phillip would like the public to know that reopening of the shop will be revisited as soon as it is deemed permissible. Selectman Marcussen shared that virtual meeting access is available for all committees if needed.

MINUTES

Selectman Albee moved to approve the 3/20/20 meeting minutes as written, seconded by Selectman Marcussen with all in favor. Selectman Albee moved to approve the 3/23/20 meeting minutes as written, seconded by Selectman Marcussen with all in favor. Selectman Albee moved to approve the 3/27/20 meeting minutes as written, seconded by Chairman Wood with all in favor. Selectman Marcussen moved to approve the 4/3/20 meeting minutes as written, seconded by Chairman Wood. Vote passed 2-0. Selectman Albee abstained as he was not present at this meeting. Selectman Marcussen moved to approve the 4/3/20 non-public meeting minutes as written, seconded by Chairman Wood. Vote passed 2-0. Selectman Albee abstained as he was not present at this meeting. Selectman Marcussen moved to unseal these 4/3/20 non-public meeting minutes, seconded by Chairman Wood with all in favor.

APPOINTMENTS

Chief Shagoury presented the Police Department update. The County Attorney's Office will take on the arrest listed on the attached update as he has a potential conflict with the case. He expects motor vehicles stops to decrease as not as many people have been on the roads. At this point he has an adequate amount of personal protective equipment. Chief Shagoury and Chief Thompson have been actively participated in conference calls in regards to ever changing Covid-19 protocols. Chief Shagoury is working on the Policy Facility USDA grant and will follow up in regards to the status of other available grants. There was also discussion about potential emergency use of the proposed Police Facility, former and future committees for the project, reasoning for building design size, layout plans, and use of building areas.

Chief Shagoury responded to Chairman Wood's concerns: He will review the Mirror Lake boat launch sign in regards to being in accordance with the parking ordinance. In respect to the new ordinance implemented, he only received one complaint, if any, regarding individuals plowing snow across town roadways. He will consider submitting a press release documenting that the person that broke into cars has been arrested and is in jail. Although the Tuftonboro Police Department only assisted the Task Force regarding the Mansfield case, he will ask for an update per Chairman Wood's request. The County Attorney's Office declined to indict anyone in regards to suspicion of a deliberate gas leak on Bay Road. Chief Shagoury is working on installation of new cruiser computers. He believes that the radar trailer and radar sign should be operational and he doesn't require the Board's help with installation. There was a lengthy discussion regarding

handling of Police Department timeslips that resulted in Chief Shagoury agreeing to submit timeslips each Monday for the previous week.

Chief Shagoury responded to the Board that new cruiser orders have been cancelled. State bids might not be ready until November but there may be other bids that he can look into.

Jim Bean gave the Highway Department update. His crew has plowed and treated twice in the last three weeks, cleaned out stumps on the side of Sodom Road and Dame Road, filled potholes and road edges, cut back loam to open up sight lines, cut dead trees on roadsides, opened up drainage, and did some ditching on the side of Northline Road to prepare for paving. The road weight limit will be lifted today and signs will be taken down. Mr. Bean is meeting with FR Carroll tomorrow to discuss paving. The Town had planned to pave the top section of Dame Road this year but the lower section towards 109A is in worse condition. The cost to do the upper section is much less expensive than doing the whole lower section. However, the worst part of the lower section should be remedied if they do the same length of road that was planned for the upper section. He will discuss this with Frank Carroll as well as review Farm Pond Road for paving and any other work that may need to be done in preparation for paving of Farm Pond Road. Mr. Bean is preparing a cost estimate to prepare the lower section of Dame Road for paving, including tree cutting. The Board will meet with Mr. Bean at Willand Road to discuss plans to bring it to a Class V road. Mr. Bean shared that two residents asked to be included in the discussion as well. Mr. Bean responded to Chairman Wood that “no overnight parking” signs have been ordered and will be installed at the same time, he can grate the side of the 19 Mile Bay Beach parking lot, that he understood that Chief Shagoury was going to take care of the waterfront signs at Union Wharf, Lake Street and Melvin Wharf but can review them again with Chairman Wood, and that ditches and removal of dead trees are his crews’ other priorities besides paving. Paving is scheduled for June or sooner. Road sweeping is scheduled for next week and line striping is scheduled for the week after. Mr. Bean will get in touch with the company that does stop lines. He and the Board will need to revisit lining newly paved roads. Mr. Bean responded to Chairman Wood regarding the Durgin Road swale project. This project will not be paved with our other paving projects as it is being done through a separate company. He will come back to the Board in regards to replacing the inner fender wells on the Town Truck as he ran into complications with getting the project done last year. Mr. Bean confirmed that cut trees left behind on the side of Ledge Hill Road and in the cemetery were from a contractor doing a job on behalf of the electric company.

Chris Fournier attended via conference call to discuss the Tuftonboro Neck Road bridge. He shared that he had a recent conversation with CR Wilke at the NH Department of Transportation (DOT) regarding the State Bridge Aid Program. There was and probably still is a proposal to bond the program. Basically, the State would spend the next 14 years’ worth of funding to get the currently programmed bridges done in the next 3-4 years and then nothing would be done until 2034 unless the legislature adds some funding to the program. This is just an update and doesn’t really change the previous conversation that he had with the Board. There is still lack of State funding for the Tuftonboro Neck Road Bridge. The last discussion was left at getting the project shovel ready so the Town could enact it either when funds became available or if there was additional revenue from the legislature put into the State Bridge Aid Program. The DOT Commissioner indicated that infrastructure funding is on the discussion table. As 2008 infrastructure funding was administered to shovel ready projects, Mr. Fournier feels that it may be prudent to get this project shovel ready to be eligible for funding sources that may become available. DOT’s estimated cost for the entire project is approximately \$900,000. Mr. Fournier estimates that it would cost 10-15% (\$90,000-\$135,000) to get the project shovel ready. A cost factor to consider is whether or not the Town wants to go through bridge aid project procedure. In the event there is a stimulus package it would be good to go through the process with the State to be eligible for the funding. HEB can get the project shovel ready following normal municipal and state requirements. If federal funding is available, then HEB would need to through NEPA to incorporate federal requirements. There are additional costs for this. Mr. Fournier replied to Chairman Wood that there are repairs that can be done to the Tuftonboro Neck Road Bridge but it would make the opening smaller and this might not be acceptable with State environmental permitting agencies and since there is standing water on both sides it isn’t really feasible. Structural design is ever changing and he estimates that shovel ready funds may be available for five years. There are grants available for this project but he recommends getting the project into the conceptual phase before applying for them. Conceptual design cost is approximately \$30,000-\$40,000. Mr. Fournier confirmed for Chairman Wood that the high cost of this project is due to installation of an alternate bridge during construction. The Board will revisit this topic to plan future action, including whether or not to go through the State process in order to be eligible for potential funding. It is less costly not to go through the bridge aid process but it may not allow the Town to receive federal stimulus dollars. Assuming

federal funding comes out this summer, waiting to put an article on the warrant for next Town Meeting would be too late to be eligible for funding. This brought up the potential of a special town meeting. Mr. Fournier believes that just having a conceptual design done would not be enough to be eligible for federal funding. He feels that those projects would need to be shovel ready. However, he reiterated that the conceptual design may be enough for obtaining other grant funding. Mr. Fournier confirmed that the Tuftonboro Neck Road Bridge is not listed on the 2019 Red Listed Bridges. It has a condition level of 5 and a condition rating of 4 is required to be on the list.

Mr. Fournier agreed to review past engineering work done for Farm Pond Road and will come back to the Board with any feedback to be considered before making it a Town road.

Dave Cribbie of GW Brooks met with the Selectmen regarding the 19 Mile Bay Beach Improvement project. As the ramp was damaged over the winter, they will make the repairs (at no additional cost) in combination with phase two of the project. Mr. Cribbie will provide a quote to install stairs in the wall to add accessibility from the perched beach to the regular beach. Chairman Wood shared that the Parks and Recreation Director is researching the potential installation of a handicapped ramp. Plant material prices remained the same so there will not be any increase to the previous quote done for phase two of the project.

SIGNATURE FILE

Selectman Marcussen moved to approve a letter to Andrew Wolanek for his act of heroism assisting with an Ossipee fire, seconded by Chairman Wood with all in favor. Chairman Wood would like to co-present the letter with Jim Bean. Selectman Marcussen moved to approve an administrative abatement for PID 70-2-99, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve an intent to cut for PIDs 53-1-8 and 53-1-1, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve an intent to excavate for PID 55-3-3, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve an intent to excavate for PID 66-2-70, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve an intent to excavate for PID 67-1-3, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a gravel tax levy for PID 66-2-70, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a gravel tax levy for PID 55-3-3, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a gravel tax levy for PID 67-1-3, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a yield tax levy for PIDs 14-2-34 and 15-3-38, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a yield tax levy for PIDs 55-1-2,3, and 15, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a yield tax levy for PID 67-1-2, seconded by Selectman Albee with all in favor.

CORRESPONDENCE

The Board reviewed a memo from Tom Albert regarding IT updates. The Selectmen agreed to a letter drafted to the Town of Wolfeboro from Dennis Zilembo regarding Tuftonboro's use of their beaches. The Board will revisit the Department Head's Communication policy at another time. Barry Ennis provided an example of what the Town of Greenwood is supplying on their website for online services guidance. The Board agreed to post the draft example that Karen Koch composed for Tuftonboro. Information regarding USDA Opportunities for Immediate Relief was reviewed. Tyler Phillips would like to know if the Board would like him to move along with permitting for Union Wharf. Selectman Albee gave an update on his discussion with Mr. Phillips regarding the project. It seems that the Department of Environmental Services (DES) is rescinding their previous agreement with the Town's plans for the wharf and now aren't willing to allow extension of the sheetpiling, installation of a canopy or dredging. They are now only allowing sheetpiling to the current level pier and not extending it out to the cement pier. Selectman Albee will follow up with Mr. Phillips to arrange another meeting. Chairman Wood summarized that Chief Thompson advised that there was an untimely death on Sodom Road on 3/23/2020. The case is under investigation. The USDA Police Station public hearing is tentatively rescheduled for 6/1/2020. Seth Kassels of Camp Belknap is offering their support with their personnel and/or facility if needed in light of Covid-19. Tracking of Covid-19 expenses was reviewed for HESM reimbursement. Chairman Wood will compose Mark Howard's recommendations for the Tuftonboro four corners for review at the next Selectmen's meeting. The 3/30/20 Regional Select Board Group Meeting April meeting was cancelled due to Covid-19. The Board reviewed updates from Chief Shagoury regarding Covid-19. Karen Koch will schedule a conference call with NHDOT regarding the crosswalk on Route 109 at Pier 19. As the Governor's Emergency Order #23 allows for meeting requirements to be waived, all Planning Board meetings and business have been suspended temporarily in light of Covid-19. The Selectmen approved a draft memo to all Boards and

Committee Chairpersons in regards to holding in-person and remote meetings during the state of emergency. In light of Covid-19, the Tuftonboro Times will not hold a “sticky party”. Selectman Albee will attend Carroll County’s Coalition for Public Health Zoom meeting on 4/7/2020 at 9:00 am. Dennis Zilembo will look into the path of snowmobile traffic while the beach recreation area is remodeled. Chairman Wood was receiving NRRA invoices in his name but the account has been changed to be billed to the Town. Chairman Wood shared that although there are funds in the budget to remove brush at the Town Beach, a volunteer offered to remove the brush for no cost. The Board agreed that it is fine for Chairman Wood to contact the volunteer to do so as long as its ecological done correctly. Worker’s compensation benefits in regards to Covid-19 were reviewed. Chairman Wood followed up about cleaning town buildings due to employee flu and respiratory illnesses. The Board is agreeable with Clay Gallagher moving forward to clean the Transfer Station with a new cleaning company. Chairman Wood mentioned following up with Jack Parsons regarding the status of property cleanups. Chairman Wood summarized a list of questions he had for the Town Treasurer. The Board reviewed a quote to install internet service at the Town House and felt that it wasn’t necessary at this time but agreed to reach out the Town Clerk and Town Moderator for their input. Selectman Marcussen moved to install a second phone line at the Town House to serve as an alternate number for people to call in the event that they can’t connect with the conference call meeting, seconded by Selectman Albee with all in favor. Selectman Marcussen and Karen Koch attended the CDBG conference call on 4/2/2020. North Country Village was awarded their request for \$500,000. A grant agreement will be coming in the next few weeks for review. Selectman Marcussen shared that six projects were presented. Four were fully funded. One was partially funded and one was held for consideration for the next funding round. Other correspondence reviewed included: LRPC Award Nomination information; ZBA Simpson 3/24/2020 hearing notice; Energy Star Renewable Energy Webinar information; NHMA 3/13/2020 Legislative Bulletin; Natural Hazards Mitigation Plan update; Carroll County Broadband Initiative information; NHRS Covid-19 update; Cancellation of 3/23/2020 LRPC Commission Meeting; Diane Falcey Primex training certificate of completion; NRRA Facility Impact Report & Covid-19 Resources; NH Lakes March 2020 Shorelines newsletter; NH DRA Covid-19 Town Visit Policy; Tax Collector Notification to BTLA of final tax bill mailing; DHHS Covid-19 Health Alerts; Spring Floodlines newsletter; LES 4/7/20 Webinar information; Councilor Cryans 3/25/2020 Report; NHDOT Stakeholders letter; UNH T2 Covid-19 Resources; NHDES March 2020 EcoLink; NHDES Wetlands Permitting Public Information Notice; Rock Farm Family Trust Shoreland Impact Permit abutter notification; various emails; various minutes and other various correspondence.

SELECTMEN’S UPDATE

Selectman Marcussen shared that the State has passed legislation to allow towns to aggregate utility purchase and negotiate for all of the power users in the Town. In order to do so you have to create an advisory committee to develop strategy approach. Then it goes to Town Meeting for approval. The benefit of doing this reduces utility costs. However, it doesn’t obligate people to purchase power collaboratively. The Board agreed with Selectman Marcussen researching this further.

OTHER BUSINESS

Chairman Wood suggested approaching Steve Wingate, Larry Gil and Gary Chehames in regards to establishing a 19 Mile Brook Committee along with Selectman Albee. Selectman Albee will draft a letter to be sent to these individuals. Anyone else interested in participating should contact the Board.

NON-PUBLIC SESSION

At approximately 11:50 am, Selectman Albee moved to enter non-public session per RSA 91-A:3 II (I) legal, seconded by Selectman Marcussen. Roll call vote: Wood – Yes; Marcussen – Yes; Albee – Yes. At approximately 12:00 pm, Selectman Marcussen moved to end the non-public session and move back into public session, seconded by Selectman Albee with all in favor. Chairman Wood moved to seal these non-public minutes, seconded by Selectman Marcussen with all in favor.

ADJOURNMENT

At approximately 12:00 pm, Selectman Albee moved to adjourn, seconded by Selectman Marcussen with all in favor. Respectfully submitted, Karen Koch, Administrative Secretary

Memo

To: Selectmen

From: Chief Shagoury

Date: 03/09/2020

Re: 2019 Statistics (to February 28) ²⁹

Callouts: 02/11 animal blocking road
02/14 alarm

Court: 02/5, 02/19, 02/21

Arrests: 02/21 Derek Ames, 45, Ossipee, DUI subsequent offense, Resisting Arrest, Open Container

Activity from ^{KB} January 1 to the end of ^{KB} January:

Category	2019	2020
Motor Vehicle Stops	15	92
Summons	2	13
Accidents	9	7
Arrests	3	3
Felonies	3	7
Offenses	11	23
Incidents	22	24
Calls	630	790

(Calls are for all calls to dispatch for Tuftonboro)