

TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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Selectmen's Meeting
9:00 am - Town Offices

Monday, May 7, 2018

Correction 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, Selectman Chip Albee and Administrative Secretary Karen Koch.

CALL TO ORDER

Chairman Marcussen called the meeting to order at 9:00 am and led the pledge of allegiance. A moment of silence was held to acknowledge the passing of Carolyn Sundquist's daughter.

AUCTIONEER SERVICES FOR THE SALE OF TOWN-OWNED TAX DEEDED PROPERTIES BID OPENING

There were two bids received: one from Rick Sager of NH Tax Deed & Property Auctions and the other from Jay T. St. Jean of James R. St. Jean Auctioneers. Mr. St. Jean was present and invited to the table. James R. St. Jean Auctioneers has been doing tax deeding auctions for 15-20 years. As part of their proposal they would review each property with the Selectmen and then sit down and compose a final proposal. Sales are based on buyer's premiums and no fees would be **incurred** by the Town. There was discussion regarding sealed bid sales, absentee auction bidding, a combination of a sealed bid and auction process, and inclusion of the final deeding aspects/legal terms of each sale. Mr. Jean suggested that the best revenue is raised this time of year. His company currently has the following Saturdays available next month: June 9 and 16th. He ensured the Selectmen that their mailing lists are more inclusive than any other company. He encouraged the Selectmen to attend an auction his company is holding in Rochester this Saturday.

PUBLIC INPUT

None.

REVIEW AND APPROVAL OF MINUTES

Selectman Albee moved to approve the 4/23/18 meeting minutes as written, seconded by Selectman Wood with all in favor.

APPOINTMENTS

Jack Parsons gave the Building Department update. To date there have been 25 building permits, 4-5 new houses and 132 inspections. The windows in the Town Offices will be cleaned this week. Installation of the new septic system for the Library will begin in approximately 2-3 weeks. The Mirror Lake boat ramp is complete. It was agreed to send a thank you letter to Jeff Moody for volunteering his labor for this project thus passing on substantial savings to the Town.

Clay Gallagher gave the Transfer Station update. Please see attached. Selectman Wood moved to approve glass machine option B (working with Waste Management to provide a 30 yd container to the Tuftonboro Transfer Station, take to Wakefield for recycling and then returning the container to the Transfer Station) if it is cost beneficial, seconded by Selectman Albee for discussion. Selectman Albee suggested disposing of the glass crusher due to safety and noise. Vote passed with all in favor. Mr. Gallagher confirmed for Selectman Wood that he is aware of a letter that was received by the Selectmen (from Mrs. Nancy Vittum) in regards to concerns regarding the closed landfill and that he received copies of the recently received landfill testing results. The same concerns brought forth from Mrs. Vittum were

also brought to the Selectmen by the Conservation Commission in December 2017. Additional testing was added to the budget for 2018 to address these concerns. These testing samples have been collected but results are not yet available. It was agreed to have Dave Allwine of Stantec come in to meet with the Selectmen (and other appropriate parties) once these results are available. Weather permitting, the swap shop is open each day that the Transfer Station is open and closes at 3:30 pm.

Road Agent Jim Bean was unavailable to attend today's meeting.

David Jeffers and Erin Daley of Lakes Region Planning Commission (LRPC) met with the Selectmen regarding the paving study. Discussion included budgeting, road surface management forecasting system (RSMS), preservation of roads, pavement condition index (PCI) limits, road repair processes, analysis process, costs, GIS mapping (including an initial pci map and 5 and 10 year maps), etc. Guard rails were then discussed including wood versus steel rails and a guard rail benchmark inventory assessment (which excludes recommendations). LRPC will provide a contract to add a guard rail assessment as an addendum to the paving study contract. Field work for the paving study will be done in May. Forecasting will be done in the summer. Traffic count recording was also discussed.

In regards to LRPC bidding for propane and oil, Clay Gallagher asked that the Selectmen take into consideration how fuel negotiations may affect employees (in regards to personal contracts with existing vendors) if vendors are changed.

SIGNATURE FILE

Selectman Albee moved to approve signing a response letter to Mrs. Vittum (in regards to the closed landfill), seconded by Selectman Wood with all in favor. Selectman Albee moved to approve two intents to cut for PIDs 66-2-70 and 39-1-16 & 39-1-4, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve a surviving spouse veteran's credit and disability credit for PID 51-3-6 effective for 2019, seconded by Selectman Wood with all in favor.

SELECTMEN'S UPDATE

Selectman Albee read language into the record regarding the Hurlburt will, which effectively says that Trustees shall be an attorney or lawyer from Tuftonboro or Wolfeboro, an Executive Officer of a bank whose place of business is in Tuftonboro or Wolfeboro, and a member of the Board of Selectmen or other governing body of Tuftonboro or Wolfeboro, but at least one of the trustees shall be a resident of Tuftonboro. As one member needs to be a Selectman, Selectman Albee volunteered to take the position. He shared upfront before being appointed that there is a \$600 stipend for serving as a trustee. Selectman Wood moved to approve Selectman Albee's appointment as a trustee for the Hurlburt Trust, seconded by Chairman Marcussen. For purposes of discussion Selectman Wood shared that he has no issue with Selectman Albee receiving the \$600 stipend. Vote passed with all in favor.

Selectman Wood asked that Karen Koch work with chairs of all committees and boards for any member changes and reappointments as of June 1st. He also asked that the Treasurer be provided a copy of the draft auditors report. Selectman Wood noted a comment on page 38 of the report regarding online credit card payments for motor vehicle registrations and noted that Diane Falcey will investigate a comment made on the same page regarding the Governmental Accounting Standards Board (GASB) statement regarding post-employment benefits other than pensions. This led to further discussion.

It was agreed to add the Parking Ordinance to the agenda for the 5/14/18 meeting. It was also agreed to put an advertisement in the paper for a part time person for the Selectmen's Office. Karen Koch confirmed for Selectman Wood that she doesn't have an update regarding the status of lifeguard applicants. A work session will be held 5/11/18 at 9:00 to meet with Jim Bean and to review the auctioneer bids. Selectman Wood shared updated information regarding highway funding. He also shared that the Volkswagen diesel settlement has been accepted by the Legislature.

Chairman Marcussen shared an update regarding the community solar project public presentation and input session that was held last Monday. Cemetery Trustees have since sent correspondence that they would be opposed to placing a

solar array in front of the Neal Cemetery. Input was also received individually from Guy Pike in regards to the impact a solar array would have on the rural character of the area. Another information session may be held next month.

CORRESPONDENCE

The Selectmen reviewed a revised meeting scheduled and had no further changes. Selectman Wood moved to approve an abatement request for a yield tax levy for PID 62-1-5, seconded by Selectman Albee with all in favor. Chairman Marcussen moved to approve a lease with Formax for option one for a postage meter 60 month lease for \$136.99 a month, seconded by Selectman Wood with all in favor. This will replace our current lease agreement with Pitney Bowes which expires at the end of this month. The Selectmen reviewed a draft oil and propane RFP from Lakes Region Planning Commission and had no further changes. The Selectmen discussed a follow up email from Bob McWhirter regarding the Police Study and a second email regarding the Hulburt Trust. Selectman Albee moved to approve the 2017 draft financial report, seconded by Selectman Wood with all in favor. Selectman Wood will further review a draft beneficiary environmental mitigation plan and share a summary with the other Selectman.

The following items were also reviewed: NHMA Legislative Bulletin 5/4/18; Abutter Notification of Wetlands Permit by Notification Application for PID 37-1-235; NH Energy May Newsletter; Energy Star Portfolio Manager information; Municipal EcoLink 5/2018; Nov 2017 Landfill Well Sampling; Councilor Kenney 5/3/18 Report; Draft Beneficiary Environmental Mitigation Plan; NHDES Composting Workshop information; LRPC Solid Waste Roundtable Event information; 5/4/18 art exhibit invitation; SWOT Free Online Webinar and Recording information; LRPC Natural Hazards and Climate Change; NH Lakes Shorelines 4/23/18; UNH Technology Transfer Center Build a Better Mousetrap submission information; Newslink 4/25/18; 5/9/18 HHW Coordinator's Meeting information; NH Lakes Lakeside Spring 2018 Newsletter; Floodlines Spring 2018 Newsletter; Wetlands Permit Application for PID 68-2-9; NHMA Legislative Bulletin 4/27/18; Energy Star Training Opportunities; NHPWA 5/17/18 Annual Meeting and Fundraiser information; LES May 2018 Newsletter; LES Webinar information; DRA 2017 Equalization information; Energy Star portfolio manager metric update information; RSA 231:79 legislative change; building permits for PIDs 56-1-9, 41-3-7, 20-1-18, 38-1-262, 54-1-19, 28-3-17, 14-1-17, 63-2-15 and 60-1-1; various meeting minutes, various emails and other correspondence.

NON-PUBLIC SESSION

At approximately 11:43 am, Selectman Wood moved to enter non-public session per RSA 91-A: 3 II (a) to review a draft Performance Evaluation, seconded by Selectman Albee. Roll call vote: Marcussen – Yes; Albee – Yes; Wood – Yes. At approximately 11:48 am, Chairman Marcussen moved to end the non-public session and move back into public session, seconded by Selectman Albee with all in favor.

ADJOURNMENT

At approximately 11:48 am, Selectman Albee moved to adjourn, seconded by Selectman Wood with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

B.O.S. Meeting 5/7/2018:

Transfer Station

1. Monthly Totals for Apr 2018 (6 SW compactors, 10 C/D containers, and 2 Plastic Containers)
 - a. 1 x Scrap Metal P/U (8.2 tons, revenue \$735)
 - b. Cash Revenues up thru Apr 2018 are approx. \$18,056.
2. General Info Items:
 - a. Prisoner Clean Up Day - 19 May
 - b. Quonset Hut painted - 1st week June
 - c. Cable In - 1st week June
 - d. Island Day - 21 July - 8:30am - 12 noon at Pier 19
 - e. LRPC Hazardous Waste Days are 28th July and 4 Aug - Times and Location TBD. *See Transfer Station web page for more detail.*
 - f. Working CIP issue for Compactor #1 replacement - Budget year 2019
 - g. NRRRA Training Conference - 21 May Conference in Manchester (Gallagher)

3. Glass machine Options (Need to get this decided, and implemented, BEFORE summer arrivals)

- a. Working with Atlantic Recycling to repair/replace sections (\$30 per ton/ plus repair cost) – this option still leaves us with a vintage machine that can quit at any time and the noise issue inside
- b. Working with W/M to get a 30 yd container outside – W/M takes to Wakefield for recycling (\$ 30 per ton NRRA fee / plus W/M transport) then drops container back here. Awaiting contract proposal from WM (This would solve both vintage machine and the noise issue). Additional cost to us would be W/M haul fee vs. our cost of using town truck. At 80 tons per year, would guess the W/M haul fee would add about \$2500 to add to annual glass budget. The new total would be \$55/ ton vs \$105 a ton if we were to put the glass in Solid Waste compactor. We would still have approx. \$4000 savings (avoided cost) ... Will know for sure when we get exact proposal from W/M.
- c. Put glass in with solid waste (\$105 per ton plus transport) (Not advised – negative recycling image

At this time we are recommending option B.... if the numbers work out ok

4. Mixed Paper – No Buyers....no way to get rid of it.

	Monthly Total	Prev Balance	Year to Date
Solid Waste	6 (XXXX tons)	22 (204.52 tons)	28 (XXXX tons)
C&D	10 (XXXX tons)	18 (117.50 tons)	28 (XXXXX tons)
Plastic co-mingle	2 (XXXXX tons)	7 (6.96 tons)	9 (XXX tons)
Paper			
Glass			
Cardboard Bales		1 (22 tons)	1 (22 tons)
Alum Bales			
Steel / Tin Cans		1 (4.4 tons)	1 (4.4 tons)
Electronics W/screen			
car batteries			
Freon		1 (22 units)	1 (22 units)
Metal Scrap	1 (8.2 tons)	1 (8.0 tons)	1 (16.2 tons)
Non-Ferrous Metal - Alum			
Non-Ferrous Metal - Cop			
Non-Ferrous Metal - SW			
Non-Ferrous Metal - other			
Propane		1 (6 units)	1 (6 units)
Tires			
Used Oil		1 (300 Gallons)	1 (300 Gallons)
Call 2 Recycle			
Bulbs			