

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

Monday July 27, 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, Selectman Chip Albee and Administrative Secretary Karen Koch

CALL TO ORDER

Chairman Wood called the Selectmen's meeting to order at 9:00 am, read aloud instructions on how to join the meeting remotely and asked Gordon Hunt to lead the pledge of allegiance.

PUBLIC INPUT

Pete Billings met with the Selectmen regarding the North Country Village Cooperative CDBG grant and supplied a rebuttal to Marilyn Stacy's letter to the Selectmen.

MINUTES

Selectman Marcussen moved to approve the 7/10/20 minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the 7/10/20 non-public meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the 7/13/20 minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the 7/17/20 minutes as written, seconded by Selectman Albee with all in favor.

APPOINTMENTS

Chief Thompson gave the Fire Department update. Please see attached. Chief Thompson will review the terms of the cell tower agreements in regards to First Responder radio equipment installation on the towers. In regards to proposed Union Wharf improvements, Chief Thompson asked that there remain easy access in and out for the Department and that they be notified of any electrical changes. Chairman Wood confirmed that weak boards on the wharf have been replaced. Chief Thompson will provide an ambulance revenue report to the Selectmen.

Gordon Hunt met with the Selectmen to discuss Library personnel changes. Librarian Christie Sarles is retiring at the end of August. Dennis Guilmette will be taking her place. Lynn Dancause will be promoted from Circulation Desk Assistant to Coordinator, Circulation & Youth Services. Deidra Zimmerscheid will be promoted from Page to Circulation Desk Assistant. Someone will be hired to replace Marianne Marcussen, who has recently retired. Fulfilling of the Page position will be postponed until the Library reopens. These changes will result in payroll expenses being under budget for 2020. In terms of the long-term overall salary budget, Selectman Albee shared his concern regarding the pay increase for Mr. Guilmette as the proposed salary is just 4 steps below what Ms. Sarles is currently receiving. The Library building is almost complete. Barring any unforeseen circumstances, the building was completed on time and \$33,318 under budget.

Chief Shagoury gave the Police Department update. Please see attached. Every state agency been asked to do a 20% budget cut. Due to this cut, the Police Academy isn't offering in-service classes. This limits the training opportunities available to fulfill annual officer training requirements. Chief Shagoury will provide an Administrative Assistant advertisement for posting. He replied to Chairman Wood that he doesn't feel that it would be beneficial to hire a temporary assistant in the interim. The State should be providing registration plates for the new cruiser soon. He doesn't have a timeline for when the new cruiser will be operational as he is going through the bidding process to outfit it. He responded to Chairman Wood that he will look into undercoating the new cruiser when it is outfitted and he doesn't feel that there is room to store the cruiser in the garage. Chief Shagoury will try to fix the radar trailer that was working but is now not functioning. He responded to Chairman Wood that he doesn't feel that it would be time beneficial to have an outside contractor fix it. The new radar sign is not as versatile as he had hoped. Selectman Albee shared with Chief Shagoury that Jim Bean is looking into better stop signs for the end of

Ledgehill Road and Durgin Road (at the intersection of Route 171). Chief Shagoury will follow up on an email from Lisa Boucher requesting a speed limit sign on Number Nine Road. He will further review information that was sent regarding EOC grants as well as the cell tower agreements. He has been reviewing parking regulations.

Dennis Zilembo gave the Parks and Recreation Department update. He feels that the Town's "hands off" approach at 19 Mile Bay Beach has been successful. He feels that comments posted online about trash and lack of population control are false/overexaggerated. He added that he received a call from a resident in regards to this as well. There has been a lot of out of Town people at the beach and there is concern for overcrowding as Brewster Beach will be closing on August 1, 2020. Mr. Zilembo feels that it's best to handle things as they have been doing so far and revisit if an issue arises. He thanked Chairman Wood for fixing a fence issue at the beach. He also thanked Kingswood High School for lending the Town their cornhole equipment. Even though the amount of people visiting the beach has increased, Mr. Zilembo responded to Selectman Marcussen that he feels that the atmosphere at the beach is better for holding cornhole tournaments and he feels that it is his decision as to whether or not to do so. The Old Home Days sponsorship letters will be going out this week. Mr. Zilembo would like to plan a ½ day employee outing on 9/10/2020 at the beach with the Employee Recognition budget line. This would involve approximately 50 people including full and part-time employees as well as the Selectmen. The Selectmen will review budget lines before making a final decision.

Tyler Phillips met with the Selectmen regarding Union Wharf and Lake Road Wharf. He left Horizons Engineering and created his own company. His understanding from speaking with Diane Falcey is that there is \$13,985.50 left in the Union Wharf budget. He feels that this amount will be plenty to cover design and permitting. He formerly received verbal approval from Rainy Pelletier of the Department of Environmental Services (DES) that sheetpiling would be the best solution. It wouldn't require mitigation or a grant in right. Mr. Phillips then researched the cost for continuing sheetpiling around the wooden bulkhead per the Board's request (for consistency and docking purposes). Mr. Pelletier stated that he is not agreeable with extending the sheetpiling or dredging on the other side. The reasoning for such is that the extension is a solid concrete foundation (versus the deteriorating timber wharf that needs work). Mr. Pelletier was agreeable with the canopy option. The Board and Mr. Phillips agreed that mobilizing and getting the equipment to the site once is much more efficient than visiting the project again in the future. It also results in less disturbance to the site. It is uncertain if a Grant in Right is required for sheetpiling around the entire wharf. (And obtaining a Grant in Right needs DES' support of the project.) Mr. Phillips will continue to try to make a case for this with Mr. Pelletier. He will research cost to show the cost savings with doing this project all at once. He will also provide a contract for the Selectmen's review next week.

SIGNATURE FILE

Selectman Marcussen moved to approve a Notice of Appointment for Heather Brown (as member instead of Alternate) to the Conservation Commission, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Notice of Appointment for Ethel (Penny) Hug to the Budget Committee, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve an Abatement Recommendation for PID 41-2-4-24, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Supplemental Notice of Intent to Cut for PIDs 65-1-2 and 65-2-1, seconded by Selectman Albee with all in favor.

CORRESPONDENCE

The Board agreed to hold another Police Station information session on 8/24/2020. Phil Bennett of Alba Architects confirmed in writing that he will be providing an AIA contract as well as researching EOC funding. The Board reviewed a letter from the Governor Wentworth Regional School District regarding the excess in the unreserved fund balance being returned to towns this fall. They also reviewed a letter from the School District confirming that school will begin on 9/9/2020 instead of 9/8/2020 in order to allow elections to take place on 9/8/2020. Selectman Marcussen will work with Karen Koch to draft a response letter to be signed at the 8/3/2020 meeting. A Carroll County Supplemental Appropriation hearing is being held today at 10:00 am. Lakes Region Planning Commission provided information regarding Ten Year Transportation Plan Project Proposals. The Selectmen reviewed a letter from Steve Wingate regarding his meeting with the new Libby Park Director, Catriona Lennon. He toured the area with Ms. Lennon and explained the history regarding the Park. Selectman Albee suggested having that area surveyed to clarify boundary lines. The Board reviewed a letter from Marilyn Stacy regarding the North Country Village CDBG project. The Selectmen reviewed NHMBB Bond information. Mirror Lake Protective Association's Annual Meeting will be held 8/15/2020 from 9:30-10:30 am via Zoom. HB 1111 regarding the establishment of broadband communication districts was signed on 7/22/2020. Tuftonboro Island Day went well. Scott Thompson installed a circuit shut off box for the new Transfer

Station baler. The new baler was installed 7/24/2020. The Board approved a draft landfill monitoring bid proposal. This will be sent to Steve Wingate and Larry Gil for review prior to their 8/3/2020 meeting with the Selectmen.

Other correspondence reviewed included: LRHHPF tally information; CDBG Cares Act Fund information; GOERR SELF and GAP Fund Information; Councilor Cryans 7/15/2020 Report; NH Lakes newsletters; Charter Communications Channel Changes; 941 Employer's Quarterly Federal Tax Return; Carroll County Annual Financial Statements; Expedited Minimum Impact Wetlands Permit Application for PID 28-3-5; Thank you note for Officer Gillis; NHMA 7/15/2020 Newslink; PA-34s for PIDs 70-1-2, 66-2-9, 30-2-11, 43-2-12, 71-1-4, 71-1-3, and 41-1-13; BET Bulletin; Webinar Completion Certificate for Officer Gillis; various minutes; emails and other various correspondence.

SELECTMEN'S UPDATE

Selectman Marcussen shared that he attended the Wolfeboro Public Works RIB meeting last week. Wolfeboro will be presenting a package to the Planning Board for a site plan review in the fall. Their intention is to capture what is in the breakout on the Tuftonboro side and have it diverted back to the existing Wolfeboro catchment system. He revisited the Willand Road discussion and recapped that Mr. Bean is going to put together a budget for maintenance improvements. He also questioned the fact that there is not currently an existing budget to cover additional costs, in excess of the \$14,000 being privately donated, to do so. The Board felt that the \$14,000 donation can be used for work this year and additional work planned with excess budget funds or budgeted for in 2021. The Board discussed removal of materials being used on the non-maintained portion of the road as a disposal convenience. Karen Koch will check with the NH Municipal Association to verify if the Selectmen have the authority to deposit removed earth material onto the non-maintained (Class VI) portion of the road.

The Board agreed to act on tax deeded properties on 8/10/2020 for 8/18/2020 deeding.

Karen Koch will ask Rick Sager for a list of the projects that he is currently working on for the Town.

PUBLIC INPUT

Marilyn Stacy shared some additional information to supplement her objection to the North Country Village project.

ADJOURNMENT

At approximately 11:00 am, Selectman Marcussen moved to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

Selectmen's Meeting

July 27, 2020

Fire Calls	115	Gas Burner Inspections	23
Medical Calls	143	Oil Burner Inspections	3
Service Calls	27	Wood/Pellet Stove Inspections	3
SPD	7	Life Safety Inspections	13
TOTAL	292	TOTAL	42

Ambulance 1 had its state EMS inspection completed on 7/23/2020. The ambulance passed and is now good until 2022

The department had its first confirmed COVID 19 response on 7/8/2020. The systems in place worked out well for this call. Tuftonboro Ambulance transported the patient at Medic level to concord hospital after talking with medical control at Huggins Hospital. Personnel from Stewart's ambulance assisted with the call. All proper deconning of personnel, equipment and ambulance took place.

Fail Safe Fire Hose and Ladder Testing was here and did the departments 17,478 feet of fire hose on 6/24/2020. Out of that only 100 feet of 1 ¾" attack line failed which is (2) 50-foot lengths.

All the departments 14 ladders passed their inspections total for all the testing was \$6,073.40

The department stipend reimbursement from the state for the fire side finally came through for \$24,442.91 all funds that need to be disbursed were any remaining funds of approximately \$3,978.61 will be returned as required.

The department currently has paperwork for three applicants who would like to join the call department. I am following up on criminal background checks and driving records and references.

Memo

To: Selectmen
From: Chief Shagoury
Date: 07/27/2020
Re: 2020 Statistics (to June 30)

Call outs:

06/09 Alarm
06/09 Assist fire department
06/25 Assist fire department

Arrests:

06/07 Daren Lawrence, 54, Milford, DUI subsequent offense
06/14 Brandon Tanny, 20, Weston, MA, Criminal trespass

Community Events:

Kingswood graduation
Birthday parade

Activity from January 1 to the end of June:

Category	2019	2020
Motor Vehicle Stops	85	206
Summons	5	23
Accidents	19	18
Arrests	15	9
Felonies	11	17
Offenses	66	67
Incidents	96	100
Calls for Service	2816	2975