

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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**Selectmen's Meeting
9:00 am – Central Fire Station**

Monday September 23, 2019

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

CALL TO ORDER

Chairman Albee called the Selectmen's meeting to order at 9:00 am and led the pledge of allegiance.

REVIEW AND APPROVAL OF MINUTES

Selectman Marcussen moved to approve the first 9/9/19 non-public meeting minutes as amended, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the second 9/9/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the 9/9/19 public meeting minutes as written, seconded by Selectman Wood with all in favor.

APPOINTMENTS/BUDGET REVIEWS

4240 BUILDING INSPECTION

Jack Parsons met with the Selectmen to review the Building budget.

01-4240-20-190 Vehicle Maintenance/Mileage: Budget request reduced from \$1000 to \$600.

01-4240-11-635 Fuel: Budget request reduced from \$1000 to \$700.

01-4240-20-680 Meetings: Expenditures don't reflect some membership dues that are paid at year end.

Revenue received thus far for 2019 is approximately \$27,000. As there are remaining funds in the 2019 budget, Mr. Parsons will purchase Microsoft Office software this year rather than budget for 2020.

Motion: Selectman Marcussen moved to approve budget 4240 for \$65,847, seconded by Selectman Wood with all in favor.

2019 ESTIMATED REVENUE

The Selectmen revisited revenue. Selectman Marcussen moved to increase Penalties and Interest to \$50,000 for a grand estimated revenues total of \$2,832,186, seconded by Selectman Wood with all in favor.

APPOINTMENTS/BUDGET REVIEWS (con't)

Chief Thompson gave the Fire Department update. Please see attached. He has not yet received pricing but he estimates the upcoming ambulance contract to be approximately \$197,292 using the historical 2.5% annual increase. He shared consortium cost estimates given to the towns of Ossipee, Freedom, Tamworth, Madison, Effingham and Eaton. There was discussion about the use of the Town owned ambulance along with an ambulance contract, terms of being in a consortium, etc. When being part of a consortium was reviewed previously it seemed that Tuftonboro would pay more for less of a service than what the Town has now. Chairman Albee asked that further consortium cost information be provided for the benefit of the Budget Committee. The Fire Department did not have any "new" CIP submissions. They are items that were submitted in previous years.

Chief Shagoury gave the Police Department update. Please see attached. Drug Take Back Day is scheduled for 10/26/2019 from 10:00 am-2:00 pm at the Transfer Station. Trick or Treating at the Town Offices will be held by the

Police Department on 10/31/2019 from 5:00-7:00 pm. The Tuftonboro Central School PTCO asked for the Department's participation in their Trunk or Treat event as well as another event they are planning. The Police Department will participate in wearing pink patches for Breast Cancer Awareness and Beard for Bucks for the Child Advocacy Center during the month of October. Chief Shagoury is working with our IT person regarding computer needs. He has been working with Alba Architects regarding the Police Facility Study and preparation of Town Meeting. It was agreed that they should come in to meet with the Selectmen. The Police Department has been working on vehicle inspections including a few issues to address. CIP submissions were summarized. Officers were measured for body armor. Chief Shagoury is going to ask for another officer in 2020 to keep up with medical calls. The in-car computers that are due to be replaced in 2020 will be expensive. He may be able to replace one of them with the 2019 budget. Concerns regarding the use of Route 171 as an alternate route when Route 16 is closed was discussed. Selectman Wood revisited outstanding sign issues. Per Selectman Wood's request, Chief Shagoury read aloud a commendation letter on behalf of Officer Lafavre. Officer Gillis finished her field training and has been added to the shift schedule to work independently.

Mark Howard met with the Selectmen regarding the Route 171 and Ledge Hill Road/Durgin Road intersection. Per the request of Selectman Wood, Mr. Howard drafted a letter to be sent to Councilor Cryans from Lakes Region Planning Commission and the Tuftonboro Selectmen. The letter requests increased signage for the intersection. Chairman Albee shared that he spoke with Councilor Cryans and William Cass of NH DOT and requested more than signage, including a caution light at this intersection as well as crosswalks in other areas of Tuftonboro. Mr. Howard will work further with Selectman Wood to revise the letter and address it directly to William Cass and copy Councilor Cryans.

Franco Rossi of CAI Technologies met with the Selectmen to give an interactive presentation of Tuftonboro's online GIS mapping. This is expected to be made available to the public soon.

4324 SOLID WASTE

Clay Gallagher met with the Selectmen to discuss the Solid Waste budget.

01-4324-19-390 Plastic Disposal: Reduced from \$8750 to \$8000.

01-4324-25-390 Closure Monitoring: \$14,000 is an estimate based on the proposal sent to the Department of Environmental Services (DES). If they make any requirement adjustments this number may change.

01-4324-26-390 LR Hazardous Waste: Budget request increased from \$4050 to \$4,300 in anticipation of a 3% increase.

01-4324-27-390 Tires/Freon/Metal: Budget request increased from \$2,000 to \$2,250 as the Transfer Station seems to be receiving more tires resulting in higher disposal fee.

01-4324-28-390 Brush & Stump Grinding: Budget request increased from \$1500 to \$2000 as Mr. Gallagher found someone to pull the brush in 2020. Four trips are estimated for next year. This number may need to be revised.

01-4324-30-635 Fuel & Propane: Budget request increased from \$1000 to \$1500. They are using more offroad diesel for the pusher box/backhoe and this line will now include propane for the generator.

01-4324-30-660 Vehicle & Fuel Maintenance: Mr. Gallagher requested that this line be renamed "Vehicle Maintenance". Budget request increased from \$4000 to \$4500 as the machines are aging. 2019 expenditures are not yet listed as annual service is to be done 9/27/19.

01-4324-30-680 Mowing: Budget request increased from \$600 to \$750 as current vendor is very inexpensive. In the event the vendor changes next year this fee will most likely increase.

01-4324-38680 Safety Equipment: Some 2019 expenditures are not posted yet.

01-4324-42-680 Uniforms: 2019 expenditures are \$0 as nothing has been ordered yet. T-shirts will be ordered soon.

01-4324-43-690 Recycling Awareness: The Selectmen increased this line from \$100 to \$500 due to local concern regarding recycling. Chairman Albee suggested that this line could be used by the Swap Shop volunteers to encourage recycling.

Motion: Chairman Albee moved to increase budget 4324 to \$432,541, seconded by Selectman Marcussen with all in favor.

Motion: Chairman Albee moved to revise his previous motion to increase budget 4324 to \$432,441, seconded by Selectman Marcussen with all in favor.

4194 GENERAL GOVERNMENT BUILDINGS (for Transfer Station only)

01-4194-05-630 Transfer Station Maintenance: Budget request increased from \$4,500 to \$17,000. The old controllers that were used on the new boiler need to be replaced in order for the boiler to operate efficiently (estimated \$8,000). \$2000 was removed from this budget request as a Modine heater will not be necessary if the boiler controllers are replaced. \$6000 was added for double doors. The Selectmen would like the doors and perhaps other parts of this request to be a warrant article instead of a budget item as they are “one-time” purchases. This budget will be revisited.

SELECTMEN’S UPDATE

Selectman Marcussen shared that he talked with Peter Sluski after Friday’s Selectmen’s meeting to clarify the money that the Selectmen voted to spend before Town Meeting from the Library Capital Reserve Fund. Mr. Sluski will follow up to make sure that it is acceptable to the other Trustees.

Chairman Albee shared that he attended the Library Building meeting and gave an update regarding the Broadband Coalition meeting in Wakefield. This coalition for high speed internet connectivity is moving quickly with quite an initiative going forward for grant funding.

CORRESPONDENCE

The Selectmen received a request to rename Driftwood Lane to Driftwood Cove. It was agreed to approach the NH Municipal Association to see if this needs to be done at Town Meeting. It was agreed to send a letter to the surrounding towns in regards to updating our perambulation reports. Selectman Marcussen will attend NHMA’s Annual Conference on 11/13-11/14/2019. The Selectmen approved 10/21/2019 public hearing notices for donations from the Tuftonboro Fire Fighters Association. The Selectmen reviewed a list of vendors provided by DES that do landfill closure monitoring and agreed to wait to hear a response from them first regarding the Town’s recent proposal before putting this out to bid.

The following correspondence was also reviewed: HealthTrust 9/26/19 Public Hearing Notice; Building Permits for PIDs 41-3-37, 2-1-19 and 60-1-14; 2019 Dog Warrant Police Department update; CIP submissions; CDFA update; Primex training opportunities; Library financial update; LRPC HHW 9/19/19 meeting information; LRPC 9/23/19 Meeting Materials; DES Standard Minimum Permit Application for PID 46-2-9; DES letter regarding PID 2-1-71; PA-34s for PIDs 43-2-34, 54-1-55, 30-3-2, 28-1-48, 30-2-17, 30-2-28, and 30-2-29; cybersecurity best practices; various meeting minutes; various emails and other correspondence.

ADJOURNMENT

At approximately 12:15 pm Chairman Albee moved to adjourn, seconded by Selectman Wood with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

SELECTMANS MEETING

September 23, 2019

FIRE CALLS	140	GAS FURNACE INSPECTIONS	28
EMS CALLS	234	OIL BURNER INSPECTIONS	6
SERVICE CALLS	47	WOOD PELLET STOVE INSPECTIONS	4
SPD	18	LIFE SAFETY	21
TOTAL	439		59

The members of the department repaired the cement apron at the Melvin Village Fire Station and removed the rusted out metal edge that the garage doors rested on this has been in place since the 60's. The cement did not have to be removed with the product that was used to make the repairs, this saved the town and department thousands of dollars. (see pictures)

The Melvin Village station has been painted by the Wentworth group painting and contracting cost was \$2,800.00.

The airboat polymer plastic protective coating on the air boat "boat2" has been completed by Kimball's and Dube garage in Gray Maine. The total cost was \$14,942.44 due to the amount a public hearing will be held on October 21, 2019 at 9 am for the donation acceptance.

Utility 1 public hearing for the donation of the extruded aluminum flat bed and associated parts with retail value of \$7,927.00 will also be on the public hearing for October 21st as well.

The department recently received a donation from Applegate Retirement Community Terry and Debbie Mitchell of a stair chair to move patients this was valued at \$200.00

The department has been working with a property owner at 270 Governor Wentworth Highway in reference to a right of way designed to allow the fire department year round access to the lake for the Edgerly Estates Subdivision. The issue with the right of way has been corrected by the property owner. We have provided information to them for the cost of a 30,000 gallon cistern.

The department has been working with the owners of 19 Thomas Point to provide information on a 30,000 gallon cistern placement and other sprinkler information. The current insurance company is requiring a 30,000 gallon cistern and whole house sprinkler. The house is a new house under construction.

The new engine 2 has been working well and has responded on several calls since it has been placed in service.

We have hopefully gotten the issues with the two gas furnaces finally straightened out at Central Station. It was found that unit 2 had a in correct electrical board placed. Sam Mechanical will be taken care of two services calls that took place because of wrong parts.

I will budget for the maintenance of the generators in all town buildings for 2020 from the EMD budget.

Memo

To: Selectmen
From: Chief Shagoury
Date: 09/19/19
Re: 2019 Statistics (to August 31)

Call-outs: 08/08 Lost Dog
08/11 Noise Complaint
08/21 Domestic
08/24 Noise Complaint

Court: 08/07, 08/22, 08/28

Community: 08/08 National Night Out
08/24-25 Old Home Days

Training: Work Zone Training, Intoxilyzer 9000 Operator, Full-time Police Officer Certification, Gordon Graham Seminar for Law Enforcement

Arrests: 08/10 Subject on Little Bear Island taken into protective custody
08/22 Ashley Steinkopf, 30, Tuftonboro, Domestic Violence Assault

Activity from January 1 to end of August:

Category	2018	2019
Motor Vehicle Stops	105	100
Summons	6	7
Accidents	29	22
Arrests	10	17
Felonies	17	18
Offenses	97	83
Incidents	118	126

October events: 10/26 Drug Takeback,

All month long: Pink Patches for My Breast Cancer Support, Beards for Bucks for Child Advocacy Center for Carroll County