

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
240 MIDDLE ROAD, P.O. BOX 98
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**Selectmen's Meeting
9:00 am - Town Offices**

Monday, December 11, 2017

The official video of this meeting can be found on the Town of Tuftonboro's YouTube at:
<https://www.youtube.com/channel/UCCUmJqZvFTS23RMEFSDQzmw>.

MINUTES

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 and proceeded with the Pledge of Allegiance.

PUBLIC INPUT

Sue Weeks followed up regarding an Infrastructure Master Plan and raised particular obstacles that Trustees of the Trust Funds and Cemetery Trustee committee members face regarding filing, building access, etc. She also spoke of the need for the tax mapping process to be outsourced to another contractor in the near future.

DEPARTMENT UPDATES/APPOINTMENTS

Chief Thompson gave the Fire Department update. Please see attached. Chief Thompson spoke of FEMA requiring an established procurement policy in order to submit any future submissions for reimbursement. Primex didn't have information to provide regarding a proposed procurement policy. Chief Thompson will continue to research this.

Clay Gallagher gave the Transfer Station update. Please see attached. Primarily revenue is up because more things are being recycled and there is an increase in construction debris. The Selectmen agreed to Mr. Gallagher's request to close the Transfer Station at 2:00 pm on Christmas Eve. There was discussion regarding the addition of \$5,000 to the Transfer Station-new equipment budget line for a 12 foot snow box pusher for the backhoe. The Selectmen will discuss this further during budget review. There was also discussion regarding weight scales.

Chief Shagoury gave the Police Department update. Please see attached. There was discussion regarding the statistics categorization of police activity. The department is working on finishing out their training this month. The Selectmen asked that Chief Shagoury speak at Town Meeting regarding his support of the White Horse Addiction Center being added as a warrant article. Chief Shagoury will work with Jim Bean to provide his recommendation regarding additional road striping. Chief Shagoury will provide parking ordinance information for Town meeting. Chief Shagoury expects the speed trailer to be functional next year. There was discussion regarding the pros and cons of publishing police call information in the newspaper.

Per the Selectmen's request, Chris Fournier of HEB presented a proposal to repair the Sodom Road bridge. The Town is still pending in the State Aid bridge program for both the Sodom Road and Tuftonboro Neck Road bridges. There was discussion about the Town replacing the Sodom Road bridge in 2018 and then being reimbursed by the State in FY2025. Mr. Fournier shared that as of 2012 there is a RSA that strictly prohibits this but funding sources have changed since this RSA so there is a possibility that this could be allowed. Photos of the issues with the bridge were reviewed. Bridge replacement would still be necessary if the repairs are done as the repair only targets the weight limit issue. There are no permits required for the repair. Replacement would be much more in-depth. If the repair is done it does not affect our placeholder position in the State bridge replacement program. A formal opinion was not part of the proposal but

the estimated repair cost is \$50,000-\$100,000. (The cost to do this in winter could be double what it would cost in the Spring.) HEB's cost to go through the bidding process for the Town would be \$6,500 and an additional \$6,000-\$8,000 to administer the contract. The total cost to repair the bridge could range from \$62,500-\$114,500. The total cost to replace the bridge is \$525,000. The Town's portion of the replacement would be 20% (approximately \$100,000). Public input was allowed. The Selectmen responded to Elissa Paquette, Steve Wingate and Carla Lootens regarding the bridge repair. No decisions were made at this time. If the Selectmen were to move forward with this repair project it would more than likely be a warrant article.

Joan Gale and Steve Wingate met with the Selectmen regarding a conservation easement located on Gomorrah Way off County Road that Ms. Gale granted to the Town. Press release information will be included in the Granite State News. Mr. Wingate encouraged residents to contact the Town Office or himself with any other easement opportunities. Chairman Wood moved to approve the conservation easement deed, seconded by Selectman Marcussen with all in favor. The Selectmen thanked Ms. Gale for her donation.

Steve Wingate updated the Selectmen regarding a possible pollution leak at the old Town dump area. Iron oxide, oily sheen and algae were found at the area. The fact that all three are in one area raises suspicion that this was probably not formed naturally. Mr. Wingate feels that it is likely that there is seepage coming from the old dump area and recommends a professional test of the water. Larry Gil, of the Conservation Commission, is willing to follow this project. Mr. Wingate suggested that the Selectmen ask Mr. Gil to contact the Department of Environmental Services (DES) to see what they recommend. It was agreed that the property owners should be notified of the concern and of future steps. It was agreed to invite Larry Gil to the Selectmen's work session on 12/15/17 to further discuss this.

Mr. Wingate responded to Chairman Wood about the Japanese Knotweed found in the Great Meadow area. Obstacles, including unavailable vehicular access, make it difficult to treat the Knotweed. Per Chairman Wood's request, Mr. Wingate agreed to speak with Jim Bean again regarding this. At this time, there are no budget funds set aside for 2018. Mr. Wingate shared that a consulting forester could provide an estimate for this work.

Separately, in response to the Selectmen, Mr. Wingate reiterated the Conservation Commission's supporting opinion of the Libby Park proposal.

BUDGET REVIEWS

4415 Health Agencies

There was much discussion regarding Tri County Transit (Blue Loon). Medication Bridge Program didn't request funding for 2018 as it isn't needed. Appalachian Mountain Teen Project is defunct. Public input was allowed. Elissa Paquette shared that Tri County Transit will need to reach harder to extend services as volunteer service provided by Caregivers has reduced.

Motion: Selectman Marcussen moved to approve budget 4415 for \$39,706, seconded by Selectman Albee for discussion. It was agreed that this budget may be revisited and it was suggested that representatives of Tri County Transit come to meet with the Selectmen to discuss the services they provide for Tuftonboro. Vote passed with all in favor. Diane Falcey shared that Tri County Transit provides handicapped access and she shares this available resource with individuals in need.

White Horse Addiction Center will be reviewed during the Selectmen's work session on Friday.

REVIEW AND APPROVAL OF MINUTES

Selectman Albee moved to approve the 12/4/17 meeting minutes as corrected, seconded by Selectman Marcussen with all in favor.

SIGNATURE FILE

The Selectmen tabled discussing the revised Beechwood Estates agreement until Jack Parsons is available. Selectman Marcussen moved to approve the 2018 Transfer Station and Town Offices holiday schedules, seconded by Selectman Albee with all in favor. Chairman Wood read into the record a support letter from the Lakes Region Planning Commission regarding road concerns. Selectman Marcussen moved to sign the letter offered by Lakes Region Planning Commission addressed to NH DOT District 3 Engineer regarding the intersection of routes NH109 at NH109A and NH171 at Ledge Hill Road, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 68-2, lots 3, 8 & 9, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 71-1-11, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve an Intent to Cut for PID 54-1-13, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve HealthTrust 2018 Medical and Dental Rates, seconded by Selectman Albee with all in favor. The Selectmen confirmed for Diane Falcey that the invoice from HEB for the Sodom Road bridge repair design should come from the Docks and Bridges budget line.

NEW BUSINESS

The Selectmen reviewed their January-June 2018 draft meeting schedule and made some adjustments. All meetings will be held at 9:00 am. If there is a need for a meeting time to be adjusted the Selectmen will accommodate.

CONTINUED BUSINESS

The Selectmen discussed the Libby Park proposal. Chairman Wood called for the question and moved to table this proposal, seconded by Selectman Marcussen. Selectman Marcussen would like to review the correspondence and visit the site before a decision is made. Vote passed 2-0. Selectman Albee abstained.

Chairman Wood moved to pay the River Reach invoice in the amount of \$1513.75 from 2017 budget line 01-4313-20-680 Docks and Bridges, seconded by Selectman Albee with all in favor.

Chairman Wood moved to pay the quoted amount of \$2400 to the Dan Hole Pond Association for paving and sealing work done on Canaan Road from 2017 budget line 01-4909-01-730 Road Preparation and Paving warrant article, seconded by Selectman Albee. The differing payment options were reviewed (\$2400 as quoted, \$1985 actual paving costs, and \$3057.60 total actual cost with cracksealing). Vote passed with all in favor.

SELECTMEN'S UPDATE

Selectman Marcussen shared that the CIP report is being presented tomorrow evening at the Town House at 6:30 pm.

Chairman Wood shared an update regarding Northern Border grant opportunities. The Board agreed that Chairman Wood can respond to a letter from Jeff Hayes, of the Lakes Region Planning Commission, confirming the Town's interest in pursuing Northern Board Grant opportunities for the future possibility of a new building at the Transfer Station.

CORRESPONDENCE

Encumbering of funds for cleaning the Piper House and Old Town House will be discussed with Jack Parsons. Chairman Wood shared an update from his meeting with Anne Getchell of the USDA and grants that are available. Chairman Wood read aloud a letter from Jeff and Adrianna Newcomb about Shirley Way paving concerns. Chairman Wood asked that Karen Koch request specific paving quotes from Jim Bean. The Selectmen agreed that the remaining Lang Pond Road funds can be used to stockpile gravel for Lang Pond Road use only. Selectman Albee shared that the Steinman Notice of Decision should be part of correspondence.

The following correspondence was also reviewed: November Police Hours Tally; Chief Thompson reinstatement as Forest Fire Warden; Moultonborough Watershed Plan presentation information; Carroll County expenditure budget worksheet; Landfill Post Closure Annual Report for closed landfills; NHIT insurance termination confirmation; LRPC Annual Report FY17; ZBA Public Notice regarding Ruth Conway Trust and Alan Brooks; GWRSD Finalized Town

Assessment FY 2017; PA-34s for PID 58-1-7, 51-3-7, 69-2-51, 51-2-20-4, 44-1-39, 42-2-11, 54-1-17, 52-1-32, 56-1-19, 30-2-6, 28-10-18-4, 28-1-3-3, 15-3-2, and 55-1-6-34; NH Emergency Preparedness 6/5/18 Conference information; LR Solid Waste 12/14/17 Roundtable information; NewsLink 12/6/17; 12/6/17 Councilor Kenney Report; various meeting minutes; various emails and other correspondence.

PUBLIC INPUT

The Selectmen responded to Joe Kowalski and Carla Lootens that a snow date for the Budget Committee meeting the following day was unnecessary. Elissa Paquette asked that she be notified when a walk of the Libby Park property is scheduled. The Selectmen responded to Joe Kowalski in regards to the preliminary hearing decision for the Steinman case.

ADJOURNMENT

The Selectmen will attend the Budget Committee meeting on 12/12/17 at 6:30 pm at the Town House. The Selectmen will hold at work session on Friday, 12/15/17 at 9:00 am.

At approximately 12:30 pm, Selectman Marcussen moved to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

December 11th , 2017

Fire Calls	220	Gas Furnace Inspection	33
EMS Calls	284	Oil Burner Inspection	10
Service Calls	57	Wood/Pellet Stove Inspections	05
SPD	28	Life Safety	19
Total	589		67

There has been staffing changes within the department. We have had two members who have left the department. Chris Brewster who joined the department in 2012 and Tyler Brewster who joined in March of 2013. An exit interview was conducted with Chris. Changes in jobs and time away from family played a huge part in their departure.

I would like to thank them both for time and commitment that they gave to the department. As the Chief I would welcome both members back.

A review of trainings, fire calls and other fire related functions has been completed. Members that had no hours or limited hours in the past 4 years have been contacted in regards to there status with the department.

We are waiting to hear from a third member that was sent a second request certified letter. This is a common thing being seen across the country as being a member of a fire department takes more time to become a certified and keep up with certification more people are leaving the fire service.

We find that a lot of members travel out of town to work and more employers can not afford to allow for members to leave work during the day or night depending where they work.

We are lucky that we have a few members that are self employed or work for larger city departments which gives them hours to respond when not working other jobs.

I have found it tough for members as some have to work more then one job to support them self and family which greatly reduces time they can spend with the department.

The department was reviewed by ISO. The ISO (an organization that collects statistical data, promulgates rating information, develops standard policy forms, and files information with state regulators on behalf of insurance companies that purchase its services.) Owner rating will be going from a 6 and 8B with the island remaining at a 10 to a 4 and 4Y with the islands remaining the same. Through a review of records maintained and upgraded we have been able to lower the numbers in our ratings. The higher the ISO rating the more money home owners will pay for insurance if you can get insurance at all when your area is a 10. The departments are reviewed every 3 years.

The department has been working with Matt Young of 146 Mountain Road to install a dry hydrant in the new fire pond constructed on his property. Mr. Young has also received a permit to construct a pull off for the area that the department will be attaching

to the dry hydrant. This pond and dry hydrant gives the department access to a water source year-round for the Mountain road area.

The department will be training with NH Fish and Game and West Ossipee fire rescue department on January 6, 201. NH Fish and Game Lt. Wayne Sanders contacted our two departments with airboats to try and set up a training for 2018 before the boats may be needed.

This would allow all departments that have airboats work together and know the capabilities of each. This training will depend on if we have ice to train on.

The Tuftonboro Fire Fighters Association has received a donation of a 2017 Coastal inflatable RIB Boat with a load rate of 14F1000 galvanized trailer an 8 hp Honda outboard 2 HP and a custom cover. The value of this donation from Melvin Village Marina is \$9,485.00

This will replace the departments 1972 14' boat three which is used on a smaller body of water. The current boat 3 will go back to the family that donated it in memory of Arnold Ridlon who was grandfather of our Deputy Chief Richard Piper, this was the stipulation of the donation that it be returned upon replacement.

A yearly life safety inspection of the school which is required by the state was completed last week.

Overall total eligible cost for debris removal for Winter Storm Stella is \$12,032.00 at a 75% reimbursement.

We are still working on updating emergency management plan.

B.O.S. Meeting 12/11/2017:

Transfer Station

- 1. Monthly Totals for Nov 2017 (8 SW compactors, 11 C/D containers, and 3 Plastic Containers)**
 - a. 1 x Tractor Trailer load mixed paper shipped out (24 tons \$600 revenue)**
 - b. 1 x Trailer Tires (6 tons) shipped out (cost \$820)**
 - c. 1 x Pallet Lead acid Batteries and 505 lbs. copper wire shipped out (revenue \$903)**
 - d. 2 x Scrap Metal loads (18.5 tons) picked up (\$1,000 revenue)**
 - e. Total revenue at end of Nov is approx. \$96,361 (this is approx \$28K higher than same time last year)**
 - f. Revenue as of today (12/11/2017) is \$99,583. On our way to beat long term goal of \$100,000!!**
- 2. Holiday schedule proposed for TS is good to go!!**
- 3. Request allowing us to close at 1400hrs on Xmas eve.**
- 4. All are attending training at LRPC on Construction Debris on Thur 14 Dec (2 hrs credit to annual training)**
- 5. In for Consideration – 12 foot Snow box pusher for Backhoe in Jan 2018 approx 5k, and a 8 Foot Snow box pusher for Bobcat in Jan 2019 approx. \$3500.**
- 6. Met with Fairbanks scales rep and Lloyd Wood last week for options and placement recommendations for truck scales for the Transfer Station. Will be visiting Alton with Lloyd to see scales they just had put in due to the same issue (over loaded by contactors with large trailers). According to Fairbanks rep, most TS's are having the same problem and Fairbanks is booked with new truck scales requests. Will report finding of our viit and details of Fairbanks visit when complete.**
- 7. Have submitted 3 CIP entries. (Weight scales 2019, Comp Reno 2019/2023, Storage Fac 2020)**

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
1-Nov-17		Mixed Paper-24 tons	Casella 25/ton				\$ 600.00
2-Nov-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
7-Nov-17	WM Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
7-Nov-17	WM C/D & Plastic		\$245 P/U vs \$334		XXX	XXXX	
9-Nov-17		Lead batteries/ SW	Harding 35 lb / 72 lb				\$ 903.00
9-Nov-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
14-Nov-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
14-Nov-17	WM C/D & Plastic		\$245 P/U vs \$334		XXX	XXXX	
17-Nov-17	WM Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
21-Nov-17	Freon /Propane P/U		24 Units- 14 Prop			Free	
21-Nov-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
22-Nov-17		tire container pickup	NRRA - (6.0 tons)			820	
24-Nov-17	WM Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
24-Nov-17	CD (single)		\$245 P/U vs \$334		XXX		
28-Nov-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
28-Nov-17		15 yd scrap metal	NRRA \$110/TON			XXXX	\$ 350.00
29-Nov-17		Scrap Mtl - bulk	Berwick - (XXX tons)				\$ 650.00

8 Solid Waste		WM (XXXX tons)	XXX			
11 C/D Containers		WM (xxxx tons)		XXX		
2 Plastic		WM (XXXX tons)			XXX	
	Mixed Paper-24 tons	Casella 25/ton				\$ 600.00
	Lead batteries/ SW	Harding 35 lb / 72 lb				\$ 903.00
	15 yd scrap metal	NRRA \$110/TON			XXX	\$ 350.00
Freon /Propane P/U		24 Units- 14 Prop			Free	
	Scrap Mtl - bulk	Berwick - (XXX tons)				\$ 650.00
	tire container pickup	NRRA - (6.0 tons)			820	
Resident Usage fees paid						\$8,322.00
Stickers fees collected						\$120.00
		Total				\$10,945.00

	Monthly Total	Prev Balance	Year to Date
Solid Waste	8 (XXXX tons)	87 (894.25 tons)	
C&D	11 (XXXX tons)	104 (656.07 tons)	
Plastic co-mingle	2 (XXXX tons)	27 (24.01 tons)	
Paper	1 (24 tons)	2 (46 tons)	3 (70 tons)
Glass		5 (51.81 tons)	5 (51.81 tons)
Cardboard Bales		2 (45 tons)	2 (45 tons)
Alum Bales		1 (14,880 lbs)	1 (14,880 lbs)
Steel / Tin Cans 30 yd		2 (6.58 tons)	2 (6.58 tons)
Electronics W/screen		4 (25,110 lbs)	4 (25,110 lbs)
car batteries	1 (1884 lbs)	1 (2,073 lbs)	2 (3957 lbs)
Freon	1 (24 units)	6 (190 units)	7 (214 units)
Metal Scrap	2 (XXX tons x2)	10 (84.84 tons)	12 (XXXX tons)
Non-Ferrous Metal- Alum			
Non-Ferrous Metal- (Cop)			
Non-Ferrous Metal- (SW)	1 (507 lbs)		1 (507 lbs)
Non-Ferrous Metal- Other			
Propane	1 (14 units)	6 (66 units)	7 (80 units)
Tires	1 (6 tons)	2 (10 tons)	3 (16 tons)
Used Oil		3 (445 gallons)	3 (445 gallons)
Vegtable Oil			
Call 2 Recycle batteries		3 (146 lbs)	3 (146 lbs)
Brush Removal			
BULBS		1 (1504 LF)	1 (1504 LF)

Memo

To: Selectmen
From: Chief Shagoury
Date: 12/10/17
Re: 2017 Statistics (to November 30)

Court: 11/9, 11/15, 11/22
Call-outs: 11/10 Alarm
11/12 Assist Fire Department
11/15 Death Investigation
11/16 Alarm
11/20 Alarm
11/21 Accident

Activity from January 1 to end of November:

Category	2016	2017
Motor Vehicle Stops	180	114
Summons	7	5
Accidents	50	36
Arrests	21	17
Felonies	20	17
Offenses	127	136
Incidents	197	184