

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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**Selectmen's Meeting
4:00 pm - Town Offices**

Monday, December 4, 2017

[CLICK HERE](#) to watch the official video of this meeting:

(<https://www.youtube.com/watch?v=ExvOoJXn9Nk&list=PL2euaVLigTV9meiXRvQ0qQ0uBDHcuBfKd>)

Other Town meetings can be found at 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 4:00 pm and proceeded with the Pledge of Allegiance.

PUBLIC INPUT

The Selectmen responded to Guy Pike that funds for the Mirror Lake boat launch do need to be encumbered. As some members of the audience began to speak regarding the Libby Park proposal it was agreed that the Selectmen first hold their appointment with Steve Wingate and Gene Kelley regarding the topic and proceed from there.

DEPARTMENT UPDATES/APPOINTMENTS

Conservation Commission Chairman Steve Wingate and Mirror Lake Protective Association (MLPA) President Gene Kelley met with the Selectmen regarding Libby Park. Per Steve Wingate's request, Libby Museum Director Alana Albee read aloud the Libby Park proposal, which was rewritten to comply with deed restrictions and to be more specific regarding individual responsibilities. The Conservation Commission voted on 11/20/17 in favor of the proposal. Mr. Wingate proceeded to read aloud the Conservation Commission's recommendation of the proposal. Part of their motion was to request that the Selectmen seek input from the MLPA prior to their decision. Mr. Wingate then read aloud the Conservation Commission's Mission Statement. He explained that the Conservation Commission recommended this project because aspects of the proposal coincide with objectives within their mission statement. Mr. Wingate reviewed particular restrictions within the proposal and the Conservation Commission's interpretation of the restrictions as well as encouraged the Selectmen to listen to other points of view. Gene Kelley spoke on behalf of MLPA and shared the group's disappointment with not being included earlier on in the process. The MLPA supports the Libby Museum, the Conservation Commission and children and understands that the land is for public use but is concerned about developing a number of people transiting the property. They feel that this will affect abutting property owners. He explained that the initial intent was to restrict the use of the property and putting a trail in will conflict with restrictions of the deed and is not something that was ever intended.

Selectman Marcussen shared that the terms of the deed may be more restrictive than intended. Selectman Albee shared that he will be recusing himself from any decisions. Selectman Albee specifically highlighted restriction #2 and asked if the MLPA was willing to work together regarding the use of the property. Sue Weeks called for a Point of Order and asked what the procedure is for this proposal. Chairman Wood answered that these individuals asked to come in and speak.

Public input was allowed. Seamas O. Scalaidhe, abutting property owner, concurred with what Mr. Kelley presented and shared his opinion of cutting a trail and expressed that more frequent use of the property would result in an invasion of privacy. Conservation Commission Representative Nancy Byrd pointed out that the deed restrictions can be interpreted different ways and are not clearly written. The Selectmen tabled their decision regarding the proposal and agreed to Mr. Wingate's offer to review the site.

Steve Wingate then met with the Selectmen regarding the Watershed Plan Committee. He clarified that the committee will not be a Town committee as originally thought. The Lake Winnepesaukee Association (LWA) Executive Directors will find a contractor to do the work then a committee will be created to advise the LWA as the administrator of the contract. The members will consist of people that live within the Watershed. In response to Selectman Albee, Mr. Wingate shared that he will be following up regarding a resident concern with a beaver pond **near the landfill site**.

Mr. Bean gave the Highway Department update. His crew is getting ready for winter, checking culverts, etc. He is hoping that the budget allows for grinding stumps of downed trees to help with snow plowing this winter. \$44,943 remains in the Highway Budget. This amount meets the goal that he and the Selectmen set to have available at the beginning of December.

Mr. Bean would like to stockpile gravel with the leftover funds in the Lang Pond Road warrant article (\$6141) and left over funds in the Road Preparation warrant article (\$3,000) for use on Lang Pond Road, for prepping other roads for paving as well as stopping any road damage quickly when necessary. Chairman Wood's suggested encumbering funds to do work at the turnaround on Lang Pond Road. Selectman Marcussen shared that the turnaround is not on Town land. Chairman Wood will confirm this. Chairman Wood was agreeable to using the remaining warrant article funds for stockpiling gravel. Selectman Albee shared concern about public access to stockpiled gravel. No final decision was made by the Selectmen about whether or not these leftover funds could be used for this purpose.

To follow up from Chairman Wood's request from the 11/13/17 meeting, Mr. Bean shared that it would cost an additional \$7100 (approx.) to add road striping to Tuftonboro Neck Road, Dame Road, Northline Road and Federal Corner Road. Due to time restraint, the Selectmen agreed to hold a work session on 12/8/17 at 1:30 pm to revisit budget 4312 Highways & Streets with Mr. Bean.

Steve Wingate and Gina Lessard came to discuss a proposal for \$7,000 from White Mountain Survey and Engineering regarding 19 Mile Bay Beach. Mr. Wingate is involved for the water quality issue. Although Mr. Wingate has some concerns regarding wording of the proposal he feels having a good plan will help with the overall cost of the project. Details of the project were discussed as well as where the funds should come from (options included the Conservation Commission budget, Parks and Recreation budget, Parks and Recreation Revolving Fund and encumbering the remainder of the 2017 Parks and Recreation budget). Ms. Lessard responded to Fran Lasse regarding concerns he would like considered regarding the project. **Motion:** Selectman Marcussen moved to reopen the 2018 Parks and Recreation budget (4520) and increase the 01-4520-37-680 Parks and Recreation Beach Dock Maintenance budget line by \$7,000 to accommodate for survey engineering work, for a total budget amount of \$43,761, seconded by Selectman Albee for discussion. It was confirmed that the \$7000 doesn't include the \$500 deposit or permit costs. Vote passed with all in favor.

Sue Weeks met with the Selectmen to discuss a donation, abandonment and other cemetery business. She shared a cemetery log, which mainly included an inventory of all cemeteries. Cemetery Trustees want to continue with the abandonment process in order to spend public money on private property. The Selectmen are in agreement for the Cemetery Trustees to proceed with the abandonment process. Ms. Weeks presented a draft public hearing notice for abandonment of 34 cemeteries. Wording changes were suggested to better explain the process. It was suggested to put information regarding the abandonment in the annual report and perform the public hearing after Town meeting in order to better publicize the process.

The Cemetery Trustees received an anonymous donation of \$50,000 to be used for cemetery work. The Selectmen will need to formally accept the monies. A new trust would be set up for a cemetery expendable trust fund managed by the Trustees of the Trust Funds. Ms. Weeks will research if a warrant article is required to create the expendable trust fund. There was previous conversation about the possible need to encumber funds from the 2017 Cemetery Budget. As work was completed this year, encumbering will not be necessary.

BUDGET REVIEWS

4155 Personnel Administration

The proposed 2018 budget reduced approximately \$6,000 from 2017.

Motion: Selectman Marcussen moved to approve budget 4155 for \$588,313 seconded by Selectman Albee with all in favor.

4313 Docks and Bridges

The Selectmen briefly reviewed this budget with Diane Falcey. It was agreed to review this budget with Jack Parsons and HEB at the 12/11/17 meeting.

REVIEW AND APPROVAL OF MINUTES

Selectman Albee moved to approve the 11/20/17 meeting minutes as written, seconded by Selectman Marcussen with all in favor.

SIGNATURE FILE

Selectman Marcussen moved to approve NHIT to file forms 1094B and 1095B for the Town, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the 2017 Equalization Municipal Data Certificate, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve an intent to cut for PID 30-3-9, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve Shoreland Impact Permit 2017-02765 for repair and upgrading of the existing Mirror Lake boat ramp, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to encumber the balance in budget 01-4909-24-730 Mirror Lake Boat Launch in the amount of \$6821.62, seconded by Chairman Wood with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 31-1-1, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 42-2-7, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Notice of Appointment for Ian Whitmore as an alternate member of the Conservation Commission, seconded by Chairman Wood with all in favor.

SELECTMEN'S UPDATE

Selectman Marcussen shared that CIP completed their process and will present their final report next Tuesday at the Town House at 6:30pm.

Selectman Albee shared that he followed up on the Medicare portion of the health policy for an individual. He shared his opinion that he doesn't feel it appropriate to designate capital out of the undesignated fund balance for warrant articles.

Chairman Wood thanked Bald Peak Farm for their Christmas Tree donation and thanked the ladies in the front office for their work for families in need. Chairman Wood shared that if citizens are interested in donating for those less fortunate to please contact the Town Offices. Chairman Wood asked that Karen Koch follow up with Chief Shagoury regarding the parking ordinance.

The Selectmen will hold a work session on 12/8/17 at 1:30 pm. They will attend the Budget Committee meeting on 12/12/17 at 6:30 pm at the Town House. A tentative work session is scheduled for 12/29/17 at 9:00 am. Clay Gallagher will be meeting with the scale company at the Transfer Station 12/5/17 at 10:00 am. Selectmen are invited to attend.

CORRESPONDENCE

It was also discussed that a procurement policy would need to be created for future FEMA submissions. The Selectmen agreed to Ms. Greenwood's request to place a plaque on a rock near the Christmas Tree at the Town Offices in memory of her late husband. It was agreed to have Chris Fournier from HEB come in next week to review the Sodom Road bridge repair proposal.

The following correspondence was also reviewed: Lakes Region Planning Commission culvert information; 2018 MS-46; Well water testing information; C3PH PHAC Annual Meeting invitation; Councilor Kenney's schedule; Wetlands Permit Application for PID 27-1-8; NHDOT Toll Increase Public Notice; NHDES EcoLink Nov/Dec 2017; Census Webinar information; Building permit for PID 42-2-9 and 45-1-13; PA-34s for PID 25-2-181; UNH Professional Development workshops; NewsLink 11/22/17; LES Newsletter 11/2017; STIC Funding information; Councilor Kenney Report 11/27/17; ZBA Notice of Decision-Phelps; Closed Landfill workshop information; NHEDA 12/8/17 meeting information; Coffee & Conversations 12/13/17; various meeting minutes; and other correspondence.

PUBLIC INPUT

Sue Weeks spoke of tying large expenses in with a Master Plan of the buildings, such as building needs, large equipment purchases, etc. Guy Pike suggested the Library doing a petition warrant article rather than the Selectmen being responsible for the article.

ADJOURNMENT

At approximately 6:18 pm, Selectman Marcussen moved to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary