

**TOWN OF TUFTONBORO  
BOARD OF SELECTMEN  
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**Selectmen's Work Session  
9:00 am – Town Offices**

**Friday, December 29, 2017**

The official video of this meeting and 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 work session to order at 9:00 am.

Selectman Marcussen moved to approve a revised cemetery abandonment public hearing notice, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a cemetery donation public hearing notice, seconded by Selectman Albee with all in favor.

Selectman Marcussen moved to approve an addendum to the Master Electricity Service Agreement which includes the account that was omitted from the original agreement, seconded by Selectman Albee with all in favor. It was noted that the terms of this agreement are now in effect.

Selectman Marcussen moved to approve an intent to cut for PIDs 60-2-20 and 60-2-23, seconded by Selectman Albee with all in favor.

Selectman Marcussen moved to sign letters of congratulations for Dawson Allwine and Liam Morrissey for earning their Eagle Scout Rank, seconded by Selectman Albee with all in favor. A ceremony will be held on January 7, 2018 at the First Congregational Church in Wolfeboro. Chairman Wood is planning on attending.

Selectman Marcussen moved to approve a notice of appointment for Brandon Woody to the Parks and Recreation Commission for a three year term, seconded by Chairman Wood with all in favor.

Selectman Marcussen shared a new proposal for mini air conditioning/heating units for the Town Offices. This new proposal includes adding a unit in the Selectmen's meeting room for \$3500. (This unit qualifies for a \$600 energy efficiency rebate.) The other units are quoted at \$14,700, slightly higher than the \$13,000 previously quoted, but the new proposal qualifies for a \$2,250 rebate. It was noted that the rebates would be included as revenue.

Selectman Marcussen moved to encumber \$20,048.35 from the overall 4194 budget, seconded by Chairman Wood. The breakdown of this encumbrance is as follows: \$375 from 01-4194-01-630 Town Office Maintenance, which was previously encumbered for cleaning; \$150 from 01-4194-02-630 Town House Maintenance, also previously encumbered for cleaning; \$2400 from 01-4194-07-410 Other Property Maintenance/Improvements for the final Cow Island Survey payment; and \$17,123 to be applied to 01-4194-01-730 Town Office Improvements for Town Offices air conditioning/heating units. The \$17,123 will be compiled from 4194 budget lines that have a remaining balance. It was agreed that some money would need to be included in the 2018 budget for the remaining cost of the air conditioning/heating units. Vote passed with all in favor.

Selectman Marcussen moved to revise the Selectmen's 2018 budget submission for 01-4194-01-730 Town Office Improvements from \$15,500 to \$3,600 (\$1,100 for the remainder of the air conditioning/heating unit cost and \$2,500 for Window Replacement) for a 4194 General Buildings budget total of \$133,013 seconded by Selectman Albee. The Selectmen verified the amounts needed for all projects. Vote passed with all in favor.

There was discussion about the possibility of encumbering funds for trail work at the Great Meadow but no action was taken.

At approximately 9:40 am, Selectman Marcussen made a motion to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary