

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

Monday, July 11, 2016

MINUTES

Present: Chairman Carolyn Sundquist, Selectman Lloyd Wood, Selectman Bill Marcussen and Administrative Secretary Karen Koch.

Chairman Sundquist called the meeting to order at 4:00 pm and proceeded with the Pledge of Allegiance.

Clay Gallagher gave the Transfer Station update. Although cardboard and mixed paper prices seem to be improving, commodity prices overall continue to drop, particularly scrap metal. Island Day is this coming Saturday from 9-12. (See attached for further department update information.)

Jack Parsons gave the Building Department update. Year to date there have been 42 Building permits, 11 new homes and 237 inspections. Repairs to the decks at the Town Office have been completed. Eight bids for Lang Pond Road went out but only four returned completed.

The Lang Pond Road sealed bids were opened. The four bids received were: Integrity Earthworks \$112,906.42, LA Drew \$140,772, GW Brooks and Son \$178,095 and Dawson's Excavation and Utilities \$406,954.14. After Norway Plains reviews the bid submissions, the Selectmen will provide a final vendor decision by July 26th.

Chairman Sundquist made a motion to approve the 6/24/16 meeting minutes as written, seconded by Selectman Wood with all in favor.

Chairman Sundquist made a motion to approve 6/27/16 meeting minutes with a minor correction, seconded by Selectman Marcussen with all in favor.

Jim Bean gave the Highway Department update. He summarized some of the work that his crew has worked on including: fixing the low edges on Sodom Road and half of Union Wharf, cleaning up the Town Garage for inspection, removing a tree limb from the tractor shed on Rt. 171, cleaning up trees and limbs on various roads, excavating rocks on Eaglemere Road and backhoeing the gravel. They have someone working on problems with beavers in culverts. They filled pot holes on Lang Pond Road, removed some of the brush and rock on the side of Sodom Road, cleaned out culverts and ditch lines on Phineas Graves, etc. Road side mowing has been started. They will do as much mowing as possible over the 3 weeks that they have the mower. Mr. Bean is meeting with Urban Tree Service next week. He spoke about a driveway on Durgin Road that needs improvements to divert water from the roadway.

The Selectmen reviewed Bridge Estimates and State Aid Bridge Funding. The projects are on schedule for 2025. The total estimated project cost for Sodom Road is \$235,000 (80% state portion = \$188,000, 20% local = \$47,000). The total estimated cost for Tuftonboro Neck Rd is \$935,000 (80% state portion = \$724,000, 20% local = \$187,000). Selectman Wood pointed out mathematical errors in the estimates as well as other problematical areas.

There was discussion regarding Union Wharf being in need of improvements, one of which was an immediate request to fill a hole before Islander's Day this Saturday.

Although there was some discussion about Melvin Wharf's decking being in needs of repairs, Mr. Bean confirmed that repairs were done earlier in the Spring. He will revisit the area to verify that nothing further is needed.

Chairman Sundquist shared that Mark Evitts came in to see her regarding Brown Road. He has concerns for trailers backing in with boats causing damage to the property as well as concerns regarding milfoil. Chairman Sundquist and Mr. Bean will look at the area together on Friday, July 15th, at 10:00 am.

Selectman Wood asked the protocol for removal of wood left over on the side of the road after trees have been taken down. Mr. Bean responded that the leftover wood is usually taken by the public and there is not usually a need for its removal.

Mr. Bean confirmed that the washout on Ledge Hill Road reported by Rick Weeks was immediately filled when the message was received.

The updated Parks and Recreation Beach Staff Manual will be reviewed at the next meeting as the Selectmen have not had time to review it.

Selectman Marcussen made a motion to approve a Residential Tenting and Recreational Vehicle Permit for 7 Wilbet Way, seconded by Chairman Sundquist with all in favor.

Chairman Sundquist made a motion to approve a management representation letter from Roberts & Greene to release the audit, seconded by Selectman Wood with all in favor.

Chairman Sundquist made a motion to approve an Intent to Cut for OP 16-455-03-T, seconded by Selectman Marcussen with all in favor.

Chairman Sundquist made a motion to approve a Yield Tax Levy for Op 16-455-02-T, seconded by Selectman Wood with all in favor.

The Selectmen signed a thank you letter for Bob Murray for his many years of service on the ZBA Committee.

Chairman Sundquist made a motion to approve the Parks and Recreation employees' compensation forms for Taylor Sager, Lindsay Libby, Hannah Dewitt, Molly Koch and Kevin Sager, seconded by Selectman Wood with all in favor. Selectman Wood asked that Karen Koch follow up to see if background checks have been done for new Parks and Recreation employees.

Chairman Sundquist reviewed LRPC's Kim Ayer's Award presentation to Dusty Davies, which Selectman Wood suggested mentioning at the Mirror Lake meeting on July 23rd at 12:00 at the Town House.

Chairman Sundquist shared that the Parks and Recreation Commission had their meeting last Thursday. There will be a free concert at 19 Mile Bay at 6:30 pm on Monday. The grills were installed at 19 Mile Bay and Central Park. Chairman Sundquist believes that the new beach signs have been installed or will be shortly.

Chairman Sundquist shared that the Selectmen, as well as Chief Thompson, attended the very nice Islanders' Meeting last Saturday at Ragged Island. NH DES gave a presentation on their acid rain monitoring programs.

Chairman Sundquist shared that Diane Falcey needs a new computer. The Town Office doesn't have a credit card. It was suggested to use another department's credit card to pay for it rather than the expense having to be reimbursed. This led to the topic that Keith Garrett will no longer be working with the Town as he took a new position at the Mount Washington observatory. He will be recommending a replacement person.

Selectman Marcussen revisited topics that came up during the Islander's meeting, such as parking permits at 19 Mile Bay and septic inspections on property transfers.

He also shared that the Joint Loss Committee finished their inspections with no significant issues.

Selectmen Wood noted in the Parks and Recreation Meeting Minutes that John Libby would like to pursue fixing up the Gould House, through fundraising, to be used for the Parks and Recreation Commission. Chairman Sundquist shared that she suggested to John that he present this to the Selectmen, as well as look at the building with Jack Parsons.

After review of the Sexton job description received from the Cemetery Trustees, it was concluded that there seems to be a miscommunication in the division of responsibilities between the Town Office staff and the Cemetery Trustees. Chairman Sundquist mentioned that the Office will have a very minimal role with their involvement with the cemetery and that payments should go directly to the Trustees. The Cemetery Trustees have invited the Selectmen and/or office staff to join them to discuss this further at their meeting on July 26th. The Selectmen will make a decision as to whether or not to attend.

Chairman Sundquist read aloud a very complimentary thank you letter from Jim and Susan Brindley for Officer LaFavre's help. The Selectmen agreed that Officer LaFavre is a valuable member of the Police Department.

The Selectmen agreed that the Town's website needs updating. They will review the budget to see if there is any funding for it this year.

The NHMA Legislative Policy Process memorandum was revisited and the Selectmen will vote on the proposed NHMA recommendations that they are concerned with.

The following correspondence was also reviewed:

Town Road ride around notes from 6/27/16; memo regarding the transition from TASC to Benefit Strategies; memo regarding the propane tank transition; a complaint from Marilyn Stacey regarding Jack Parsons; Building Permit Application for 27-2-15 and 50-1-37; Library statistical information, memo regarding employee NHIT benefits; various committee minutes; NHDES June Newsletter; NHDES Municipal EcoLink for June; notification that Wawbeek Condos has been reactivated on the NH Public Drinking Water Inventory; Councilor Kenney's report; letter from Tri-County CAP; and various emailed correspondence.

Chairman Sundquist made a motion to adjourn at approximately 5:36 pm, seconded by Selectman Wood with all in favor.

Respectfully submitted,
Karen Koch,
Administrative Secretary

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
1-Jun-16	WM Pup CD & Plastic		\$245 P/U vs \$334			XXXX	
2-Jun-16	WM Pup Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
7-Jun-16	WM Pup Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
7-Jun-16		OCC Cardboard	Casella (22.00 tons)				\$2,233.73
10-Jun-16	WM Pup Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
14-Jun-16	WM Pup Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
14-Jun-16	WM Pup CD & Plastic		\$245 P/U vs \$334			XXXX	
15-Jun-16	1 tire cont swap out		NRRA (XXX lbs)			820	
15-Jun-16	WM Pup CD & CD (x2)		\$245 P/U vs \$334		XXX x 2		
16-Jun-16	WM Pup Comp #1 & Plast		\$245 P/U vs \$334	XXX		XXXX	
20-Jun-16		Scrap Mtl - bulk	Berwick - (8.7 tons)				\$233.00
21-Jun-16	WM Pup Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
23-Jun-16	WM Pup Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
28-Jun-16	WM Pup Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
28-Jun-16	WM Pup CD & Plastic		\$245 P/U vs \$334			XXXX	
29-Jun-16	WM Pup Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
29-Jun-16	Freon /Propane P/U		AC&G 35 Units-8 Prop			Free	

9 Solid Waste		WM (XXX tons)	XXX				
13 C/D Containers		WM (XXX tons)		XXX			
4 Plastic		WM (XXX tons)			XXX		
0 Paper	Mixed Paper Bales	BJ - Casella					
	OCC Cardboard	Casella (22.00 tons)					\$2,233.73
Freon /Propane P/U		AC&G 35 Units-8 Prop			Free		
1 tire cont swap out		NRRA (XXX lbs)			820		
	Scrap Mtl - bulk	Berwick - (8.7 tons)					\$233.00
Resident Usage fees paid							\$8,775.85
Stickers fees collected							\$300.00
	Total						\$11,542.58

32,083

Stelm

	Monthly Total	Prev Balance	Year to Date
Solid Waste	3 (xxxx tons)	44 (xxxx tons)	
C&D	2 (xxxx tons)	49 (xxxx tons)	
Plastic co-mingle	1 (xxxx tons)	13 (xxxx tons)	
Paper	0 (xxxx tons)	1 (22.1 tons)	
Glass	1 (10.83 tons)	2 (21.07 tons)	2 (31.90 tons)
Cardboard Bales		1 (22.0 tons)	1 (22.0 tons)
Alum Bales			
Steel / Tin Cans 30 yd		1 (3.3 tons)	
Electronics W/screen		2 (11,780 lbs)	
car batteries			
Freon		3 (75 Units)	
Metal Scrap	1 (xxxx tons)	5 (41.37 tons)	
Non-Ferrous Metal- Alum			
Non-Ferrous Metal- Cord			
Non-Ferrous Metal- Other			
Non-Ferrous Metal- Other			
Propane		3 (15 Units)	
Tires		1 (cont swap)	
Used Oil		1 (265 gal)	
Vegetable Oil			
Call 2 Recycle batteries		1 (50 lbs)	
Brush Removal			
BULBS		1 (1088 LF)	