

TOWN OF TUFTONBORO
BOARD OF SELECTMEN
240 MIDDLE ROAD, P.O. BOX 98
CENTER TUFTONBORO, NH 03816
Telephone: (603) 569-4539 Fax: (603) 569-4328
www.tuftonboro.org

Selectmen's Meeting
4:00 pm – Town Offices

Monday, June 20, 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.

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

The Selectmen met with Sue Weeks and Peter Sluski, Cemetery Trustees, regarding delineation of responsibilities and duties between the Town Office and the Cemetery Trustees. Chairman Sundquist started the conversation by noting that this topic of discussion has been raised because of Max Ledoux's recent concerns regarding the legality of the Selectmen's recent actions in regards to the cemetery. His raised concerns led the Selectmen to seek legal advice in regards to cemetery responsibilities. Counsel responded to the Selectmen by stating that the management and control of Town owned cemeteries is vested in the Cemetery Trustees and therefore cemetery responsibilities currently done by the Town Office administrative staff should be passed back into the hands of the Trustees.

There was discussion as to how to best handle this transition. The Trustees expressed their concern for some administrative support in matters of the cemetery. It was agreed that although delineation of duties between the Cemetery Trustees and the Town Office staff need to be rectified, both parties need to work collaboratively to serve the needs of the public.

Discussion ensued regarding some of the procedures that should be followed for the sale of a cemetery plot. This led to a likely solution of having office staff field phone calls and prepare initial sale paperwork (after a master list of available plots is generated). Then the process would be handed off to the Sexton.

Sue Weeks re-expressed her concern that the Trustees should be able to view the letter from Attorney Sager in reference to the delineation of duties. Chairman Sundquist responded that the letter is for advice for the Selectmen and there is not anything referenced in the letter that serves the public.

The Cemetery Trustees recently attended a Cemetery Trustees seminar that explained various changes in cemetery procedures. The Trustees are working on incorporating these changes into their procedures.

Ms. Weeks noted that there are three parts to a plot sale: Right of Burial: She noted that Selectmen need to be involved as it is considered a sale of Town property; Perpetual Care; and **Cornerstones. Some research needs to be done for the preceding in the area of fund allocation.**

Discussion ensued regarding money collected for the sale of plots and where the funds should be allocated. It was concluded that the collection and dissemination of funds needs to be refined and the next plot sales need to include the perpetual care portion as well.

It was agreed that the Cemetery Trustees will make a list of the processes and who will be responsible for each step in the process, along with a plan of action.

It was agreed that the Town and the Cemetery Trustees will work together, including financially, to replace a section of the fence that runs alongside the cemetery and Town property.

Discussion ensued regarding abandonment for small family cemeteries and the process that needs to be followed, including a public hearing by the Selectmen, etc. The Cemetery Trustees will prepare a list of these cemeteries.

The Cemetery Trustees will discuss these above mentioned topics at their next meeting and **respond** back to the Selectmen.

Chairman Sundquist made a motion to approve Intents to Excavate for Op 16-455-08-E and 16-445-09-E, seconded by Selectman Marcussen. Vote passed 2-1. Selectman Wood voted no.

Chairman Sundquist made a motion **to sign Form PA-28, which is not used by the Town**, seconded by Selectman Wood with all in favor.

Chairman Sundquist made a motion to deny abatement applications for Eversource, Fairpoint and NHEC, seconded by Selectman Marcussen with all in favor.

Chairman Sundquist made a motion to approve an abatement recommendation for PID 52-1-37, seconded by Selectman Marcussen with all in favor.

Chairman Sundquist made a motion to approve Notices of Appointments for Ron Sundquist and Joan Magrauth for the Agricultural Commission, seconded by Selectman Wood with all in favor.

Chairman Sundquist made a motion to approve three residential tenting and recreational vehicle permits for PID 33-1-6, 14-2-34, and 42-2-44 and an Intent to Cut for PID 4-1-12, seconded by Selectman Wood with all in favor.

The Selectmen signed the Eastern Propane Fixed Pricing Agreement for propane at \$1.19 per gallon for the 16-17 fuel season. The motion for approval was already made at the June 6, 2016 meeting.

The Selectmen signed the Carroll County Fixed Pricing Agreement for oil at \$1.839 per gallon for the 16-17 fuel season. The motion for approval was already made at the June 6, 2016 meeting.

Chairman Sundquist made a motion approve the Town Owned Properties auction contract with NH Tax Deed Auctions, seconded by Selectman Marcussen with all in favor. The auction is scheduled for October 15, 2016.

Chairman Sundquist noted that a resident reported several goose droppings at Melvin Wharf. She also shared that she will complete the Town road ride around with Jim Bean on June 27th at 11:00.

She mentioned that Sue Wingate shared information regarding the Agricultural Commission's submission to the Tuftonboro Times as well as an Agricultural Commission survey to be included on the Town's website.

It was agreed that the Town House boiler repair and the Union Wharf repair expenses should come out of **the contingency ad fund**.

It was agreed that a work session needs to be scheduled with Chief Shagoury regarding the Police Station space needs.

Chairman Sundquist shared that an email was received from LRPC indicating that they may have to extend the length of their contract with the Planning Board for the Master Plan, as information is taking a bit longer than expected to complete.

Selectman Marcussen shared that the Planning Board met last week. They acted on the merger application for the Town House and back lot. They also approved a two lot subdivision. Lee Ann Keathley obtained clarification of what needs to be done for **separation of the Town garage parcel from the Great Meadow parcel** and will proceed as such.

The State DES finished their Spring milfoil surfing in Tuftonboro last Thursday. The harvesting contractor intends to begin harvesting this Thursday. There is still a need for volunteer Lake Hosts. A training session will be presented by Mary Ann Murray next Monday at 10:30 am at Union Wharf. This volunteer outreach will help to ensure that we meet the requirements necessary to obtain a full grant match.

Selectman Marcussen shared that the Joint Loss Committee completed their first half of safety inspections last week and there were no real concerns. The concern most noted was people stacking things in front of electrical distribution panels. The second half of the tour will be held next Wednesday.

The Cow Island Tour, weather dependent, will be Friday at 1:00 pm. Meeting place will be Union Wharf.

Selectman Wood asked Karen Koch to follow up with Jim Bean for any further information regarding the Sodom Road bridge void as well as a comparison of paving expenses versus maintenance expenses for Eaglemere Road. He also asked that Mrs. Koch follow up with committee members that still need to be sworn in.

The Selectmen reviewed the Tax Collector's Deed for PID 38-1-3.

The Selectmen reviewed information regarding updating the Town's website as well as the mobile version of the website. It was agreed to go ahead and update the mobile version of the website, at no cost to the Town and to make further decisions later.

Selectman Wood made a motion to accept Nancy Randlov's resignation letter from the Recycling Committee, seconded by Selectman Marcussen. The Selectmen thanked her for service and asked that a letter be sent thanking her as well.

Selectman Wood made a motion to accept Betsy Frago's resignation from the ZBA, seconded by Selectman Marcussen. The Selectmen thanked her for service and asked that a letter be sent thanking her as well.

The Selectmen approved the proposed Selectmen's meeting schedule for the second half of the year, with a tentative additional meeting on either October 17th or the 31st.

There was no decision made in regards to consideration of types of pay in terms of employees NH Retirement.

Rick Sargent's request to remove some white and purple irises and day lilies from the Dearborn house was approved.

The following correspondence was also reviewed: letter from Sarah Hayes to express her opposition to the paving of Eaglemere Road; Building Permit Application for PID 34-2-3 and PID 38-1-279; Police Department tally of total officer hours for May; DRA's 2015 cyclical monitoring report; map of Milfoil findings from Amy Smagula; article from the Transfer Station for the Tuftonboro Times summer edition; reminder of Tuftonboro Times submissions; list of upcoming MTRSP Estimated Revenue Training Classes; notification that Charter communications completed their transaction with Time Warner Cable and will now be our Town's cable provider under a new name, Spectrum; Library's financials report; PA-34s for PID 41-3-15, 35-1-26, 40-5-3, 59-2-14, 44-1-41, 51-1-13, 35-1-8, 51-1-28, and 69-2-5 ; Wetlands Permit by Notification for PID 28-3-12 and Wetland Application for PID 51-3-3; thank you letter from Caregivers of Southern Carroll County & Vicinity, Inc.; notification of new flexible spending account vendor, Benefit Strategies; Complete Streets

presentation invitation on July 15th in Bristol, NH; Lakes Region Humane Society newsletter; Clean Water State Revolving Loan Fund Intended Use Plan information; HealthTrust Health Summit Conference information; thank you letter from CASA; various committees and boards minutes; Reports from Councilor Kenney, his schedule and other miscellaneous emailed correspondence.

At approximately 5:26 pm Chairman Sundquist moved to enter a non-public session per RSA 91-A:3 II (e) for litigation; seconded by Selectman Marcussen. Roll call vote: Sundquist – Yes; Wood – Yes; Marcussen - Yes.

At approximately 5:32 pm a motion was made by Selectman Wood to end the non-public session and move back into a public session, seconded by Selectman Marcussen with all in favor.

Selectman Wood made a motion to seal the non-public session minutes, seconded by Selectman Marcussen with all in favor.

Selectman Wood made a motion to adjourn at approximately 5:35 pm, seconded by Selectman Marcussen with all in favor.

Respectfully submitted,
Karen Koch, Administrative Secretary