

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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**Selectmen's Meeting Final Minutes
9:00am – Town House**

Tuesday, January 23, 2024

Present: Chairman Pike, Selectman Albee, Selectman Bob Murray, Jack Parsons Code Officer, Ryan Paterson LRPC, Fire Chief Thompson, Steve Scapicchio Conservation Commission, Town Administrator Audrey Fraizer, and Administrative Secretary Cami Wakefield.

CALL TO ORDER

Chairman Pike called the BOS meeting to order at approximately 9:00a.m. and lead the Pledge of Allegiance.

PUBLIC INPUT - None

REVIEW AND APPROVAL OF MINUTES

Chairman Pike made a motion to approve the BOS non-public session draft minutes of December 26, 2023, as written, Selectman Murray seconded, motion carried 3-0

Selectman Albee made a motion to approve the BOS draft minutes of December 26, 2023, with spelling corrections, Selectman Murray seconded, motion carried 3-0.

APPOINTMENTS

Jack Parsons presented the following update: 124 building permits, 40 new houses, and 840 inspections.

Ryan Paterson from Lakes Region Planning Committee discussed the road surface management project for 2024. He will send the Town a quote for work.

Adam Thompson discussed proposed fire engine and presented the attached update.

The Fire Department wrote their own warrant articles to be reviewed at the budget meeting.

He inspected a roof leak at the Transfer Station and recommended the BoS address it.

Certificates for completed courses were turned in by Chief Thompson.

Chief Thompson questioned the no sick time pay out on the Personnel Policy (it was not listed on the "changes" section).

Chief Thompson would like to recommend Bob McKenna to the Fire Department as a member.

NON-PUBLIC SESSION per RSA 91-A:3, II (b)

At approximately 10:25am, Chairman Pike made a motion to exit the public meeting and enter a non-public session per RSA 91-A: 3 II, (d). Selectman Murray seconded the motion. The motion carried 3-0. Roll call vote: Pike – Yes; Albee– Yes; Murray – Yes.

At approximately 10:40am, Chairman Pike made a motion to exit the non-public session and reconvene the public meeting. Selectman Murray seconded; motion carried 3-0. Roll call vote: Pike – Yes; Albee– Yes; Murray – Yes.

CC – Steve Scapicchio informed the Selectmen that the landowner across from 20-mile bay access to Great Meadows trail had put up posted signs which is interfering with the parking for people to use the trail. The Selectmen will have the Police Chief contact the landowner and inform them that signs cannot be posted on town property.

SIGNATURE FILE

Selectman Murray made a motion to sign the Notice of Appointment for Lanes End Marina boat permit agent 2024, Selectman Albee seconded, motion carried 3-0.

Chairman Pike made a motion to sign the Notice of Appointment for Melvin Village Marina boat permit agent 2024, Selectman Murray seconded, motion carried 3-0.

Selectman Murray made a motion to sign the Notice of Appointment for Susan Burnside as Alternate to the Planning Board, Selectman Albee seconded, motion carried 3-0.

ACTION ITEMS

Municipality Certificate of Authority – town clerk- Selectman Murray made a motion to approve, Chairman Pike seconded, motion carried 3-0.

Memo from Chief Shagoury- speed limit sign approval. Selectman Albee made a motion to approve the placement of a 30 MPH for Chandler Way and to let the Road Agent Jim Bean know to install it, Chairman Pike seconded, motion carried 3-0.

Selectmen's vote for Parks & Rec design for central park project – there is no vote from selectmen for the parks and rec to withdraw monies from the revolving fund. They go to the treasurer and request a check when the funds come in.

CORRESPONDENCE

Police incident report – water bubblers – Chief Shagoury is to follow up and get back to selectmen.

Letter from P & R for central park project

Letter from NHEC – re-clearing project

FEMA – Flood Insurance Rate Map

Board of Adjustment for Way & Giancola

TOWN ADMINISTRATOR AND SELECTMEN'S UPDATE

Audrey let the Selectmen know that the warrant articles were all drafted and W-2's were printed and sent.

Audrey informed the Selectmen that she would be on vacation the last week of March.

Audrey was happy to announce that we just hired a minute taker for the Board and to assist her to update employee records.

Selectman Murray attended the Parks & Recreation meeting last week.

Selectman Albee emailed two solar companies asking for proformas and revenue worksheets.

ADJOURNMENT

At approximately 12:30pm Selectman Murray made a motion to adjourn the meeting, Selectman Albee seconded, motion carried 3-0.

Respectfully submitted,
Cami Wakefield, Administrative Secretary

SELECTMEN MEETING

January 23, 2024

2024

Fire Calls: 7	Gas Furnace Inspection: 4
EMS Calls: 14	Oil Burner Inspection: 0
Service Calls: 8	Wood/Pellet Stove Inspection: 0
SPD: 2	Life Safety: 3
<u>TOTAL: 31</u>	<u>TOTAL: 7</u>

2023

Fire Calls: 11	Gas Furnace Inspection: 5
EMS Calls: 20	Oil Burner Inspection: 0
Service Calls: 7	Wood/Pellet Stove Inspection: 0
SPD: 0	Life Safety: 1
<u>TOTAL: 38</u>	<u>TOTAL: 6</u>

01/03/2024- 06:55 am Unresponsive subject Mirror Lake Drive. Ambulance 1, Car 1, and 5 personnel, along with Stewart's Ambulance, responded. Stewart's Transported to the hospital.

1/8/2024- 05:52 am Structure fire 9 Mason Road. Engines 1,2 & 4, Car 1, Rescue 1, Utility 2, and two POV's responded to the scene with 12 personnel. See attached press release for more information.

01/08/2024- 9:33 pm Reported building fire 21 Winter Sports St Moultonborough. Cancelled enroute to station, PD issue three personnel were responding.

1/11/2024- 8:44 am Illegal outside fire Johnson Road. Rescue 1 with 2 personnel responded. The fire was extinguished, and a warning was given for burning trash and illegal materials.

1/15/2024- 07:19 am Reported ice rescue subject through the ice in the area of Little Ganzy Island on Lake Winnepesaukee. Car 1, Utility 1, and Boat 2 with 4 personnel. Cancelled prior to arrival on scene subject was out of the water.

01/15/2024- 08:30 am Reported tree through a residence at 23 Edge O Lake Drive Rescue 1 with Captain Morgan Responded.

01/21/2024 4:41 pm Request for a cover Engine to Wolfeboro Fire, Engine 2, with 3 personnel.

01/21/2024- 9:27 pm Assisted the CC Sheriff's Deputies with a reported suicidal subject in the area of 20-mile bay and GWH. Ambulance 1, with 4 personnel, responded to the scene; Stewart's Ambulance transported the patient to the hospital.

What is the select board's decision in reference to the emergency backup generator at Mirror Lake Station? The following are the 3 bids Generator Connection \$ 15,600, Scott Thompson Electric \$15,000 and Tim Chrisitan Electric \$13,800.

The proposal from White Mtn Oil and Propane for running a gas line and installing regulators for the generator was \$ 960.00. A single 500-gallon above-ground tank is included and provided by WMO. With an additional estimated cost of \$1000.00 to fill with propane.

Engine 4 which is currently at the Mirror Lake Station needed repairs from an oil leak that was noted from the onboard hydraulic generator system. Unknown cost at this time, repairs made at Lakes Region Fire apparatus. The truck has been running very well with the engine repairs that were completed in 2023.

Engine 4 was the second truck into the scene of the 9-mason road structure fire. Engine 4 carries 2500 gallons of water and began feeding engine 1 water, just as its 1000 gallons of water was running out.

Has the selectboard made any decisions on going with a lease purchase for a replacement fire engine for engine 4? Estimated cost of 1.2 million for 2024. The time to receive the truck would be 2 to 3 years from the date of order.

The new Car 1 has been working very well, and we have been using it to clear snow from the town's dry hydrants and to access driveways in an emergency. The vehicle performed very well with the command module in the rear slide out tray at the 9 Mason Road fire.

The department would recommend Robert McKenna of 5 Oak leaf Ave Ctr Tuftonboro. We have completed all required background checks. He currently holds a CDL B license with hazardous materials, motorcycle, and tanker vehicle endorsement. Mr. McKenna took a leave of absence on 1/12/2018 for health issues and not having enough time due to his work schedule. This has now changed for him, and he would like to rejoin the call department. Mr. McKenna would have to go through a complete NFPA fire department physical, which all new members are required to have.

Central Station had an electrical issue dealing with motion light sensors in the hallways on the office side on 12/30/2023. This issue was repaired by Tim Christian Electric after the New Year holiday.

Cyber security training has been completed by Skip Galvin, Caleb Pike, Chris Morgan and Adam Thompson. We are still getting the admin secretary back in the system to finish the training on the day she is there.

The department received a request from the transfer station supervisor to check a hazardous condition in the main building at the transfer station. The roof at the transfer station is leaking water into the ceiling area and electrical fixtures. I was shown a picture of water that was puddling on the floor under where the water had dripped from the fixtures. It is evident from looking at the ceiling that the water has been ongoing for an extended period of time. It's evident by the discolored and black areas on the press board ceiling that it has been wet and dried many times, and we would question and be concerned about the presence of mold. I was unable to access the attic crawl space at the time to investigate that area further. This area will need a ladder or lift in order to complete a further internal inspection and the code enforcement/health officer may wish to be a part of that inspection.

The roof replacement for the building was put off until 2029 under capital improvement. I would think when the attic area is checked, you are going to find that the insulation in the leak area will be wet and need replacement, as well as possible mold removal. This issue should be in the year's building maintenance budget or be a warrant article to repair the roof. As we are aware of ongoing problems with the roof leaking, our insurance company will likely not pay a claim if there is some type of fire or damage caused by the electrical system in this area. I also think that it is very important to address any issues in our current buildings to ensure the health and safety of the employees and public that use the building on a regular basis.

Questions: On sick pay buy back for retiring or leaving employees.