

**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
8:30 am – Town Offices**

Monday, January 7, 2019

The official video of this meeting can be found on the Town of Tuftonboro's YouTube channel at:
<https://www.youtube.com/channel/UCCUmJqZvFTS23RMEFSDQzmw>.

MINUTES

Present: Chairman Bill Marcussen, Selectman Lloyd Wood, Selectman Chip Albee and Administrative Secretary Karen Koch.

CALL TO ORDER

Chairman Marcussen called the Selectmen's meeting to order at 8:30 am.

NON-PUBLIC SESSION

At approximately 8:35 am, Selectman Albee moved to enter non-public session per RSA 91-A: 3 II (b) for hiring of an employee, seconded by Selectman Wood. Roll call vote: Marcussen – Yes; Albee – Yes; Wood – Yes. At approximately 9:02 am, Selectman Wood moved to come out of non-public session and back into public session, seconded by Selectman Albee with all in favor. Selectman Wood moved that these non-public minutes be sealed, seconded by Selectman Albee with all in favor.

After a brief recess, Chairman Marcussen reconvened the public session at 9:10 am and led the pledge of allegiance.

2002 FREIGHTLINER BID OPENING

One bid was received from Steve Hunter. Selectman Albee moved to award the bid for \$1250 to Steve Hunter for the sale of the Freightliner truck, seconded by Selectman Wood with all in favor.

PUBLIC INPUT

None.

REVIEW AND APPROVAL OF MINUTES

Selectman Albee moved to approve the 12/17/18 meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the first 12/17/18 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the second 12/17/18 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the third 12/17/18 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the 12/28/18 meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the 12/28/18 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the 1/4/19 meeting minutes as written, seconded by Selectman Wood with all in favor.

In regards to the 1/4/19 meeting minutes vote to move forward with the Library Addition design work, Selectman Albee moved to pay the \$67,500 out of the Library Capital Reserve Fund, seconded by Selectman Wood. Selectman Wood confirmed that a 2018 Town Meeting vote granted the Selectmen authority to expend from this fund. Vote passed with all in favor.

Unsealing of previously sealed non-public minutes will be discussed at the 1/14/2019 meeting.

BUDGET REVIEWS

4415 HEALTH AGENCIES

The Selectmen reviewed the Health Agencies 2019 funding requests. This budget decreased from \$44,706 in 2018 (\$39,708 budgeted plus \$5000 warrant article) to \$40,001 in 2019.

Motion: Selectman Albee moved to approve budget 4415 Health Agencies for \$40,001, seconded by Selectman Wood. Chairman Marcussen asked that this be revisited if funding is requested from the Wolfeboro Senior Center before the budget is finalized. Vote passed with all in favor.

SIGNATURE FILE

Selectman Albee moved to approve a pole license for Eversource Energy and NNE, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve an Intent to Cut for PID 16-2-21, seconded by Selectman Wood with all in favor.

SELECTMEN'S UPDATE

Selectman Albee shared that last week's Budget Committee meeting was productive. He may suggest that the next Budget Committee meeting be held on 1/22/19 as originally scheduled as there isn't much on the 1/8/19 agenda. In response to Selectman Wood, he gave a brief update on the Hurlburt Trust. There are all new Trustees assigned to the fund. Their first meeting will be held in April. Selectman Albee also had a productive meeting with the County Administrator as to how the County budget will impact taxes and gave a brief update. This led to discussion regarding the success of the nursing home.

Weather permitting; Chairman Marcussen will attend a cooperative purchasing meeting tomorrow in Nashua.

The Selectmen agreed with Selectman Wood's suggestion that the procurement policy be acted upon in the near future. There have been a couple of accidents recently and it was agreed that it would be appropriate to hold a department head meeting to review the appropriate protocol for handling such accidents. Selectman Wood responded to Chairman Marcussen that he will look into obtaining the appropriate paperwork to obtain reimbursement from the State for the 19 Mile Beach fence repair (as it was damaged by one of their plow trucks).

CORRESPONDENCE

The Department of Revenue determined Tuftonboro's 2018 median ratio to be 86.8%. Equalization assessment is 88.1%. The Selectmen reviewed information regarding an accident at the Transfer Station. The Selectmen reviewed an email from Skip Hurt suggesting that the Pier 19 store be converted into a new Police Station. Tuftonboro received a grant award for the Milfoil Control program for 2019 for 25% reimbursement of the total program cost. This led to further discussion regarding the Milfoil Expendable Trust Fund.

The following correspondence was also reviewed: LRPC 2/6/19 Roundtable information; Primex workshop information; updated Police policies; UNH T2 newsletter; NHDOT 2019 Nodal Reference Maps Information; Driveway Permit applications for PID 34-1-1 and 54-1-19; Building Permit Applications for PID 14-3-3, 38-1-56, 15-1-7 and 40-3-39; HealthTrust 2018 Financial Statement information; Thank you letter to the Police Department from Brewster Academy; Chief Shagoury, Sergeant Hathcock and Officer Lafavre Notices of Course Completion; NHRS information for part-time employment; NewsLink 12/19/18 and 1/2/19; NHWWC 3/15/19; Councilor Kenney 12/20/18 Report; Carroll County Coalition for Public Health meeting information; BET January 2019 issue; 2019 Northeast Aquatic Biologist Conference information; Municipal Ecolink December 2018; NHMA 12/27/18 and 1/4/19 Legislative Bulletin; various meeting minutes; various emails and other correspondence.

OTHER BUSINESS

The Selectmen reviewed 2018 actual revenue with Diane Falcey. It was clarified that revenue for 2018 intent to cuts will be received in 2019. Revenues were revisited mid-year hence the LUCT collected was exact. The 2017 Highway Block Grant is included in Other State Grants & Reimbursements per the auditor's suggestion. This skews the 2018 revenue report. The total YTD Revenue number is \$1,404,234.90. \$55,264.90 more than anticipated. 2019 Revenue will be reviewed at the Selectmen's 1/14/19 meeting.

The Selectmen reviewed 2018 YTD expenditures. The Highways & Streets budget was overspent by \$35,360.61 and the Solid Waste Disposal budget was overspent by \$8,388.63 due to Construction Debris. The Selectmen discussed what they budgeted for Construction Debris in 2019 (\$93,000) versus what has been expended so far in 2018 (\$95,614.36). Selectman Wood will request that Mr. Gallagher have a proposal for the swap shop completed for the 1/14/19 meeting.

The Selectmen reviewed 2019 expense warrant articles. As they would like to pay for the Library addition in one year, the other expense articles were carefully reviewed for necessity.

Article A: To see if the Town will vote to raise and appropriate the sum of One Million, Eight Hundred Sixty-Two Thousand Dollars (\$1,862,000.00) to renovate and expand the current library. Furthermore, to authorize the withdrawal of Three Hundred Fifty-Four Thousand Five Hundred Dollars (\$354,500.00) from the existing Library Capital Reserve Fund, One Million, One Hundred Seventy-Three Thousand Five Hundred Dollars (\$1,173,500.00) from the Library Capital Donations Funds and pledges, with Three Hundred Thirty-Three Thousand Dollars (\$333,000.00) to be raised from current taxes.

(Majority vote required)

Motion: Selectman Wood moved to support a non-lapsing warrant article for \$333,000 to be raised from taxes, seconded by Selectman Albee with all in favor.

Article B: To see if the Town will vote to raise and appropriate the sum of Sixteen Thousand Six Hundred and Sixty dollars (\$16,660.00) to update tax maps and add GIS mapping.

(Majority vote required)

Motion: Selectman Albee moved to approve this article as written, seconded by Selectman Wood with all in favor.

Article C: To see if the Town will vote to raise and appropriate the sum of Two Hundred Eighty-Five Thousand Dollars (\$285,000.00) for the preparation and paving of Town Roads.

(Majority vote required)

Motion: Selectman Albee moved to approve this article as written, seconded by Selectman Wood with all in favor.

Article D: To see if the Town will vote to raise and appropriate the sum Fifty-Six Thousand Four Hundred Dollars (\$56,400.00) for the preparation and paving of Sawyer Road.

(Majority vote required)

Chairman Marcussen suggested putting this project off for a year. Selectman Wood disagreed. Selectman Albee suggested putting in \$15,000 for this project and then including it in the paving schedule from this point forward.

Motion: Selectman Albee moved to have this article state: "To see if the Town will vote to raise and appropriate the sum of \$15,000 for the preparation for the paving of Sawyer Road, seconded by Selectman Wood with all in favor.

Article E: To see if the Town will vote to raise and appropriate the sum of Forty Thousand Five Hundred Fifty-One Dollars (\$40,551.00) for the 19 Mile Bay Beach Project.

(Majority vote required)

The design work is done for this project and the permit paperwork is paid for. There was discussion about putting this project out to bid before Town Meeting to obtain a firm project number.

Motion: Selectman Albee moved to approve this article to read: "To see if the Town will vote to raise and appropriate the sum of Forty Thousand Five Hundred Fifty-One Dollars (\$40,551.00) for the 19 Mile Beach Project", seconded by Selectman Wood with all in favor.

Article F: To see if the Town will vote to raise and appropriate the sum of Forty-One Thousand Two Hundred Fifty-Five Dollars (\$41,255.00) for a 19-Mile Brook Baseline Report.

(Majority vote required)

This number is an estimate. Normandeau Associates will have a more firm number for what is needed by mid-January.

Motion: Selectman Albee moved to approve this article to be revised as follows: "To see if the Town will vote to raise and appropriate the sum of Forty-One Thousand Two Hundred Fifty-Five Dollars (\$41,255.00) for a 19-Mile Brook Updated Baseline Report", seconded by Selectman Wood with all in favor.

Article G: To see if the town will vote to raise and appropriate the sum of Twelve Thousand Dollars (\$12,000.00) to conserve the Great Meadow Area by creating a trail to provide a rural educational experience.

CIP recommended bumping this to 2024. The Selectmen agreed to postpone this project as well (not necessarily until 2024).

Motion: (Later in the meeting) Selectman Albee moved to strike this this article, seconded by Selectman Wood with all in favor.

Article H: To see if the Town will vote to raise and appropriate the sum of One Hundred Twenty-Four Thousand Six Hundred Twenty-Six Dollars (\$124,626.00) to pay a second installment toward the new fire truck acquired by a Town Meeting vote in March of 2018. The principal amount is \$107,881.00 and the interest is \$16,745.00. This lease agreement contains an escape clause.

(Majority vote required)

Motion: Selectman Albee moved to approve this article as written, seconded by Selectman Wood with all in favor.

Article I: To see if the Town will vote to raise and appropriate the sum of Eighty-Nine Thousand Three Hundred Eighteen Dollars (\$89,318.00) to pay a fourth installment toward the ambulance vehicle and rescue truck acquired by a Town Meeting vote in March of 2016. The principal amount is \$84,947.00 and the interest is \$4,371.00. This lease agreement contains an escape clause.

(Majority vote required)

Motion: Chairman Marcussen moved to approve this article as written, seconded by Selectman Albee with all in favor.

Article J: To see if the Town will vote to raise and appropriate the sum of Fifty-Five Thousand Dollars (\$55,000.00) for a new police vehicle.

(Majority vote required)

The Selectmen agreed to defer this article for a year as the Police Department currently has some additional vehicles that are not in use.

Motion: Selectman Albee moved to strike this article, seconded by Selectman Wood with all in favor.

Article K: To see if the Town will vote to raise and appropriate the sum of One Hundred Seventy-Eight Thousand Five Hundred Seventeen Dollars (\$178,517.00) for a new six-wheeled dump/plow truck.

(Majority vote required)

The Selectmen agreed to defer this warrant article as the Road Agent has accommodated the 6 wheel plowing needs and believe that the vehicle he purchased will accommodate summer maintenance as well.

Motion: Selectman Albee moved to strike this article, seconded by Selectman Wood with all in favor.

Article L: To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000.00) for a heating system upgrade at the Town Garage.

(Majority vote required)

CIP recommended deferring this to 2020. Selectman Wood suggested postponing this project and would prefer a more global approach be used as there are also issues with other Town heating systems (Transfer Station and Melvin Village Fire Station). Chairman Marcussen added that the Town Garage heating system seems to be fine the way it is but is just inefficient.

Motion: Selectman Albee moved to strike this article, seconded by Selectman Wood with all in favor.

Article M: To see if the Town will vote to raise and appropriate the sum of Seventy-Five Thousand Dollars (\$75,000.00) for Union Wharf Bulkhead Reconstruction.

(Majority vote required)

It was agreed that this project is not ready to move forward.

Motion: Selectman Albee moved to strike this article, seconded by Chairman Marcussen with all in favor.

Article N: To see if the Town will vote to raise and appropriate the sum of Forty-Two Thousand Dollars (\$42,000.00) to be added to the previously established Fire/Rescue Department SCBA (Self Contained Breathing Apparatus) Equipment Capital Reserve Fund.

(Majority vote required)

Although Chairman Marcussen supports capital reserve funds, he feels that it is more important to defer these types of contributions in 2019 in order keep taxes under control. Selectman Wood spoke against deferring this article. Selectman Wood agreed with Selectman Albee's initial suggestion to reduce this article to \$20,000. The Selectmen reviewed the total of last year's warrant articles to the 2019 proposed articles. Selectman Albee made a motion (below) to strike this article as well as article O.

Article O: To see if the Town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000.00) to be added to the previously established Police Facility Capital Reserve Fund.

(Majority vote required)

Selectman Wood shared that he would also be comfortable reducing this article to \$20,000.

Motion: Selectman Albee moved to eliminate articles N and O, seconded by Chairman Marcussen. Vote passed 2-1. Selectman Wood against.

Article P: To see if the town will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate Five Thousand Dollars (\$5,000.00) for said purpose. Said sum to come from the Unassigned Fund Balance. Any appropriation left in the fund at year end will lapse into the general fund.

(Majority vote required)

Motion: Selectman Wood moved to approve this article as written, seconded by Selectman Albee with all in favor.

Article Z: To see if the Town will vote to raise and appropriate the Budget Committee recommended sum of XXX for general Town Operations. The Selectmen recommended XXX. This article does not include any special or individual warrant articles addressed separately.

(Majority vote required)

It was agreed that it is too early to review this article. It is just being used as a place marker.

If you deduct the library warrant article, the remaining articles total less than the 2018 warrant articles. There was discussion regarding the establishment of a warrant article for revolving funds for fire service per RSA 31:95-h. It was agreed to observe the Town's ambulance service and revenue a little longer before moving forward with this. The Conservation Commission will meet with the Selectmen to discuss their forthcoming warrant article for the Conservation Commission to obtain 100% of the LUCT. There was discussion regarding the potential impact to the Town if the proposed increases in disabled and optional veteran's tax credits are incorporated (from \$2000 to \$4000 and from \$500 to \$750 respectively). The Selectmen decided not to include these on the 2019 warrant. They also agreed not to add Keno to the warrant. Chairman Marcussen will further review the parking and docking ordinance article to see if it needs to be on the warrant. The Planning Board will provide their proposed articles after their next meeting.

ADJOURNMENT

At approximately 11:00 am, Selectman Albee moved to adjourn, seconded by Selectman Wood with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary