# TOWN OF TUFTONBORO BOARD OF SELECTMEN 240 MIDDLE ROAD, P.O. BOX 98

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www.tuftonboro.org

Selectmen's Meeting 9:00 am - Town House Tuesday, March 13, 2018

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

Telephone: (603) 569-4539

#### **MINUTES**

Present: Chairman Lloyd Wood, Selectman Bill Marcussen and Selectman Chip Albee.

### **CALL TO ORDER**

Chairman Wood called the Selectmen's meeting to order at 9:00 am and proceeded with the Pledge of Allegiance.

## **PUBLIC INPUT**

Library Trustee Chairman Gordon Hunt advised that the Trustees voted unanimously at a work session on Monday to support tabling the library expansion warrant article at Town Meeting.

Max Ledoux expressed concern about recent plowing on Durgin Road that shifted the travel lanes away from the road center line, increasing the possibility that vehicles will drift onto the shoulder.

### **DEPARTMENT UPDATES**

Christie Sarles gave the Library update. She shared that circulation continues to increase, continuing the trend of the past several years. The database usage tracking system is now working again after several months on the fritz. The next Book & Author event is Saturday, March 24<sup>th</sup> with David Lenser, author of "Brook Walk." Library statistics are attached.

# **REVIEW AND APROVAL OF MINUTES**

Selectman Albee moved to approve the 3/5/18 meeting minutes as amended, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve the 3/5/18 first non-public meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the 3/5/18 second non-public meeting minutes as written, seconded by Selectman Albee with all in favor.

## SIGNATURE FILE

Selectman Marcussen moved to approve a NH Department of Revenue Administration Auditor Option and Schedule (MS-60A), seconded by Selectman Albee with all in favor. Selectman Albee moved to approve a Professional Services agreement with Lakes Region Planning for a Road Surface Management Project, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to sign a 2018 Town Registration Form with NH the Beautiful (for bags for the Town-Wide Clean-Up Day), seconded by Selectman Albee with all in favor.

### **SELECTMEN'S UPDATE**

Selectman Marcussen will be attending a meeting on Friday with New Hampshire Electric Coop officials regarding the Low & Moderate Income solar array proposed for installation next the Central Fire Station.

Selectman Albee raised the issue of a combined lease rather than individual leases for the Ambulance and Rescue vehicle acquired in 2016. It was recalled that the combined lease provided a cost savings. He also asked about policy

regarding the time frame for town employees taking compensatory and the board agreed that it did not have to occur during the same pay period but should be somewhat contemporaneous.

## **CORRESPONDENCE**

The Selectmen reviewed a response from HEB regarding bidding for the Sodom Road Bridge Repair. The estimated project total came in at \$81,500. HEB recommended keeping the amount of the warrant article the same (currently \$88,500). It was noted that \$6,500 has already been included in the operating budget. Selectman Marcussen moved to award the contract to R. M. Piper, Inc. as recommended by HEB, subject to approval of the article at town meeting and to adjust the amount of the article from \$88,500 to \$75,000, seconded by Selectman Albee with all in favor. Selectman Albee moved to approve a timber extension for Operation #17-455-16T, seconded by Selectman Marcussen with all in favor.

The following correspondence was also reviewed: DWGW Trust Fund Workshop information; Clean Water Revolving Fund 2017information; Floodlines Safety Awareness Week information; T2 Training Calendar 2018; HB1381 correspondence; NNE 2017 Tax Abatement Application; Coffee & Conversations Workshop 3/14/18; NHPWA Event Sponsorship; HEB Sodom Road Bridge Addendum #01; Primex Risk Mgmt May 9-10, 2018 Summit Registration; various meeting minutes; various emails and other correspondence.

#### **WARRANT REVIEW**

The Selectmen reviewed the warrant and decided which member would move and speak to each article.

# **NON-PUBLIC SESSION**

At approximately 9:30 am, Selectman Marcussen moved to enter non-public session per RSA 91-A:3 II (a) to discuss and draft performance evaluations, seconded by Selectman Albee. Roll call vote: Wood – Yes; Marcussen – Yes; Albee – Yes. At approximately 10:45 am, Selectman Albee moved to end the non-public session and move back into public session, seconded by Chairman Wood with all in favor.

### PARKING AND DOCKING ORDINANCE REVIEW

The Selectmen reviewed the new Parking and Docking Ordinance with Chief Shagoury. The draft ordinance was compared with existing ordinances enacted in 1987, 1988, 1989 and 2003 and all agreed that wording and provisions should be incorporated to provide a single comprehensive regulation.

#### **ADJOURNMENT**

At approximately 12:15 pm, Selectman Marcussen moved to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, William Marcussen, Selectman

TFL STATISTICS													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	2018
CIRCULATION:													
Adult Fiction	536	500											1,036
Adult Non-Fiction	165	170											335
Large Print	79	42											121
Young Adult Fiction	30	27											57
Young Adult Non-Fiction	3	1											4
Kids' Fiction	498	350											848
Kids' Non-Fiction	103	160											263
Inter-Library Loans	56	82											138
TOTAL BOOKS:	1,470	1,332	0	0	0	0	0	0	0	0	0	0	2,802
Adult DVDs	744	669											1 /12
Adult DVDS Adult CDs - Music (Holiday only)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			1,413 0
Adult Books on CD	67	61	INA	IVA	IVA	INA	INA	INA	INA	INA			128
Kids' DVDs	179	150											329
Kids' CDs - Music	2	1											329
Kids' Books on CD	19	18											37
Games (Wii & Board)	10	8											18
Kindle	0	0											0
Museum Passes	2	0											2
Periodicals	56	44											100
Puppets	4	5											9
Snowshoes	9	5			NA	NA	NA	NA	NA	NA			14
Vertical File	9	4			14/1	14/ \	14/ (	14/ (	1471	14/ (			13
Overdrive Audiobooks	25	42											67
Overdrive eBooks	75	76											151
Overdrive Periodicals	NA	NA											0
Hoopla Audiobooks	61	53											114
Hoopla eBooks	15	35											50
Hoopla Comics	2	0											2
Hoopla Music	23	19											42
Hoopla Movies	19	6											25
Hoopla TV	7	0											7
EBSCO Databases	72	37											109
Ancestry.com (ProQuest)	118	1,064											1,182
Heritage Quest Online (ProQuest)	75	111											186
TOTAL OTHER MATERIALS:	1,593	2,408	0	0	0	0	0	0	0	0	0	0	4,001
TOTAL CIRCULATION:	<u>3,063</u>	<u>3,740</u>	<u>0</u>	<u>6,803</u>									
Total # Materials Added:	173	152											325
Total # Materials Deleted:	88	127											215
Collection Count:	32,746												0

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	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	2018
PATRONAGE:	<b>5</b> , c		1017 (11	7 11 11	1017 11	50.0		7.00	<u> </u>				
New Library Cards	6	17											23
Computer Users	63	53											116
Netbook/Chromebook Users	1	2											3
WiFi Users	113	87											200
Casual Users	42	46											88
Open Days	21	19											40
Open Hours	168	152											320
Service Assistance	36	44											80
Technical Assistance	17	26											43
Adult Reference	26	24											50
Kids' Reference	3	2											5
Volunteer Hours	9	9											18
HAMEL MEETING ROOM USE:													
Adult Library Programs/Meetings	8	7											15
Adult Lib Prgm/Mtng Attendance	81	96											177
Kids' Library Programs	6	7											13
Kids' Library Program Attendance	80	69											149
Outreach Library Programs	1	1											2
Outreach Attendance	19	16											35
Total Library Programs/Meetings	15	15											30
Total Lib Prgm/Mtng Attendance	180	181											361
Other Meeting Room Users	9	15											24
INCOME:													
Out of Town Patron Fees	\$0.00	\$30.00											\$30.00
Overdue Fines	\$34.00	\$13.00											\$47.00
Book Sales	\$257.33	\$261.32											\$518.65
Copier/Printer/Fax	\$50.00	\$67.50											\$117.50
Donations	\$6,701.88	\$2,029.00											\$8,730.88
Other	\$0.00	\$0.00											\$0.00
TOTAL INCOME:	\$7,043.21	\$2,400.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,444.03
Allocated to Collection:	\$3,186.21	\$304.32											\$3,490.53
Allocated to Programs:	\$1,787.00	\$25.00											\$1,812.00
Allocated to Supplies:	\$50.00	\$67.50											\$117.50
Allocated to Building Fund:	\$1,020.00	\$4.00											\$1,024.00
Allocated to Other:	\$1,000.00	\$2,000.00											\$3,000.00
TOTAL ALLOCATED:	\$7,043.21	\$2,400.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,444.03