

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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**Selectmen's Meeting
8:30 am – Town Offices**

Monday April 8, 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: Selectman Bill Marcussen, Selectman Lloyd Wood, Selectman Chip Albee and Administrative Secretary Karen Koch.

NON-PUBLIC SESSION

The 8:30 am scheduled non-public session was not held.

CALL TO ORDER

Chairman Marcussen called the Selectmen's meeting to order at 9:00 am and led the pledge of allegiance.

ELECTION OF OFFICERS

Chairman Marcussen moved to appoint Selectman Albee as Chairman, seconded by Selectman Wood. Vote passed 2-1. Selectman Albee opposed but he will accept the position.

PUBLIC HEARING PER RSA 31:95-b (IIIa)

Chairman Albee opened the public hearing to accept an Aquatic Resource Mitigation (ARM) Fund Grant from the Department of Environmental Services in the amount of \$76,500 and a Land & Community Heritage Investment Program (LCHIP) Grant in the amount of \$72,500. Both grants will be used by the Conservation Commission for acquisitions of properties in the Great Meadows. Steve Wingate, Conservation Commission Chairman, met with the Selectmen to describe the approximately 140 acres in the Great Meadow that will be purchased with these grants. He explained that normally the Conservation Commission would ask for an easement to use a property but in this case both property owners were interested in selling. With accepting these grants, the Town is obligated to carry through with the acquisitions and to have a second party hold a conservation easement. In this instance, the easement holder will be the Lakes Region Conservation Trust (LRCT). There was no public input. Selectman Marcussen moved to accept both grants totaling \$149,000, seconded by Selectman Wood with all in favor.

APPOINTMENTS

Steve Wingate shared a couple of Conservation Commission updates. The property closings on the Great Meadow acquisitions will be done in late April-early May.

New Conservation Commission member, Laurel Podsen, will take on managing the well water testing program and will try to involve the school to help spread awareness of the importance of well water testing. Kathleen Murphy, another new member of the Commission, and Ms. Podsen will participate in Tuftonboro Central School's Earth Day activity on 4/18/19 with a program on wildlife habitats, particularly bird habitats.

Mr. Wingate shared that the Conservation Commission managed the funds and supervised the contact the last time that the 19 Mile Brook Study was done and he would like to do this again. This needs to be confirmed in writing by the Selectmen. Per Chairman Albee's suggestion, Mr. Wingate will send suggested language to the Selectmen to review at their next meeting.

PUBLIC INPUT

Chairman Albee responded to Adam Thompson that public input will be allowed while the swap shop is discussed. Joe Kowalksi shared that, although they will remain members of the Planning Board, Matt Young and Tony Triolo are stepping down as Chairman and Vice-Chairman of the Board due to business obligations. He shared this in the event that there are members of the public that would like to assist the Board. Brian McPhee shared pictures of the poor condition of Federal Corner Road up past Burleigh Road. He requested that it be paved in 2019. Alternatively if it can't be paved this year he requested that it be paved in 2020 with significant improved fill, grading and maintenance in 2019. The Selectmen will speak with the Road Agent regarding this at their next meeting on 4/22/19.

REVIEW AND APPROVAL OF MINUTES

Chairman Albee moved to approve the 4/1/19 meeting minutes as amended, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the first 4/1/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the second 4/1/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor.

APPOINTMENTS (con't)

Christie Sarles gave the Library update. Please see attached. The \$63,858 that was collected in March for the Building Fund represents pledge payments. In December there were 38 outstanding pledges totaling \$245,250. As of Friday, there are 24 outstanding pledges remaining totalling \$156,150 and payments continue to come in every day. A report from Turner Consulting, the geotechnical engineer for the Library building addition, shows that the preliminary estimate of soil bearing capacity for the addition is approximately 2 tons per square foot and the anticipated settlement should be less than one inch. There is no ledge at the site. The next building team meeting will be 4/18/19 at 2:00 pm. The project is moving along quickly. The bid specifications for site work, excavation and framing are to be released 4/15/19. Depending on the results of the first bid release (and the weather), work could begin as soon as May 6th. The final book and author lunch of the season will be held with Edward Webster on 4/13/19. This event is sold out.

Jack Parsons gave the Building update. To date there have been 3 new homes, 105 inspections, and 17 building permits. He took the ice heaters out at Melvin Wharf and Union Wharf but left the signs up for now as there is still ice. He closed up the opening at 19 Mile Beach. Someone hit the post on the right hand side but it was agreed that this will probably be fixed when with beach project is done. Mr. Parsons agreed to work with the Library construction manager to oversee the library addition project.

Clay Gallagher gave the Transfer Station update. Please see attached. In regards to the Wakefield Transfer Station offering use of their crushed glass, Selectman Wood added that another benefit of PGA (crushed glass) is that it doesn't freeze. Lakes Region Planning Commission (LRPC) is working on the possibility of having a grinder come once or twice a year to each Transfer Station location to crush glass onsite in order to eliminate the need for transportation.

Mr. Gallagher shared the issues that he and his crew have endured with the swap shop, including behavior of disgruntled citizens. His crew and he agreed that the options for dealing with the swap shop are: close it, open it but extremely limit material that goes in there, open it the way it always has been run, or close it and put shelves in the recycling center and just have a book swap shop. Chairman Albee felt that it would be best to remove the building and if someone wants to privately run the swap shop they can deal with the cost of doing business (including the cost to dispose of items). Selectman Marcussen shared that a larger swap shop facility would allow for things to be available for a longer length of time. Public input was allowed. Adam Thompson asked about comparing what the swap shop saves the Town in cost versus the amount that it costs the Town. He also suggested that a consistent charge be given for disposal of other items (specifically construction debris) to help offset the expense incurred by keeping the swap shop open and that a list of items that aren't allowed to be put in the swap shop be clearly marked on the side of the container. Elissa Paquette shared the process that is used by Goodwill with accepting or denying items to help regulate inventory. Much further discussion ensued regarding the swap shop, the public's conceived idea of variable costs for construction debris disposal and weight scales. Selectman Wood revisited the motion made at a previous meeting that

tabled closing the swap shop. He shared experience that other towns have had with swap shops, spoke of Mr. Gallagher being able to quote the cost that the swap shop costs to remain open (as it adds to the Town's construction debris costs), his previous motion to add \$2000 to the budget to have someone oversee the swap shop and spoke of his personal observation of interactions with the public and Transfer Station employees. Selectman Wood moved to revisit his motion to close the swap shop, seconded by Chairman Albee. Per Chairman Albee's suggestion, Mr. Gallagher will have the container removed. It will be reused for storage. Selectman Marcussen shared that he realizes that a number of people in town enjoy the swap shop and he encourages them to come in and speak with the Selectmen. He also spoke of the size of the building imposing reuse of items, improper use of the swap shop, etc. Vote passed 2-1. Selectman Marcussen opposed.

Mr. Gallagher confirmed for Selectman Wood that LRPC will be providing Hazardous Waste posters. The Transfer Station fee list will be updated with the correct year. Selectman Wood will be meeting tomorrow with the vendor that maintains the ceramic floors at the Fire Station to obtain an estimate for treating and maintaining these types of floors at the Towns Offices and Transfer Station. The boiler at the Transfer Station is currently set to run at half capacity and was not designed to do so. This is causing functionality issues. To bring the plumbing and technology up to date to allow the boiler to run more efficiently at full capacity is estimated to cost about \$5,000. Mr. Gallagher will obtain a formal quote and follow up with the Selectmen.

SIGNATURE FILE

Selectman Wood moved to approve a Tax Lien on PID 52-3-49, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve a notice of intent to excavate for PID 66-2-70, seconded by Selectman Wood for discussion. It was confirmed for Selectman Wood that the Yield Tax for this property hasn't been billed yet so payment can't be expected before issuing this intent to excavate. Vote passed all in favor. Selectman Marcussen moved to approve a gravel tax levy for PIDs 66-2-70, 32-2-6, and 32-2-12, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve an administrative abatement for PID 58-1-10, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a request to the Trustees of the Trust Funds for reimbursement for payment made to NorthPoint Engineering, LLC for design services totaling \$9425.55, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a gravel tax levy for PID 66-2-69, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 66-2-70, seconded by Selectman Wood with all in favor.

SELECTMEN'S UPDATE

Selectman Marcussen will be attending NHMA's Local Officials Workshop on Wednesday.

Selectman Wood recently visited Jeff Hayes of LRPC. He shared that LRPC doesn't have record of ever receiving a returned signed copy of the Master Plan Extension. Selectman Wood reviewed the list of outstanding items left to be done for this project. Selectman Marcussen has a call into Mr. Hayes to make sure that this project will be completed by the June 30th deadline. Selectman Wood also summarized his discussion with Mr. Hayes about his continued interest in making the Tuftonboro four corners a safer intersection. He summarized points of a Northern Boundaries grant workshop that he attended. The Board agreed with Selectman Wood working with Boyd Smith regarding road improvements and grant writing. Selectman Wood reviewed the Highway Department current expenditures and noted that 85% of the winter budget and 90% of the tree removal budget has been spent. The Selectmen will discuss this with Jim Bean at their 4/22/19 meeting.

Chairman Albee summarized points discussed at the first Library building meeting, such as current issues with the parking lot, how much of the roof will be replaced, drainage, decorators coming in, lighting and awarding contracts using the RFP process. The UNH Cooperative Extension wants to get involved with making the building as energy efficient as possible. He will be meeting with the Library Trustees and the library addition architect and construction manager on 4/18/19 at 2:00 pm. Selectman Wood added that they can save money by using PGA (crushed glass) for this project.

Separately, Chairman Albee shared that a citizen called him about the perceived idea that preferred treatment was given by the Planning Board to the Road Agent in regards to pit permitting but this was not the case.

CORRESPONDENCE

Selectman Marcussen suggested adding the Town owned Sandy Knoll (tax deeded) property to the 107 Union Wharf Road property auction. Chairman Albee spoke of potential gravel and timber value of this property and his unease that this value may not be considered if sold by a public auction. Selectman Wood also spoke of a past suggestion that this property could be used for solar power but also doesn't object to adding the property to the auction. Access to the property was also discussed.

Parks and Recreation is hosting a CPR AED Course on 4/16/19 and an Easter Egg Hunt on 4/20/19.

The following correspondence was also reviewed: information regarding the Master Plan contract extension; Planning Board 4/4/19 meeting correspondence; NHMA 4/5/19 Legislative Bulletin; Wetlands Permit Application for PID 51-2-15; Final 2018 tax bill notification to the BTLA; 2019 Annual Town Meeting Minutes; Brine 4/18/19 Webinar information; Education bill information; 4/1/19 NE ADA updates; 5/1/19 Primex Risk Mgmt. Summit information; ZBA 4/16/19 meeting notice; notification of vegetation work being done by Eversource and NHEC; NH Lakes 3/23/19 Advocacy Alert; March 2019 NHDES Municipal EcoLink; Local Road and Enforcement 4/26/19 workshop information; Spectrum SmartCities brochure; various meeting minutes; various emails and other correspondence.

ADJOURNMENT

At approximately 11:07 am, Selectman Marcussen moved to adjourn, seconded by Chairman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

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TFL PATRONAGE STATISTICS	
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B.O.S. Meeting 4/8/2019:

Transfer Station

- 1. Monthly Totals for Mar 2019 (8 SW compactors, 4 C/D containers, 2 Plastic Containers)**
 - a. 1 x Glass P/U (14.86 tons, cost 132 W/M and \$520 NRRA - (\$44/ton vs \$110/ton Compacter cost)**
 - b. Revenues thru Mar 2019 are approx. \$16,117.**
- 2. General Info Items:**
 - a. New stickers (2019-2020) are in at transfer station and at town office for purchase**
 - i. In May we will start 100% current sticker checking at the compacter area.**
 - ii. Individuals not having current sticker will be turned away from disposing trash and directed to recycling building to purchase a town sticker**
 - iii. Once sticker is purchased and displayed you will then be allowed to dump trash**
 - iv. This is town requirement directed by the Selectmen and will be enforced**
 - b. Drug take back day is 27 Apr at Transfer Station from 10am-2pm! Get rid of your outdated/unused meds correctly!**
 - c. Annual training classes for all employees in progress (LRPC, DES, NRRA, PRIMEX, CPR classes)**
 - d. Site visit to Wakefield Transfer and recycling operation (POC - Joe Gore). They will load our town truck and give us as much crushed glass as we want**
 - e. Swap shop – Options –**

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
1-Mar-19	WM C/D		\$264 P/U vs \$360		XXX		
5-Mar-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
7-Mar-19	WM GLASS & C/D		\$264 P/U vs \$360		XXX	132	
7-Mar-19	NRRA Glass drop off fee		14.86 tons @35/ton			520	
7-Mar-19	WM Comp #2		\$180 P/U Single	XXXX			
13-Mar-19	WM Comp #1 & Plastic		\$264 P/U vs \$360	XXXX		XXX	
14-Mar-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
20-Mar-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
21-Mar-19	WM Comp #2 (Single)		\$264 P/U vs \$360	XXXX			
26-Mar-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
28-Mar-19	WM Comp #2 & Plastic		\$264 P/U vs \$360	XXXX		XXX	

8 Solid Waste		WM (XXXX tons)	XXX			
6 C/D Containers		WM (xxxx tons)		XXX		
2 Plastic		WM (XXXX tons)			XXX	
1 Glass		WM (14.86 tons)			132	
NRRA Glass drop off fee		XXX tons @35/ton			520	
Resident Usage fees paid						\$3,736.00
Stickers fees collected						\$380.00
		Total				\$0.00

	Monthly Total	Prev Balance	Year to Date	Last Year to date
Solid Waste	8 (XXXX tons)	18 (141.93 tons)	26 (XXX tons)	22 (204.52 tons)
C&D	6 (XXXX tons)	10 (57.04 tons)	16 (XXX tons)	18 (117.50 tons)
Plastic co-mingle	2 (XXXX tons)	5 (5.47 tons)	7 (XXX tons)	7 (6.96 tons)
Glass	1 (14.86 tons)		1 (14.86 tons)	
Paper				
Cardboard Bales				1 (22 tons)
Alum Bales				
Steel / Tin Cans		1 (4.4 tons)	1 (4.4 tons)	1 (4.4 tons)
Electronics W/screen				
car batteries				
Freon				1 (22 units)
Metal Scrap		1 (8.6 tons)	1 (8.6 tons)	1 (8.0 tons)
Non-Ferrous Metal - Cop				
Non-Ferrous Metal - other				
Propane				1 (6 units)
Tires				
Used Oil				1 (300 Gallons)
Call 2 Recycle				
Bulbs				