

**TOWN OF TUFTONBORO  
BOARD OF SELECTMEN  
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**Selectmen's Meeting  
9:00 am - Town Offices**

**Monday, May 14, 2018**

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 meeting to order at 9:00 am and led the pledge of allegiance.

**FIRE APPARATUS-PUMPER/TANKER BID OPENING**

Chief Thompson was invited to the table and opened the bids. There were seven bids received:

- E-One: \$636,723; An upfront payment in full reduces the amount by \$15,500 to \$621,223.
- Toyne: \$587,345.69 without trade or \$577,345.69 with trade in of 1998 International Pumper (Engine 2). Quotes include a performance bond and are based on 100% pre-payment.
- KME: \$613,598
- Alexis Lakes Region Fire Apparatus: \$597,834 without trade or \$580,834 with trade in of 1998 International Pumper (Engine 2). Quotes include a performance bond.
- Rosenbauer: \$589,937. If \$281,406 is pre-paid for the chassis, \$11,257 can be deducted from the total price.
- Marion: \$656,900
- Spartan: \$599,998

The warrant article passed at Town Meeting only allows \$580,000 to work with. The truck committee will be ready with a proposal recommendation for the Selectmen's 6/4/18 meeting. Chief Thompson would prefer trading in the current vehicle rather than selling by bid.

**APPOINTMENTS**

Chief Thompson gave the Fire Department update. Please see attached. The Selectmen would like to see a comparison of Stewart's Ambulance 2017 responses compared to past years in preparation for the ambulance contract review as well as number of responses conducted by the Town's ambulance.

Selectman Albee shared that he met with the Camp William Lawrence Director and spoke about the Camp Marist decision. Selectman Albee asked that Chief Thompson keep track of time and expenses allotted to work with the camps to establish a basis for payment in lieu of taxes. He will also ask that the Police Chief and Road Agent do the same.

**BID OPENING FOR TOWN OFFICES FRONT ENTRANCE**

One bid was received from Granite State Glass for \$18,750. Price includes demolition but doesn't include power. Mr. Parsons already has a quote for electricity. Selectman Albee moved to award the bid for the doors to Granite State Glass for \$18,750, seconded by Selectman Wood with all in favor.

## **PUBLIC INPUT**

The Selectmen responded to Seamas Oscalaidhe, a Wolfeboro resident and abutter to Libby Park, that they have not yet made a decision as to whether or not to approve a hiking trail to be put on the conserved land at Libby Park. Mr. Oscalaidhe shared that a hiking trail has been illegally put on the conserved property. He provided a copy of the deed, pictures of what has been done and offered suggestions on how the Selectmen could handle the violation. He will be providing a YouTube video documenting the trail that was established. Selectman Marcussen had previously arranged to walk the property for a proposed walking trail tomorrow with the Conservation Commission so he will inspect the conditions then.

## **REVIEW AND APPROVAL OF MINUTES**

Selectman Wood moved to approve the 5/4/18 meeting minutes as corrected, seconded by Chairman Marcussen. Voted passed 2-0. Selectman Albee abstained as he was not in attendance at the 5/4/18 meeting. Selectman Albee moved to approve the 5/7/18 meeting minutes as corrected, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the 5/7/18 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the 5/11/18 meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the 5/11/18 non-public meeting minutes as written, seconded by Selectman Wood with all in favor.

## **APPOINTMENTS (con't)**

Chief Shagoury gave the Police Department update. Please see attached. Selectman Albee asked that Chief Shagoury also keep track of time and expenses allotted to the camps to establish a basis for payment in lieu of taxes. Chief Shagoury provided an updated Docking and Parking Ordinance. Slight revisions were made. The ordinance will be sent to the Town's attorney for review. Chief Shagoury will research the requirements of having a public hearing. Selectman Wood complimented the Department on their drug collections, radar trailer in Melvin Village and increased patrol time. He asked that Chief Shagoury follow up with a no parking sign across from John Sims house and one that is upside down on Middle Road. Chief Shagoury responded to Selectman Wood that the new the server is working out well and he is following up with a quote for a new radar sign. He will have a final radar sign recommendation ready for the Selectmen's 6/4/18 meeting.

Jim and Jay of James R. St. Jean Auctioneers met with the Selectmen to review the tax-deeded town owned property auction sale. They would like to look at the properties today and tomorrow and then meet with the Selectmen again. They shared the results of their recent property auction in Rochester. Per the Selectmen's request, James R. St. Jean Auctioneers are willing to incorporate a sealed bid process (with a certified deposit) in with the auction. It was agreed that if people that submitted a sealed bid attend the auction then their sealed bid offer would be omitted. The Selectmen will hold a work session at 8:30 am on Thursday 5/17/18 to revisit the terms of the auction with the auctioneers. The auction is scheduled to be held 6/16/18 at 10:00 am at the Town House. James R. St. Jean Auctioneers confirmed that there is more of a profit if a warranty deed or title insurance is offered. James R. St. Jean Auctioneers will provide signage to advertise the auction. The Selectmen agreed that Town Counsel will do the closings. Only cash or certified checks will be accepted. No minimum bid amount will be required. The terms of the purchase and sales agreements will be confirmed.

Max Ledoux met with the Selectmen to thank them and Karen Koch for combining the YouTube videos into one video rather than in segments.

## **SIGNATURE FILE**

Selectman Albee moved to sign a thank you letter for Carla Lootens for her service on the Budget Committee, seconded by Selectman Wood with all in favor. Selectman Albee moved to sign a letter for Jeff Moody for donating his labor to construct the Mirror Lake Boat Launch, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve an intent to cut for PID 41-3-16, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve a yield tax levy for PID 41-3-16, seconded by Selectman Wood with all in favor. The Selectmen signed an administrative abatement for PID 62-1-5. (This abatement was approved at their last meeting.) Selectman Albee moved

to approve a revised copy of the RSMS contract to include a guardrail inventory & assessment for \$8,300, seconded by Selectman Wood for discussion. There was discussion regarding a completion date. Vote passed with all in favor. Selectman Albee moved to approve a response letter regarding student residency for the 2017-2018 school year, seconded by Selectman Wood with all in favor.

### **SELECTMEN'S UPDATE**

In regards to the Camp Marist Case, Selectman Albee expanded upon the conversation that he had with Nat Crane of Camp William Lawrence regarding camp tax exempt status and payments in lieu of taxes. This led to further discussion regarding review of the camps, possible settlement agreements between the Town and camps, etc.

Selectman Wood shared that the Selectmen went to the NHMA Basic Law of Budgeting Workshop held at the Town of Ossipee. Representatives from Tuftonboro accounted for the majority of the attendees. He also shared that Dave Wentworth will provide estimates for painting the Quonset building (including a quote to fix the leak that appears to be coming from the skylight), repairing and painting the Town Highway buildings and staining the Sodom Road Bridge. Selectman Wood shared that he and Jack Parsons will work together to find a contractor to provide an estimate to fix the broken door at the old tractor shed located at the Rt.171 Tuftonboro Corner. The Selectmen discussed Selectman Wood's proposal regarding the Town's generator needs. It was agreed to allow Selectman Wood to proceed working with Scott Thompson (without cost) regarding the Town's generator needs, particularly to provide a quote for an interconnect for the portable generator to the Town House as there are two elections to be held this year.

Chairman Marcussen reiterated that he and Steve Wingate previously agreed to walk the Libby Park property tomorrow morning. They will review the conditions to follow up on Mr. Oscalidhe's concerns.

The Selectmen would like to hold a work session with Road Agent Jim Bean on 6/1/18.

### **CORRESPONDENCE**

Carol Shea Porter will hold office hours at the Town Offices on 5/15/18 from 2:00-4:00 pm. The following items were also reviewed: Draft Beneficiary Environmental Mitigation Plan; updated LRPC Highway Funding Fact Sheet; PA-34s for PIDs 32-2-6 and 69-1-11; NHMA Legislative Bulletin 5/11/18; Lakes Region Solid Waste Meeting Postponement; Police Department April Officer Hours; DEA Drug Take Back Day information; Asset Management 5/17/18 Webinar information; UNH Technology Transfer Center Webinar information; UNH Technology Transfer Center All States Asphalt training information; EDC News Weekly Newsletter 5/10/18; NH Lakes newsletter; Joint Loss Safety Committee 2018 Annual Safety Inspections Memo; Operation Safe Stop Certificate of Appreciation for Tuftonboro Police Department; FEMA Emergency Management Institute Certificate of Achievement for Chief Shagoury; LRPC 5/21/18 Meeting Materials; CCRCC 6/5/18 Meeting information; Library Financial update; NH Lakes training information; Clean Water State Revolving Fund 2018 and Wastewater State Aid Grant Pre-Application Invitation; NewsLink 5/9/18; Wetlands Permit by Notification for PID 61-1-14; various meeting minutes, various emails and other correspondence.

### **PUBLIC COMMENT**

The Selectmen responded to Elissa Paquette regarding the Lakes Region Planning Commission RSMS contract.

### **ADJOURNMENT**

At approximately 11:25 am, Selectman Albee moved to adjourn, seconded by Selectman Wood with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

May 14, 2018

<b>Fire Calls</b> 70	<b>Gas Furnace Inspections</b>	5
<b>EMS Calls</b> 49	<b>Oil Burner Inspections</b>	5
<b>Service Calls</b> 6	<b>Wood /Pellet Stove Inspections</b>	4
<b>SPD</b> 4	<b>Life Safety</b>	5
<b>Total</b> 129	<b>Total</b>	19

There were 7 bids received from Fire truck manufacturers. Once the bids are opened the bids will be taken back to the truck committee to go through them.

Boat 1 is in at the docks for the season. Members spent many hours cleaning, waxing and making minor repairs that could be done at the fire department which include bottom painting and sealing leaks from equipment on roof, and replacing the cold water wash down pump which had died.

The department received yearly info about and transports from Stewarts Ambulance this information does not include calls that Stewarts stayed in quarters for or was not requested.

On April 18<sup>th</sup> Chief EMTA Adam Thompson, FF Paramedic Skip Galvin and FFEMT Heather Bosa attended a 2-hour class at the NH Fire Academy on Burn care for the Pediatric patient. This training was put on the Shriners Hospital.

On Friday May 11<sup>th</sup> the following members attended an all-day refresher training at the Central Station. This was the ACLS (advanced Cardiac Life Support) and PALS (pediatric advanced life support).

EMTA Captain Caleb Pike, EMTA Chief Adam Thompson, FF Paramedic Skip Galvin, FF EMTA Hannah Croteau, Paramedic Janet Williamson of Huggins Hospital, Dep Chief Paramedic Rob Counio of Freedom Fire Rescue department. *+ EMTA Butch Gagne*

Life safety inspections of the areas camps will be starting on Wednesday May 16<sup>th</sup>.

A reminder to towns people you are not bothering members of the department if you have a fire or a medical emergency in the middle of the night. Please call 911 or CCSO dispatch at 539-2261 if you need assistance.

There was a fire at a resident that appeared to have started in an outside electrical outlet, with fire spreading to the exterior wall and interior support beam and began to spread to the homes interior. The home owner was alerted by smoke detectors that were installed and inspected by Captain Pike last year. The resident held fire at bay overnight but could not comply extinguish. It came in to the department as an outside fire which was mostly extinguished but with a lot of smoke.

Arriving units expecting a forestry outside fire instead found a building fire. The initial forestry response from central station was backed up by 10-E-2 from Mirror Lake Station.



**STEWART'S AMBULANCE SERVICE**

**Tuftonboro 911**

**January 1, 2017 to December 31, 2017**

**Transport Count by Destination**

<b>Concord Hospital</b>	<b>Frisbie Memorial</b>	<b>Huggins Hospital</b>	<b>Lakes Region General Hospital</b>	<b>Wentworth -Douglas</b>
1	2	161	3	1

<b>2017</b>	<b>Responses</b>	<b>Transports</b>
Total	345	168

# Memo

To: Selectmen  
From: Chief Shagoury  
Date: 05/21/18  
Re: 2018 Statistics (to April 30)

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Court: 04/09, 04/20

Call-outs: 04/09 Alarm  
04/17 Alarm  
04/28 Suspicious Activity

Arrests:  
04/27, Andrew Wade, 21, Tuftonboro, Simple Assault  
04/27, Michael Sawyer, 52, Tuftonboro, Simple Assault

Community Events:

04/20 Meeting with camps reference emergency plans  
04/28 DEA Drug takeback program; 19.9 lbs. collected (38.2 lbs. in 2017, 14.8 lbs. in 2016)

Activity from January 1 to the end of April:

Category	2017	2018
Motor Vehicle Stops	39	36
Summons	1	0
Accidents	21	18
Arrests	5	7
Felonies	4	6
Offenses	38	45
Incidents	49	47