

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

Monday May 18, 2020

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

CALL TO ORDER

Chairman Wood called the Selectmen's meeting to order at 9:00 am, led the pledge of allegiance and read aloud instructions as to how to access the Selectmen's meetings via telephone.

MINUTES

Selectman Marcussen moved to approve the 5/8/20 meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the 5/11/20 meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the 5/11/20 non-public meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the 5/15/20 meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the first 5/15/20 non-public meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Albee moved to unseal these minutes, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve the second 5/15/20 non-public meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the third 5/15/20 non-public meeting minutes as written, seconded by Selectman Albee with all in favor.

APPOINTMENTS

Clay Gallagher met with the Selectmen to discuss the Island Day RFP and to discuss phasing the Transfer Station back to normal operations. After discussion, it was agreed to include the option of a 30 or 40 yard container for the Island Day RFP as well as consideration of alternate proposals that meet the requirements. This RFP is to collect proposals for Saturday collection. However, it is not guaranteed that this is the set date for collection. A contractor will be coming on Wednesday to fix a broken floor bolt on the toilet at the Transfer Station. Mr. Gallagher will probably take the cost for this out of Building Maintenance. The Transfer Station doors (single door, double door and a door in the back where you enter the lean to area) are being ordered. As a dutch door installation was too expensive to install in the office area, Mr. Gallagher will look into having a divider installed. Mr. Gallagher provided a phased approach to reopening services at the Transfer Station. Phase one will begin Tuesday, 5/26/2020. This phase will include limited construction debris disposal for residents only (no more than an 8-foot bed). Further information will be posted on the Town website. Other opening phases were discussed as well. Further opening will be announced by the Selectmen at a later date. This topic will be revisited on 6/1/2020.

Chief Shagoury was unable to stay at the meeting. He provided information regarding the governor's orders and guidelines for reopening restaurants as well as statistics (attached).

Chief Thompson gave the Fire Department update. Please see attached. Additionally in regards to emergency light checks, some lights were out at the old part of the Library but they were fixed when the remodeling was done. Some local camps are not going to open this summer including Camp Merrowvista and Camp Belknap. Camp Sentinel is still considering opening. Others have not yet made a decision. Selectman Albee provided Chief Thompson information regarding the Heroes Act that passed the House over the weekend.

Dan Barnard met with the Board via telephone to discuss upcoming Town Election procedures in light of Covid-19. He provided a memo to the Board of his concerns. The four major issues are space planning (for elections and counting after the election), personal protection equipment (which may be available through the State), processing of anticipated increased number of absentee ballots, and the need to advertise the possibility to register to vote before the election(s) so not too many people are registering the day of election. The Tuftonboro Central School gymnasium has been reserved for September and

November elections. Discussion included use of a cleaning/disinfection service, the State looking into modifying the requirements for absentee ballots, the State supplying voting screens, and the need for additional staff. Mr. Barnard doesn't anticipate any changes coming from the State in regards to the Town's responsibility in terms of handling elections and feels that the Town should be in touch with the State to see what type of personal protective equipment is available. Karen Koch will put Mr. Barnard and Clay Gallagher in touch in regards to disinfection services (as Mr. Gallagher successfully used these services at the Transfer Station).

SIGNATURE FILE

Selectman Marcussen moved to approve a Tax Collector's warrant for \$6,050,762.00, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Notice of Appointment for Mike Haeger as a member of the Agricultural Commission, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Notice of Appointment for Ron Sundquist as an alternate member of the Agricultural Commission, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Notice of Appointment for Tony Triolo as a member of the Planning Board, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 65-3-2, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 29-3-4, seconded by Selectman Albee with all in favor.

CORRESPONDENCE

Selectman Marcussen moved to correct a previous motion made at the 5/11/2020 meeting to approve an abatement application for PID 50-2-8-14&15 (instead of 2-1-8-14&15), seconded by Selectman Albee for discussion. The Selectmen agreed to review Island Day RFP proposals at their 6/22/2020 meeting (with a submission due date of Friday 6/19/2020). The Selectmen agreed to Charter Communications' request to meet with them to review the cable franchise agreement which is due to expire on 3/23/2023. It was agreed to send the letter from Charter Communications to Kate Miller of DTC and see if she should attend as well. Selectman Marcussen supplied a draft revision to the unpaid discretionary leave policy. After discussion, it was agreed that anyone that works for the Town has the opportunity to apply for this leave and the Selectmen would be the ones to grant the leave. Selectman Marcussen will revise the language again for the Board's approval. The Selectmen reviewed NHMA's 5/8/2020 Legislative Bulletin which includes municipal relief information. Selectman Albee added that he spoke with Diane Falcey regarding distribution of municipal aid. Brian Ross of Structure Consulting Group, on behalf of Verizon, sent revised plans for the proposed Highway Garage tower. These have been sent to DTC for guidance. In follow-up to correspondence reviewed at the 5/11/2020 meeting, the Selectmen clarified that the Governor has actually prohibited lodging rentals through 5/31/2020. Other correspondence reviewed included: ZBA Notice of Decision for Prewitt Rev Trust; PA-34S for PID 13-1-8, PIDs 44-1-53 & 54, 51-3-35, 51-3-19 and 51-3-29; NH DHHS Covid-19 update; T2 5/7/2020 Weekly Update; Northfield ZBA 5/18/2020 agenda; various emails; various minutes and other various correspondence.

SELECTMEN'S UPDATE

Selectman Marcussen will be attending a community power aggregation webinar this evening. Selectman Albee asked that Karen Koch contact Clay Gallagher to find out when the new compactor will be installed and how long it will take. Chairman Wood asked that Karen Koch complete the board and committee notices of appointments by 6/1/2020. He also shared that the owner of Davis Books may be interested in purchasing old books that are located in the Town Offices and Town House. Karen Koch will confirm with the Library, Historical Society and Town government first to make sure that there isn't a need for them to be saved.

NON-PUBLIC SESSION

At approximately 10:30 am, Selectman Albee moved to enter non-public session per RSA 91-A:3 II (c) reputation, seconded by Selectman Marcussen. Roll call vote: Wood – Yes; Marcussen – Yes; Albee – Yes. At approximately 10:50 am, Selectman Marcussen moved to end the non-public session and move back into public session, seconded by Selectman Albee with all in favor. Selectman Albee moved to seal these non-public minutes, seconded by Selectman Marcussen with all in favor.

ADJOURNMENT

At approximately 10:51 am, Selectman Marcussen moved to adjourn, seconded by Chairman Wood with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

Memo

To: Selectmen
From: Chief Shagoury
Date: 05/18/2020
Re: 2020 Statistics (to April 30)

Call outs:

04/02 Alarm
04/03 Alarm
04/03 911 Hang up
04/12 Alarm
04/14 Alarm

Arrests:

04/06 Involuntary Emergency Hospitalization
04/26 Lelia Wheeler, 29, Wolfeboro, Driving after Suspension, released on summons
04/29 Richard Estes, 41, Tuftonboro, Simple Assault, released on summons

Activity from January 1 to the end of March:

Category	2019	2020
Motor Vehicle Stops	73	118
Summons	4	14
Accidents	14	12
Arrests	7	6
Felonies	7	9
Offenses	32	42
Incidents	56	55
Calls for Service	1611	1883

SELECTMENS MEETING

May 18, 2020

2020

FIRE CALLS	66	GAS FURNACE INSPECTIONS	17
EMS CALLS	83	OIL BURNER INSPECTIONS	3
SERVICE CALLS	17	WOOD PELLET STOVE INSPECTIONS	3
SPD	5	LIFE SAFETY	8
TOTAL	171		31

We continue to try and stay informed and follow the guidance that has been put in place for by state and federal agencies in response to COVID 19.

As a department we will try and start doing training again but will continue to follow all related guidelines. We would like permission to use the Gould building for training, as we did with the Dearborn property.

No damage will be done to the property with the obstacles that we set up inside the building. We would also set one exterior window so that we could do ladder training. Does any town department still use the building for storage?

The department responded to a one car motor vehicle accident around 241 Middle road on May 9th @ 1:35 pm. The vehicle had moderate damage and a lone occupant was signed off by a parent. The road had to be shut down for a short period of time to get the vehicle back onto the road with the use of Crowells flatbed tow truck.

On May 14th at 3:25 pm Tuftonboro Fire Rescue, Tuftonboro PD along with Stewarts Ambulance was called to 19 Thomas Point for an active propane leak. Upon arrival a 1000-gallon underground propane tank was found. A bob cat tracked machine, which was working in the area had struck the top of the tank and sheared off the main relief valve. A safe area was set up around the tank. An unmanned monitor was set up from engine 2 and a fog pattern was used to keep the active leak from finding an ignition source. A portable pump was set up at the lake and a 3" line ran to engine 2 to provide a water source.

A second water source was set up at the town right of way off Thomas Point, with Engine 1 drawing water from the lake. Wolfeboro Fire Rescue and Center Ossipee Fire Rescue provided tankers and manpower. The tankers shuttled water from the second water source until a tech from White Mtn propane arrived and stopped the leak and replaced the relief valve.

The homes around the leaking tank were monitored for propane. We also attempted to control the run off of water and fresh loam from the construction site to the lake. The leak was controlled with out incident and no injuries were reported.

With the testing of all the fire extinguishers and emergency lighting in the town owned buildings it was found that Central station had 24 emergency lights that were not functioning. A few of the lights had batteries replaced last year were not charging.

We found it cheaper to replace the entire emergency light unit then to try and buy a replacement battery and the units doesn't work. 24 units have been delivered by Quality Fire Protection and where are in the process of switching them out.