

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

**Monday June 10, 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 Chip Albee, Selectman Lloyd Wood, Selectman Bill Marcussen, and Administrative Secretary Karen Koch.

**CALL TO ORDER**

Chairman Albee called the Selectmen's meeting to order at 9:00 am.

**SELECTMEN'S VOTE PER RSA 41:14-a**

Chairman Albee moved to grant property easements to Lakes Region Conservation Trust for property located in the Great Meadow (Tax Map lots 31-1-1, 31-1-2, 31-1-5 and 17-1-2), seconded by Selectman Wood with all in favor.

**REVIEW AND APPROVAL OF MINUTES**

Selectman Marcussen moved to approve the 6/3/19 meeting minutes as written, seconded by Selectman Wood with all in favor.

**APPOINTMENTS**

Philip Hunter, Chairman of the Swap Shop Ad Hoc Committee, gave the Selectmen an update on their progress. At their first meeting the Committee addressed items that needed to take place in order to see the swap shop be successful and reopened (i.e. Mission Statement, signage/rules, hours of operation, potential volunteer services, insurance liability coverage, location, and how to deal with items not allowed at the swap shop). Their developed mission statement was read into the record. It was agreed that the swap shop should be open 3 days a week and open a little later and close a little earlier than the Transfer Station. A solid volunteer schedule would be established if reopened. After some research it was found that the Tuftonboro Swap Shop (TSS) needs to be supervised by the Transfer Station supervisor. There was discussion with the Selectmen about the Committee's suggestion of intermittent volunteers versus full time coverage (Chairman Albee would like a volunteer there at all times that the swap shop is open and felt that intermittent coverage could be revisited later), location, having a dumpster available for swap shop cleanout, having a bulletin board available to post contact information for free items that are on the prohibited list of swap shop items, and potential use of a surveillance camera. Chairman Albee also suggested a future addition of a contactor swap shop. The Swap Shop Committee requested feedback from the Selectmen as to what outstanding factors need to be determined before the next Selectmen's meeting in order for the Selectmen to vote to reopen the swap shop. It was agreed that signage and dumpster costs are needed and a location for the Swap Shop needs to be agreed upon between the Committee and Clay Gallagher. Selectman Marcussen moved to reopen the swap shop on July 1, 2019 subject to having the proper features and procedures in place. Discussion followed. Chairman Albee would like location, signage and volunteer information firmed up before voting. Selectman Wood and Chairman Albee were not ready to vote on the subject. Selectman Marcussen disagreed and felt now that the issues are being addressed the swap shop should be reopened subject to having procedures in place. Chairman Albee responded to Selectman Wood's concern regarding costs stating that he feels that they can find funding as expenses shouldn't be significant. Chairman Albee seconded the motion. Chairman Albee then moved to table the motion, seconded by Selectman Wood with all in favor.

Clay Gallagher gave the Transfer Station update. Please see attached. The Selectmen reviewed a quote from Building and Grounds Supply to clean the Transfer Station floors and the floor at the Piper House. As there is funding in the Transfer Station building maintenance line, it was agreed that Mr. Gallagher will facilitate cleaning of the Transfer Station floors. The Selectmen will later discuss the Piper House floor. Mr. Gallagher confirmed for Selectman Marcussen that the amount collected for tire fees just about covers the Town's cost for disposal. Mr. Gallagher will work with Chief Shagoury regarding Selectman Wood's suggestion that an officer be on site at the Transfer Station to help enforce the sticker requirement. There was also discussion regarding Selectman Wood's suggestion for Mr. Gallagher and Jim Bean (also in attendance) to work together regarding chipper use.

Property Owner Betsy Hafemann and Real Estate Agent Donna Faucette met with the Selectmen in regards to the Town's public access point to Mirror Lake located on Lang Pond Road. Ms. Hafeman proposed swapping the beach property with another piece of their land further down the road to increase safety as well as reduce runoff into the lake. There was also discussion about combination of properties. Chairman Albee reviewed negotiations that were made with Ms. Hafemann's family previously when he was a Selectman that never came to an agreement. Selectman Marcussen noted that he isn't in agreement to moving the Town's public access point to a less desirable location. After much discussion regarding possibilities, Chairman Albee confirmed that the Selectmen will consider this subject further if Ms. Hafemann and Ms. Faucette come back with a firm proposal.

Jim Bean gave the Highway Department update. His crew finished prepping Sawyer Road for paving. The Dame Road project is going well. These paving projects, as well as Brown Road, are scheduled to begin the last week of June and should be done before the 7/4/19 holiday. The catch basin on the corner of Durgin Road and Rt. 171 has been raised. His crew has been grading dirt roads. Heavy rains have delayed road grading but most of the roads are done and the rest should be done this week. His crew repaired a few wash outs on dirt roads (due to heavy rain) and took down trees that were hanging on Butternut Lane. Chairman Albee shared that the Planning Board approved a housing development on Federal Corner Road and there were some questions regarding site lines and the access road. Mr. Bean had not yet heard of this project. Mr. Bean confirmed the driveway permitting process for Selectman Wood and outstanding driveway issues were reviewed. Chairman Albee suggested that a driveway ordinance be put in place. Mr. Bean confirmed for Selectman Wood that his crew has been using PGA (crushed glass) for their culvert projects. Selectman Wood shared that the Mirror Lake Association reported that a dock is floating down to a culvert close to the Wolfeboro/Tuftonboro line. Mr. Bean's crew will look to see if it is abandoned. Mr. Bean confirmed for Selectman Wood that he will work with the Melvin Village Community Church regarding lawn maintenance. Mr. Bean confirmed that a winter sand bill was received late and therefore was just recently posted to the Winter Maintenance budget line. Selectman Wood will work with Mr. Bean regarding apron paving. Snow plowing ordinances will be reviewed later with Chief Shagoury. Mr. Bean spoke with Frank Carroll of FR Carroll about meeting with the Selectmen about future paving and a date will be determined after the busy season.

Steve Wingate shared that the Conservation Commission was asked to hold an easement for Lakes Region Conservation Trust on North Line Road. Mr. Wingate is concerned with how this Class VI Road is used and feels that it is a poor example of how they should be managed. The Selectmen explained that Class VI roads are not maintained and use is not restricted. A cost for improvements may be proposed once this easement is completed.

Jack Parsons gave the Building Department update. To date there have been 59 building permits, 207 inspections, 7 new homes and 10 certificates of occupancy. The trench for the generator to the Transfer Station will be done this week. Selectman Wood will schedule cleaning of the floors in the Town Offices entryway and the file room. It was agreed to do provide Mr. Parsons with a thank you letter for his 12 years of service on the Planning Board.

#### **SIGNATURE FILE**

Selectman Marcussen moved to approve an intent to cut for PID 45-1-39, seconded by Selectman Wood with all in favor.  
Selectman Marcussen moved to approve a yield tax levy for PID 45-1-39, seconded by Selectman Wood with all in favor.  
Selectman Marcussen moved to approve a yield tax levy for PID 52-2-5, seconded by Selectman Wood with all in favor.  
Selectman Marcussen moved to approve a yield tax levy for PID 30-2-22, seconded by Selectman Wood with all in favor.

Selectman Wood moved to approve an alternate payee form to allow the Land and Community Heritage Investment Program (LCHIP) to release grant funds for the Great Meadow acquisitions to the Town's closing attorney, Richard Sager, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve a Right of Burial for lot F20, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a Right of Burial for lot F49, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a notice of appointment for Gary Qua to the Planning Board for a three year term as a member rather than an alternate, seconded by Selectman Wood with all in favor. Selectman Wood moved to approve a Right of Easement to NHEC to move the electricity for the Library addition, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve a 2020 Forest Fire Warden/Deputy Reappointment form, seconded by Selectman Wood with all in favor.

#### **SELECTMEN'S UPDATE**

Selectman Marcussen and Chairman Albee attended the tax deeded property auction on 6/8/19. The 107 Union Wharf Road property sold for \$94,000 and the Sandy Knoll property sold for \$58,000.

Selectman Marcussen shared that the Joint Loss Management Committee did their first half of inspections last week. Nothing significant was found but there were some old things that still weren't addressed. He also shared that the Planning Board is scheduling a session on wastewater treatment.

The Selectmen will hold a non-public work session on 6/14/19 at 9:00 am to work on employee performance reviews.

#### **CORRESPONDENCE**

The Selectmen agreed to place an ad in the newspaper requesting input from the public as they are working on the renewal of the Town's cable franchise agreement. Alba Architects proposal for the next phase of work on the police station will be reviewed with Chief Shagoury on 6/24/19. The Selectmen agreed to invite Gordon Hunt to meet with them to go over the budget planning process for the upcoming season. Wolfeboro Community Television will come to meet with the Selectmen on 6/24/19. Selectman Wood will attend the Northern Lakes Region Select Board Group in Moultonborough on 6/18/19 at 6:30 pm. Chairman Albee moved to increase webmail storage for 8 emails accounts for an additional cost of \$40 per month, seconded by Selectman Marcussen with all in favor. The next Library Building Meeting will be held 6/17/19 at 1:30 pm at the Library to discuss project bidding results and discuss next steps.

The following correspondence was also reviewed: ZBA Public Notice for Pixton and Batchelder; NHMA 6/7/19 Legislative Bulletin; building permit applications for PIDs 16-2-11, 55-2-13 and 42-2-45; update on ConVal lawsuit; Clean Water and WasteWater Grant Pre-application information; NHLES June newsletter; NewsLink 6/5/19; various meeting minutes; various emails and other correspondence.

#### **NON-PUBLIC SESSION**

At approximately 11:43 am, Selectman Marcussen moved to enter non-public session per RSA 91-A: 3 II (I) for legal correspondence, seconded by Selectman Wood. Roll call vote: Albee – Yes; Wood – Yes; Marcussen – Yes. At approximately 12:03 pm, Chairman Albee moved to end the non-public session and move back into the public session; seconded by Selectman Marcussen with all in favor.

#### **ADJOURNMENT**

At approximately 12:03 pm, Chairman Albee moved to adjourn, seconded by Selectman Marcussen with all in favor.

Respectfully submitted,  
Karen Koch, Administrative Secretary

**B.O.S. Meeting 6/10/2019:**

**Transfer Station**

- 1. Monthly Totals for May 2019 (12 SW compactors, 16 C/D containers, 3 Plastic Containers)**
  - a. 1 x Lead Acid Battery P/U (1865 lbs, revenue \$ 495)**
  - b. Tire Container Swap - \$820 Cost**
  - c. Electronics Container P/U – Cost \$1275**
  - d. Revenues thru May 2019 are approx. \$36,798. Last year same time was \$27,466**
- 2. General Info Items**
  - a. New stickers (2019-2020) are in at transfer station and at town office for purchase NRRRA Conf – Mon, 20 May. 6 hrs. Credit.**
  - b. Small portion of recycling building roof peeled up in high winds. In process of getting fixed. (Southwest corner nearest metal pile). Bad section peeled and rubber mat put down. Jake Stanley will repair next weekend. He will also inspect rest of roof because there are lots of screws backed out and some level of repair is needed ...He will provide options and cost for each option.**
  - c. Border line of facility and southern fence line have been policed and all trash picked up.**
  - d. Tile Floors -Loyd coordinated for cleaning - Office/bathroom and both compacter offices**
  - e. Brush –NRRRA – working with local logger to take our brush**
  - f. Safety Inspection**
  - g. Signage from LRPC for hazardous waste collection dates and locations are out**
  - h. Cable problems – getting in touch with our business account manager for problem – ongoing!**
  - i. Swap shop**

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
2-May-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
3-May-19	WM Comp C/D & C/D		\$264 P/U vs \$360		XXX x 2		
3-May-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
7-May-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
8-May-19	WM Plastic & C/D		\$264 P/U vs \$360		XXX	XXXX	
8-May-18	NCS - Bulbs		NCS - Bulbs (2,564LF)			328	
9-May-19	WM Comp #1 Single		\$264 P/U vs \$360	XXXX			
14-May-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
14-May-19		Ld Acid Batt (\$.27/lb)	Harvy Mtl 1865 lbs				\$495.00
14-May-19		tire container pickup	NRRA - (6.0 tons)			820	
15-May-19	Electronics W/CRT		ECER 6000 lbs			1275	
16-May-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
20-May-18	Freon and Propane P/U	AC & G	7 Prop 20 Freon				N/A
21-May-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
21-May-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
21-May-19		Call2Recycle batteries	2 boxes/98 lbs				N/A
23-May-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
24-May-19	WM Plastic & C/D		\$264 P/U vs \$360		XXX	XXXX	
28-May-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
28-May-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
30-May-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
31-May-19	WM Plastic & C/D		\$264 P/U vs \$360		XXX	XXXX	

12 Solid Waste		WM (XXXX tons)	XXX			
16 C/D Containers		WM (xxxx tons)		XXX		
3 Plastic		WM (XXXX tons)			XXX	
0 Glass		WM (XXXX tons)				
NCS - Bulbs		NCS - Bulbs (2,564LF)			328	
	Ld Acid Batt (\$.27/lb)	Harvy Mtl 1865 lbs				\$495.00
	tire container pickup	NRRA - (6.0 tons)			820	
Electronics W/CRT		ECER 6000 lbs			1275	
Freon and Propane P/U	AC & G	7 Prop 20 Freon				N/A
	Call2Recycle batteries	2 boxes/98 lbs				N/A
Resident Usage fees paid						\$6,945.00
Stickers fees collected						\$935.00
		Total				\$8,375.00

36,798

	Monthly Total	Prev Balance	Year to Date	Last Year to date
Solid Waste	12 (XXXX tons)	35 (291.85 tons)	47 (XXXX tons)	39 (357.96 tons)
C&D	16 (XXXX tons)	29 (189.82 tons)	45 (XXXX tons)	45 (308.41 tons)
Plastic co-mingle	3 (XXXX tons)	9 (9.3 tons)	12 (XXX tons)	11 (9.54 tons)
Glass		1 (14.86 tons)	1 (14.86 tons)	2 (20.12 tons)
Paper				1 (23 tons)
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	1 (6000 lbs)		1 (6000 lbs)	1 (6000 lbs)
car batteries	1 (1865 lbs)		1 (1865 lbs)	
Freon	1 (20 units)	1 (32 units)	2 (52 units)	2 (41 units)
Metal Scrap		3 (23.24 tons)	3 (23.24 tons)	4 (30.4 tons)
Non-Ferrous Metal - Cop				
Non-Ferrous Metal - other				
Propane	1 (7 units)	1 (5 units)	2 (12 units)	2 (18 units)
Tires	1 (6 tons)		1 (6 tons)	
Used Oil		1 (250 Gallons)	1 (250 Gallons)	1 (300 Gallons)
Call 2 Recycle	2 (98 lbs)		2 (98 lbs)	
Bulbs	1 (2,564 Lin Feet)		1 (2,564 Lin Feet)	