

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

Monday June 24, 2019

Corrections in bold and italics.

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.

PUBLIC INPUT

The Selectmen responded to Philip Hunter regarding the Town's survey involvement with inadequate cellular phone coverage in Tuftonboro and confirmed that neither phone nor internet coverage is part of the Town's cable franchise agreement.

REVIEW AND APPROVAL OF MINUTES

Chairman Albee moved to approve the 6/10/19 meeting minutes as written, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve the 6/10/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the 6/14/19 meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the 6/14/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor.

APPOINTMENTS

Philip Hunter reported to the Selectmen that the Swap Shop Committee addressed signage, volunteerism, and location as requested. Clay Gallagher was in attendance and requested that the location be changed back to the former site as employee monitoring would be easier for when the Swap Shop is closed. Selectman Wood disagreed and would rather it be located closer to the entrance of the facility near the metal pile. Selectman Marcussen, Chairman Albee and the Swap Shop Committee were agreeable to Mr. Gallagher's request. Mr. Hunter shared disclaimer forms signed by volunteers as well as notices of appointment for the Selectmen to sign. A schedule, signage and brochures were also presented. The Swap Shop will be open Saturday, Sunday and Tuesday from 8:30 am-3:00 pm. In regards to tabling of the past motion to reopen the Swap Shop, Selectman Marcussen called the question, seconded by Selectman Wood with all in favor. The motion carried to reopen the Swap Shop. The swap shop will reopen 7/2/19. If signage is not available in time for the opening then the opening would be postponed. Selectman Wood moved to approve the volunteer notices of appointment, seconded by Selectman Marcussen with all in favor. Final location of the building will be agreed upon with Clay Gallagher and the Swap Shop Committee.

Timothy Goodwin, Executive Director and Brad Harriman, Board Member, of Wolfeboro Community Television met with the Selectmen and gave a background regarding their organization. They are a small 501(c)3 non-public multimedia organization located in Kingswood High School. They offer three channels including a bulletin board channel, a public and government channel including a PEG access channel, and an education channel. Their goal is to bring Wolfeboro's education channel back into all the Towns that are included in the Governor Wentworth Regional School District. Mr. Goodwin reviewed the benefits that could be provided to Tuftonboro should the Selectmen wish to move ahead with

this service. Wolfeboro's cable service is provided by Atlantic Broadband. Most of the Towns included in the district, including Tuftonboro, have Charter Communications for cable service. In order to work with Charter Communications, Mr. Goodwin has to obtain permission by each town to do so on their behalf. Therefore he requested the Selectmen's permission to obtain cost information to bring the education channel back to Tuftonboro. If this project moves ahead the cost for this service would come from a portion of Tuftonboro's franchise fees. There was discussion regarding the importance of internet access to this channel as not every Tuftonboro resident has cable television service, past success of making this type of transition between Atlantic Broadband and TDS, and the possibility of making the Town Offices a remote unmanned location. Selectman Wood moved to provide a letter for Mr. Goodwin to represent the Selectmen to pursue what it would take to set up a system at the Town Offices, seconded by Selectman Marcussen with all in favor. Joe Kowalski provided input regarding this service. Mr. Goodwin confirmed for Mr. Kowalski that most of the information provided by Wolfeboro Community Television is available via their website.

Chief Shagoury gave the Police Department update. Please see attached. Radar sign posts were installed on Ledge Hill Road (current location), Union Wharf Road and Sodom Road. Selectman Marcussen requested that the radar trailer be moved about 10 feet away from the Fire Department driveway. The radio reprogramming grant and a body armor grant were submitted. Chief Shagoury reported changes to signage at the Brown Road boat launch. A car top only sign installed last Saturday was later reported stolen by the Steinmans on Friday. The Selectmen reiterated that the people that live there are not allowed to install signage or regulate what types of boats go on the water body as this is something that is regulated by the State. There was discussion at the last Selectmen's meeting regarding speeding on Lang Pond Road. The Police Department has monitored the area and has not noted any speeding. Officer Gillis is doing well at the Academy and will be done at the end of August. Chief Shagoury will work on parking ordinance signage issues with Jim Bean. Police Department computer updates are a work in progress with our IT person. In response to Selectman Wood, Chief Shagoury will look into having body work and undercoating done on the parked cruiser as well as seek an alternative location to park it. Selectman Marcussen and Chairman Albee didn't necessarily agree with alternative parking. It was agreed that a work session should be scheduled to work on putting the snow ordinance in place.

Chief Thompson gave the Fire Department update. Please see attached. He thanked Chief Shagoury for making him aware of the interoperability radio grant deadline and submitted the application Friday.

Dennis Zilembo gave the Parks and Recreation Department update. He recapped events that have been held in his first three months: Easter Egg Hunt, CPR class, Town Wide Yard Sale, and a cooperative walk/bike to school day. This Saturday is the 19 Mile Bay Kickoff from 11:00 am-1:00 pm. The Lake Host program is starting soon. Butterfly garden maintenance will be completed after school lets out. An office area was created in the beach shed. Summer Concerts at the Pavilion start on July 11th. The National Night Out with the Police Department is scheduled for 8/6/19. Old Homes Days will be held 8/23/19-8/25/19. Alana Albee, Libby Museum Director, was in attendance and reported to the Selectmen that someone cut brush and obstructed the path at Libby Park. She feels that a clear boundary line fence should be established between the public and abutting private property. The Selectmen agreed for her to work with Dennis Zilembo regarding this concern. Please contact the Town Offices if you are interesting in volunteering for the Parks and Recreation Commission.

Mike Jarvis met with the Selectmen regarding operation concerns of Fenton Varney's proposed gravel pit in Mountain Shadows. Initially Mr. Jarvis thought that the pit was permitted and wanted to report that Mr. Varney is not meeting the conditions set forth by the Planning Board but the Planning Board has not granted an excavation permit yet. Mr. Jarvis' biggest complaint is the hours that excavation is being conducted. He has been to the Planning Board, Jack Parsons and Chief Shagoury regarding his concerns but was ultimately referred back to the Planning Board. There was discussion about the difference in operation requirements and enforcement with and without having an excavation permit. It was agreed that Jack Parsons will work with Mr. Jarvis to obtain information and will inspect the proposed pit property to see what can be done.

Gordon Hunt met with the Selectmen to review budget procedures in anticipation of the next budget season. Mr. Hunt reminded the Selectmen that review of the Town's health insurance contract needs to be done as we are in our final year of the existing contract. The first Budget Committee (organizational) meeting will be held 7/30/19. Incoming Library addition expenditures and reimbursement processes were also reviewed while Mr. Hunt was in attendance. Trees will begin to be removed next week to begin breaking ground for the building project.

Peter Billings, North Country Village Operations Manager, met with the Selectmen in regards to North Country Village applying for a Community HUD Grant for their failing water distribution system. The full cost of the project is approximately \$1 million. They plan to pay for the project using this grant money and a loan. The grant application requires the Town to be the applicant but North Country Village will do the leg work. One requirement of Town involvement includes a public hearing. Initially North Country Village was working towards the 7/29/19 grant deadline but found it too aggressive and will therefore work towards applying for the next grant cycle with a 1/1/20 deadline. Some steps need to be taken before the Town becomes involved with the process. This project needs to be agreed upon by the North Country Village Association and an income survey needs to be completed. Mr. Billings will come back to the Selectmen as the process moves further along.

SIGNATURE FILE

Chairman Albee moved to approve a thank you letter to Jack Parsons for his years of service on the Planning Board, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a reimbursement request to the Trustees of the Trust Funds for payment made to NHEC for an electric pole easement totaling \$120 regarding the library expansion, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve a reimbursement request to the Trustees of the Trust Funds for payment made to North Point Engineering for permitting services totaling \$12,217.30 regarding the library expansion, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a reimbursement request to the Trustees of the Trust Funds for payment made to Sheerr McCrystal Palson Architecture, Inc. totaling \$18,917 and payment made to North Point Engineering for completing the driveway permit in the amount of \$1,100 regarding the library expansion, seconded by Selectman Wood with all in favor. It was agreed to ask NH Municipal Association if these types of requests can be approved weekly with check signing. Selectman Wood moved to approve a Special Limited Power of Attorney with Durable Clause to appoint Richard D. Sager to execute and acknowledge all deeds and instruments necessary for sale closings of the two properties that were sold at the 6/8/19 tax deeded property auction, seconded by Selectman Marcussen with all in favor. Chairman Albee moved to approve a letter of understanding of 2019 services to Roberts & Greene, PLLC, seconded by Selectman Wood. Selectman Wood complimented the work of Roberts and Green, PLLC and acknowledged that it is important that these types of providers should be changed from time to time. The cost for their services is \$10,900. Vote passed with all in favor. Selectman Marcussen moved to approve a representation letter to Roberts & Greene, PLLC for their 2018 financial report, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a pole license for NHEC and Consolidated Communications for work to be done on Wildwood Estates Road, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve an intent to cut for PIDs 60-2-20 through 60-2-23, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PIDs 60-2-20 through 60-2-23, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve a corrective right of burial for lot CR 7-1, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a warrant for unlicensed dogs, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve Notices of Appointment for Russ Baerenklau and Steve Wingate to the Milfoil Committee, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a special counsel conflict of interest waiver and representation agreement with DTC Lawyers to represent the Tuftonboro Planning Board, seconded by Selectman Wood with all in favor. Selectman Marcussen recapped the intricate work done by the Planning Board to complete the excavation permitting process. Selectman Marcussen moved to approve an intent to excavate for PID 32-2-12, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve an intent to excavate for PID 32-2-4, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve an intent to excavate for PID 32-2-6, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve an intent to excavate for PID 32-2-5, seconded by Selectman Wood with all in favor.

CORRESPONDENCE

The Selectmen reviewed responses received thus far in regards to lack of availability for Charter Communications cable service. Selectman Marcussen suggested creating an online survey to collect further information. The Selectmen will revisit the Planning Board's invitation to an educational workshop at their 7/1/19 meeting. Funds were encumbered for generators last year but not for pavement cutting for a generator line to the Transfer Station. The Selectmen agreed to pay the invoice from Site Solutions for \$2,450 out of the 4194-05-630 Transfer Station Maintenance budget line. The Selectmen discussed a written proposal from Betsy Hafemann in regards to doing a property swap between Town owned land and her family owned property on Mirror Lake. Selectman Marcussen would like to visit the area first as he is concerned that the proposed property is not as accessible as the Town's current location and may not have a similar beach area. The Selectmen would also require agreement from all the involved property owners. If they move forward with this proposal, a public hearing may be required. Karen Koch will work on completing a State of NH reimbursement request for the 19 Mile Bay Beach fence repair done last year. The Selectmen were copied on a letter written to Governor Sununu from Harry and Harriett Bicksler regarding their opposition to the potential creation of a State land use review board that would have veto power over local town decisions. Chairman Albee will revise the Selectmen's submission to the Tuftonboro Times.

The following correspondence was also reviewed: NH Lakes June 2019 newsletter; Police Department thank you letter: NHMA 6/21/19 Legislative Bulletin; Building Permit Applications for PIDs 2-1-35, 40-5-2-10, 42-2-13, 29-3-50, 63-1-8-5, 4-1-15, 15-1-11, 16-2-11 and 37-1-235; Residential Tenting and Recreational Vehicle Permit for PID 33-1-6; update regarding the ConVal decision; NHSBA Update-State Update and Education Funding; The Nick newsletter; tax map and conversion update; thank you letter from NH Lakes; CDFA implementation guide availability; May Officer Hours; NHMA 6/14/19 Legislative Bulletin; Tamworth Recycling Project Survey Data; Carroll County 2018 Annual Report; NH DHHS Tickborne Disease Health Alert; NH DOT Driveway Permit for PID 42-2-45; Wetlands Permit by Notification for PID 14-1-32; Wetlands Permit Application for PID 52-1-9; ZBA Notice of Decision for Pixton and Batchelder; Library financial update; Councilor Cryans 6/19/19 Report; Huggins Hospital Spring 2019 Newsletter; Primex training information; PA-34s for PIDs 54-1-30, 46-2-25, 52-3-39, 33-1-6, 2-1-45, 44-1-34, 54-1-41 and 14-1-23; Notice of Acceptance of Permit Application for PID 26-1-4; various meeting minutes; various emails and other correspondence.

SELECTMEN'S UPDATE

Selectman Marcussen recapped some results of the second half of the Joint Loss Management Committee inspections. Some issues included a pile of trash left in the Town Offices basement that is now ***scheduled*** to be removed as well as confusing signage on Union Wharf. There were no other issues of significant concern. Milfoil herbicide treatment is not necessary at this time as growth levels are low. Growth levels will be revisited in the fall.

Selectman Marcussen responded to Selectman Wood that the contact person at Lakes Region Planning Commission that is doing the Master Plan met with the Planning Board and has an understanding of what is needed. The Selectmen agreed that officer coverage is required at the upcoming summer concerts.

PUBLIC INPUT

The Selectmen responded to Joe Kowalski regarding the Charter Communications franchise contract negotiations.

NON-PUBLIC

At approximately 11:53 am, Chairman Albee moved to enter non-public session per RSA 91-A: 3 II (c) reputation, seconded by Selectman Marcussen. Roll call vote: Albee – Yes; Wood – Yes; Marcussen – Yes. At approximately 12:02 pm, Chairman Albee moved to end the non-public session and move back into public session, seconded by Selectman Marcussen with all in favor. Selectman Wood moved to seal these non-public minutes, 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

Memo

To: Selectmen
From: Chief Shagoury
Date: 06/24/19
Re: 2019 Statistics (to May 31)

Call-outs: 05/10 911 Hang up

Community Events:

05/17 Bike/Walk to school day
05/28 Tuftonboro Central School Memorial Day
05/31 Bike Safety DAY

Activity from January 1 to the end of May:

Category	2018	2019
Motor Vehicle Stops	71	77
Summons	2	5
Accidents	21	15
Arrests	7	8
Felonies	9	9
Offenses	53	45
Incidents	59	72

SELECTMANS MEETING

June 24, 2019

FIRE CALLS	84	GAS FURNACE INSPECTIONS	26
EMS CALLS	132	OIL BURNER INSPECTIONS	3
SERVICE CALLS	27	WOOD PELLET STOVE INSPECTIONS	4
SPD	3	LIFE SAFETY	14
TOTAL	246	TOTAL	47

On April 29th 3 members of the fire rescue department took part in a bleeding control and first aid training put on by the by Tree Street Medical. The class was hosted by the Tuftonboro PD and was held at the fire station training room. The members who participated were Captain Caleb Pike, Paramedic Skip Galvin and myself. It was great to be able to work with all 4 members of our police department as well as officer from other Police departments.

On 05/02/2019 the department completed a harassment in the work-place training which was taught by Primex. The members of both fire and police departments took part in the class.

A two day training was completed on 5/20-5/21/2019 by Adam Thompson and Skip Galvin at NH Fire Academy on over the road cargo tank emergencies.

On 05/31/2019 bike safety day was successful. Staff and volunteers from the school, Tuftonboro Police Department, and Fire Rescue Department made sure that all involved with the bike safety ride made it back to the school safely.

06/09-06/11/2019 Captain Pike and Assistant Chief Kyle Joseph traveled to the Toyne Fire Apparatus Factory in Breda IA, for the final inspection of the new engine 2. The truck is now in NH at Eastern Fire Apparatus shop with some minor changes being made prior to delivery. The truck will be delivered Wednesday of this week this week.

The new aluminum bed has been placed on Utility 1 and once we get all bills I will contact Karen to set up a public hearing with the selectman to accept the gift of the body and other upgrades donated by the Tuftonboro Fire Fighters Association.

The well testing has been completed at all three stations for free by the state. All were clear of PFOA, PFNA, PFOS

We once again have been having issues with the sensors on the Central Station Furnaces. ENE Systems of Bow NH completed a control's update for the summer. Sam Mechanical completed a spring ~~AVI~~ and will be back to replace a sensor on furnace. PMI

We have begun inspections with the children's camps in town; we have currently completed inspections at Camp Sentinel, Camp Belknap, Camp William Lawrence, and Camp Merrowvista. The remaining camps will be completed before the camps start up with the campers for the summer.