

**TOWN OF TUFTONBORO  
BOARD OF SELECTMEN  
240 MIDDLE ROAD, P.O. BOX 98  
CENTER TUFTONBORO, NH 03816  
Telephone: (603) 569-4539      Fax: (603) 569-4328  
[www.tuftonboro.org](http://www.tuftonboro.org)**

**Selectmen's Meeting  
2:30 pm – Town Offices**

**Monday, June 26, 2017**

**MINUTES**

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

At approximately 2:30 pm Selectman Albee moved to enter a non-public session per RSA 91-A: 3 II (a) to present an employee performance review, seconded by Selectman Marcussen. Roll call vote: Wood – Yes; Marcussen – Yes; Albee – Yes. At approximately 3:05 pm, Selectman Albee made a motion to end the non-public session and move back into public session, seconded by Selectman Marcussen with all in favor. At approximately 3:10 pm, Chairman Wood called the public meeting to order and proceeded with the Pledge of Allegiance. During public input, Max Ledoux gave road updates and spoke of his 91-A request for attorney invoices.

Chief Thompson gave the Fire Department update. Please see attached. Chief Thompson agreed to Selectman Albee's suggestion to create mutual aid agreements for the Town's air boat and ambulance. In response to Selectman Albee, Chief Thompson explained the use of the Town's ambulance and shared that the department is required to bill for use of the ambulance and is pursuing ways to do so.

Chief Shagoury gave the Police Department update. Please see attached. Chief Shagoury will look into Sanford's use of a building drug drop box to see if it is something that would work for Tuftonboro. He shared that there is a less expensive way to upgrade the department's server and he is working with our IT person to complete the transition. The new vehicle has been received and is in the process of being outfitted. After the new vehicle is ready, the Expedition will go out to bid. In response to Selectman Wood, Chief Shagoury spoke about parking issues at 19 Mile Bay. As there have not been any complaints he does not feel that it is a large issue. He suggested that specific time limitations be referenced for the ordinance.

The Selectmen met with Chris Fournier and Josh McAllister of HEB Engineers, Inc. regarding the Sodom Road and Tuftonboro Neck Road bridges. This meeting was requested by HEB to bring to the Selectmen's attention that the Town's CIP report shows these bridge projects as being scheduled for 2021 and 2023. However NHDOT won't be scheduling these bridges until 2025/2026 so there is a discrepancy in dates. An application for construction needs to be submitted to the State of NH in order to be put in the process. HEB offered to do the applications for no cost. HEB confirmed with Nancy Mayville, of NH DOT, that since the funds are allocated in the Town's CIP plan the State considers the funds raised and appropriated. Chairman Wood shared his past experience with the State regarding bridge projects. He would like to further review the information before committing the Town. Discussion followed regarding Selectman Marcussen's concern that the application states that funds are raised and appropriate rather than stating that funds are allocated in the Town's CIP report. The discussion concluded. No decisions were made at this meeting.

Chairman Wood opened the sealed bids for the 2002 rescue truck: Matt Scruton \$6559.25, Newfield Maine Fire Dept. \$8000, Phil Raymond, Jr. \$8777, Robert McKenna \$3333, Jeff Moody \$4801.57, Roger Pelletier \$2610 and Matt Young \$6000. Selectman Albee moved to award the bid to Phil Raymond, Jr. for \$8777 and in the event that Mr. Raymond doesn't come through then the bid would be awarded to the Newfield Maine Fire Department for \$8000, seconded by Selectman Marcussen with all in favor.

Selectman Albee moved to approve the June 12, 2017 meeting minutes as written, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve the June 16, 2017 meeting minutes as corrected, seconded by Selectman Albee with all in favor.

Selectman Marcussen **moved to approve** a residential tenting and recreational vehicle permit for PID 42-2-37, **seconded by Selectman Albee with all in favor**. Selectman Marcussen moved to approve a Right of Burial for section E lots 53 and 54, seconded by Selectman Albee with all in favor. Chairman Wood moved to approve a notice of appointment for Marsha Hunter as Alternate Library Trustee for another term, seconded by Selectman Albee with all in favor. Chairman Wood moved to approve a notice of appointment for Mark Howard as a member of the Lakes Region Planning Commission TAC for another term, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve an intent to excavate for PID 17-1-6, seconded by Chairman Wood with all in favor.

Selectman Marcussen moved to approve a notice of appointment for Ben Ladd, Larry Gil, Steve Wingate, John Lapolla, Jeff Moody, Dusty Davies and Faye Friedrich as members and Gene Kelley as an alternate member to the Mirror Lake Watershed Committee for another term, seconded by Selectman Albee with all in favor. Chairman Wood moved to approve a notice of appointment for Steve Wingate to the Conservation Commission for another term, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve a yield tax levy for PID 16-2-9, seconded by Selectman Albee with all in favor.

Selectman Albee will revisit the Hurlbert Trust at the next Selectmen's meeting on July 3, 2017 at 9:00 am. Selectman Marcussen shared that the Spring milfoil survey results were received. They show moderate growth in Melvin Village Marina, docks at 19 Mile Bay and some regrowth in some areas of the basin. The milfoil contractor will be working on this soon.

Selectman Marcussen spoke of a recent computer purchase by the Parks and Recreation Commission that was submitted for reimbursement. The Selectmen spoke about including the Town's IT person for computer purchases, reimbursements requested for purchases made for Town needs, control of these items, etc. The Selectmen discussed the need to have a policy in place for reimbursements as well as for timesheet signatures, etc. and will have a work session regarding these types of policies.

Chairman Wood revisited cleaning up of the Old Woods Town owned property versus selling the property as is. After some discussion, the Selectmen agreed to follow up with Jack Parsons regarding estimates for the cleanup.

Karen Koch shared her recommendation to sign a contract to continue with Carroll County Oil as the Town's oil and diesel vendor. Selectman Albee questioned the need to sign a contract. Discussion followed. A vendor decision was tabled until the next meeting. Selectman Albee questioned employees receiving discounted pricing for fuel. This topic may be revisited at a later time.

Chairman Wood shared that Diane Falcey received a request from the Town of Tamworth for the Tuftonboro Police Chief's job description and the information has been provided. Selectman Marcussen moved to approve purchasing a Malwarebytes lifetime subscription for 16 town computers for \$960, seconded by Selectman Albee with all in favor. It was agreed that Selectman Marcussen will write an article on behalf of the Selectmen for the Tuftonboro Times Summer Edition. The Selectmen approved a letter to be sent to Spectrum requesting an annual meeting with one of their representatives.

Per Chairman Wood's request, Selectman Marcussen read the dog warrant into the record. Selectman Albee moved to approve the warrant for unlicensed dogs, seconded by Selectman Marcussen with all in favor. Chairman Wood shared that the Mirror Lake Protective Association meeting will be held July 23, 2017. Selectman Marcussen moved to continue the Town's flu clinic with Lakes Region Visiting Nurses Association, seconded by Selectman Albee with all in favor.

The following correspondence was also reviewed: Evolis Radar Speed Sign correspondence; NHMA Legislative Bulletin 6/23/17; CDBG Housing and Public Facilities Grant information; Building Permit Applications for PID 25-2-200, 71-1-2, 27-1-10, 56-1-4, 70-2-50 and 50-3-1; letter to PID 28-3-14; Jack Parsons Training certification; NH DHHS Syphilis Health Alert; Councilor Kenney's Report; LES June newsletter; Newslink 6/21/17; memo about missing channel markers; Lake Road boat ramp bid response letters; Wetlands Permit Application for Tax Map 34 & 35, Lots 1-2; Library ceiling leak information; Fairpoint and Consolidated Communications merger letter; HealthTrust Summer 2017 newsletter; Primex training workshop information; Chief Shagoury training completion information; parking issues memo; hazard mitigation plan information; Transfer Station Tuftonboro Times submission; NH Clean Water State Revolving Fund 2017 pre-application; NHMA Legislative Bulletin 6/16/17; NH Lakes Association 6/17/17 newsletter; Councilor Kenney's schedule; ZBA Merritt Notice of Decision; NH DHHS Health Alert; PA-34s for PID 26-1-55, 37-1-9, 51-3-17, 60-2-2 & 60-2-11, 2-1-18, 41-2-4, 51-3-18, 15-3-7 & 15-3-39, 58-1-29, 60-2-24, 60-2-25, 63-2-15, and 39-2-7; various meeting minutes; various emails and other correspondence.

During public input, Guy Pike shared his concerns about the Town ambulance being used as a backup. Selectman Albee shared that mutual aid agreements will be reviewed, spoke of revenue opportunities, etc. Max Ledoux also spoke regarding the Town ambulance and air boat mutual aid. Joe Kowalaski asked questions regarding the dog warrant. Elissa Paquette shared her research experience in regards to the importance of cooperation between towns in terms of mutual aid.

At approximately 4:54 pm, Selectman Marcussen moved to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

# Memo

To: Selectmen  
From: Chief Shagoury  
Date: 05/26/17  
Re: 2016 Statistics (to May 30)

---

Call-outs: 05/10 Suspicious Activity  
05/13 Suspicious Activity  
05/29 Alarm

Community Events:  
05/30 Tuftonboro Central School Memorial Day

Training: Opioid Forum Sandwich, Taser Certification, ALiCE Response to Active Shooter,  
  
Primex online training: Bloodborne Pathogens, Diversity Benefits, Back Injury Prevention, Personal Protective Equipment, Fire Safety, Defensive Driving, Sexual Harassment Prevention, Ethics for Public Employees, Email in the Workplace, EEO Laws and Discrimination Prevention

Activity from January 1 to the end of April:

Category	2016	2017
Motor Vehicle Stops	79	52
Summons	4	1
Accidents	17	21
Arrests	6	5
Felonies	5	4
Offenses	41	48
Incidents	71	64

**Selectman Meeting**  
**June 26 2017**

<b>Fire Calls</b>	<b>109</b>	<b>Gas Furnace Inspection</b>	<b>11</b>
<b>EMS Calls</b>	<b>127</b>	<b>Oil Burner Inspection</b>	<b>05</b>
<b>Service Calls</b>	<b>34</b>	<b>Wood/Pellet Stove Inspections</b>	<b>01</b>
<b>SPD</b>	<b>07</b>	<b>Life Safety</b>	<b>04</b>
<b>Total</b>	<b>277</b>		<b>21</b>

---

1. Bike safety day was completed at the Tuftonboro School on June 2, 2017. 6 fire department personnel, 3 pieces of apparatus, 1 personal bicycle was used. This was a joint special detail with the Tuftonboro Police department. Units checked all bicycles used during the day for proper tire inflation, brakes and other safety related items. Traffic control was provided as well as follow vehicles for each group of riders.
2. Update on 10-car-1 engine.

We had an upper knock on the right bank of the engine. Cantin Chevy disassembled the engine and found cam and lifters damaged with metal throughout the unit. Two options were given: Fix the current engine for \$3,869.00 with no warranty and guarantee all metal is cleaned out of engine. Second option was replace the engine with a new engine for quote of \$7,102.00.

After talking with board of selectman and other companies it was decided to go with a new engine. Car 1 is a 2010 ¾ ton suburban with 71,110 miles and 5018 hours it is now 7 years old and has a 10-year replacement with the capital improvement program.

Fixing the engine, had no guarantees with it and if they did not get all the metal out of the engine it would not be covered for further failure. The new engine has a 3 year 100,000-mile warranty. The final cost was \$ 6,843.37 this was under the original quote of \$7,102.00. Car 1 is scheduled to be replaced in 2020 if the vehicles body holds up it may go longer with the new engine.

3. The air boat is back in service after going to Kimball and Dube for its spring maintance. Replacement of throttle cable which the end was ready to break, adjusted the steering lever to tighten and remove side to side play, welding where cage meets gunnels left and right side, supported both sides. New bushings installed in steering rudders blades., made and installed V brackets for left and right cage legs and base plates, made and installed bracing for multiples places around front cubby in the bow, checked and welded any broken welds under floor, greased prop bearings, removed and welded broken alternator bracket, greased trailer wheel bearings, checked and tightened all bolts on boat and cage, oil change. For a total of \$ 2,799.20

The amount of welding and repairs that have been completed with the boat has no bearing on how the boat was built. There were comments in the past that the boat was poorly made and that why we needed to complete such repairs. The repairs that are completed are just normal maintenance for an airboat that is used in the winter. It is very hard on the boat traveling over the ice.

4. The fire department had a request from Mr. Max Ledoux to see our Ossipee Valley Mutual aid agreement, for the ambulance responding mutual aid. It was explained that the current mutual aid agreements were made back in the late 80's and 90's and do not currently address the request of a mutual aid ambulance response.

They address that a mutual aid towns will send a fire engine with a certain minimum pump capacity and water capacity. Also, personnel will be certified at least to FF1 and air pack certified.

I checked the mutual aid responses from when the ambulance was placed in service in late July 2016, which would be a total of 4 requests.

5. I have been looking for a venue to dispense of 140 gallons of class B foam that has been in our Melvin Village Station since 1989. As you may or may not know class B AFFF foam has been in the news over the past year as having chemicals in it that can contaminate ground water and wells. The last time it was used in Tuftonboro was at the park 2000 fire in 1989. One such area that was in the news was Pease International Trade Port and other locations in our state. Perfluorinated chemicals (PFC's).

I have found a company called Accuworkx USA that will take the AFFF foam. Our cost would be \$40.00 each for 55 gallon drums, we need 3 for total of \$ 120.00. \$ 155.00 for each drum once full for removal x 3 \$ 465.00 and equipment operator and box truck fee of \$ 200.00 for a total of \$ 785.00.

The drums were delivered on Friday and we will be condensing the different types of class B AFFF foam into the three drums.

We currently use a product called Cold fire foam which can be used on Class A,B and D Fires. It is also considered environmentally friendly.

6. Jim Bean, Road agent and myself have been going to required meetings for the winter storm reimbursement. I also went to the a two day required training that was held in Concord at the emergency operations center at 110 Smokey Bear Boulevard on 6/14/17-6/15/17. This public assistance operations class covered what needs to be done due the significant rule changes at FEMA on how future funding through the public assistance program will be determined and reimbursements made.

7. We have had at least a dozen people look at the rescue truck and say they were going to put in a bid.
8. The Tuftonboro Fire Fighters Association is looking at purchasing a power pro XT striker stretcher for the ambulance as it's large purchase for 2017. This stretcher usually cost \$21,500.00 new. We are looking at a demo unit that is discounted to \$13,800.89 or discount of 31%. The cot comes with XPS mattress, 2 batteries and a charger. A 2 year comprehensive warranty, 3 yrs. on X frame and hydraulics. The power cot saves on lifting and back injuries and can hold up to a 700-pound patient. The current striker stretcher will be going back to the agency that has been letting us use it.
9. The CERT training that was going to be taught at our Central Station on 6/23-6/25/2017 was cancelled by Jeff Jones the head of the Carroll County Coalition for Public Health due to low sign up. They needed at least 10 people to do the class. They are looking at rescheduling the training for Aug of this year.
10. The fire and police department have been working together on proper response and protective measures for scenes that may involve suspected Carefentanal.
11. We will be at pier 19 at 09:00am on Saturday July 8<sup>th</sup> to go to the Tuftonboro Islanders meeting at Ragged Island at 10 am.