

TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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Selectmen's Meeting Minutes
9:00 am – Town House
Corrections in bold & italics.

Monday July 6, 2020

The official video of this meeting can be found on the Town of Tuftonboro's YouTube channel at:
<https://www.youtube.com/channel/UCCUmJqZvFtS23RMEFSDQzmw>.

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

CALL TO ORDER

Chairman Wood called the Selectmen's meeting to order at 9:00 am, read aloud instructions on how to join the meeting remotely and asked Bob Theve to lead the pledge of allegiance.

POLICE STATION INFORMATION SESSION

The Board of Selectmen held a public information session on the proposed Police Station project. Chief Shagoury introduced Phil Bennett, of Alba Architects, who was in attendance. Alba Architects performed a needs assessment that resulted in similar findings to previous police building studies that were done. Chief Shagoury reviewed Alba Architects' proposed plan layouts and gave a summary of room uses. Mr. Bennett summarized that four different site locations were reviewed initially. The Dearborn site was chosen as it proved to be the most cost effective site and satisfied all the elements needed. He added that the plan drawings are very schematic in design level and the purpose of this meeting is to obtain public input regarding them.

Chief Shagoury responded to *a member of the public* that the secured area is a processing area and is not intended to be a detention area. He confirmed for Bob Theve that even though the building is on a slab he feels that there is adequate storage for records retention. Mr. Bennett shared that a multi-level building adds the necessity of ADA requirements. Chief Shagoury added that the USDA grant requires that all levels be accessible. Future expansion of the single level building, if needed, would be less costly than a multi-level building. Colleen Chambers (attending remotely) agreed to follow up with Chief Shagoury in regards to building needs in relation to officers' use of time.

Doug Barker suggested moving the conference room to a more publicly accessible area rather than the back of the building. Chief Shagoury responded that this has been mentioned before. If this is used as an emergency operations center (EOC) there would need to be the potential for expansion (which the current location allows for). Chief Shagoury also doesn't think that there will be a great demand for public use of the meeting room as there are many alternative meeting rooms available at other locations (Library, Fire Station, Town House, etc). Chief Shagoury also responded to him regarding communications capabilities and officer parking access available near the employee entrance door. In reference to Selectman Albee's suggested repositioning of rooms, Mr. Barker added that it might be helpful to create a committee to reposition the rooms and create a new design layout.

Chief Shagoury and Phil Bennett responded to Dave Eaton in regards to the flexibility benefits of ground mounted solar panels versus restrictions of roof mounted panels. Selectman Marcussen added that the slope of the topography adds to the benefits of ground mounted panels.

Mr. Bennett responded to Adam Thompson the reasoning for choosing an electric heat pump system as the best alternative for heating and air conditioning. He disagreed with Mr. Thompson's suggestion of requiring a backup heating system. However he added there is ability to add a backup system, if desired, at an additional cost. Gary Chehames strongly suggested looking at alternate primary heat sources other than a heat pump (i.e. propane, oil) as electricity is expensive and alternate technologies can be warehoused during off seasons resulting in a significant cost savings. Chief Shagoury responded to Mr. Chehames that the garage is almost square (approximately 31 x 30 feet).

Richard Cary shared the similarity with the 2014 building study to the new study. He spoke of the necessity of going ahead with this project in today's day and age and the inadequacies of the current building. Selectman Albee responded regarding the importance of construction management for the project as well as funding sources that can be used to offset the cost (capital reserve fund, USDA grant). Chief Shagoury added that the grant requires that an outside architect is involved. Although Selectman Albee doesn't see that this project could be paid for in one year, as the Library was, he feels it is important to stop postponing the project as costs continue to rise.

Chairman Wood shared previous police building studies that have been done. Chief Shagoury responded to him that the abutter, Perkins, voiced their concern that the building be far enough away from their property line. Selectman Albee added that he spoke with the same abutter. Chairman Wood suggested that other abutters input be sought. He also suggested re-maximizing use of the lot as only 50% of the frontage on Middle Road is usable. Chief Shagoury responded that the lot was maximized in its current condition to save costs. Chairman Wood reiterated his concerns regarding the importance of two entrances/exits for police vehicles, records area and work station spacing standards, the need for a multi-purpose meeting room with an exterior entrance and concerns regarding the proposed heating systems and use of electricity.

Chief Shagoury responded to Tyler Phillips that he is not sure if State review at this stage would be useful and is not required. The plans have been sent to OSI for review as this was a requirement of the USDA grant. He added that it might be good idea to have Primex (the Town's liability insurer) review the plans as they have requirements for the current station.

PUBLIC INPUT

None.

APPOINTMENTS

Brian Cranston met with the Selectmen to seek permission to rename Abbott Drive to Cranston Road in order to have his family name carry on as he has no male heirs. His lives at 5 Abbott Drive and his deed includes the road. As residents are concerned about the impact of the change of address and the history of the current name, he shared a proposal to move the existing road name of Abbott Drive and adding a new road name (Cranston Road). He currently maintains the roads and offered to pay for the expense of renaming it.

Gail Gordon, resident of 9 Abbott Drive, was in attendance and voiced her and the other residents' opposition to renaming the road. Her family has owned this property for the last 100 years. She doesn't feel that this change is appropriate as it would cause people to drive over the Behr's driveway. She feels that this will complicate things even further with delivery, directions, etc. She also doesn't have an heir and she also helps maintain the road.

Charlie Behr also feels that this change would be confusing to the public as there is currently only one road established. He suggested that Mr. Cranston name his driveway Cranston Road. For historical reasons he would like to keep the road named Abbott Drive. He also doesn't have an heir and neither do the Abbots.

Mr. Cranston understood the other residents' concerns but asked the Board what his rights are since he owns the road. Selectman Albee thought that it would be important to review other property owners' deeds. The Board agreed to Chairman Wood's request to table the issue in order to allow time for him to visit the site.

MINUTES

Selectman Marcussen moved to approve the 6/19/20 work session minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the 6/19/20 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 6/22/20 meeting minutes as written, seconded by Selectman Albee with all in favor.

SIGNATURE FILE

Selectman Marcussen moved to approve a Notice of Appointment for Michael Phelps as an Alternate Member to the Conservation Commission, seconded by Selectman Albee with all in favor. Chairman Wood moved to accept Kathleen Murphy's resignation from the Conservation Commission and to send a letter of thanks, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve a Notice of Appointment for Steve Wingate to the Conservation Commission, seconded by Chairman Wood with all in favor. Selectman Marcussen moved to approve a Notice of Appointment for Laurel Podsen to the Conservation Commission, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a warrant for unlicensed dogs, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a CDBG Phase 1 Environmental Assessment and Review documents, seconded by Selectman Albee with all in favor.

CORRESPONDENCE

Document shredding will be scheduled for late August. Chairman Wood shared that he met with Steve Wingate on 6/26/2020 to complete the latest purchase and easement on the Phelps property in the Great Meadow. Horizons Engineering confirmed that the Town is no longer under contract for their services regarding the Union Wharf project. Selectman Albee will elaborate upon his discussion with Tyler Phillips during Selectmen's update. Lakes Region Household Hazardous Waste provided a collection update. As many towns have backed out of the contract they are revisiting collection site locations and a revision to their existing contract to keep the prices and existing collection dates from changing. It was noted that collection is still available in Wolfeboro to residents at a fee and current participation numbers were reviewed. The Department of Environmental Services confirmed receipt of the Transfer Station's reopening procedures. Compactor 1 was installed last week. The landfill monitoring bid will be discussed with Larry Gil and Steve Wingate on 8/3/2020. The Selectmen reviewed correspondence between Gary Chehames, Larry Gil and Steve Wingate regarding the Wolfeboro RIB. The Town of Wolfeboro is meeting with the Conservation Commission at the Wolfeboro RIB pilot test area on 7/23/2020 at 10:00 am. The Selectmen, Planning Board and public are invited to attend. The Selectmen agreed to attend. Chairman Wood moved to accept Maryann Lynch's resignation from CIP and to send a letter of thanks, seconded by Selectman Marcussen. The Selectmen agreed to provide the Carroll County Broadband Survey on the Town website and bulletin board. The Board gave Chairman Wood permission to review a CDBG project public notice for approval as the documentation was not available at the meeting. The Selectmen reviewed a request from Carl Kriegeskotte for himself and others attending the Lees Mill Steamboat Meet to tie up their boats overnight at the Old Steamboat Dock in Melvin Village. The Board agreed to Selectman Marcussen's suggestion to tabling this decision until Chief Shagoury's input can be considered. The first Budget Committee first meeting has been rescheduled from 7/28/2020 to 8/12/2020. Selectman Albee responded to Chairman Wood regarding the Budget Committee's health benefit concerns. He is exploring alternatives but has found that it is difficult to obtain cost estimates in July. He noted that some government operations are creating health insurance plans with large deductibles by reducing overall cost and then creating health savings accounts to cover the deductible. The Selectmen approved a 8/10/2020 Cable TV franchise public information session notice.

Other correspondence reviewed included: Carlson Editorial Services Correspondence; Councilor Cryans 6/24/2020 Report; Selectmen's Tuftonboro Times submission; Town of Holderness ZBA 7/14/2020 public hearing; ZBA 7/7/2020 YMCA special exception notice; US DOJ 6/23/2020 Press Release; CDFA 6/29/2020 workshop information; ServPro correspondence; NHDHHS 6/18/2020 Health Alert; NH Lakes Spring 2020 Webinar information; NH ADA 6/19/2020 and 7/1/2020 Updates; NHBET June 2020 newsletter; NHMA 6/19/2020 and 6/26/2020 Legislative Bulletin; 7/1/2020 Newslink; NH DES Notice of Acceptance of Permit Application for PID 55-1-6-26; NH Lakes June 2020 Shorelines newsletter; ZBA Andrus Notice of Decision; Charter Channel Changes; NRRRA 2020 Summer Webinar Series; 2020 UNH T2 NH Road Scholar Directory; EcoLink June 2020 newsletter; various minutes; emails and other various correspondence.

SELECTMEN'S UPDATE

Selectman Marcussen shared that the Agricultural Commission has their monthly meeting at the Community Garden tonight at 4:00 pm.

Selectman Albee shared that he attended the Carroll County Broadband Initiative meeting regarding the broadband survey. He also spoke with Tyler Phillips regarding the Union Wharf project. Mr. Phillips is working on a response to the Department of Environmental Services in order to understand their reasoning for not wanting to allow sheet piling around the full pier. The Board agreed to meet with Mr. Phillips to discuss this further. A date has not yet been determined.

Selectman Marcussen confirmed for Chairman Wood that the Planning Board recent Dame Road site plan review included discussion regarding noise level. Chairman Wood gave thanks to Jack Parsons in regards to modifying the broken fence that goes to the Community Garden and for his work on creating plexiglass protection for work areas.

PUBLIC INPUT

Chairman Wood agreed to review Joe Kowalski’s concerns regarding the previous franchise agreement with Spectrum and their lack of support in areas.

NON-PUBLIC SESSION

At approximately 10:54 am, Selectman Marcussen moved to enter non-public session per RSA 91-A:3 II (l) legal, seconded by Selectman Albee. Roll call vote: Wood – Yes; Marcussen – Yes; Albee – Yes. At approximately 11:01 am, Selectman Albee moved to end the non-public session and move back into public session, seconded by Chairman Wood with all in favor. Chairman Wood moved to seal these non-public minutes, seconded by Selectman Albee with all in favor.

Selectman Albee moved to sign the CDBG contract as prepared, seconded by Chairman Wood for discussion. The Board agreed that Attorney Sager can work with Donna Lane directly regarding this project.

NON-PUBLIC SESSION

At approximately 11:04 am, Selectman Marcussen moved to enter a non-public session per RSA 91-A:3 II (a) for personnel, seconded by Selectman Albee. Roll call vote: Wood – Yes; Marcussen – Yes; Albee – Yes. At approximately 11:25 pm, Selectman Albee moved to end the non-public session and move back into public session, seconded by Selectman Marcussen with all in favor. Chairman Wood moved to seal these non-public minutes, seconded by Selectman Marcussen with all in favor.

The Selectmen revisited the Police Station project. In summary, they would like Alba Architects to supply alternate plans that incorporate feedback given thus far.

NON-PUBLIC SESSION

At approximately 11:45 am, Selectman Marcussen moved to enter a second non-public session per RSA 91-A:3 II (a) for personnel, seconded by Selectman Albee. Roll call vote: Wood – Yes; Marcussen – Yes; Albee – Yes. At approximately 12:00 pm, Selectman Albee moved to end the non-public session and move back into public session, seconded by Selectman Marcussen with all in favor. Chairman Wood moved to seal these non-public minutes, seconded by Selectman Marcussen with all in favor.

ADJOURNMENT

At approximately 12:01 pm, Selectman Albee moved to adjourn, seconded by Selectman Marcussen with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary