

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

Selectmen's Meeting
9:00 am - Town Offices

Monday, July 10, 2017

MINUTES

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

Chairman Wood called the meeting to order at 9:00 am and proceeded with the Pledge of Allegiance. There was no public input.

Christie Sarles gave the Library update. Please see attached. Next week the Library will send overdue notifications by postcard rather than by letter to save time and postage. While doing inventory there has only been one item unaccounted for thus far. Summer programs are going well. Sponsors are needed for summer youth readers. The annual fundraising raffle will be held in August. The Library accepted the Grange's invitation to put a basket in their penny sale. There was discussion regarding the Library's needs for replacement computers in 2018. Ms. Sarles asked the Selectmen if the Library should go through the Town's IT person to purchase new equipment or purchase equipment on their own. The Selectmen agreed that it would be reasonable to have the purchase go through our IT person but this decision would need to be made by the Library Trustees. It was agreed that Ms. Sarles will work with TechSoup and Computer Port to compare resources. The Library's leak problem is not fixed yet as it has been difficult to find parts.

Jack Parsons gave the Building Department update. To date there have been 57 building permits, 193 inspections and 13 new homes. Beach clean-up is done and the rails at the beach have been repaired. Mr. Parsons shared that the junkyard issue on Cow Island should be solved as the property is in the process of being sold. It was agreed that the Selectmen would send a follow up letter to a separate junkyard property.

Clay Gallagher gave the Transfer Station update. Please see attached. He shared file folders that the Transfer Station is using to easily summarize employee training. In response to Selectman Albee, Mr. Gallagher updated the Selectmen regarding budget items including ongoing Closure Monitoring, annual fees for the Lakes Region Planning Commission Hazardous Waste program, safety equipment, mileage and recycling awareness. In response to Chairman Wood, Mr. Gallagher agreed to speak with Dave Ladd in regards to the Annual Island Day being expanded to include the Lake Street area. Also in response to Chairman Wood, Mr. Gallagher and Jim Bean agreed to the Mirror Lake Protective Association's request to transport debris (from cleaning up of the channel that exits Mirror Lake under Rte. 109) to the Transfer Station.

Sue Weeks met with the Selectmen regarding the upcoming Cemetery public hearing for the Thompson Moulton Cemetery scheduled for July 24, 2017. The Cemetery Trustees will be presenting an amendment at the public hearing. They will be proposing that the Thompson portion be unabandoned and the Moulton portion remain abandoned. Selectman Marcussen shared that NHMA has advised that the Town can't un-abandon only part of the cemetery; it's all or nothing. It was agreed that Karen Koch will work with Sue Weeks and provide the advice from NHMA. Separately, Ms. Weeks shared that the Trustees are very pleased with their new Sexton.

Jim Bean gave the Highway Department update. The heavy rain storm on June 19th caused a lot of road edges to wash out. The big washouts are repaired but more work has to be done. Durgin Road and Union Wharf Road have been paved. Weather permitting; road striping is scheduled for tomorrow. Roadside mowing is scheduled for next week. There was discussion regarding budget expenditures and additional expenses incurred due to this year's storms. It was

agreed that some budget items will need to be reduced to save enough money for expected winter maintenance. The Selectmen asked that Mr. Bean review the budget and provide his suggestions on Friday July 14th at 9:00 am.

Selectman Albee moved to approve the July 3, 2017 meeting minutes as corrected, seconded by Chairman Wood with all in favor. Selectman Marcussen moved to approve the July 3, 2017 9:55 am non-public meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Albee moved to unseal the July 3, 2017 9:55 am non-public meeting minutes, seconded by Selectman Marcussen. For discussion, Chairman Wood shared that he believes that when tax issues are discussed the minutes are required to be sealed. He will research this and come back to the Board. Selectman Albee tabled the motion, seconded by Chairman Wood with all in favor. Selectman Marcussen moved to approve the July 3, 2017 10:00 am non-public meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to unseal the July 3, 2017 10:00 am non-public meeting minutes, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve the July 3, 2017 10:10 am non-public meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to unseal the July 3, 2017 10:10 am non-public meeting minutes, seconded by Selectman Albee with all in favor.

The Selectmen reviewed several building permits. The Selectmen signed a letter addressed to the NHDOT requesting additional no parking signs to be put on Route 109. Selectman Marcussen moved to approve a notice of appointment for Nancy Byrd to the Conservation Commission for another term, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve a yield tax levy for PID 4-1-1, seconded by Selectman Albee with all in favor. Chairman Wood moved to approve a State of NH Deputy Warden Appointment for Christopher Morgan, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve an intent to cut for PID 41-3-16, seconded by Chairman Wood with all in favor. Chairman Wood moved to approve an intent to excavate for PID 55-2-7, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve a thank you letter to a board member, seconded by Chairman Wood with all in favor.

Chairman Wood shared that the Board of Selectmen, Conservation Commission Chairman, Police Chief, and Fire Chief attended the annual Tuftonboro Island Association (TIA) meeting on Ragged Island on July 8th. Ron Guilmette talked on his recent book, The Islands of Winnepesaukee. Also at the TIA meeting there was discussion regarding expansion of the 19 Mile Bay parking lot and alternate trailer parking. The Selectmen agreed that this is a something that they would need to revisit. Selectman Marcussen shared that the milfoil contractor is harvesting in Melvin Village Marine today and will be completed by tomorrow. Chairman Wood shared that the concert at the Town Beach on Thursday was well attended and there will be more of them. Chairman Wood shared information regarding the River Reach Boat Club Association meeting and dock work to be done. The total bid accepted for improvements to 12 slips was \$21,290. The Town's portion for their one boat slip is \$1,774.17. Selectman Albee moved that the dock **be** delineated **with** signage installed that informs the public that half of that dock is for public use and \$1774.17 is authorized to do maintenance on the dock. Discussion followed regarding where the money should come from and if it should come from this budget year. It was agreed that Selectman Albee will review budget lines for anticipated expenditures to see if funds will be available. They will also review this with Mr. Bean on Friday. Chairman Wood shared that the Mirror Lake Protective Association meeting is July 22nd at 9:00 am at the Town House. Chairman Wood shared information regarding the Mirror Lake Watershed Committee and their discussion regarding Lang Pond Road. Selectman Marcussen shared input regarding cleaning out of the channel into the Lake from the new double culvert.

Selectman Marcussen shared information regarding RSA 31:95(b). This is the RSA that allows governing bodies to accept unanticipated revenues or grants and expend it. The requirement is that if the amount exceeds \$10,000 then there needs to be a public hearing before accepting it. He gave examples of where this would apply (The Firemen's Association donating a piece of equipment to the Fire Department, anticipated FEMA storm reimbursement money, and additional road maintenance money recently discussed in the legislature). Karen Koch will check to see if public hearings need to be publicized in the newspaper.

The following correspondence was also reviewed: Wetlands Permit Application for PID 28-3-14; email from HealthTrust regarding Sharon Sheedy retirement; June 2017 Police Department Officer Hours Tally; Charter Communications letter

regarding channel lineup changes; NHMA NewsLink 7/5/17; various meeting minutes; various emails and other correspondence.

During public input, Sue Weeks shared questions and comments regarding the Town's acceptance of gifts, use of personal computers/emails for boards and committees, availability of non-public minutes, and the 19 Mile Bay Parking lot. Max Ledoux shared input in regards to personal computers/email being used for board/committee use and how Sandwich marks their pedestrian crossings.

At approximately 10:55 am, Selectman Marcussen moved to enter non-public session per RSA 91-A: 3 II (I) for legal purposes, seconded by Selectman Albee. Roll call vote: Wood – Yes; Marcussen – Yes; Albee – Yes. At approximately 11:19 am, Selectman Albee moved to return to public session, seconded by Chairman Wood with all in favor. At 11:20 am, Selectman Albee moved to adjourn, seconded by Selectmen Marcussen with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

TFL STATISTICS: Circulation

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2017
CIRCULATION:													
Adult Fiction	623	530	578	509	628	730							3,598
Adult Non-Fiction	190	177	167	158	194	188							1,074
Large Print	41	62	49	38	80	79							349
Young Adult Fiction	54	39	43	46	40	59							281
Young Adult Non-Fiction	1	1	4	0	1	3							10
Kids' Fiction	443	406	488	383	418	450							2,588
Kids' Non-Fiction	208	171	128	150	120	102							879
Inter-Library Loans	37	34	68	51	52	97							339
TOTAL BOOKS:	1,597	1,420	1,525	1,335	1,533	1,708	0	0	0	0	0	0	9,118
Adult DVDs	635	690	786	671	621	697							4,100
Adult CDs - Music (Holiday)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a			0
Adult Books on CD	66	75	74	58	96	96							465
Kids' DVDs	168	157	170	202	140	231							1,068
Kids' CDs - Music	0	2	2	1	2	2							9
Kids' Books on CD	23	22	30	17	22	19							133
Games (Wii & Board)	10	15	10	9	16	11							71
Kill-A-Watt Meter	0	0	0	0	0	0							0
Kindle	0	0	0	1	0	0							1
Museum Passes	11	17	8	0	4	24							64
Periodicals	35	45	42	41	32	28							223
Puppets	9	10	5	7	0	2							33
Snowshoes	10	15	0	0	n/a	n/a	n/a	n/a	n/a				25
Telescope	1	3	1	0	0	0							5
Vertical File	6	6	3	1	5	3							24
Overdrive Audiobooks	17	29	43	37	25	16							167
Overdrive eBooks	65	83	122	101	95	81							547
Overdrive Periodicals	0	0	0	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	0
Hoopla Audiobooks	37	36	35	45	33	28							214
Hoopla eBooks	25	27	38	39	21	20							170
Hoopla Comics	0	0	2	2	1	0							5
Hoopla Music	23	14	26	22	7	24							116
Hoopla Movies	19	17	21	11	10	8							86
Hoopla TV	2	3	0	1	1	1							8
Database Usage (EBSCO, Genealogy)	419	551	640	353	572	472							3,007
TOTAL OTHER MATERIALS:	1,581	1,817	2,058	1,619	1,703	1,763	0	0	0	0	0	0	10,541
TOTAL CIRCULATION:	3,178	3,237	3,583	2,954	3,236	3,471	0	0	0	0	0	0	19,659
Total # Materials Added:	170	145	207	219	219	166							1,126
Total # Materials Deleted:	18	42	99	140	129	133							561
Collection Count:	32,242	32,345	32,453	32,532	32,622	32,655							

B.O.S. Meeting 7/10/2017:

Transfer Station

1. Monthly Totals for June 2017 (9 SW compactors and 12 C/D containers)
 - a. 1 M.P. tractor trailer load shipped out (22 tons / \$1534 revenue)
 - b. 2 Scrap Metal loads shipped out (17 tons/ \$750 revenue)
 - c. Used Oil picked up (155 gallons / no revenue)
 - d. Total rev at end of June is approx. \$42,500 (2016 rev was \$32K)
2. Once C/D final numbers come in for Jun from W/M, I will do CD study as requested (Budget vs. Revenue vs. Previous year #'s)
3. T.S. Buildings were painted (on schedule and below cost estimate). Job well done.... Replace/repaired more trim boards than expected with Azac trim. (Wentworth Group)
4. LRPC Hazardous waste collection will be on 29 July in Meredith, and on 5 Aug in Ossipee.
5. Island Day is on 15 July at Pier 19 – (not for normal HHW)
6. Field mowed covering landfill and surrounding area. Great job! (Bill Williams)
7. Backhoe annual service complete.... so at this time ALL transfer station required annual services are complete.
8. Carol Miller is still working our Spectrum hookup and has given us some good guidance on dealing with our TWC (Spectrum) contract. Awaiting more info from her once she talks with her contacts at Spectrum.

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
1-Jun-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
6-Jun-17	WM Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
6-Jun-17	WM C/D & Plastic		\$245 P/U vs \$334		XXX	XXXX	
6-Jun-16	Electronics W/CRT		ECER 6240 lbs			1075	
6-Jun-17		Scrap Mtl - bulk	Berwick - (8.85 tons)				\$395.00
8-Jun-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
13-Jun-17	WM Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
6-Jun-17	WM C/D & C/D		\$245 P/U vs \$334		XXX x 2		
15-Jun-17	WM Comp #1 & Plastic		\$245 P/U vs \$334	XXX		XXXX	
19-Jun-17		Scrap Mtl - bulk	Berwick - (8.22 tons)				\$367.00
20-Jun-17	WM Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
22-Jun-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
27-Jun-17	WM Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
27-Jun-17		Mixed Paper-22 tons	NRRA \$70/ton				\$ 1,534.00
27-Jun-17	WM C/D & Plastic		\$245 P/U vs \$334		XXX	XXXX	
28-Jun-17	WM Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
28-Jun-17		used oil P/U - 155 gal	Wentworth Oil				N/C

9 Solid Waste		WM (XXXX tons)	XXX				
12 C/D Containers		WM (xxxx tons)		XXX			
3 Plastic		WM (XXXX tons)			XXX		
Electronics W/CRT		ECER 6240 lbs				1075	
	Scrap Mtl - bulk	Berwick - (8.85 tons)					\$395.00
	Scrap Mtl - bulk	Berwick - (8.22 tons)					\$367.00
	Mixed Paper- 46K lbs	NRRA \$70/ton					\$ 1,534.00
	used oil P/U - 155 gal	Wentworth Oil					N/C
Resident Usage fees paid							\$6,522.00
Stickers fees collected							\$620.00
		Total					\$9,409.00

	Monthly Total	Prev Balance	Year to Date
Solid Waste	9 (xxxx tons)	36 (349.59 tons)	45 (XXXX tons)
C&D	12 (xxxx tons)	39 (259.40 tons)	51 (XXXX tons)
Plastic co-mingle	3 (xxxx tons)	10 (11.83 tons)	13 (XXXX tons)
Paper	1 (23 tons)	1 (23 tons)	2 (46 tons)
Glass		2 (21.63 tons)	2 (21.63 tons)
Cardboard Bales		1 (22 tons)	1 (22 tons)
Alum Bales			
Steel / Tin Cans 30 yd		1 (3.33 tons)	1 (3.33 tons)
Electronics W/screen	1 (6,240 lbs)	1 (6,120 lbs)	2 (12,360 lbs)
car batteries		1 (2,073 lbs)	1 (2,073 lbs)
Freon		2 (63 units)	2 (63 units)
Metal Scrap	2 (17.07 tons)	2 (17.5 tons)	4 (34.57 tons)
Non-Ferrous Metal- Alum			
Non-Ferrous Metal- Cord			
Non-Ferrous Metal- Other			
Non-Ferrous Metal- Other			
Propane		2 (19 units)	2 (19 units)
Tires		1 (5.0 tons)	1 (5.0 tons)
Used Oil	1 (155 gallons)	1 (130 gallons)	2 (285 gallons)
Vegetable Oil			
Call 2 Recycle batteries		1 (48 lbs)	1 (48 lbs)
Brush Removal			
BULBS		1 (1504 LF)	1 (1504 LF)