

**TOWN OF TUFTONBORO  
BOARD OF SELECTMEN  
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Selectmen's Meeting  
8:30 am – Town Offices

Monday August 5, 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 8:30 am.

**NON-PUBLIC SESSIONS**

At approximately 8:33 am, Chairman Albee moved to enter non-public session per RSA 91-A: 3 II (e) for legal correspondence, seconded by Selectman Wood. Roll call vote: Albee – Yes; Wood – Yes; Marcussen – Yes. At approximately 8:40 am, Selectman Wood moved to end the non-public session and move back into the public session, seconded by Chairman Albee with all in favor. Selectman Wood moved that these minutes be sealed, seconded by Selectman Marcussen with all in favor.

At approximately 8:40 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 8:44 am, Chairman Albee moved to end the non-public session and move back into public session, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to seal these non-public minutes, seconded by Selectman Wood with all in favor.

Chairman Albee reconvened the meeting at 9:00 am and led the pledge of allegiance.

**PUBLIC INPUT**

Chairman Albee responded to Joe Kowalski that he will give an update on last week's Budget Committee meeting during the Selectmen's update.

**REVIEW AND APPROVAL OF MINUTES**

Selectman Marcussen moved to approve the first 7/22/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the second 7/22/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the 7/22/19 meeting minutes as written, seconded by Selectman Wood with all in favor.

**APPOINTMENTS**

Sue Weeks met with the Selectmen to discuss cemeteries. She shared three complaints that the Cemetery Trustees have received this year regarding the Town **Hall** Cemetery (removal of a wreath and tree and concrete left on cemetery grounds). Ms. Weeks reminded the audience that the Town **Hall** Cemetery regulations are posted online and read aloud the specific regulation regarding no in-ground planting of any kind. The Trustees are not currently contacting descendants before removing items from cemetery sites but are now considering a productive means to do so beforehand. Ms. Weeks responded to Elissa Paquette that the complaints only pertained to the Town **Hall** Cemetery and responded to David Ladd that these regulations only pertain to the Town **Hall** Cemetery, but the Trustees are

responsible for maintenance of other cemeteries and could adopt these regulations for them as well. There are many maintenance items that need to be done that will require additional funding (mature tree concerns, stones disturbed by frost at the Blake section of the Edgerly-Blake Cemetery, shrub trimming/removal at the Town **Hall** Cemetery, entrance to Phineas Graves Cemetery, fence at Fields-Jones Cemetery, etc.) The Trustees may need to put a line item into their budget for tree removal. There was also discussion about doing a submission to CIP for other needs. The Trustees hope to have repairs to the Edgerly Cemetery completed by August. The fence at the Town **Hall** Cemetery is also expected to be completed this year. Ms. Weeks presented pictures of the improvements completed at the French Cemetery. The entire cost of \$40,000 was paid for with a donation. Skip Cope of Blue Ridge Landscaping is going to donate to the Town by hydroseeding the grounds at no charge.

David Ladd met with the Selectmen regarding the privately-owned River Reach property and the Melvin Village public boat ramp. (Peter Ford was unable to attend.) Mr. Ladd recapped the history of how the first boat slip came to be half owned by the Town and half by the River Reach Boat Club. River Reach Boat Club had their annual meeting last week. Concerns that were raised were trash being left by the general public in and around the Club's trash receptacle and their property being used to launch boats at the public ramp. This led to discussion about trailer parking concerns including turning on private property. Chief Shagoury and Jim Bean were in attendance. The Selectmen agreed with Selectman Marcussen's suggestion that Chief Shagoury and Mr. Bean look at the area and come back with suggestions as to how to best address the parking issues. The Selectmen agreed with Chairman Albee's suggestion that the Town install signage limiting launching to 15 minutes, signs designating the area where public parking is allowed and signage suggesting alternative launching sites (in the event that parking is full). River Reach will place some sort of demarcation as to where their private property starts. Mr. Bean suggested that two signs be posted that designate the private property area. Selectman Wood was already working on a way to rectify the trash issue. He will continue to do so and report back to the Selectmen at their next meeting. Mr. Ladd also reported on boats left along the header overnight for multiple days.

Jim Bean and Chief Shagoury met with the Selectmen regarding the "Plowing of Snow Into Roadways" proposed ordinance. Selectman Wood rewrote Chief Shagoury's proposed ordinance with some changes. There was discussion as to whether or not to keep the language regarding fines to be paid. Selectman Marcussen suggested that Chief Shagoury check to see if the fine can be payable without having to go to court; to function more like a parking ticket. He will do so and report back to the Selectmen at their next meeting. Once the Selectmen have an ordinance that they are happy with it will be reviewed by counsel and a public hearing will be set. Mr. Bean shared that the Winter Operations Snow Removal and Ice Control Procedures document is an explanation of the Snow Removal and Ice Control policy adopted by the Selectmen. It is not a duplicative document. Parking signage needs were discussed with both Chief Shagoury and Mr. Bean (contradicting signage at 19 Mile Bay, boat launch areas at Mirror Lake, Union Wharf, additional no parking signs along the roadway near 19 Mile Bay Beach and boat trailer parking along Lake Road). Separately, Chief Shagoury responded to the Selectmen that he will try to get personnel reviews done this week.

Jim Bean gave the Highway Department update. He would like to use leftover paving/road preparation money for culverts but wanted to verify with the Selectmen if Lakes Region Planning's recommendations should be followed instead. Mr. Bean shared information regarding a class he attended regarding crack sealing as well as Frank Carroll's recommendations. This led to discussion regarding the usefulness of crack sealing and chip sealing. Regarding 2020 paving, FR Carroll provided a quote of \$28,020 to reclaim all of Northline Road and \$132,600 for a base coat. This doesn't include road preparation costs. Mr. Bean was asked to provide the Selectmen an estimate for completing all of the necessary road preparation to see if there is enough money left over to complete it this year. There was discussion regarding Highway budget expenditures, items left to be completed and planning for year-end winter maintenance needs. There was discussion regarding use of SB38 funding. The discussion returned to 2020 paving projects. Frank Carroll suggested that Ledgehill Road and the upper section of Dame Road be done together. The cost to reclaim and apply a base coat is \$61,000 without gravel. There was discussion regarding CIP projects to be submitted including work that might need to be done on Durgin Road to improve issues at Rt. 171, runoff concerns on Ledgehill Road (catch basins), Shirley Way needs, heating for the Highway garage, and the Highway Department apron. Mr. Bean responded to Selectman Wood regarding stop line striping (would need to come from another line as there is not enough money left), inner fender truck replacements are being worked on and the Japanese Knotweed paperwork has not been received yet. Treatment will be done for the same areas that were done previously. Additional knotweed areas of

concerns were discussed. Mr. Bean shared that the Condos at Wawbeek would like to put a small swale near the end of the pavement on Wawbeek Road. The Selectmen were agreeable with putting a swale on the Town owned road. Selectman Wood and Mr. Bean will meet to discuss apron paving and River Reach parking concerns Friday morning.

### **SIGNATURE FILE**

Selectman Marcussen moved to approve the Joint Loss Management Committee's annual safety inspections, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a 2019 landfill post-closure monitoring form and attachments, seconded by Selectman Wood for discussion. The Selectmen agreed that landfill monitoring would go out to bid for 2020. Vote passed with all in favor. Selectman Marcussen moved to approve an intent to excavate for PID 55-3-3 for incidental construction, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a notice of intent to cut for PID 58-1-3, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PIDs 30-3-9 & 43-3-4, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 32-2-4 & 32-2-6, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve an electricity bid for \$.07549 per KWH effective 11/2019 through 11/2020, seconded by Selectman Wood with all in favor. Selectman Wood moved to sign a thank you letter to Pauline Jeffers for serving on the CIP Committee, seconded by Selectman Marcussen with all in favor. Selectman Wood moved to sign a thank you letter to Helen Hartshorn for serving on the CIP Committee, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve an intent to cut for PID 29-3-4, seconded by Selectman Wood with all in favor.

### **SELECTMEN'S UPDATE**

Selectman Wood shared that he and Jack Parsons went to court for the Straw case.

Selectman Marcussen shared that the 8/1/19 Planning Board meeting included more input regarding the Farm Island subdivision. The applicant has requested a continuance until 9/5/19 to get an additional expert investigation done. The Planning Board will be contracting with a third-party engineer to make sure that the applicant meets all regulations. The developer is responsible for the costs for this. Milfoil harvesting was done at 19 Mile Bay, The Basin and Melvin Village Marina. Milfoil amounts were low. The final report is expected in the next few weeks.

Chairman Albee gave an overview of the 7/30/19 Budget Committee meeting. Quarterly reports were reviewed. Members of the Budget Committee will be attending an upcoming Budget and Finance workshop on 9/26/19 at Loon Mountain. Helen Hartshorn gave a CIP report and shared that she was terminating her service as the Budget Committee representative on CIP. (Tom Young will take her place.) The Budget Committee requested that small budgets be submitted earlier. Chairman Albee will follow up with the Budget Committee's request to clarify handwritten notes on the quarterly reports. Chairman Albee attended the recent Library building meeting, which was also reported on at the Budget Committee meeting. There were some budget issues that needed to be addressed early on in the project. He suggested that the Selectmen consider including the contractor with the Town's propane purchase program for winter heating needs as well as including them with the Town's snow removal to save on budgeted costs. Chairman Albee will meet with representatives regarding the Lower Beech Pond boat ramp on Thursday.

The Selectmen agreed to invite Jack Widmer and Diane Falcey to meet with them regarding auditing concerns. The Selectmen will discuss small budgets at their 8/12/19 meeting in order to provide the Budget Committee with budgets for review when they begin meeting in October. Although a definitive deadline has not been set for budget submissions, department heads are asked to get their CIP projects in by 9/5/19 and then start working on their 2020 budgets.

### **CORRESPONDENCE**

The Selectmen discussed a complaint letter received from Michael Vogel regarding the Piper Lane gate. A letter was received from Ethan Stockman regarding the need for cable service in Canaan Valley. Chairman Albee shared an update from the broadband organizational meeting in regard to a grant that is available for supplying high speed internet to rural communities. To follow up from the last Selectmen's meeting, Chairman Albee signed the 19 Mile Bay Beach project bid after it was reviewed by the appropriate people. (The first phase of work is scheduled to begin after Columbus Day. The second phase was submitted to CIP for 2020. The project is anticipated to be done by Memorial Day

2020.) NH DOT forwarded Tuftonboro's request for reimbursement for the 19 Mile Bay Beach fence repair to the Bureau of Highway Maintenance. The Selectmen reviewed an email from Thomas Wood regarding parking concerns at the Mirror Lake boat launch. It was agreed that signage at Mirror Lake will be discussed with Jim Bean as well. The Selectmen reviewed a letter regarding illegal use of a former gravel pit at PID 16-2-19. The Community Garden Party is 8/17/19 from 5:00-7:00 pm at the Garden.

The following correspondence was also reviewed: CIP letters of resignation from Helen Hartshorn and Pauline Jeffers; Councilor Cryans 8/2/19 Report; Estimate to replace the Transfer Station oil boiler; 2019 CIP submissions; BET July 2019 edition; NH Lakes Summer 2019; Letter from Senate President and Speaker of the House regarding the State Budget; Carroll County Coalition for Public Health 7/30/19 webinar information; Draft 2020-2021 Wastewater State Aid Grant Project Priority List; DES Letter re: PID 51-2-15; PA-34s for PIDs 69-1-6, 42-2-45, 2-1-83-5, 49-1-4, 25-1-33, 54-1-2, 42-2-14, 52-3-5, 29-3-15, 56-3-6, 14-3-30, 69-2-31, 29-3-4, 27-2-11, 17-1-7 and 12-1-4; NHDES Municipal EcoLink July 2019; LRHHPF tallies; Melvin Village Town Pier water results; 7/31/19 NewsLink; CDFA Notice; Orders on Motions to Consider for ConVal matter; Residential Tenting & Recreational Vehicle Permits for PIDs 37-1-1, 65-3-5, 30-2-26 and 30-2-22 ; Building Permit applications for PIDs 2-3-12 and 37-1-16; Driveway Permit for PID 30-2-26; various meeting minutes; various emails and other correspondence.

#### **PUBLIC INPUT**

The Selectmen responded to Joe Kowalski in regard to prefacing subject content during the meeting before discussions begin. The Selectmen also responded to Mr. Kowalski that healthcare was discussed at the Budget Committee meeting, but wages were not.

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

At approximately 11:33 am, Selectman Marcussen moved to enter non-public session per RSA 91-A: 3 II (c) for reputation, seconded by Chairman Albee. Roll call vote: Albee – Yes; Wood – Yes; Marcussen – Yes. At approximately 11:47 am, 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 that these minutes be sealed, seconded by Selectman Marcussen with all in favor.

#### **ADJOURNMENT**

At approximately 11:47 am, Selectman Wood moved to adjourn, seconded by Chairman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary