

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

**Friday, August 25, 2017**

**MINUTES**

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

Chairman Wood called the work session to order at 9:00 am and proceeded with the Pledge of Allegiance.

Chairman Wood moved to approve the MS-1 extension, seconded by Selectman Marcussen with all in favor. Due to scheduling restrictions, Selectman Albee will meet with HealthTrust on behalf of the Selectmen and report back to the Board.

The Selectmen met with Dave Jeffers, Erin Daley and Alec Dunlap from Lakes Region Planning Commission (LRPC) to review the culvert assessment process. The Culvert Assessment agreement was developed and signed by the Selectmen in the Spring. This assessment is only being done on Town roads, not State or private roads. This meeting was requested to review the process, give a status report, obtain local knowledge and answer any questions of the Town before LRPC begins field work for this assessment.

The process was explained, including attributes used, photos taken, how culverts are ranked, etc. The information collected is entered into the Statewide Asset Data Exchange System (SADES) and it is then reviewed by the Department of Environmental Services (DES). After the assessment is complete, project prioritization would be determined by the Town. Steve Wingate expressed his request for information regarding wildlife and/or fish passages to be included. Although the requested assessment does not include this level of detail, culvert drop off amounts will be added to the assessment to help with Mr. Wingate's inquiry.

LRPC has attempted to locate all the culverts that they could locate (bridges, culverts and storm drains were identified). The initial count totaled 229 in total. A preliminary map of the bridges, culverts and storm drains was reviewed and discussed with the Selectmen. Jim Bean joined the meeting at 9:25 am.

LRPC agreed to Mr. Wingate's request to make comments when they see abnormal scouring of ditches on either side or abnormal accumulation of sediment on either side. This information will be useful when working on the Watershed Plan. When the study is complete, the Conservation Commission would like a copy of the final map with the attributes documented.

Field work should take approximately one month. The final report is expected by November. LRPC asks that they be notified if additional elements can be looked at to help in terms of prioritization. An electronic database, including information regarding GIS mapping, will be given to the Town after this assessment is completed. Engineering is not part of the services that LRPC would provide. However they can provide assistance with funding resources, etc.

At 9:47 am Selectman Marcussen moved to adjourned, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary