

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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**Selectmen's Meeting
1: 30 pm - Town Offices**

Monday, September 24, 2018

The official video of this meeting can be found on the Town of Tuftonboro's YouTube at:
<https://www.youtube.com/channel/UCCUmJqZvFTS23RMEFSDQzmw>.

MINUTES

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

CALL TO ORDER

Chairman Marcussen called the Selectmen's meeting to order at 1:30 pm.

NON-PUBLIC SESSIONS

At 1:30 pm, Selectman Wood moved to enter non-public session per RSA 91-A: 3 II (e) to review legal correspondence, seconded by Selectman Albee. Roll call vote: Marcussen – Yes; Albee – Yes; Wood – Yes. At approximately 1:47 pm, Selectman Wood moved to come out of non-public session and back into public session, seconded by Selectman Albee with all in favor. Chairman Marcussen moved that these non-public minutes be sealed, seconded by Selectman Albee with all in favor.

At 1:47 pm, Selectman Wood moved to enter non-public session per RSA 91-A: 3 II (b) for hiring of a public employee, seconded by Selectman Albee. Roll call vote: Marcussen – Yes; Albee – Yes; Wood – Yes. At approximately 2:08 pm, Selectman Wood moved to come out of non-public session and back into public session, seconded by Selectman Albee with all in favor. Chairman Marcussen moved that these non-public minutes be sealed, seconded by Selectman Albee with all in favor.

At approximately 2:10 pm, Chairman Marcussen reconvened the public meeting and proceeded with the Pledge of Allegiance.

PUBLIC INPUT

Chris Sawyer shared concerns regarding the Planning Board including member qualifications, the 9/20/18 meeting, as well as minutes, cancellation notices and mailings not being done in accordance with RSAs. Max Ledoux asked that the Selectmen follow up with Jim Bean in regards to cleaning out the ditch near his driveway and shared photos of the area. Ms. Sawyer added that she would like to know when road ditches (in general) will be cleaned out.

REVIEW AND APPROVAL OF MINUTES

Selectman Albee moved to approve the 9/11/18 meeting minutes as corrected, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the 9/11/18 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Chairman Marcussen moved to approve the 9/14/18 meeting minutes as written, seconded by Selectman Albee with all in favor. Selectman Albee moved to approve the 9/14/18 non-public meeting minutes as written, seconded by Selectman Wood with all in favor.

APPOINTMENTS/BUDGET REVIEWS

Jim Rines of White Mountain Survey shared his proposal for conceptual improvements to 19 Mile Bay Beach. Public input was allowed. There was discussion of the permitting process, use of asphalt, the parking lot, increasing parking along Rt. 109/parking alternatives, abutter/town property lines, large drainage pipes already at the site, invasive species, future expansion of the parking lot (by moving the Pavilion), etc. Gina Lessard, Parks and Recreation Director, agreed with the proposal presented. Steve Wingate spoke of the Watershed Plan and how this project would qualify for grant funding. After further discussion, it was agreed that this project could begin as soon as next year and therefore grant funding would not be available quickly enough (funding can take up to 3 years). Mr. Wingate suggested doing some work on the Pavilion side of the beach to reduce phosphorus flow into the lake. Other drainage improvement alternatives were discussed, such as a flat top wall between the perched beach and the natural beach. Permitting applications (but not the fees) were included in this proposal cost. Cost estimates were not included. Mr. Rines will update the drawing with a segmented block wall with steps and infiltration trenches. An estimate to do a construction cost estimate will also be provided.

As the proposal from White Mountain Survey doesn't require the fence at the 19 Mile Beach to be moved, Selectman Wood moved to have McGuirk Fence Company repair the existing fence for \$1675, seconded by Selectman Albee with all in favor. The repair will be paid for using the FEMA reimbursement grant money.

4290 EMERGENCY MANAGEMENT

Chief Thompson presented this budget to the Selectmen. The budget decreased overall from \$15,630 to \$15,180. The following budget line was discussed:

01-4290-23-680 Grants & Hazardous Mitigation: In the event that the Department is unable to finish the Local Emergency Management Plan (LEMP) in-house by the deadline, \$4,000 was added to hire an outside contractor.

In reference to lack of 2018 expenditures, Chief Thompson explained that he expends most of these budget lines at year end. **Motion:** Selectman Albee moved to approve budget 4290 for \$15,180, seconded by Selectman Wood with all in favor.

4194 GENERAL GOV'T BLDGS

Chief Thompson presented the Central Fire Department Electric and Maintenance portion of this budget.

01-4194-08-410 Central Fire Department Electric: reduced for 2019 from \$11,500 to \$10,220 as the electric monthly meter fee decreased

01-4194-08-630 Central Fire Department Maintenance: Chief Thompson reduced his 2019 budget request based on 2018 expenditures (\$16,784 vs. \$17,784). The Selectmen preferred to keep this budget line the same in anticipation of any unexpected expenses.

Motion: Chairman Marcussen moved to increase 01-4194-08-630 to \$17,780, for a grand total of \$28,000 for the Central Fire Dept. Electric and Maintenance portion of budget 4194, seconded by Selectman Albee with all in favor.

4194 GENERAL GOV'T BLDGS

Chief Thompson presented the Central Fire Department Heat (01-4194-06-411) portion of this budget. This budget remained level funded.

Motion: Selectman Albee moved to approve the Central Fire Department Heat portion of budget 4194 for \$7,000 seconded by Selectman Wood with all in favor.

4194 GENERAL GOV'T BLDGS

Chief Thompson presented the Fire Department portion of this budget for the Melvin Village and Mirror Lake Fire stations. This budget decreased overall from \$15,904 to \$13,346. The following budget lines were discussed:

01-4194-03-730 Fire Station Improvements: Budget request was reduced from \$5,900 to \$3,000 as major improvements are not anticipated for 2019. Cement work, painting and ramp work will be done at the Melvin Village Fire Station in 2018. Chief Thompson hasn't obtained an estimate yet for a new heating system for the Melvin Village Fire Station but feels that this would end up being a CIP project and not a budget item.

01-4194-04-630 Fire Station Maintenance: Chief Thompson clarified for Selectman Albee that the maintenance of the vehicle exhaust removal systems for Melvin Village and Mirror Lake is included in this budget line.

Motion: Selectman Albee moved to approve the Fire Station Improvements, Fire Station Electric, MV Fire Station Heat, Mirror Lake Fire Station Heat and Fire Station Maintenance portions of budget 4194 for \$13,346, seconded by Selectman Wood with all in favor.

Chief Thompson is working on the Ambulance budget and will present this to the Selectmen at a later date.

4210 POLICE DEPARTMENT (revisit)

Chief Shagoury presented updates to this budget to the Selectmen. This budget increased from \$391,844 to \$455,166. The following budget lines were discussed:

01-4210-10-110, 01-4210-11-110, and 01-4210-12-110 Salary Lines: These lines now reflect 53 pay weeks for 2019. The salary budget includes adding an additional 1,000 hour part-time officer (rather than two 500 hour officers) and keeps the salaries for all full-time officers that were in the 2018 budget in anticipation of hiring a replacement officer for Officer Koch. There was further discussion regarding potential candidates. There is one part-time person that is eligible for employment after a background check, recertification, etc. There are no potential full-time candidates at this time. There was discussion regarding the recertification and certification process/timeline for potential new hires.

01-4120-30-341 Telephone: Increased from \$6,500 to \$9140 for higher speed internet for the Police Department and an additional air card for the Dodge Charger as he would like to keep this vehicle as a spare car.

01-4210-12-635 Fuel: Increased to cover addition of a part-time officer.

Some items of the budget reflect the addition of two 500 hour part-time officers and some reflect one at 1,000 hours. As no decisions have been made at this time as to whether or not to add an additional part-time officer(s) for 2019, there was discussion regarding the importance of knowing the total additional cost for adding a part-time officer(s) and direction as to how these officer(s) will spend their time. Per Chairman Marcussen's suggestion, Selectman Albee will sit with Chief Shagoury this week to help deal with staffing issues. Selectman Albee pointed out immediate budget increase concerns in Uniforms, Conference and Training, New Equipment, Investigation Supplies, and Office Supplies for Chief Shagoury to address before they meet. The Selectmen will hold a work session with Chief Shagoury to revisit this budget at 8:30 AM on Friday September 28, 2018. The Department will be wearing a pink patch for the month of October to support breast cancer awareness as well as participating in Beard for Bucks to support the Child Advocacy Center.

SIGNATURE FILE

Selectman Albee moved to approve an intent to cut for PID 68-1-4, seconded by Selectman Wood with all in favor. Selectman Albee moved to revise a motion made at the 5/7/18 meeting to only award a \$2000 Totally and Permanently Disabled Credit for PID 51-3-6 retroactively effective for 2018, seconded by Selectman Wood with all in favor. Selectman Wood moved to approve a Notice of Appointment for Eileen Gil to the Parks and Recreation Commission, seconded by Selectman Albee with all in favor. Selectman Wood moved to approve the purchase and install of a new propane tank for the Town House, including 100 gallons of fuel, for \$1367, seconded by Selectman Albee with all in favor.

CORRESPONDENCE

It was agreed to invite Thomas Wood to the next Selectmen's meeting to address his emailed concerns regarding the Mirror Lake Boat Ramp.

The following items were also reviewed: NH Lottery Keno letter; Building Permit for PID 41-2-4-27; LRHHPF Totals; 11/30/18 Capital Planning Conference information; NEAEB Workgroup information; Floodlines Summer 2018 newsletter; Utility correspondence from George Sansoucy; August Officer hours; NewsLink 9/12/18; Primex Hurricane and Tropical Storm Bulletin; BET 9/18 issue; NHMBB Bond Sale Announcement; HealthTrust Annual Meeting and Board Election information; LRPC Commission 9/24/18 meeting notice & agenda; NE ADA Center fair housing act web course information; 9/18 NH Lakes Shorelines; Primex workshop information; MisLEAD dinner and reception information; various meeting minutes; various emails and other correspondence.

ADJOURNMENT

This meeting was cut short due to time constraints. At approximately 4:00 pm, Selectman Albee moved to adjourn, seconded by Selectman Wood with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary