

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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**Selectmen's Meeting
9:00 am – Town offices**

Monday December 9, 2019

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 9:00 am and led the pledge of allegiance.

PUBLIC INPUT

As follow up to the 12/2/2019 meeting, Fran Laase presented a list of suggested items for the 19 Mile Bay Beach Improvements Project.

REVIEW AND APPROVAL OF MINUTES

Selectman Marcussen moved to approve the 12/2/19 meeting minutes as written, seconded by Selectman Wood with all in favor.

APPOINTMENTS

Skip Hurt met with the Selectmen in regards to reclassifying 2640 feet of Willand Road from a Class VI road to Class V recreational (seasonal). This distance includes all four residences on this road. He presented a petition warrant article for the Selectmen's review. Steve Allen, also a resident of Willand Road, was in attendance to show his support of this request. With this change, the Town wouldn't be obligated to plow the road. (There is a defined period of time where the Town is not responsible for maintenance of the road.) Mr. Hurt is concerned that the increased activity due to building permits and subdivisions for this road could lead to patching of the road and therefore leave it not maintained as well as it should be. Chairman Albee agreed with Mr. Hurt that a policy should be put in place for this type of road classification change. There was discussion regarding the possibility of making this a Class V road instead. Mr. Hurt currently maintains this road. The Selectmen don't want the maintenance of the road to suffer in the event that he is no longer able to do so. It was agreed to have Jim Bean review the condition of the road and to have the Department of Revenue (DRA) review the proposed petition warrant article to reflect the reclassification of the road to either a Class V recreational (seasonal) or Class V road. There was discussion regarding the potential use of a betterment easement in order to account for any necessary road improvements that would be required.

Clay Gallagher gave the Transfer Station update. Please see attached. Mr. Gallagher will obtain an estimate for replacement of the Transfer Station building doors. There was discussion in regards to possibly encumbering 2019 funds for this rather than including this cost in the 2020 General Government Buildings budget. In regards to 2020 warrant articles, Mr. Gallagher will provide a firm estimate for a compactor replacement and baler. It was agreed that landfill monitoring should be put out to bid for 2020 with our license number. Mr. Gallagher feels that monitoring cost should be separate from any seepage related issues even if the same vendor provides both services. Mr. Gallagher reminds the public that the Transfer Station property can be slippery even though maintenance is avidly done.

4290 EMERGENCY MANAGEMENT

Chief Thompson presented this budget.

01-4290-24-680 Equipment: Request reduced from \$3,830 in 2019 to \$3,213. 2019 expenditures thus far total \$1,186.33. Chief Thompson reduced expenditures against this line in order to save elsewhere within the overall budget as the generator line will be overspent. This line includes pad and battery replacements for 14 defibrillators and 1 semi-auto defibrillator purchase each year.

01-4290-25-680 Generator: Request increased from \$1600 in 2019 to \$3,250 as this line has historically been only used for routine maintenance. Additional expenses have been necessary for repairs this year. 2019 expenditures thus far total \$1,428.49 (\$1278.49 for repair to the Fire Department Central Fire Station and \$150 for the Town Offices generator routine service). An additional \$1700 in 2019 expenses for the school generator is not reflected yet in 2019 expenditures and the machine is now in for additional repair diagnosis. If it isn't able to be repaired then a warrant article would be needed for replacement. (There is a 50/50 matching grant available for its replacement.) Routine service for the Fire Department generator has not been done yet (estimated \$800). Jack Parsons advised not including maintenance of the Highway, Town House and Transfer Station's generators in this budget as they aren't considered part of emergency management. It was agreed to add their maintenance to this budget for record keeping purposes (\$125 a piece). Chairman Albee suggested not including repair cost in this line and to have it used only for routine maintenance.

01-4290-23-680 Grants & Hazardous Mitigation: 2019 expenditures total \$0. Chief Thompson was planning to carry over the balance of this line to 2020 but as the remaining balance will probably be needed for generator repairs, he budgeted \$4000 again for 2020.

Motion: Selectman Wood moved to table this budget, seconded by Chairman Albee with all in favor. This budget will be revisited after Chief Thompson has more information regarding the status of the school generator.

There was discussion regarding a recent accident at the intersection of Route 171, Ledgehill Road and Durgin Road. The Selectmen agreed to Selectman Wood's request to remind the Police Chief to supply the accident statistics information for this intersection. Chief Thompson almost has the Fire Department section of the General Government Buildings budget completed.

SIGNATURE FILE

Selectman Marcussen moved to approve a pay grade form for Jennifer Coulter, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a Standard Veteran's Credit for PID 69-2-67, seconded by Selectman Wood with all in favor.

SELECTMEN'S UPDATE

Selectman Marcussen shared that the Agricultural Commission meets 12/10/2019 and invited anyone interested to attend.

Selectman Wood shared that he obtained estimates from Staples for creating a work space upstairs in the Town Offices for the Cemetery Trustees.

Chairman Albee gave an update of the recent Library building meeting that he attended. The Library is going to do a full commissioning of the building. Sheetrock is almost all done. The heat should change over in the next month. The project is within budget. They discussed replacing the cupolas as a weathervane was donated. The last Budget Committee meeting went well and he hopes to present a general idea of the overall budget to them at their next meeting.

CORRESPONDENCE

Normandeau Associates will present a draft copy of the 19 Mile Brook Study on 12/13/2019. The Selectmen agreed to invite Larry Gil to attend one of their January meetings before publishing his proposed landfill monitoring bid.

Other correspondence reviewed included: Groundwater Management Permit Renewal for the closed landfill; NHMA 12/13/19 workshop information; ZBA hearing notice for Little Cricket Realty; Police Department course completions;

Energy Star correspondence; ZBA Notice of Decision for PID 40-4-4-1; NHBEA December 2019 newsletter; BET December 2019 bulletin; various emails; LRPC 12/9/19 meeting information; various minutes and other various correspondence.

PUBLIC INPUT

The Selectmen responded to Joe Kowalski regarding confusion with the 12/5/19 Planning Board meeting notice cancellation.

NON-PUBLIC SESSION

At approximately 10:08 am, Chairman Albee moved to enter non-public session per RSA 91-A:3 II (I) for consideration of legal advice, seconded by Selectman Marcussen. Roll call vote: Albee – Yes; Wood – Yes; Marcussen – Yes. At approximately 10:12 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 to seal these non-public minutes, seconded by Selectman Marcussen with all in favor.

ADJOURNMENT

At approximately 10:12 am, Chairman Albee moved to adjourn, seconded by Selectman Marcussen with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

B.O.S. Meeting 12/9/2019:

Transfer Station

1. Monthly Totals for Nov 2019 (9 SW compactors, 13 C/D containers, 2 Plastic Containers)

- a. 1 x Steel/Tin Can container P/U - XXXX tons, Cost \$ XXX
- b. 1 x Flour Bulb P/U 1996 Linear Feet, Cost- \$223
- c. 1 x Freon and Propane P/U – (35 Freon, 12 Propane)
- d. 1 x Scrap Metal P/U – 10.0 Tons, Revenue \$269
- e. 1 x Call2Recycle shipment out, 40 lbs. rechargeable batteries, No cost.
- f. Revenues thru ~~Oct~~ ^{Nov} 2019 are approx. \$113,366+. Last year same time was \$87,188

2. General Info Items

- a. We are attempting to clean out all areas prior to winter snow/ice
 - i. Lead acid batteries
 - ii. Scrap metal
 - iii. Freon/propane
 - iv. Glass
 - v. Used oil / vegetable oil
- b. 2 Book Drop containers added next to swap shop
- c. TS 2019 current budget
 - i. Per Diem Line (Heavier usage than forecast and medical lv replacement not budgeted for)
- d. TS Budget for 2020 – Done: thru BOS and thru Budget Committee
 - i. owe the budget com avoided costs chart in Mid -January after year totals are in
 - ii. Mid-Jan 2020 will revisit 2020 proposed budget line for Brush Removal for 2020 for numerous reasons and for any other adjustments needed for unplanned overages.

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
1-Nov-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
1-Nov-19	WM C/D (single)		\$180		XXX		
5-Nov-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
5-Nov-19	WM C/D & Plastic		\$264 P/U vs \$360		XXX	XXX	
7-Nov-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
7-Nov-19		Steel/Tin Can	NRRA (XXXX tons)			XXX	XXX
12-Nov-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
12-Nov-19	NCS - Bulbs		NCS - Bulbs (1,996LF)			223	
13-Nov-19	Freon & Propaner P/U	AC & G	35 Freon 12 Prop				N/A
13-Nov-19	WM C/D & C/D		\$264 P/U vs \$360		XXX x2		
13-Nov-19	Scrap metal P/U	LLL/Berwick	Berwick 10.0 Tons				\$ 269.00
14-Nov-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
19-Nov-19	WM Comp #1 & Plastic		\$264 P/U vs \$360	XXXX		XXX	
20-Nov-19		Call2recycle (40 lbs)					N/A
21-Nov-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		
21-Nov-19	WM C/D (single)		\$180		XXX		
26-Nov-19	WM Comp #1 & C/D		\$264 P/U vs \$360	XXXX	XXX		
30-Nov-19	WM Comp #2 & C/D		\$264 P/U vs \$360	XXXX	XXX		

9 Solid Waste		WM (XXXX tons)	XXX			
13 C/D Containers		WM (xxxx tons)		XXX		
2 Plastic		WM (XXXX tons)			XXXX	
	Steel/Tin Can	NRRA (XXXX tons)			XXX	XXX
NCS - Bulbs		NCS - Bulbs (1,996LF)			223	
Freon & Propaner P/U	AC & G	35 Freon 12 Prop				N/A
Scrap metal P/U	LLL/Berwick	Berwick 10.0 Tons				\$ 269.00
	Call2recycle (40 lbs)					N/A
Resident Usage fees paid						\$8,421.00
Stickers fees collected						\$80.00
		Total				\$0.00

113,366+

	Monthly Total	Prev Balance	Year to Date	Last Year to date
Solid Waste	9 (XXXX tons)	108 (956.84 tons)	117 (XXXX tons)	106 (1013.88 tons)
C&D	13 (XXXX tons)	133 (777.38 tons)	146 (XXXX tons)	142 (935.84 tons)
Plastic co-mingle	2 (XXXX tons)	30 (23.71 tons)	32 (XXXX tons)	31 (23.56 tons)
Glass		3 (48.69 tons)	3 (48.69 tons)	5 (70.70 tons)
Paper				1 (23 tons)
Cardboard Bales		2 (46.05 tons)	2 (46.05 tons)	2 (45 tons)
Alum Bales		1 (20,767 lbs)	1 (20,767 lbs)	none
Steel / Tin Cans	1 (XXXX tons)	2 (7.46 tons)	3 (XXXX tons)	2 (7.23 tons)
Electronics W/screen		4 (24,000 lbs)	4 (24,000 lbs)	3 (18000 lbs)
car batteries		1 (1865 lbs)	1 (1865 lbs)	1 (2050 lbs)
Freon	1 (35 units)	6 (171 units)	7 (206 units)	7 (183 units)
Metal Scrap	1 (10.0 tons)	15 (109.86 tons)	16 (119.86 tons)	13 (98.3 tons)
Non-Ferrous Metal - Cop		1 (661 lbs)	1 (661 lbs)	1 (842 lbs)
Non-Ferrous Metal - other				none
Propane	1 (12 units)	5 (58 units)	6 (70 units)	7 (79 units)
Tires		2 (12 tons)	2 (12 tons)	1 (6 tons)
Used Oil		2 (545 Gallons)	2 (545 Gallons)	3 (835 Gallons)
Call 2 Recycle	1 (40 lbs)	3 (140 lbs)	4 (180 lbs)	2 (100 lbs)
Bulbs	1 (1996 Lin Feet)	1 (2,564 Lin Feet)	2 (4,560 Lin Feet)	1 (2084 Lin Feet)