

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

Friday, January 5, 2018

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

MINUTES

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

CALL TO ORDER

Chairman Wood called the Selectmen's work session to order at 9:00 am. Chief Shagoury met with the Selectmen regarding the Police Facility Study/Design Warrant article:

To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000.00) for a study and design of a new or updated Police Facility.

Town Meeting approval is needed to take money from the existing capital reserve fund for the study/design. Instead of putting an additional contribution to the Capital Reserve Fund this year for a new building, CIP recommended raising funds specifically for the study. Chief Shagoury's estimate of \$30,000 for the study came from estimates from other police departments and Bowen Group. There was discussion regarding potential locations for a new facility, putting the design itself out to bid, use of the 2014 needs assessment study and the possibility of a third party reviewing the 2014 study.

Motion: Selectman Albee moved to present a warrant article to the Town to approve \$30,000 for a design and needs assessment of a new Police Station, seconded by Selectman Marcussen with all in favor. The article will be sent to the Department of Revenue (DRA) for approval as written above in bold.

Budget Committee Chairman Carla Lootens met with the Selectmen in response to an email from Max Ledoux. She stated that she will not apologize for adhering to Attorney Buckley's opinion regarding protection of employees' privacy (specifically individual dental and health information) nor resign from the Budget Committee. She also doesn't feel that the Budget Committee has been impeded by the insurance information they were provided. The Selectmen spoke of their interpretations of the law and agreed that they have an obligation to protect employee privacy. Ms. Lootens asked that the Selectmen respond to Mr. Ledoux's posting of private information on his website.

As the Selectmen previously approved the below warrant articles, they proceeded to review the language of each.

To see if the Town will vote to raise and appropriate the sum of Forty-Three Thousand Dollars (\$43,000.00) to be added to the previously established Fire/Rescue Department SCBA (Self Contained Breathing Apparatus) Equipment Capital Reserve Fund. The full amount (\$43,000.00) will come from the Unassigned Fund Balance and no amount to be raised from taxation.

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

(Majority vote required)

It was agreed to remove the language "and no amount to be raised from taxation".

To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000.00) to replace the septic system at the Tuftonboro Public Library.

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

(Majority vote required)

It was agreed to ask the Department of Revenue Administration (DRA) if language should be added noting that this article will be removed if the new Library warrant article passes.

To see if the town will vote to raise and appropriate the sum of Thirty-Five Thousand Dollars (\$35,000.00) to purchase a new vehicle for the Code Enforcement Officer.

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

(Majority vote required)

No changes were made to the language in this article.

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000.00) to replace the main entrance doors in the Town Office Building.

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

(Majority vote required)

No changes were made to the language in this article.

To see if the Town will vote to authorize the Selectmen to enter into a five year lease/purchase agreement in the amount of \$580,000.00 for the purpose of purchasing and equipping a new fire truck for the Fire Department to replace Fire Engine 2, and to raise and appropriate the sum of \$123,142.00 for the first year's payment for that purpose. The lease agreement contains an escape clause.

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

(Majority vote required)

Chief Thompson spoke in regards to the first payment options. The first payment amount listed above is if made in advance. If made in arrears, additional interest would be added making the first payment \$127,116. Respectively the interest rate would be 3.08% vs 3.13%. The Selectmen will revisit this article to make a decision in regards to a first payment amount.

The Selectmen reviewed the following warrant articles for approval and wording:

To see if the Town will vote pursuant to RSA 80:80 to authorize the Selectmen to convey real property acquired by the Town by Tax Collector's Deed by Public Auction (or advertised sealed bid) or in such manner as determined by the Selectmen as justice may require. The law allows this authority to extend indefinitely until rescinded by a vote of Town Meeting. This article recommended by the Selectmen.

There was discussion regarding the Town's Attorney also acting as the Town's auctioneer.

Motion: Selectman Albee moved to reword this warrant article (as written below), seconded by Selectman Marcussen with all in favor:

Revised article: To see if the Town will vote pursuant to RSA 80:80 to authorize the Selectmen to convey real property acquired by the Town by Tax Collector's Deed by Public Auction and sealed bid or in such manner as determined by the Selectmen as justice may require. This article recommended by the Selectmen.

(Majority vote required)

To see if the town will vote to raise and appropriate the sum of Seventy-Five Thousand Dollars (\$75,000.00) to be deposited to the previously established Police Department Capital Reserve Fund. The full amount (\$75,000.00) will come from the Unassigned Fund Balance and no amount to be raised from taxation.

(Recommended by the Board of Selectmen TBD and the Budget Committee TBD)

(Majority vote required)

It was agreed to remove this article for 2018 to allow for the police study warrant article.

To see if the town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500.00) to support White Horse Addiction Center.

(Recommended by the Board of Selectmen TBD and the Budget Committee TBD)

(Majority vote required)

As this is White Horse Addiction Center's first request for funding, an article will be listed on the Warrant.

Motion: Selectman Albee moved to approve this article as written, seconded by Chairman Wood with all in favor.

To see if the town will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate Five Thousand Dollars (\$5,000.00) for said purpose. Said sum to come from the Unassigned Fund Balance and no amount to be raised from taxation. Any appropriation left in the fund at year end will lapse into the general fund.

(Recommended by the Board of Selectmen TBD and the Budget Committee TBD)

(Majority vote required)

Motion: Chairman Wood moved to approve this article as written, seconded by Selectman Albee with all in favor.

Sodom Road Bridge repair (cost range estimate of \$62,500-\$114,500)

Chairman Wood read aloud recent correspondence regarding the repair proposal. The range listed above was estimated by HEB based on weather conditions at the time that the repair is done. It was agreed that it may be helpful to obtain a more formal cost estimate before drafting the warrant article. Chairman Wood moved to table this discussion, seconded by Selectman Marcussen with all in favor. The Selectmen will revisit this article on 1/8/18.

Health insurance reserve fund

Selectman Albee shared his interest in adding a warrant article to set aside funds for employee health insurance per RSA 31:19-a V and read the RSA aloud. The purpose is to set aside funds in the event that there is a significant future increase in premiums rather than have the full amount put into the budget.

Motion: Selectman Albee moved to move forward with a warrant article per RSA 31:19-a V to establish a trust fund in the amount of One Hundred Thousand Dollars (\$100,000.00) for the payment of health insurance premiums for town employees. Said sum to come from the Unassigned Fund Balance. The Trustees shall be the Trustees of the Trust Fund and the Selectmen the agents to expend, seconded by Chairman Wood for discussion. It was reiterated that the purpose of this article is to set aside funds in the event that there is a significant future increase in premiums. There was discussion in regards to confirming the Trustees willingness to manage the fund, interest rates, etc. Chairman Wood moved to amend the amount to \$50,000, seconded by Selectman Marcussen. There was discussion regarding the revised amount. Vote passed with all in favor.

To see if the Town will vote to raise and appropriate the Budget Committee recommended sum of TBD (TBD) for general Town Operations. The Selectmen recommended TBD (TBD). This article does not include any special or individual warrant articles addressed separately.

(Recommended by the Budget Committee TBD)

(Majority vote required)

This article will be reviewed when more information is available.

The Selectmen will review the Library, highway and Town garage upgrades articles on 1/8/18. Per Chairman Wood's request, questions regarding payment options for the Library addition will be sent to Treasurer Jack Widmer for help in generating the warrant article.

Diane Falcey met with the Selectmen regarding Health Reimbursement Arrangement (HRA) and FSA (Flexible Spending Arrangement) agreements with HealthTrust. Selectman Marcussen moved to approve these agreements with HealthTrust, seconded by Selectman Albee with all in favor.

In public input, the Selectmen responded to Gordon Hunt regarding Ms. Lootens earlier discussion with the Selectmen. Guy Pike asked that public input be put on the agenda if it will be allowed. Max Ledoux argued that he didn't ask Ms. Lootens to apologize.

At approximately 10:20 am, Selectman Marcussen made a motion to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary