

TOWN OF TUFTONBORO
BOARD OF SELECTMEN
240 MIDDLE ROAD, P.O. BOX 98
CENTER TUFTONBORO, NH 03816
Telephone: (603) 569-4539 Fax: (603) 569-4328
www.tuftonboro.org

Selectmen's Work Session
9:00 am – Town Offices

Monday, January 29, 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 and proceeded with the Pledge of Allegiance.

WARRANT ARTICLES

Sue Weeks was invited to speak with the Selectmen regarding the newly established Cemetery Expendable Trust Fund warrant article: **To see if the Town will vote in accordance with RSA 31:19 to authorize the Board of Selectmen to accept trust gifts, legacies and devises made to the Cemetery Expendable Trust Fund for the maintenance and care of the Town's cemeteries and burial lots without further action by the Town. This authority will stay in effect until rescinded by a vote of the Town.**

(Majority vote required)

(Recommended by the Board of Selectmen TBD)

Motion: Selectman Albee moved to approve this warrant article as drafted, seconded by Selectman Marcussen with all in favor.

Library Capital Reserve Fund-Change of Use (Revised by DRA)

To see if the Town will vote to extend the purposes of the previously established Library Capital Reserve Fund to include expansion and renovation of the existing library building. This Capital Reserve Fund was established by vote at Town Meeting in March, 2010 as Article 12 on the Town Warrant "for the purpose of building a new library." Furthermore to name the Board of Selectmen as agents to expend from the fund.

(Recommended by the Board of Selectmen 2-0)

(Two-Thirds (2/3) vote required)

Diane Falcey confirmed that RSA 35:16 requires a 2/3 vote for changing the use of the capital reserve fund.

Motion: Chairman Wood moved to approve the changes as drafted, seconded by Selectman Albee with all in favor. This article is now recommended by the Selectmen 3-0.

Library Addition:

To see if the Town will vote to raise and appropriate the sum of One Million, Nine Hundred Twenty Thousand Dollars (\$1,920,000.00) to renovate and expand the current Library and to authorize the issuance of not more than One Million Ninety Four Thousand Dollars (\$1,094,000.00) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); to authorize the selectmen to issue and negotiate such bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof. Furthermore, to authorize the withdrawal of Four Hundred Ten Thousand Dollars (\$410,000.00) from the existing Library Capital Reserve Fund and Four Hundred Sixteen Thousand Dollars (\$416,000.00) from the Library Capital Donations Fund. The first payment on the bond or note will not be made until year 2019.

(Two-Thirds (2/3) ballot vote required per RSA 33:8-a)

(Recommended by the Board of Selectmen 2-0 and the Budget Committee 5-2)

Per DRA, this article was moved to be the first monetary article on the warrant per RSA 33:8-a, II which requires bonds over \$100,000 to be acted upon prior to other warrant articles. The dollar amounts in this article were modified to total correctly. As donations are ongoing, the amounts can be changed on the floor at Town Meeting. No revote was taken on this article. Selectman Marcussen wished to continue to abstain from voting. The article will be noted as a 2-0-1 vote by the Selectmen.

The Selectmen met with Jim Bean to revisit the following warrant articles.

To see if the Town will vote to raise and appropriate the sum of Two Hundred Thirty-Five Thousand Dollars (\$235,000.00) for the preparation and paving of Town Roads.

(Recommended by the Board of Selectmen 3-0 and the Budget Committee 6-1)

(Majority vote required)

Mr. Bean estimated a cost of \$135,000 per mile to reclaim and pave a road. He estimated the life span of a paved road to be 15 years. There was discussion regarding the condition of roads, paving schedule, etc. Public input was allowed. Sue Weeks spoke about the importance of shoulder and ditch maintenance to extend pavement life. Selectman Albee and Selectman Marcussen agreed that a paving survey done by Lakes Region Planning Commission would be useful for planning paving projects. Culvert repair will be addressed after the paving survey is complete. Chairman Wood spoke of the importance and cost of catch basins. Budget Committee Chairman Carla Lootens agreed with doing a paving survey for planning purposes and suggested that the cost be included in the 2018 budget.

Motion: Chairman Wood moved to increase the paving warrant article to \$260,000, seconded by Selectman Albee for discussion. At this time the priorities for use of this money is to include the cost to do a paving study and for work to be done on Federal Corner Road instead of Brown Road. This is subject to change. Vote passed 3-0.

To see if the Town will vote to raise and appropriate the sum of Thirty One Thousand Dollars (\$31,000.00) to regrade and pave the Town Garage parking and loading areas.

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

(Majority vote required)

Mr. Bean feels that this project should be postponed to allow for funds to be used for other projects. Chairman Wood initially suggested still obtaining a quote to put a cement pad near the fuel pumps in order to bring the area up to code. Jack Parsons responded that the pad should be done when the parking lot is paved, not as the condition is now. The Selectmen agreed to remove this warrant article from the warrant and plan this project for 2019. (No motion was made to remove the article as it was not yet voted upon.)

Jack Parsons met with the Selectmen to review the following warrant article and the Building Inspection budget:

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 5-2)

(Majority vote required)

Mr. Parsons provided new lower cost estimates to purchase and equip a new vehicle.

Motion: Selectman Albee moved to reduce this warrant article to \$28,000, seconded by Chairman Wood. There was further discussion. Mr. Parsons suggested \$29,000. Selectman Albee then moved to change the amount to \$29,000, second by Chairman Wood. It was agreed that the words "and equip" will also be added to the article. Vote passed with all in favor. Revised article: To see if the town will vote to raise and appropriate the sum of Twenty-Nine Thousand Dollars (\$29,000.00) to purchase and equip a new vehicle for the Code Enforcement Officer.

BUDGET REVIEWS

4240 Building Inspection Budget (revisit)

Jack Parsons shared that repairs needed to fix a gas leak in the Code Officer vehicle exceeded the current vehicle maintenance budget. An additional \$1000 is necessary to balance this overage and to keep a balance for vehicle maintenance. This amount doesn't include repairs that would be necessary if the new vehicle doesn't pass at Town Meeting.

Motion: Selectman Marcussen moved to increase budget line 01-4240-20-190 Vehicle Maint/Mileage to \$2000 for a total 4240 budget of \$62,597, seconded by Selectman Albee with all in favor.

WARRANT ARTICLES (con't)

Sodom Road Bridge Repair

HEB sent a contract for \$6100-6500 to do the bidding for the Sodom Road bridge repair. This contract also obligates the Town to have HEB do the construction administration (\$6,000-\$8,000) if the project passes at Town Meeting. The Selectmen would like to invite HEB to come to the next Selectmen's meeting to further discuss this.

Health Insurance

Earlier in the meeting, Selectman Albee suggested removal of this article to help offset the increase in the paving warrant article and to help balance the Selectmen and Budget Committee recommendations.

Motion: Selectman Marcussen moved to remove this warrant article from the warrant, seconded by Selectman Albee with all in favor.

Fire Truck

It was agreed to move this article to be #5 on the warrant after the Library warrant articles. The wording of the article was slightly revised by DRA to reflect what the Town is appropriating this year: **To see if the Town will vote to raise and appropriate the sum of \$123,142.00 and 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. \$123,142.00 reflects the first year's payment. The lease agreement contains an escape clause.**

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee 5-2)

The Selectmen agreed with the revised wording and had no further changes to the warrant.

CORRESPONDENCE

Selectman Marcussen plans to attend the Carroll County Coalition for Public Health substance use disorder workgroup meeting on 2/6/18. The Selectmen tabled the draft Docking and Parking Ordinance. It was agreed that time is running out to include this on the 2018 warrant.

SIGNATURE ITEMS

Selectman Albee attended a meeting on Friday regarding 19 Mile beach improvements. He clarified that the current permit doesn't allow the Town to do beach enhancements but does allow for maintenance. Selectman Marcussen moved to approve an agreement with White Mountain Survey for design work at 19 Mile Bay Beach (along with a \$500 deposit), seconded by Selectman Albee with all in favor.

Selectman Marcussen moved to approve a Supplemental Warrant for PID 28-1-37 for \$1580.25, seconded by Selectman Albee with all in favor. The Selectmen signed a thank you letter to Robert McKenna for his service on the Fire Department. Selectman Marcussen moved to approve a Veteran's Tax Exemption and Disability Credit for PID 42-2-35, seconded by Selectman Albee with all in favor. Selectman Marcussen moved to approve an intent to cut for PID 15-3-35, seconded by Selectman Albee with all in favor. Selectman Marcussen spoke in regards to the Milfoil State reimbursement grant. Selectman Albee moved to approve the 2018 Milfoil grant paperwork, seconded by Selectman Marcussen with all in favor.

2018 REVENUE (revisit)

Selectman Albee moved to make the following additional changes to 2018 estimated revenue: add \$400 to category 3379 for additional milfoil revenue and add \$4000 to category 3501 for the trade in value of the Code Officer vehicle, seconded by Selectman Marcussen with all in favor.

The Selectmen will hold a non-public work session next Monday to work on job performance reviews.

Selectman Marcussen shared that he met with Doug Smithwood about grant funding that will become available from the NH Public Utility Commission in March 2018 for community solar projects that specifically benefit low-moderate income families. Mr. Smithwood is suggesting an array at Central Park next to the cemetery. Although this project is currently envisioned on Town property there would be no involvement of Town money. Discussion followed. The Board gave permission for Selectmen Marcussen to have a group work on this project including the grant application.

At approximately 11:00 am, Selectman Marcussen made a motion to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary