

TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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Selectmen's Work Session
9:00 am – Town Offices
Corrections in bold and Italics.

Friday May 10, 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.

Chairman Albee called the Selectmen's meeting to order at 9:00 am.

NON-PUBLIC SESSION

At approximately 9:00 am, Selectman Marcussen moved to enter non-public session per RSA 91-A: 3 II (a) for performance reviews, seconded by Selectman Wood. Roll call vote: Albee – Yes; Wood – Yes; Marcussen – Yes. At approximately 9:30 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.

After a brief recess, Chairman Albee reconvened the public meeting at 9:35 am.

Alba Architects and Chief Shagoury met with the Selectmen to provide an updated Police Facility Needs Assessment ([CLICK HERE](#) to view) and cost estimates ([CLICK HERE](#) to view). Site options were reviewed:

Base Plan/Existing Facility: The study finds little to no benefit in retaining and utilizing the existing structure. The program can't fit into the existing building. A reduced 3980 square foot facility would include 14,325 square feet of the community garden for parking. Site and building work is estimated at \$1,119,163. It is recommended that the existing facility continue to be utilized as the police station during the development of new construction at one of the three site options noted below. The existing facility could then be repurposed to satisfy further needs of the town offices and would require limited alterations dependent on the spatial needs of the new function.

New construction at each of the site options listed below has the same proposed building footprint of 4860 square feet and an estimated building cost of \$1,122,313, not including site work. The three new facility location options include:

- Option 1: Town plot currently used for the community garden. Site work is estimated at \$126,063.
- Option 2: Town plot known as the Dearborn site (opposite the Town Library). Site work is estimated at \$109,823.
- Option 3: Town plot adjacent to the Fire Station (Gould property), utilizing the Fire Station access road and the town property access road to form separate entry and exits for both the Police and Fire Station. Site work is estimated at \$116,063. ***It does not include demolition of the Gould House or filling in existing wells. There are also possible driveway/entrance issues.***

There was discussion regarding the pros and cons to each location as well as the possibility of adding an Emergency Operations Center/EOC (including federal funding opportunities available and prolonged timeline to receive funding).

Selectman Wood spoke of the cost impact of using the current site (needing a temporary station/cost of moving twice), and his support of the Dearborn site. There was discussion about the evaluation matrix criteria results. The Dearborn site clearly scored the highest. Selectman Wood moved to consider the Dearborn property for the new Police Station, seconded by Chairman Albee with all in favor. Alba Architects will now focus on costs for the Dearborn site (including alternative energy, fire suppression, etc.). Even though fire suppression is not mandatory for this size facility, Alba Architects suggests that the Town ask their insurance carrier if there is a cost benefit for having one. Alba Architects will create a more comprehensive presentation including an external view of the building, more accurate costs, building placement and configuration of the building to allow room for expansion. Once the proposal is finalized, Chief Shagoury will work with the Selectmen to schedule informational public meetings. Alba Architects will send a cost estimate for calculating soft costs for the project in order to get as much information as possible in advance of Town Meeting. They feel that it would be good to put this project out to bid around October 1st in order to obtain a price in November.

Chief Shagoury gave the Police Department update. ([CLICK HERE](#) to view statistics.) He spoke of the importance of and well received mental health training that was held for officers. The radar trailer is fixed and set up. He marked places for Jim Bean to install the radar sign posts. Sixteen pounds of prescription medicine were collected at Drug Take Back Day. There was discussion about police coverage for upcoming Parks and Recreation events, particularly summer concerts. Chief Shagoury responded to Selectman Wood that he is working with our IT person regarding computer needs. Per Selectman Wood's suggestion, Chief Shagoury will investigate vehicle maintenance costs for the parked cruiser. An officer will be available to direct traffic during the tax-deeded property auction. Chief Shagoury provided a proposed ordinance regarding plowing of snow into roadways. This will be reviewed at a later date.

CORRESPONDENCE

Chairman Albee will contact Jim Rines before setting a deadline for 19 Mile Beach project bids. Selectman Marcussen moved to approve a Tax Collector's Warrant Property Tax Levy in the sum of \$5,481,957.00, seconded by Chairman Albee with all in favor. The Selectmen, Planning Board and Conservation Commission received an invitation from the Town of Wolfeboro to attend a tour of the Wolfeboro Rapid Infiltration Basin (RIB) site on Thursday, May 23, 2019 at 10:00 am. All three Selectmen will attend. Selectman Marcussen moved to tax deed the following properties: PIDs 38-1-236, 57-2-18, and 15-1-1, seconded by Chairman Albee with all in favor. The Selectmen approved an ad and a sealed absentee bid form for the property auction to be held on 6/8/19.

SIGNATURE FILE

Selectman Marcussen moved to approve a LUCT for PIDs 46-2-22 and 46-2-23, seconded by Selectman Wood with all in favor. Chairman Albee moved to approve Right of Burials for lots F17-18 and F19-20, seconded by Selectman Marcussen with all in favor. Chairman Albee moved to approve a 2019 administrative abatement for PID 01-NHE-00 for \$11,625 per a settlement agreement dated 3/18/19, seconded by Selectman Marcussen with all in favor. Chairman Albee moved to approve a request to the Trustees of the Trust Funds for a reimbursement from the Library Capital Reserve Fund for payment made to Sheerr McCrystall Palson Architecture Inc. for architectural design services totaling \$18,705 regarding the Library expansion, seconded by Selectman Marcussen with all in favor. Selectman Marcussen moved to approve a memorandum of understanding with Lakes Region Planning Commission for a third round of electricity aggregation, seconded by Chairman Albee with all in favor. Chairman Albee moved to approve an Intent to Excavate for PID 67-13, seconded by Selectman Marcussen with all in favor. Chairman Albee moved to approve an abatement recommendation for PID 51-2-8, seconded by Selectman Marcussen with all in favor. Chairman Albee moved to approve an abatement recommendation for PID 51-2-4, seconded by Selectman Marcussen with all in favor. Chairman Albee moved to approve an abatement recommendation for PID 51-2-15, seconded by Selectman Marcussen with all in favor. The Selectmen disagreed with the abatement recommendation for PID 32-2-5 and were not ready to vote on the matter.

PUBLIC INPUT

The Selectmen responded to Joe Kowalksi that the soft cost referenced in regards to the new police facility is the cost of the architectural and engineering design work.

At approximately 11:23 am, Chairman Albee moved to adjourn, seconded by Selectman Marcussen with all in favor.
Respectfully submitted, Karen Koch, Administrative Secretary

Memo

To: Selectmen
From: Chief Shagoury
Date: 05/9/19
Re: 2019 Statistics (to April 30)

Court: 04/10

Call-outs: 04/01 Suspicious Activity/Violation Protective Order

Training: TASER CEW instructor, Breach Point Consulting Resiliency, Tree Street Medicine

Community Events:

04/27 DEA Drug takeback program; 16.0 lbs. collected (19.9 lbs. in 2018)

Activity from January 1 to the end of April:

Category	2018	2019
Motor Vehicle Stops	36	73
Summons	0	4
Accidents	18	14
Arrests	7	6
Felonies	6	7
Offenses	45	30
Incidents	47	55