

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

Friday, October 5, 2018

MINUTES

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

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

CALL TO ORDER

Chairman Marcussen called the work session to order at 9:00 am.

NON-PUBLIC SESSION

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

After a brief recess, the public work session reconvened at 9:43 am.

HIGHWAY UPDATE/4312 HIGHWAY BUDGET (revisit)

Jim Bean presented a revised Highway Department budget which included estimates that were requested at the 9/11/18 Selectmen's meeting. The 2019 budget request increased approximately 10% from 2018 (\$498,000 vs \$452,600). There was discussion about having a further breakdown of each budget line to see what items are included within each. The following budget lines were highlighted:

01-4312-21-680 Winter Maintenance: Request increased from \$194,400 to \$225,000 to account for anticipated overages as the last years' winter maintenance budgets have consistently run over. Selectman Wood suggested splitting this line into two lines or at least two subcategories (an amount for the first half of the year and another for the second half of the year). Selectman Wood would also like to see sand and salt cost broken down. This led to discussion regarding the town trucks (see below), cost per inclement winter event (particularly the cost per event for utilizing the 6 wheeler), etc.

01-4312-23-660 Highway Equipment Maintenance: This budget line includes a spare front and rear tire for the new town truck (\$2800), wood chipper radiator replacement (\$2600) and maintenance of two in-bed truck sanders and two small sanders that attach to a vehicle (about \$1000 a piece per sander).

01-4312-24-680 Catch Basins: There was discussion regarding the services provided by Eastern Pipe. Selectman Wood would like an inventory of the catch basins made available to the Selectmen. Mr. Bean is working with the State regarding the failed catch basin on the corner of Durgin Rd. and Rt. 171. His crew will be fixing the failed catch basin at the Transfer Station this year (2018). There was discussion regarding responsibility of catch basins near places such as Melvin Church, anticipated expenditures for 2019, etc. Mr. Bean noted that the 2018 expenditure amount of \$4065 for 2018 is incorrect as only \$3800 has been billed.

01-4312-25-680 Roadside Mowing: Mr. Bean is working to put this out to bid for 2019. For the proposed budget, he estimated 5 weeks x 40 hours per week x the going rate. There was discussion regarding payment per mile rather than per hour. If it is a mild winter and there is enough budget money left, he would like to cut branches and trees back this

year. Mr. Bean will resupply Selectman Wood the quotes for the brush cleanup at the beach area and the Transfer Station as well as for mowing on Lake Road. There was discussion regarding guardrail inventory, putting guardrail maintenance out to bid, etc.

01-4312-26-680 Culverts: As only 2 of the failed culverts have been replaced, the importance of increasing this budget line or adding a warrant article to replace failed culverts was discussed. Mr. Bean clarified that this budget line is just for the culvert itself. The cost for installation is put into the appropriate season's maintenance line.

01-4312-27-680 Tree Removal: Tree work was briefly discussed. This budget line remains level funded.

01-4312-28-680 Apron Paving: FR Carroll will be providing quotes for additional apron paving at the Transfer Station and Town Offices.

01-4312-29-680 Road Striping: Mr. Bean will provide cost per foot information. He is considering switching vendors as the current vendor keeps delaying the work to be done.

01-4312-30-680 Crack Sealing: At a minimum, bridges will be done in 2018.

The new Town truck might be back as early as today. A quote from Lakes Region Fire Apparatus for the work needed on the old town truck was reviewed. Selectman Wood read the suggested repairs into the record. Mr. Bean prefers to put \$5,000 into the vehicle to get it through one more season. Additional repairs would be needed in the future. The Selectmen agreed that the vehicle should not be repaired and supplemental plowing/sanding will need to be put out to bid to cover the work that is normally done with the 6 wheeler. This led to discussion regarding storm occurrences, bidding, cost comparison, etc.

2019 road paving will be discussed further after the paving study is reviewed. FR Carroll will provide a cost estimate to pave the unpaved section of Sawyer Road. Brown Road paving is done. FR Carroll quoted \$11,500 to do the gravel edges (\$1500 more than originally estimated).

Mr. Bean responded to Selectman Wood that the AirVac system filters for the Highway Garage have been replaced for 2018 and an extra set of filters is available for 2019, painting of the Highway Building is complete, and confirmed that he talked with Chief Thompson about a filtration system at the Highway Garage. Selectman Wood asked Mr. Bean about combining cement and driveway work to be done at the Fire Station with the Highway Garage next year. Mr. Bean responded that he doesn't wish to be involved any further and feels that it would be the Selectmen's decision as to whether or not to move forward with this project.

Mr. Bean will obtain bids for road striping, snow plowing and road mowing and come back to meet with the Selectmen at their November 6, 2018 meeting to wrap up the Highway Department budget. Failed culverts will also be discussed then.

Selectman Wood moved to approve a Delegation of Deposit Authority allowing the Tax Collector to make deposits, seconded by Selectman Albee with all in favor.

The Library Trustees would like for Library employees to be able to participate in the catastrophic leave bank with the Town. Selectman Wood moved to allow Library employees to participate in the Town's catastrophic leave bank, seconded by Chairman Marcussen with all in favor.

Selectman Albee moved to approve an intent to cut for PID 30-2-22, seconded by Selectman Wood with all in favor.

ADJOURNMENT

At 10:56 am, Selectman Albee moved to adjourn, seconded by Selectman Wood with all in favor.

The Selectmen will meet on 10/15/2018 and 10/29/2018. (The 10/22/2018 meeting has been changed to 10/29/2018.)

Respectfully submitted,
Karen Koch, Administrative Secretary