

TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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Selectmen's Work Session
9:30 am – Town Offices

Friday, December 15, 2017

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 9:30 am and proceeded with the Pledge of Allegiance.

Larry Gil, of the Conservation Commission, met with the Selectmen regarding pollution from the old dump area. Conductivity levels have proven high in the area. Mr. Gil suggests that Stantec sample test the area. Mr. Gil agreed to work with Steve Wingate, Clay Gallagher and Stantec regarding this concern and provide an update to the Selectmen in January so additional budgeting can be added for 2018 if necessary.

Jack Parsons gave the Building Department update. To date there have been 98 building permits, 23 new houses and 460 inspections. Mr. Parsons reviewed a revised Beechwood Estates Agreement with the Selectmen for informational purposes only. As there is a potential for a lot merger a new agreement was written that clarifies terms and the Town access area to the Lake for fire protection services.

Chairman Wood moved to encumber \$525 for Town House and Town Office cleaning (\$150 from budget line 01-4194-02-630 Town House Maintenance and \$375 from budget line 01-4194-01-630 Town Office Maintenance), seconded by Selectman Marcussen. The motion was clarified to be split between two budget lines. Vote passed with all in favor.

4313 Other Highway & Streets Budget

Two timers for Union Wharf Road were added for 2018 (\$400). There was discussion about the design of Union Wharf, permitting expenses, etc. The possibility of using funds from the State additional highway money was discussed. In regards to 2017 expenditures, it was explained that the overage includes the Sodom Road bridge repair proposal and the River Reach project that were not originally budgeted for.

Motion: Selectman Marcussen moved to approve budget 4313 for \$5,500, seconded by Selectman Albee. Under discussion, it was confirmed that no additional funds will be added to this budget for Sodom Road bridge work. To set aside funds for timber preservation of the County Road Bridge, Selectman Marcussen revised his motion to increase budget line 01-4313-20-680 Docks & Bridges line to \$4,000 for a total 4313 budget of \$6,500, seconded by Selectman Albee with all in favor.

4194 General Government Buildings Budget

Chief Thompson shared that generators are not scheduled for next year. Chairman Wood shared that the USDA may have grants available for generators. The Selectmen reviewed each line of this budget with Diane Falcey and Jack Parsons.

01-4194-01-630 Town Office Maintenance: increased \$1,500 to \$6,500 for window cleaning

01-4194-01-650 Town Office Grounds Maintenance: increased to \$7500 based on current year expenditures

01-4194-01-730 Town Office Improvements: \$15,500 budgeted for 2018 (\$2500 for Windows Replacement and \$13,000 for A/C replacements). The A/C replacements will not be included as a warrant article. This is a \$13,000 increase from 2017.

01-4194-02-411 Town House Heat: increased \$500 to \$2,500 to account for additional Town House usage.

01-4194-02-630 Town House Maintenance: decreased \$2,400 to \$2,000

01-4194-02-650 Town House Outside Maintenance: increased \$1,500 to \$2,500 for clapboards and touch up paint

01-4194-02-730 Town House Improvements: decreased \$2,300 to \$1,200

01-4194-03-630 Highway Building Maintenance: decreased \$1355 from 2017; \$6500 budgeted for 2018 (\$6,150 for painting of Highway buildings).

01-4194-03-650 Library Outside Maintenance: increased \$3,000 to \$5,500 to account for any unanticipated repairs.

01-4194-04-650 19 Mile Mowing & Electric: increased \$800 to \$2,000 to account for more frequent use.

01-4194-05-411 Transfer Station Heat: Based on expenditures, decreased \$500 to \$3,500.

01-4194-06-360 Davis Field Mowing: Based on expenditures, decreased \$1100 to \$3,500.

01-4194-07-410 Other Property Maintenance/Improvements: Cow Island Survey was included with 2017 budget. 2018 request decreased \$2,800 to \$6,000.

The Selectmen moved on this budget later in the meeting after the total budget amount was calculated.

Motion: Selectman Albee moved to approve budget 4194 for \$144,913, seconded by Chairman Wood with all in favor.

4414 Animal Control Budget

01-4414-01-390 Animal Shelter was decreased \$250.

Motion: Selectman Marcussen moved to approve budget 4414 for \$1750, seconded by Chairman Wood with all in favor.

Solid Waste Disposal Budget

Motion: Chairman Wood moved to add \$5,500 to 01-4324-01-741 New Equipment for the snow box pusher, for a total budget line of \$6500, seconded by Selectman Marcussen with all in favor. Chairman Wood moved to approve budget 4324 for a total amount of \$371,122, seconded by Selectman Albee with all in favor.

The Selectmen reviewed an invoice from Ames Associates for \$2,400 for the second half of the Cow Island survey. Jack Parsons will verify that the survey is complete. If the survey is not completed in 2017, the remainder of the survey will be paid for in 2018.

The Selectmen agreed not to take any action regarding a request for funds from Lakes Region Tourism Association. The Selectmen signed thank you letters to Chris and Tyler Brewster for their years of service on the Fire Department. Selectman Marcussen moved to approve an annual agreement granting one-year permission for snowmobile access to the Wolfeboro Snowmobile Club to cross the 19 Mile Bay parking lot, seconded by Selectman Albee. The motion was clarified to make it a one-year agreement to allow for annual review. Vote passed with all in favor. Selectman Marcussen moved to approve a Notice of Public Hearing for Cemetery Abandonment on the condition that the wording is confirmed to abide by the public hearing RSA, seconded by Chairman Wood with all in favor. The public hearing will take place on 3/19/18. Selectman Marcussen moved to approve the milfoil portion of an agreement with Solitude Lake Management for 2018, seconded by Selectman Albee with all in favor. The phragmites portion of the agreement will be revisited.

The Selectmen discussed the 2018 Warrant Articles. They reviewed the list of 10 articles presented by CIP.

1. An Article to raise and appropriate \$35,000 to purchase a new vehicle for the Code Enforcement officer. Selectman Albee and Selectman Marcussen disagreed with Chairman Wood's suggestion to finance the vehicle over 5 years to free up funds and feel that the vehicle should be bought outright. Selectman Marcussen moved to move forward with this article for \$35,000, seconded by Chairman Wood with all in favor.

2. An Article to raise and appropriate \$13,000 to purchase and install new air conditioning units in the Town Office Building. This article was removed as funding was added to the 2018 budget instead.

3. An Article to raise and appropriate \$22,000 to replace the main entrance doors in the Town Office Building.

Jack Parsons revised his request to \$20,000. Selectman Marcussen moved to move forward with this article for \$20,000, seconded by Chairman Wood with all in favor.

4. An Article to raise and appropriate \$580,000 to purchase new fire apparatus to replace Engine 2 under a five-year lease/purchase agreement. Chief Thompson shared that every 20 years a truck comes up for replacement. Engine 2 has been monitored for an issue with the frame and explained the increase in maintenance as a vehicle ages. He shared information regarding the proposed replacement vehicle. There was discussion regarding the pros and cons of putting the article off a year, finance payment scheduling, delay in receiving vehicle after ordered, etc. Chief Thompson doesn't recommend putting the article off a year as this may lead to even further delay in the future. As the frame is an issue, the value of the old vehicle is unknown. Selectman Marcussen moved to move forward with this article for \$580,000, seconded by Selectman Albee. Under discussion, Chairman Wood would like the article wording changed to state that it is to purchase "and equip" the vehicle. Vote passed with all in favor.

5. An Article to raise and appropriate \$43,000 to be added to the previously established Fire /Rescue Department SCBA (Self Contained Breathing Apparatus) Equipment Capital Reserve Fund.

Chief Thompson said that if something needs to be put off he would recommend pushing this article off as it's not something that is currently needed. If removed, amounts set aside in the future would need to be increased. Selectman Marcussen moved to move forward with this article for \$43,000, seconded by Selectman Albee with all in favor.

6. An Article to raise and appropriate \$235,000 for the paving of town roads and road improvement projects.

7. An Article to raise and appropriate \$31,000 to regrade and pave the Town Garage parking and loading areas.

It was suggested that #6 and #7 could be combined in one warrant. The articles were tabled. The Selectmen would like to review these with Jim Bean before a decision is made.

8. An Article to raise and appropriate \$30,000 to replace the septic system at the Tuftonboro Public Library.

Selectman Albee moved to move forward with this article for \$30,000, seconded by Selectman Marcussen with all in favor. This figure is an estimate and is subject to change once the plan is received.

9. An Article to raise and appropriate \$1,920,000 for the expansion and renovation of the Tuftonboro Public Library to be financed by a 20-year loan and to transfer the current Library Capital Reserve Fund to this project.

Selectman Marcussen shared that he will recuse himself from voting on this article. This article was tabled. The Selectmen would like to meet with the Library Trustees and the Town Treasurer before moving on this article.

10. An Article to raise and appropriate \$30,000 for a study and design of a new or updated Police Facility.

Selectman Marcussen moved to move forward with this article, seconded by Selectman Albee. Selectman Albee seconded on the condition that language is added that states that any money leftover be put into a capital reserve fund for the building. He also questioned if \$30,000 is enough for this project and feels that a bidding process should be started to get the design in place. There was discussion regarding the Selectmen being given authority to access Capital Reserve funds for planning and designing building projects. The Selectmen decided to then table this article to obtain further information.

The Selectmen will discuss other warrant articles that did not go through CIP at a later date.

At approximately 12:30 pm, Selectman Marcussen made a motion to adjourn, seconded by Selectman Albee with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary