

**TOWN OF TUFTONBORO**  
**BOARD OF SELECTMEN**  
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**Selectmen's Meeting**  
**9:00 am – Central Fire Station**

**Monday, June 6, 2016**

**MINUTES**

Present: Chairman Carolyn Sundquist, Selectman Lloyd Wood, Selectman Bill Marcussen and Administrative Secretary Karen Koch.

Chairman Sundquist called the meeting to order at 9:00 am and proceeded with the Pledge of Allegiance.

Attorney Rick Sager met with the Selectmen and explained the auction process used to sell town owned properties. There would be no cost to the Town. The payment to the auctioneers would be via a 10% buyers' fee. He suggests that there not be a minimum bid requirement as the goal is to get these properties back on the tax roll. He also suggests that there would not be a benefit to clean up these properties before they are sold. As there is one property that has not yet met the three year term, the auction would need to be pushed at least 90 days out as notification would need to be given to the former homeowner, bringing the auction date to be held approximately in October. The Selectmen are in agreement to proceed with this process to include the single property that has been owned less than three years.

Jack Parsons gave the Building Department update. There have been 34 building permits, 10 new homes and 202 inspections. The file room floor has been done and it will be sealed at the end of the month.

Jack Parsons met with the Selectmen regarding the Lang Pond Road Invitation to Bid. The contract needs be reviewed by the Town's attorney before advertising the Invitation to Bid. The bids are scheduled to be opened at the July 11<sup>th</sup> Selectmen's meeting. Notice to proceed will be issued on or before July 26<sup>th</sup>. Chairman Sundquist made a motion to approve the Invitation to Bid, and hiring of Northway Plains to oversee the project, seconded by Selectmen Marcussen. Vote unanimous.

Clay Gallagher gave the Transfer Station update (see attached). An increase in construction debris continues to be a trend. The budget line will more than likely be exceeded considerably; even though the Transfer Station charges for debris it does not cover the full expense. Mr. Gallagher is trying to control other budget lines as tightly as possible, including labor hours, to offset the cost. He is also continually searching for getting the best price for material being sold.

Mr. Gallagher recommends not including compost bins at the Transfer Station. It was suggested that the Recycling Committee may handle the compost bins, if they'd like, but he doesn't want it to be a responsibility of the Transfer Station. There have been electrical issues with the oldest baler and a partial rebuild will need to be considered. Island Day will be July 16<sup>th</sup> from 9-12 at Pier 19. There was discussion about the pros and cons of the Swap Shop area of the Transfer Station, including discussion about manning it, perhaps with Recycling Committee volunteers. Mr. Gallagher also spoke about liability concerns with public picking from the scrap metal pile. Mr. Gallagher accepted Chairman Sundquist's suggestion to have a sign posted to help lessen liability to the Town.

Christie Sarles gave the Library update. Statistical data was not available for the meeting; although volunteer hours were up for the month of May. The Library is looking for volunteers for the Book and Bake Sale July 8-9. Tickets are on sale for the Friends Garden Tour and raffle on July 7 to benefit the Library Building Fund. Work is proceeding on the

auction scheduled for August 12<sup>th</sup>. Story Hour continues through June 16<sup>th</sup> and will then restart again just after Labor Day. Many summer programs will be running, such as Friday morning children's programs.

Jim Bean gave the Highway Department update. Sodom Road is now completely done. The second half of Union Wharf Road's base coat is complete and ready for the top coat next year. **Grading** of dirt roads is done for Spring time. Swim lines have been installed at 19 Mile Beach and Melvin Beach. Line striping will be done in approx. 2 weeks. It was noted that an additional ride around with Chairman Sundquist and Mr. Bean needs to be scheduled. Mr. Bean is still having trouble connecting with his State contact regarding Red Listed Bridges. The Selectmen gave Mr. Bean a picture provided from Max Ledoux of a hole on the Sodom Rd. bridge. Mr. Bean has been in communication with David Ladd regarding his Lanes End concerns. The State has done some work regarding this concern and Mr. Bean's crew will be tending to this issue in the next week or so.

Selectman Wood spoke about topics reviewed at the last Lakes Region Planning Commission TAC meeting. LRPC is starting up a program that will inventory the Town's roads. The funding costs the Town 25% and cost information can be obtained in time for a FY 2017 budget item. LRPC will be glad to make a presentation to the Selectmen. Mr. Bean is in agreement to review the details of this program with LRPC.

Boyd Smith, of the Newfound Lakes Region Association, gave a presentation and project overview on water runoff and control measures at the TAC meeting. This is similar to the Lang Pond Road and Lanes End Road issues. Selectman Wood believes that Mr. Smith would be a good resource for the Town. Bill Dowy from Bristol gave a presentation at this meeting of coordinating and funding of bicycle lanes. Selectman Wood forwarded this information to Mark Howard.

Per Selectman Marcussen's request, Mr. Bean will look at fixing the guard rails at the end of Sodom Road that are cosmetically in rough shape and will follow up with owners of driveways in need of corrections.

Mr. Bean agreed to Selectman's Wood's request to look at branches on the roof of the old tractor shed and to have widening of two driveway aprons (at the Piper House and the Transfer Station) be put into next year's budget.

Max Ledoux met with the Selectmen and thanked them for hearing his concerns on May 9<sup>th</sup>. Chairman Sundquist confirmed that the Cemetery Trustees have full authority over the cemeteries. She shared that for a long time, the Selectmen provided certain duties at the Town Office. All duties that the Town Office currently does will be handed over to the Cemetery Trustees to make a clear delineation of responsibilities and duties.

Mr. Ledoux spoke of inaccuracies in an article written in the May 12<sup>th</sup> edition of the Granite State News. Chairman Sundquist responded that this needs to be handled directly with the newspaper and the reporter.

Mr. Ledoux brought up his concern that the May 13<sup>th</sup> Selectmen meeting email notification was not sent. Chairman Sundquist commented that the meeting was properly noticed. Mr. Ledoux hopes that the Selectmen will continue to send email notifications as a courtesy.

Mr. Ledoux questioned the recent contract that the Town signed with Cory Hunter as it didn't contain terms and conditions. To reduce liability to the Town, he asked that the Selectmen consider revising the contract by adding terms and conditions.

Chairman Sundquist made a motion to approve a Temporary Mobile Home Certificate of Occupancy for PID 59-1-23, seconded by Selectman Wood. Vote unanimous.

The Selectmen signed a thank you letter to Camp Belknap for the Employee and Volunteer get together.

Chairman Sundquist made a motion to approve Yield Tax Levy for Op # 15-455-04-T, seconded by Selectman Wood. Vote unanimous.

The Selectmen signed a Notice of Appointment for Sue Wingate for the Agricultural Commission. This appointment was already approved at the May 23, 2016 meeting.

Chairman Sundquist made a motion to approve Notices of Appointments for Tony Triolo, Jack Parsons and Matthew Young for the Planning Board, seconded by Selectman Wood. Vote unanimous.

Chairman Sundquist made a motion to approve Notices of Appointments for Ben Ladd, Steve Wingate, Larry Gil, John Lapolla, Jeff Moody, Dusty Davies, Faye Friedrich, and Gene Kelley to the Mirror Lake Watershed Study Committee, seconded by Selectman Wood. Vote unanimous.

Chairman Sundquist made a motion to approve the Town Financial Report for FYE 2015 draft, seconded by Selectman Wood. Vote unanimous.

The Selectmen will make a decision regarding types of pay (base pay versus not base pay) to be considered to go towards an employee's NH Retirement fund at their June 20<sup>th</sup> meeting after they are able to poll employees in regards to how they would like to handle payment in lieu of Health Insurance.

Chairman Sundquist shared that the Budget Committee had their first meeting May 24, 2016. Carla Lootens remains the Chairman. Steve Brinser will continue as Vice-Chairman and Helen Hartshorn will continue as the representative from CIP.

Chairman Sundquist also shared that there are 5 out of a list of 6 properties that the Town has not heard from yet for payment of taxes. These properties should be voted upon to tax deed at the June 20<sup>th</sup> meeting.

She also shared that the Parks and Recreation Commission met last Thursday. They ordered grills for **19 Mile Bay** beach and the park. They will buy a bench for the Butterfly Garden in memory of **Reg Amazeen**. As there are only 3 lifeguards for the summer, the lifeguard schedule will only be for Saturday and Sundays. June 25<sup>th</sup> is the kick off.

Chairman Sundquist shared that tax bills have been sent. She also shared that well water testing kits will be distributed July 18-23 and collected July 24<sup>th</sup> by the Conservation Commission.

Chairman Sundquist shared that the Planning Board recommends doing a voluntary merger of PID 43-2-50 and 43-2-2. Chairman Sundquist made a motion to approve the voluntary merger application, seconded by Selectman Marcussen. Vote unanimous. Selectman Marcussen will provide this application to the Planning Board.

Selectman Marcussen mentioned that while attending the employee and volunteer event, Seth Kassels offered to make available trail construction and trail maintenance during the summer time. Selectman Marcussen feels that it might be beneficial to have trail maintenance done on Cow Island. He will try to schedule a boat ride the morning of June 20<sup>th</sup> (with June 27<sup>th</sup> as a backup), with the Selectmen in attendance, a person knowledgeable in this area and Mr. Kassels.

Selectman Marcussen shared that he participated in the State DES conference call regarding well water. The Program done by the Tuftonboro Conservation Commission was very favorably mentioned. The State has an online resource for people to review their well water test results and obtain guidance regarding steps they should take. He gave a special thank you to Steve Wingate and the Conservation Commission for this program.

Selectman Marcussen also shared that the Tuftonboro Islanders meeting will be held July 9<sup>th</sup> on Ragged Island. They have invited the Selectmen, the Police Chief and the Fire Chief to join, as well as anyone else who would like to attend.

The Selectmen reviewed fuel pricing options. Selectman Marcussen made a motion to initiate a fixed price contract with Carroll County for oil and Eastern for propane, seconded by Selectman Wood. Vote unanimous. The contract price for oil will be approximately \$1.83 per gallon (final contract pricing may be a few cents higher at lock-in). Eastern's fixed price for propane will be \$1.19 per gallon. The Town will stay with their existing agreement for diesel with Carroll County.

Selectman Marcussen shared that the next Milfoil Control Committee meeting is scheduled for 9:00 am tomorrow morning. The Joint Board's DASH boat is available for the season. Amy Smagula, of the State, anticipates doing the Spring milfoil survey this week. Selectman Marcussen has had reports from observers that indicate that there shouldn't be a lot of milfoil to report this year.

Chairman Sundquist made a motion to approve the 5/23/16 regular meeting minutes as written, seconded by Selectman Wood. Vote 2-0-1. Selectman Marcussen abstained due to his absence at the meeting.

Karen Koch will prepare a draft future meeting schedule for the second half of the year to be approved at the June 20<sup>th</sup> meeting.

Board and Committee member appointments are updated, except for CIP. Selectman Marcussen shared that they are looking for new members. Chairman Sundquist mentioned that the Planning Board should have an official vote on Chairman.

Chairman Sundquist shared that 2016 Safety inspections will be held June 15<sup>th</sup> and June 22<sup>nd</sup>.

There was a request to transport the lilac bushes from the Dearborn house to Fire Station. It was agreed that this was a good idea.

Mark Howard wrote a memo regarding the Soft Shoulder on Route 171 (Phineas Graves Road). NH DOT plans to place some gravel onto that soft shoulder, spread it into the shoulder to provide some firm ground and then smooth over the area.

Selectman Marcussen will prepare the Selectmen's article for the July edition of the Tuftonboro Times, by the deadline of July 1<sup>st</sup>.

Chairman Sundquist shared that there was a complaint from a resident stating that the Mirror Lake Boat ramp is bumpy.

The following correspondence was also reviewed: Building Permit Applications for 59-1-23, 41-1-17 and 40-5-12; letters regarding camping on property for PID 14-2-34 and 42-2-44; Minor Wetland Impact Permit Application for Lower Beech Pond Dam; updates regarding changes in RSA 80:89, II and 80:90; invitation to Islanders Annual Meeting; invitation to LRPC Annual Meeting; Wetlands Permit by Notification for PID26-1-50; thank you correspondence; various committees and boards minutes; LRHHPF donations and survey info; Reports from Councilor Kenney and other miscellaneous emailed correspondence.

Chairman Sundquist responded to Bob McWhirter's questions during public input stating that the Selectmen do plan on using Rick Sager for the sale of Town owned properties via auction and she doesn't see it as a conflict of interest that he is also our Town attorney.

In response to Mr. McWhirter's questions regarding space needs for the Library and Police Department, Chairman Sundquist replied that this discussion needs to be scheduled with Police Chief Shagoury soon.

Also in public input, Max Ledoux offered to serve as a volunteer for CIP.

At approximately 10:54 am, a motion was made by Chairman Sundquist to adjourn the meeting, seconded by Selectman Wood. Vote unanimous.

Respectfully submitted,  
Karen Koch, Administrative Secretary

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
3-May-16	WM Pup Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
4-May-16		30 yd Steel/Tin Cans	NRRA (XXXTons)			XXXX	XXXX
4-May-16		Used Oil - (265 gal)	Wentworth Oil				N/C
5-May-16	WM Pup CD & Plastic		\$245 P/U vs \$334		XXX	XXXX	
10-May-16	WM Pup Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
12-May-16	WM Pup Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
17-May-16	WM Pup Comp #2 & Plast		\$245 P/U vs \$334	XXX		XXX	
18-May-16	Electronics W/CRT		ECER - 6,140 lbs			1075	
19-May-16	Freon /Propane P/U		AC&G 26 Units-6 Prop			Free	
20-May-16	WM Pup Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
24-May-16	WM Pup Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		
24-May-16	WM Pup CD & CD		\$245 P/U vs \$334		(XX x 2)		
25-May-16		Scrap Mtl - bulk	Berwick - (6 tons)				\$261.00
26-May-16	WM Pup Comp #1 & CD		\$245 P/U vs \$334	XXX	XXX		
31-May-16	WM Pup Comp #2 & CD		\$245 P/U vs \$334	XXX	XXX		

8 Solid Waste		WM (XXX tons)	XXX				
10 C/D Containers		WM (XXX tons)		XXX			
2 Plastic		WM (XXX tons)			XXX		
0 Paper	Mixed Paper Bales	BJ - Casella					
	30 yd Steel/Tin Cans	NRRA (XXXTons)			XXXX	XXXX	
	Used Oil - (265 gal)	Wentworth Oil					N/C
Electronics W/CRT		ECER - 6,140 lbs			1075		
Freon /Propane P/U		AC&G 26 Units-6 Prop			Free		
	Scrap Mtl - bulk	Berwick - (6 tons)					\$261.00
Resident Usage fees paid							\$4,801.00
Stickers fees collected							\$235.00
	Total						

	Monthly Total	Prev Balance	Year to Date
Solid Waste	8 (xxx tons)	25 (259.55 tons)	33 (xxxx tons)
C&D	10 (xxx tons)	26 (172.78 tons)	36 (xxxx tons)
Plastic co-mingle	2 (xxx tons)	7 (6.50 tons)	9 (xxxx tons)
Paper		1 (22.1 tons)	1 (22.1 tons)
Glass		2 (21.07 tons)	2 (21.07 tons)
Cardboard Bales			
Alum Bales			
Steel / Tin Cans 30 yd	1 (xxx tons)		1 (xxx tons)
Electronics W/screen	1 (6140 lbs)	1 (5,640 lbs)	2 (11,780 lbs)
car batteries			
Freon	1 ( 26 Units)	1 (14 units)	2 ( 40 Units)
Metal Scrap	1 (6 tons)	3 (26.67 tons)	4 (32.67 tons)
Non-Ferrous Metal- Alum			
Non-Ferrous Metal- Cord			
Non-Ferrous Metal- Other			
Non-Ferrous Metal- Other			
Propane	1 ( 6 Units)	1 (1 unit)	2 ( 7 Units)
Tires			
Used Oil	1 (265 tons)		1 (265 tons)
Vegetable Oil			
Call 2 Recycle batteries	1 (50 lbs)		1 (50 lbs)
Brush Removal			
BULBS		1 (1088 LF)	1 (1088 LF)