

**TOWN OF TUFTONBORO**  
**BOARD OF SELECTMEN**  
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**Selectmen's Meeting**  
**9:00 am - Town Offices**

**Monday, May 9, 2016**

**MINUTES**

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

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

Selectman Marcussen made a motion to approve the non-public minutes of 4/29/16 as written and the regular meeting minutes of 5/2/16 with a minor correction, seconded by Selectman Wood. Vote unanimous.

Christie Sarles gave the Library Department update. She provided statistics information (see attached) and an updated summary of inventory to the Selectmen. Almost all of the furniture has been moved out of the Dearborn garage. She shared that the Children's Art Exhibit was a lot of fun and complimented the children for their work. The items are still displayed at the Library for the public's review. Although a virus debilitated her computer recently, most of the files were able to be saved and a new hard drive is on order.

Jack Parsons gave the Building Department update: 25 building permits to date, 5 new homes and 164 inspections. The Town House ash box motor on the pellet boiler seized. It has been looked at and the computer was reprogrammed to keep it running for now. Hinges on the foyer were fixed. The RFP for Lang Pond Road is done. Mirror Lake Watershed Committee now has the proposal. A building permit application for PID 29-3-1 was reviewed as well as letters that Mr. Parsons prepared for property owners regarding the following: junk vehicles at PID 55-2-15, PID 44-1-20 and PID 32-1-13; dilapidated buildings at PID 65-3-5 and PID 42-2-11; junk vehicles and materials at PID 41-1-15; and an addition not meeting the 50 ft setbacks at PID 28-3-15.

Jim Bean gave the Highway Department update. He handed out an update of the current road conditions. Road sweeping and catch basin cleaning are done. Plows are off the vehicles and the vehicles have been well cleaned. His crew is making progress cleaning out ditch lines. **FR** Carroll Paving hopes to start paving next week.

Mr. Bean has left messages for his new contact at the State, Nancy Mayville, in hopes to get the final report with cost information for the red listed bridges. In regards to red listed bridge projects, Mr. Bean explained that the State gives 20% for the project upfront and 60% when it's completed. There is no funding for repairs.

Chairman Sundquist mentioned that John Hoyt was in last week regarding town sand on the side of the road being used for private business. Mr. Bean noted that his crew will not be discarding in the area questioned for a while; although he doesn't feel that anything was wrongfully done. Selectman Wood read a personal statement explaining that he went to Bear Run and viewed the area where some of the material from roadside ditching was dumped. He stated that there was no obvious hazardous or unsafe condition. He also shared that he spoke with some of the road agents at his TAC meeting concerning this. All of them stated that they handle reclaimed material the same way. They were not aware of any ecological or potential hazardous condition. He summarized that the bottom line is that it saves an expense to the Town and it assists the adjacent landowner.

Chairman Sundquist shared with Mr. Bean that John Doxsee came to speak with her in support of paving Eaglemere Road. Mr. Bean will provide maintenance costs for Eaglemere Road upkeep so it can be compared to paving costs.

Chairman Sundquist noted that the State will begin paving on Route 171 today.

Selectman Marcussen revisited two points that were brought up at the town road ride around. One was in regards to driveways on Ledge Hill Road that were pitching water onto the Town right of way. Mr. Bean stated that he spoke to both landowners and they both have agreed to fix the driveways correctly. Mr. Bean is also working with landowners on handling driveway issues on Curtis Road and Phineas Graves Road. The second point addressed was the removal of trees on Sodom Road and Union Wharf Road (both non-scenic roads). Mr. Bean will speak with the landowners. He did note that he doesn't think that the tree work will be done before the paving but it still needs to be done to preserve the pavement.

Mr. Bean accepted Selectman Wood's invitation to the Lang Pond Road meeting Wednesday night at 5:00 pm at the Town Offices.

Selectman Wood asked about roadside mowing. Mr. Bean confirmed that the mower is reserved for approximately the first three weeks of July.

Selectman Wood shared that he listened to a presentation given by Dan McAllister of Lakes Region Planning Commission about Statewide Assessment Data Exchange Program (SADES). It is a new computer program that takes inventories of catch basins, road surfaces, culverts, etc. Mr. Bean accepted Selectman Wood's suggestion for the both of them to meet with the UNH Technology Center to discuss this further.

Selectman Wood asked about the other town road issues that were not reviewed during the ride around. Chairman Sundquist responded that these will need to be discussed further.

David Ladd, of Lane's End Marina, met with the Selectmen regarding the condition of River Reach Dock #1. The very first slip is jointly owned by himself and the Town. Mr. Ladd shared that the slip used to launch a boat is a concern, particularly the basic piling and the slip itself. Selectman Wood spoke about a grant that may be available through NBRC. Cost for the project is needed.

Mr. Ladd also followed up on an old concern regarding the amount of sand that keeps filling up Lane's End Upper Culvert. He stated that the two parties that are involved with the problem are the State and the Town of Tuftonboro. Mr. Bean confirmed that he spoke with Matt York of the State and explained their plans to help this issue, as well as suggested additional solutions. Mr. Ladd asked that the Town and Mr. Bean work with him on resolving this matter. He also complimented Mr. Bean and his willingness to always do what he can to assist. He asked that the Selectmen stop and look at the conditions of the road for a better understanding.

Chairman Sundquist made a motion to approve a Yield Tax Levy for Map 2-2-10, seconded by Selectman Wood. Vote unanimous.

Chairman Sundquist made a motion to approve a Notice of Appointment for Kate Nesbit's renewal term to the Conservation Commission to expire June 2019, seconded by Selectman Marcussen. Vote unanimous.

Chairman Sundquist gave a Parks and Recreation update. They had their meeting on Thursday. They met a new member, Kristen Clark, and will have an appointment for her. Chairman Sundquist made a motion for reappointment for Gina Lessard and Anne McNamara for an additional three year term to the Parks and Recreation Committee, seconded by Bill Marcussen. Vote unanimous. The Butterfly Garden was cleaned up. The work on the County Road Triangle is done and ready to be planted. Parks and Recreation will be taking over the Town Wide Yard Sale on June 9, 2016 from 9-1. Applications are asked to be received by May 27, 2016.

Chairman Sundquist shared that Steve Wingate notified her that Dan Duffy needs to be replaced on the Lakes Region Planning Commission. Kate Nesbit has volunteered to do so. Chairman Sundquist made a motion to approve Kate Nesbit's appointment to LRPC, seconded by Selectman Marcussen. Vote unanimous.

The Selectmen agreed that they should meet with Attorney Rick Sager regarding town owned property during one of their regular meetings. Chairman Sundquist asked Karen Koch to arrange this. Selectman Wood asked that Mrs. Koch also follow up with Chief Shagoury about removal of the vehicle at the Dore property.

Chairman Sundquist had a suggestion from a resident that compost bins be put in at the Transfer Station. She would look to Clay Gallagher and Nancy Randlov to do something like that if they'd like to.

Chairman Sundquist shared that she has a list of 11 potential properties for tax deeding. Seven of the eleven have been in contact with Tax Collector, Jackie Rollins, to arrange payment. The other four will be sent a final letter from the Selectmen for tax deeding. Chairman Sundquist will sign on behalf of the Selectmen.

Chairman Sundquist shared that she and Selectman Marcussen attended the Right to Know Workshop presented by NHMA last week. The Selectmen will be following the recent Supreme Court ruling despite what the current copy policy states. The Selectmen will revisit the policy at a later date.

Chairman Sundquist asked that Karen Koch send a memo to all department heads to draft their new project needs or updates to CIP by September. Selectman Marcussen suggested that they be received by Labor Day.

In terms of budget, Chairman Sundquist confirmed that compensation will follow the schedule put into place last year. Department heads can follow this when doing their budget next year. The Selectmen will need to review the matrix as it is dated 2015.

Selectman Wood asked about the lifeguard openings. Chairman Sundquist believes that they are looking to hire one more lifeguard.

Selectman Wood also shared that the Conservation Commission will meet Monday at 6:30 at the Central Fire Station, regarding digitized mapping. Chairman Sundquist added that Dave Ford will be giving an update on the Wolfeboro Affluent Disposal Study at this meeting also.

Selectman Wood stated that he went to the Hidden Valley Association meeting Friday regarding the pending dam and spillway replacement and related improvements. The construction for this extensive project will start immediately after Labor Day. Selectman Wood requests that the Road Agent, Fire Department and Police Department be advised.

Selectman Wood shared the Town of Lee, NH's Policy on Boards, Committees and Commissions with the other Selectmen. The Town of Lee has found that this has helped in recruiting and has lessened the burden on committee chairmen.

Selectman Marcussen shared that the Milfoil Joint Board met last week. The milfoil harvesting boat will be coming out of storage in the next week or so. Fortunately there is not a large amount of milfoil to be harvested. A thank you note will be sent to David Ladd at Lane's End Marina as he has provided storage, repair and service of the DASH boats for the last five years at a special pricing structure.

Selectman Marcussen commented that Karen Koch is working on town fuel contracts for next year to find the best arrangement for the town.

Selectman Marcussen will not be able to attend the May 23, 2016 meeting.

Selectman Marcussen also touched upon computer security for the town. It has been suggested in the past that files be backed up off site every day and that all passwords be stored in a central secure location. Selectman Marcussen will revisit these concerns with Keith Garrett, regarding current status and things that need to be improved upon.

Correspondence reviewed was as follows:

Tuftonboro Hazard Mitigation Plan Update 2015; letter from Trustees of the Trust Funds; email notification of Walk to School/Work Day on Friday May 13<sup>th</sup>; Lake Street grant information and several draft meeting minutes.

Max Ledoux, member of the public, commented that the Town should subcontract out for cybersecurity, rather than working on issues internally. Selectmen Marcussen responded that they will be doing so by working with Mr. Garrett.

Mr. Ledoux also read aloud a letter he prepared regarding the Selectmen's approval to pay the cemetery portion of Cory Hunter's invoice at the April 25, 2016 Selectmen's meeting. Based on his review of the 2010 contract, he feels that there is not a current contract between the Town and Mr. Hunter. He does not believe that the Selectmen have the authority to make payments for the maintenance of town cemeteries. He is concerned that the Selectmen unintentionally broke the law when they voted to pay Mr. Hunter for the cemetery work and quoted the applicable RSAs. He has asked for a response from the Selectmen at their June 6, 2016 meeting, as Selectman Marcussen won't be attending the May 23, 2016 meeting. Chairman Sundquist replied that although the paper contract is dated 2010, the Selectmen have an ongoing agreement with Mr. Hunter for the mowing and maintenance of town properties, which includes cemeteries.

Chairman Sundquist made a motion to adjourn at approximately 10:42 am to go into non-public session per RSA 91-A:3, II (a) to conduct performance reviews, seconded by Selectman Wood. Vote unanimous. Roll call vote: Sundquist – Yes; Wood – Yes; Marcussen - Yes.

At approximately 11:42 am, a motion was made by Selectman Wood to end the non-public session and move back into a public session, seconded by Selectman Marcussen. Vote unanimous.

At approximately 11:42 am, a motion was made by Selectman Wood to adjourn the meeting, seconded by Selectman Marcussen. Vote unanimous.

Respectfully submitted,  
Karen Koch  
Administrative Secretary

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\$7,137.39



## TFL STATISTICS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2016
<b>CIRCULATION:</b>													
Adult Fiction	524	522	580	575									2,201
Adult Non-Fiction	175	143	156	187									661
Large Print	33	50	44	42									169
Young Adult Fiction	54	38	50	61									203
Young Adult Non-Fiction	0	1	0	0									1
Kids' Fiction	425	498	595	512									2,030
Kids' Non-Fiction	76	147	125	143									491
Inter-Library Loans	26	33	39	49									147
<b>TOTAL BOOKS:</b>	<b>1,313</b>	<b>1,432</b>	<b>1,589</b>	<b>1,569</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,903</b>
Adult DVDs	636	615	693	567									2,511
Adult CDs - Music (Holiday)	N/A	N/A	N/A	N/A									0
Adult Books on CD	76	69	61	71									277
Kids' DVDs	181	242	241	261									925
Kids' CDs - Music	0	0	1	0									1
Kids' Books on CD	11	6	10	10									37
Games (Wii & Board)	19	19	21	12									71
Kill-A-Watt Meter	0	1	0	1									2
Kindle	0	0	0	1									1
Museum Passes	10	7	2	0									19
Periodicals	45	29	40	43									157
Puppets	3	0	4	4									11
Snowshoes	2	3	0	0									5
Vertical File	4	4	3	5									16
Overdrive Audiobooks	62	60	44	34									200
Overdrive eBooks	158	159	192	128									637
Overdrive Periodicals	3	2	3	8									16
Hoopla Audiobooks	11	32	28	30									101
Hoopla eBooks	4	19	18	8									49
Hoopla Comics	1	1	1	0									3
Hoopla Music	16	6	10	1									33
Hoopla Movies	14	20	18	28									80
Hoopla TV	0	7	12	3									22
Database searches (EBSCO, Genealogy)	45	19	63	109									236
<b>TOTAL OTHER MATERIALS:</b>	<b>1,301</b>	<b>1,320</b>	<b>1,465</b>	<b>1,324</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,410</b>
<b>TOTAL CIRCULATION:</b>	<b>2,614</b>	<b>2,752</b>	<b>3,054</b>	<b>2,893</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,313</b>
Total # Materials Added:	100	204	219	133									656
Total # Materials Deleted:	92	102	70	174									438
Collection Count:	31,728	31,830	31,979	31,938									