

TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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Selectmen's Meeting
9:30 am – Town Office

Monday, November 28, 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 9:30 am and proceeded with the Pledge of Allegiance.

Chairman Sundquist made a motion to approve the 11/14/2016 meeting minutes as written, seconded by Selectman Wood with all in favor.

Chief Thompson met with the Selectmen to give the Fire Department update. Please see attached for further information.

The Selectmen met with Janice Spinney of MWV Supports Recovery Coalition. MWV Supports Recovery Coalition will be opening a new building in North Conway to provide peer support services and referral services for families with addiction. Their Open House is December 6, 2016. Ms. Spinney explained that she is meeting with towns within Carroll County to ask for funding for their cause and explained the functions that the funding would be used for.

Chief Shagoury met with the Selectmen to give the Police Department update. His department is having some issues with Carbonite on the server so he was not able to provide the department's latest statistical update. Chief Shagoury shared that approximately 75 children came to the Police Station for Halloween. Members of the department are working on getting training done for year end. They also attended training in October given by the JC Foundation.

The Selectmen reviewed and discussed budget 4194 General Government Buildings. After some discussion regarding electricity, Selectman Wood suggested that members of the Energy Committee review expenses on utility bills for items other than electricity, such as member service charges. The Selectmen added \$2000 to 01-4194-07-410 Other Property Maintenance to accommodate for mowing of the Gould property. 01-4194-03-650 Library Outside Maintenance was reduced by \$4000 as the walkway repair was completed this year. 01-4194-03-630 Highway Building Maintenance was increased by \$2000 for painting. Selectman Wood moved to approve budget 4194 General Government Buildings for \$127,717, seconded by Selectman Marcussen with all in favor.

Selectman Wood moved to approve budget 4711 Long Term Bond and Notes-Principal for \$234,501, seconded by Selectman Marcussen with all in favor.

Selectman Wood moved to approve budget 4721 Long Term Bond and Notes-Interest for \$50,630, seconded by Selectman Marcussen with all in favor.

Selectman Marcussen raised a question. As there is money left in this year's budget, he suggested encumbering what is left, applying it against next year's interest and reducing the interest in the 2017 budget by the same amount. Selectman Marcussen shared that he confirmed with our auditor that funds can be encumbered against next year's obligation. It was agreed to put the extra funds toward the principal for next year rather than towards interest.

Selectman Marcussen moved to encumber \$32,163 from the 2016 4711 Long Term Bond and Notes-Principal and apply it against next year's principal payment, reducing the amount for the FY 2017 budget to \$121,548, seconded by Selectman Wood with all in favor.

Selectman Wood moved to reduce the bottom line for 2017 for 4711 Long Term Bond and Notes-Principal for \$202,338, seconded by Selectman Marcussen with all in favor.

The Selectmen reviewed 4313 Other Highway and Streets. \$2500 was added to 01-4313-22-680 for obtaining a permit for Union Wharf. Selectman Wood moved to approve budget 4313 Other Highway and Streets for \$5,500, seconded by Selectman Marcussen with all in favor.

Selectman Wood moved to approve budget 4155 Personnel Administration for \$594,033, seconded by Selectman Marcussen with all in favor.

Chairman Sundquist moved to approve Intents to Cut for PIDs 16-2-8, 16-1-3 and 15-1-24, seconded by Selectman Marcussen with all in favor.

The Selectmen signed the Selectmen's Deed to Dennis Ostermaier for PID 38-1-3.

Selectman Wood moved to approve the Lakes Region Humane Society 2017 Town Contract, seconded by Selectman Marcussen with all in favor.

Selectman Wood moved to approve a Veteran's Tax Credit for 2017 for PID 55-1-6-50, seconded by Selectman Marcussen with all in favor.

Selectman Marcussen moved to approve a Yield Tax Levy for PID 4-1-12, seconded by Selectman Wood with all in favor.

With the other Selectmen's permission, Chairman Sundquist countersigned a Confidentiality Agreement with Computer Port.

The Selectmen signed Notices of Appointment for John Ratcliffe and Steve Brinser for the Energy Committee. Selectman Marcussen shared that this committee will be focused on energy use, not alternative energy. Chairman Sundquist voiced her opinion that she hopes that this group will also look into the possibility of alternative energy.

Selectman Wood moved to approve a Notice of Appointment for Amy Stockman for the Board of Adjustment, seconded by Selectman Marcussen with all in favor. This appointment will replace her previous appointment as alternate.

Selectman Wood shared that the sidewalk repairs at the Library have been completed. He gave special thanks to Ben Doliber and his crew **of Lakes Region Paving** as well as Jack Parsons.

Selectman Wood shared an itemized list of outstanding items for the Lang Pond Road project. It was requested that Karen Koch ask Jim Bean to review the list to see which things he would be able to do as well as an estimated cost for each. The Selectmen would like to receive this information at their December 5th meeting.

Selectman Marcussen shared information of the last Planning Board meeting. There will be a public hearing on Dec 15, 2016 for the proposed zoning changes for 2017. He also shared that he attended the NH Municipal conference and went to several information sessions there. One of the sessions spoke of tax deeded properties. The RSA regarding tax deeded properties changed this year. The Selectmen do not have the authority to waive the payback penalty if the property is not a primary residence. Clean-up of tax deeded properties was also a topic of discussion at the conference. Selectman Marcussen recommended moving forward with cleaning up the Dore property. With the information provided at the conference in regards to roads, Selectman Marcussen shared that he feels that it is important to post

the summer seasonal roads at both ends. It was also recommended to post Class VI roads, although it is not required. Selectman Marcussen shared that CIP will be making their presentation to the Selectmen, Planning Board and Budget Committee at the Budget Committee meeting on 12/6/16.

Chairman Sundquist responded to Selectman Marcussen, that she would like to check with town counsel regarding Brown Road.

Chairman Sundquist gave an update on the recent Right to Know requests for emails between all the Selectmen and staff from March 1, 2016 to October 17, 2016 and from January 1, 2016 to October 17, 2016 from Bob McWhirter and Max Ledoux. Additional requests for emails have been made since. Carla Lootens, of the Budget Committee, has been asked for her emails from December 2015. Max Ledoux asked for emails between Selectmen and staff with the Granite State News from January 1, 2016 through November 17, 2016. Chairman Sundquist shared that the Selectmen are getting legal advice from the NH Municipal Association and from counsel in regards to these requests. She also shared that this will cost the Town a lot of money as this is above what we can handle here along with all the other things that need to be done on a daily basis. Chairman Sundquist stated that she believes in the Right to Know Law but feels that these requests are extraordinary and unprecedented.

The following correspondence was also reviewed: UNH Forest Laws Workshop information; memo to employees; PA-34s for PID 29-3-19, 29-3-10, 37-1-233, 70-2-97, 15-3-23, 54-1-3, 54-2-1, 58-1-25, 65-2-8, 27-1-10; ZBA Public Notice for Sawyer Point Realty LLC; ZBA Notice of Decision for Paul Zimmerman appeal; resignation of Tom Wood from the ZBA; Brown Road information; Primex Webinar information; Newslink 11/23/16; HealthTrust newsletter; Lakes Region Conservation Trust Fall Newsletter; Councilor Kenney Report; various meeting minutes; various emails and other correspondence.

After review of a list of groups that use the Town House, Karen Koch was asked to contact the Boy Scouts in regards to cleaning up of the items that they store there.

Chairman Sundquist shared that Steve Wingate is doing a second Great Meadow Hike for December 6, 2016. If there is bad weather it will be moved to December 8, 2016.

During public input, the Selectmen responded to Betsy Frago that they did not know if the proposed zoning changes have been posted to the website. Also in response to Ms. Frago, the Selectmen explained that, in regards to cleanup of the Dore property, if the owner wants to reclaim the property then the Town can collect these expenses from the previous owner, but if sold, these expenses can't be collected. As this is a public health issue and a hazard to the Town, the Selectmen agreed that the cleanup is necessary.

In response to Elissa Paquette, the Selectmen explained that design and permitting for Union Wharf is specifically for the wharf.

Bob McWhirter asked about a resolution for his request for emails. Chairman Sundquist shared that there should be more information regarding his request and possibly a resolution on Wednesday. Selectman Marcussen explained that after learning that personal email addresses and personal telephone numbers are subject to protection, approximately 90% of his emails would have to have information redacted. He explained that he suggested to the Board that a third party that is very familiar with this go through the emails and pull the information out. Selectman Wood shared that he is under the understanding that emails are not secure and can be modified. He shared that the only effective way that he is aware to redact information is by using paper and a permanent marker. He also shared that funds will need to be added to the budget to accommodate for projects such as this just as it would be for a snow storm. He also shared that there has not been any comments from Selectmen to draw out this process or to not respond to these requests.

Max Ledoux shared a positive remark regarding the Road Crew quickly cleaning up a snow drift in front of his residence. Selectman Wood suggested that something like this be sent directly to the Road Agent rather than going through the Selectmen's Secretary as it adds to her workload.

At approximately 11:37 pm, Chairman Sundquist made a motion to adjourn, seconded by Selectman Marcussen with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

Selectman Meeting
November 28, 2016

2016

Fire Calls	171	Gas Furnace Inspection	45
EMS Calls	241	Oil Burner Inspection	8
Service Calls	23	Wood/Pellet Stove Inspections	11
SPD	19	Life Safety	24
Total	453		88

Three members of the department completed fire safety day at the Tuftonboro Central school on 10/17/2016 the members that took part on that day were Captain Pike, Lt. Morgan, and Firefighter Paramedic Galvin. This did not make the last update as this was the day of the last meeting.

We have had some electrical problems with the departments ATV, the electronic display for fuel gauge, speedometer, and other important gauges have failed. It will cost approximately \$800.00 for the new part. It is at Barton's motor sports in Tamworth.

We will be pulling the department's main boat for the winter and storing it at central station until ice forms on the lake. The department will be conducting some maintained on the boat while it's at Central Station. . It will then go to Melvin Marina for storage. The air boat will then be used on call for the winter months.

The department had a couple of call over the holiday weekend. I would like to remind residence and guest of the town to always take your co detectors activation very seriously. One of the calls was a co alarm in the early hours of the morning which was thought to be a false alarm. The home owners did call 911 and when the residence was metered there were co readings noted the residence due to an issue with the furnace.

Earlier in the month there was a home found to have co on a medical call. The department carries small co detectors attached to the first in medical bags that on 24 hrs a day. Once the bag was in the residence the meter began alerting to CO. This was also due to a heating appliance.

If your Co detector goes off call 911 get everyone and pets out of the residence and keep all doors and window closed.

To make selectman aware it appears that Bob McWhirter and Max Leduc have great concern over whether I was double dipping for holiday pay. Bob had made mention on Tuftonboro Free Speech Forum that I was not at work on Friday November 25th 2016! So that the front office doesn't have to bother with a right to know request for my time sheet. I worked one hour on Thanksgiving and will be taking the holiday on my time Sheet like other employees. I worked 2.5 hours on Friday November 25th which was also a holiday Bob apparently did not watch the fire station long enough to see my vehicle at

the station. I will also be taking the holiday for this day instead of the at the end of the year. So far this year I have worked 7 of the 12 Holidays due to my injury veteran's day November 11 2016. I was unable to respond to call or work normal hours so I took it our regular holiday just like the other town employees.

This leaves December 23 2016 which is a Friday for the observance of Christmas per town holiday remaining for the year.

If am released from Light Duty on December 15th which is my next dr appointment. I will be back to normal hours.

I would like to bring to Bob and Max attention of the town personal policy on page 15 and 16 6b holidays also under note full time police officers and full time fire officers receive all holiday pay in one lump sum the first week in December.

I have left a message for Mark Howard to set up a time after the holidays to meet about the ambulance contract.