

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
240 MIDDLE ROAD, P.O. BOX 98
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**Selectmen's Meeting Minutes
9:00 am – Town House**

Monday October 5, 2020

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

Present: Chairman Lloyd Wood, Selectman Bill Marcussen, Selectman Chip Albee and Administrative Secretary Cathy Pounder

CALL TO ORDER

Chairman Wood called the Selectmen's meeting to order at 9:00 am, read aloud instructions on how to join the meeting remotely and lead the pledge of allegiance.

PUBLIC INPUT

None

MINUTES

Selectman Marcussen made the motion to approve the 9/28/2020 BOS minutes as written, seconded by Selectman Albee. Motion carried 3-0. Selectman Marcussen made a motion to approve the 9/28/2020 non-public minutes as written, seconded by Selectman Albee. Motion carried 3-0

APPOINTMENTS

Jack Parson gave the Building Department update. To date there have been 13 new homes, 327 inspections and 92 building permits. Windows at the Town Offices has been delayed due to being back ordered. Mr. Parson stated he painted the Town offices parking lot lines. The Selectmen and Mr. Parsons discussed the ladder at Union Wharf, the cupola at the Town Offices and next year's repair needs.

Clay Gallagher was not able to attend the meeting but submitted his update in writing (see attachment).

Zachary Palmer met with the Selectmen to discuss him applying for municipal grants for the Town. Mr. Palmer supplied his resume and some possible grants. The Selectmen discussed the proposed Police Station numbers, equipment grants and federal grants with Mr. Palmer. His services would work in the same respect as the GDBG grant with if the Town does not receive the Grants the Town owes him nothing.

Selectman Albee made a motion to accept the services of Mr. Palmer. Selectman Marcussen seconded the motion. Motion carried 3-0. Selectman Albee requested Mr. Palmer supply a letter of agreement for the two parties to sign.

Steve Wingate, Chairman of the Conservation Commission, met the Selectmen to discuss the Town accepting a donation for the Town, looking into a forestry plan, 19 Mile Brook monitoring plan and the Landfill bids for the Transfer Station.

The Selectmen recommended the Conservation Commission accept the donation and control the funds as the funds are for a Conservation project. The Selectmen requested Mr. Wingate review the 16 Landfill bids and give his recommendation before their October 19th meeting.

Dan Barnard met with the Selectmen to discuss the last election process, the next election staffing needs and the rise in absentee ballots needing to be processed in the upcoming election. Mr. Barnard asked the Selectmen for some assistance on voting day in various areas. The total of personnel needed for the November 3rd election is 30 which include Greeters, Moderators, Town Clerks and Deputies, Ballot Clerks, the Supervisors of the Checklist and the Selectmen.

SIGNATURE FILE

2020 Administrative Abatement – Christopher Burnett 28-1-58 – Selectman Marcussen made a motion to sign. Selectman Albee seconded the motion. Motion carried 3-0.
Town Clerk Election Notice- Selectman Marcussen made a motion to sign. Selectman Albee seconded the motion. Motion carried 3-0.
Intent to Cut 56-3-9 - Selectman Marcussen made a motion to sign. Selectman Albee seconded the motion. Motion carried 3-0.

ACTION ITEMS

Intermunicipal Agreement for the Provision of Aquatic Nuisance Plant Control - Selectman Marcussen explained the agreement is a 5 year term agreement between Wolfboro and Tuftonboro. Selectman Marcussen mentioned the contractors the Milfoil Committee hires rather use their own milfoil extracting equipment so the committee is looking to sell the equipment owned by the committee. Once the equipment is sold the assets get divide between the Towns. Selectman Marcussen made a motion to sign the Intermunicipal agreement. Selectman Albee seconded the motion. Motion carried 3-0.
Landfill Monitoring bids – the Selectmen are requesting the Conservation Commission and the Transfer Station Supervisor to review the bids and give their recommendations to the Selectboard before their next meeting on October 19, 2020.

CORRESPONDENCE

State of NH Department of Revenue – 2018 Cyclical Monitoring Inspection Report-Chairman Wood complimented Rod Wood, the Town's Assessor, on the positive report from DRA.
PA-34 – 58-1-28
PA-34 – 70-2-97
PA – 34 – 2-2-12
The Municipal Ecolink e-bulletin
Town of Tuftonboro Board of Adjustment – Peter & Kim Carbone ZBA hearing is on October 13, 2020 at 7pm at the Town House.
Dan Barnard's and Carolyn Sundquist's assessment of the past Election
Wetlands Bureau Permit Application – 25-1-65
Petition from North Country Residents – The Selectmen discussed the petition and the letter from Marilyn Stacy. Letter and petition forwarded to CDBG.

SELECTMEN'S UPDATE

Selectman Albee spoke with a representative for Sandy Knoll Road they are looking for permission from the Selectmen to upgrade the road. They will come in to meet with the Selectmen at their October 19, 2020 meeting.
Selectman Albee reminded the Board that the NHEC is looking for an affirmative vote to able the co-op to get into the Broadband business. Selectman Marcussen made a motion to have Selectman Albee vote in the affirmative for the NHEC ballot. Chairman Wood seconded the motion. Motion carried 3-0.

Selectman Marcussen updated the Board on the Milfoil Harvest contractor plans to hit the usual spots on around October 18th.
The Watershed Management Plan presentation was conducted with the Lake Winnepesaukee Association annual meeting a week ago Thursday and the final plan will be out shortly. It included designs to stop the run off into the watershed and they are available for federal grant monies.

Chairman Wood rode with Jim Bean, the Road Agent, to review road signs. Chairman Wood reported the CIP would like to know if the Sodom Road Bridge work was completed as required by DES. Chairman Wood discussed Union Wharf and Lake Roads, Selectman Marcussen recommended the Chair talk to Tyler Phillips. Mr. Newcomb from Shirley Way spoke with Jim Bean and is coming up with a petition to pave Shirley Way. The Selectmen discussed the crosswalk at Pier 19 signage. Chairman Wood attended the site visit at 220 Middle Road for the Construction Service RFP.

PUBLIC INPUT

None

NON-PUBLIC SESSION

At approximately 10:38 am, Selectman Marcussen moved to enter non-public session per RSA 91-A: 3 II (L) for Legal. Roll call vote: Chairman Wood – Yes, Selectman Marcussen – Yes, Selectman Albee – Yes.

At 11:09 Selectman Mrcussen made a motion to exit non-public session per RSA 91-A:3, II (I) Legal and move back into public session. Selectman Albee seconded. Motion carried 3-0.

At 11:09 Selectman Marcussen made a motion to seal the non-public minutes. Chairman Wood seconded. Motion carried 3-0. Public session reconvened at approximately 11:10 am.

The Selectmen discussed IT services until the end of the year as the current IT, Computer Port, cannot finish out the year. Selectman Marcussen made a motion to use John Rich from Cybertron as the Town's IT support until the end of the year. Selectman Albee seconded the motion. Motion carried 3-0. The Selectmen will put the IT support out to bid for the 2021 year. The Selectmen discussed the clerical position to support the Budget Committee and the Conservation Commission.

ADJOURNMENT

At approximately 11:23 AM, Selectman Marcussen made a motion to adjourn, seconded by Selectman Albee. Motion carried 3-0.

Respectfully submitted, Cathy Pounder, Administrative Secretary

B.O.S. Meeting 10/5/2020:

Transfer Station

1. Monthly Totals for Sep 2020 (14 SW compactors, 14 C/D containers, 3 Plastic Containers)
 - a. 1 x Electronics Container – 6.0 tons, Cost \$ 1275
 - b. 1 x Trailer Loads of Scrap Metal – 9.95 tons / Revenue \$222
 - c. 1 x Tire Container – 6 Tons – Cost \$750
 - d. 2 x Loads of Brush – Cost \$1000
 - e. 35 Freon Units – All Clean and Green, Pembroke, NH
 - f. 1 x tractor trailer OCC - 46 Bales of OCC– 23 tons – Revenue \$1650
 - g. Revenues thru Sep 2020 are approx. \$ 58,654. Same time last year was \$87,122.
2. General Info Items
 - a. New Compactor #1 and new Hopper system -Done
 - b. New Doors for Recycling building -Done
 - c. New Baler -Done -
 - d. Island Day – Done -
 - e. LRPC HHW days - Done. Reminder to residents - **last Wolfeboro HHW days is 17 Oct.**
 - f. Ordering new Transfer Station stickers for 2021-22 - Done
 - g. CIP input – Done (Meeting with CIP - Done)
 - h. Annual Service Status – Bobcat- Done, Backhoe – Done, Compactor #2 and Balers - **working**
 - i. 2021 TS budget – **Working**
 - i. Need an updated pay chart with COLA applied to complete labor lines
 - ii. RFB number for Transfer Station mowing/weed whacking for calendar year 2021
 - j. Drugs turn in day (to be determined) - **Working** – Federal Program, sometime in early fall.
 - k. Landfill Monitoring three year contract (2021-2024) - **Working** – (three year RFB)

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
1-Sep-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
1-Sep-20	WM Comp #2 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
1-Sep-20	Brush Removal		2 Loads @ 500/load			1000	
3-Sep-20	Electronics W/CRT		ECER 6000 lbs			1275	
3-Sep-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
8-Sep-20	WM Comp #2 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
8-Sep-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
10-Sep-20	WM Comp #2 & Plastic		\$286 P/U vs \$390	XXXX		143	
10-Sep-20	WM C/D - single pull		\$195 haul		XXXX		
14-Sep-20		tire container p/u	NRRA - (6.0 tons)			750	
15-Sep-20	Scrap metal P/U	LLL/Berwick	1 Load x 9.95 Tons				\$222.00
15-Sep-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
15-Sep-20	WM Comp #2 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
15-Sep-20	Freon & Propane P/U	AC & G	35 Freon O Prop				N/A
17-Sep-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
17-Sep-20	WM C/D & Plastic		\$286 P/U vs \$390		XXXX	143	
22-Sep-20	WM Comp #2 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
22-Sep-20		OCC - \$72/ton	NRRA (23.0 TONS)				\$1,650.00
24-Sep-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
24-Sep-20	WM Comp #2 & Plastic		\$286 P/U vs \$390	XXXX		143	
29-Sep-20	WM Comp #1 & C/D		\$286 P/U vs \$390	XXXX	XXXX		
29-Sep-20	WM Comp #2 & C/D		\$286 P/U vs \$390	XXXX	XXXX		

14 Solid Waste		WM (XXXX tons)	XXX			
14 C/D Containers		WM (xxxx tons)	XXX			
3 Plastic		WM (XXXX tons)		XXXX		
0 Glass		WM (XXXX tons)		XXXX		
Electronics W/CRT		ECER 6000 lbs		1275		
Freon & Propaner P/U	AC & G	35 Freon 0 Prop				N/A
Brush Removal		2 Loads @ 500/load		1000		
tire container p/u		NRRA - (6.0 tons)		750		
	OCC - \$72/ton	NRRA (23.0 TONS)				\$1,650.00
Scrap metal P/U	LLL/Berwick	1 Load x 9.95 Tons				\$222.00
W/M		XXX plastic/XXX tons		XXXX		
Resident Usage fees						\$9,049.00
Stickers fees collected						\$115.00
		Total				\$0.00

58,654

	Monthly Total	Prev Balance	Year to Date	Last Year to date
Solid Waste	14 (XXXX tons)	90 (825.96 tons)	104 (XXXX tons)	97 (857.57 tons)
C&D	14 (XXXX tons)	77 (346.67 tons)	91 (XXXX tons)	117 (681.5 tons)
Plastic co-mingle	3 (XXXX tons)	20 (16.73 tons)	23 (XXXX tons)	27 (21.65 tons)
Glass	0 (XXXX tons)	3 (44.90 tons)	3 (44.90 tons)	3 (48.69 tons)
Paper				
Cardboard Bales	1 (23 tons)	1 (9.25 tons)	2 (32.25 tons)	1 (22.65 tons)
Alum Bales		1 (6,066 lbs)	1 (6,066 lbs)	
Steel / Tin Cans		2 (7.59 tons)	2 (7.59 tons)	2 (7.46 tons)
Electronics W/screen	1 (6000 tons)	2 (12,000 lbs)	3 (18,000 lbs)	3 (18,000 lbs)
car batteries		3 (5,114 lbs)	3 (5,114 lbs)	1 (1865 lbs)
Freon	1 (35 units)	3 (118 units)	4 (153 units)	5 (114 units)
Metal Scrap	1 (9.95 tons)	9 (79.21 units)	10 (89.16 units)	13 (94.36 tons)
Non-Ferrous Metal - Cop				1 (661 lbs)
Non-Ferrous Metal - other				
Propane	1 (0 units)	3 (28 units)	4 (28 units)	4 (21 units)
Tires	1 (6 tons)	1 (6 tons)	2 (12 tons)	1 (6 tons)
Used Oil		1 (235 Gallons)	1 (235 Gallons)	2 (545 Gallons)
Call 2 Recycle		2 boxes (100 lbs)	2 boxes (100 lbs)	3 (140 lbs)
Bulbs		1 (756 LF)	1 (756 LF)	1 (2,564 Lin Feet)
BRUSH	2 x Loads	8 x Loads	10 x Loads	