

**TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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**Selectmen's Meeting Final Minutes
Time – Town Office**

Monday April 15, 2024

Present: Chairman Bob Murray, Selectman Chip Albee, Selectman David Dauphinais, Town Administrator Audrey Fraizer, Town Treasure Jack Widmer and Clerical Secretary Ashley Esposito. Also, present Sue Weeks, Guy Pike.

CALL TO ORDER

Chairman Murray called the BOS meeting to order at approximately 4:31 p.m. and lead the Pledge of Allegiance.

PUBLIC INPUT

Sue Weeks of the Agricultural Commission inquired about Agricultural 2023 unspent budgeted money. Town Administrator Fraizer explained that the operating budget does not get rolled over into the revolving accounts (Parks & Rec, Agricultural Commission, and Conservation Commission). Ms. Weeks reported she will get a legal opinion. As Cemetery Trustee, Sue met with the Road Agent, they came to a verbal agreement, repair to the pillar will be done as agreed for Phineas Grave Cemetery.

Chairman Murray encourages use of NHMA which offers free services, and Steve Buckley would be a good place to start.

REVIEW & APPROVAL OF MINUTES

Selectman Albee made a motion to approve the BOS draft minutes of April 1st, 2024, as written, Selectman Dauphinais seconded, motion carried 3-0.

Selectman Albee made a motion to approve the BOS non-public draft minutes of March 29th, 2024, as written, Selectman Dauphinais seconded, motion carried 3-0.

Chairman Murray made a motion to approve the Driving Around Notes of April 9th, 2024, as written, Selectman Dauphinais seconded, motion carried 3-0.

APPOINTMENTS

Code Enforcement Officer, Jack Parsons reported current numbers of building permits, new homes, number of inspections and certificate of occupancies issued. The Union Wharf project is progressing toward completion. Selectman Albee suggests a ribbon cutting and opening ceremony to make the occasion.

Patricia Tarpey of Lake Winnepesaukee Association and Dave Cribbie of GW Brooks updated the BoS on a grant they have for work around the lake. The three sites in Tuftonboro identified for remediation were (1) New Road at bridge crossing, (2) Northwoods Road gravel road, (3) Route 109 near Melvin Village Marina. A grant was received to do remediation for \$50,000.00 based on bids from approximately three years ago. However, an updated bid for all three is approximately \$90,000.00. Based upon updated information, BOS suggested revisions to the scope and locations of work to stay within the budget of the grant. The BOS will request the Road Agent to work with them. The BOS directed their return to BOS when a new plan to go forward is reached.

Elise Cushing and Stacy Trite of Merideth Village Savings Bank provided an overview of the Town Accounts. They provided an overall account status and collateralization of funds information for BOS. (see packet “MVSb”) Town Treasurer, Jack Widmer, ensures appropriate transfers of funds to cover the need for check and funds. Audrey is a backup contact; it needs to confirm that she has the correct access. An estimated amount of \$30k in interest is forecast for 2024. Audrey wants to find out if there is a better return rate for this type of account. Request MVSb review and consider upping rate.

Dennis Zilembo of Parks & Recreation provided the following update: Ella Meserve is returning as the summer swim instructor and has been named Assistant Director. Attorney is updating mooring lease with Wolfeboro. Dennis reported that the Easter Egg Hunt held at Camp Sentinel was a huge success, Ballroom Dancing has become increasingly popular, the Cornhole League is going well, Family Fun Night at Tuftonboro Central School (TCS) is scheduled for May 31st. New programs include youth pickleball at TCS May 9-30th, and the addition of Bingo before Summer Concert Series. Central Park was discussed to explain construction phases. Through discussion regarding Central Park, it was determined donations should be used for design payments and use the warrant article monies as a capital reserve. The Commissions next meeting is scheduled for May 7th,

Police Chief Hathcock provided an update for the Police Department (see memo dated 4/15). Chairman Murray acknowledged the hard work of both the Police and Fire Departments for their efforts and smooth outcomes related to April 4-5 snowstorm.

SIGNATURE FILE

Selectman Albee made a motion to sign the Notice of Intent to Excavate for Map 3-1-24, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Veterans Exemption for Map 56-3-11 Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Selectman Albee made a motion to sign the Contractors Application for Payment – Union Wharf, Selectman Dauphinais seconded, motion carried 3-0. Roll call vote: Murray – Yes; Albee– Yes; Dauphinais – Yes

Lakes Region Household Hazardous Waste Host Site Agreement was tabled for consideration. The Board would like to speak with LRPC and get further explanation, Chris Raul has already reviewed and approved.

ACTION ITEMS

Letter from the assessor regarding 2 deeds of record that were involuntarily merged – tabled awaiting further information.

CORRESPONDENCE

- Email between Melissa Chaput/Steve Scapicchio – received.
- Letter from Melissa Chaput – appt April 30- received, table to discuss with Road Agent.
- Letter from Steve Stettner – equal application zoning - received.
- Notice of Final Tax Date Form- received.
- Email from NHCDFA North Country Village Coop- received.
- LRPC Annual Meeting invite/nomination form- received.
- Vegetation Control Service Inc. -received.
- Wetlands Permit Application for 26 Boycroft Rd – received.

TOWN ADMINISTRATOR AND SELECTMEN'S UPDATE

Audrey Fraizer reported that currently working a various projects included employee optional insurance coverage, sale of a surplus police vehicle, banking balance sheets to help with forecasting expenses, report for NH State retirees, Federal Labor reports, procedures and policies, Audrey requested permission to use per diem clerical secretary more to cover leave and assist with administrative duties.

Selectman Albee wants a review of costs and budget items as he is concerned about high percentage areas. Selectman Albee asked Audrey to get ahold of 19 Mile Bay to look at Lake Street and Union Wharf for pricing and suggested contacting Tyler Philips.

Selectman Dauphinais requested the website be updated to reflect Selectman hours.

OTHER BUSINESS

Chairman Murray tabled discussion about the Drive Around on April 9th Paving until Jim Bean, Road Agent, can be present.

At approximately 6:51 pm, Chairman Murray made a motion to exit the public meeting and enter a non-public session per RSA 91-A: 3 II, (a). Selectmen Albee seconded the motion and the Motion carried 3-0. Roll call vote: Murray- Yes, Albee- Yes, Dauphinais- Yes.

At approximately 7:07 pm, Chairman Murray made a motion to return to the public meeting and exit non-public session per RSA 91-A: 3 II, (a). Selectmen Albee seconded the motion and the Motion carried 2-0. Roll call vote: Murray- Yes, Albee- Yes, Dauphinais - Not present.

ADJOURNMENT

At approximately 7:08 pm Chairman Murray made a motion to adjourn the meeting, Selectman Albee seconded, motion carried 2-0.

Respectfully submitted,
Ashley Esposito, Clerical Secretary