

**TOWN OF TUFTONBORO  
BOARD OF SELECTMEN  
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**Selectmen's Meeting  
8:30 am - Town Offices**

**Monday, April 9, 2018**

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

**MINUTES**

Present: Chairman Bill Marcussen, Selectman Lloyd Wood, Selectman Chip Albee and Administrative Secretary Karen Koch.

**CALL TO ORDER**

Chairman Marcussen called the meeting to order at 8:30 am.

**NON-PUBLIC SESSION**

At approximately 8:30 am, Selectman Wood moved to enter non-public session per RSA 91-A: 3 II (a) to conduct an employee performance review, seconded by Selectman Albee. Roll call vote: Marcussen – Yes; Albee – Yes; Wood – Yes. At approximately 9:00 am, Selectman Albee moved to end the non-public session and move back into public session, seconded by Chairman Marcussen with all in favor.

At approximately 9:10 am, after a brief recess, Chairman Marcussen reopened the public meeting and led the pledge of allegiance.

**PUBLIC INPUT**

None.

**REVIEW AND APPROVAL OF MINUTES**

Selectman Albee moved to approve the 3/30/18 meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the 3/30/18 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the 4/2/18 meeting minutes as corrected, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve the 4/2/18 non-public meeting minutes as written, seconded by Selectman Wood with all in favor.

**APPOINTMENTS**

Jack Parsons gave the building department update. To date there have been 13 building permits, 1 new house and 96 inspections. A RFP for the old Code Officer truck is in the paper. A RFP for the Town Offices front entrance has been drafted for the Selectmen's approval. The new Code Officer truck has been received and lettering will be done this week. The Selectmen revisited bids for the Library septic replacement. In response to the Selectmen, Mr. Parsons shared that elevation may be the only concern and this will be addressed with construction. Selectman Wood moved to approve a proposal with Lehner Excavation for the Library septic system replacement for \$13,982, seconded by Selectman Albee with all in favor. Mr. Parsons responded to Selectman Wood regarding correspondence from Lakes Region Planning Commission (LRPC) regarding grant funding available for removal of fuel tanks and oil stains on tax delinquent properties. Mr. Parsons is not aware of any buried tanks in Tuftonboro. It was agreed that advertisement of the available grant funds would be helpful.

John Bousquet of R.M. Piper, Inc. and Chris Fournier of HEB came to meet with the Selectmen to sign the Sodom Road Bridge repair contract to restore it to full E-2 loading capacity. Repair of the bridge will close the road for no more than two weeks. Two to three weeks notice will be given prior to the start of the project, which is tentatively scheduled to be done after July 4, 2018 so as not to interfere with the school year. HEB will provide a field report for each day of the project. Selectman Wood moved to approve the contract with R.M. Piper, Inc. for \$67,000, seconded by Selectman Albee with all in favor.

Clay Gallagher gave the Transfer Station update. Please see attached. The Moultonborough Transfer Station is working with Mr. Gallagher in regards to arranging their own Island Day. As Stantec recently produced invoices for work done in 2017, Mr. Gallagher confirmed that funds were added to the 2018 budget in anticipation of this late invoicing. He is working on scheduling preservation of the Quonset Hut.

Jim Bean gave the Highway Department update. Since January his crew has been out 43 different days to treat or plow roads (more than the normal 25-30 times). They have also been filling in pot holes on dirt roads, filling low spots of paved roads, cleaning up road edges and ditch lines and cleaning up and cutting trees. The reduced road weight limit posting is scheduled to be removed on April 16, 2018. The sweeper will be scheduled for next week. Mr. Bean met with FR Carroll paving company and paving is tentatively scheduled for the end of May/beginning of June. The rest of Durgin will be paved and the full road will be top coated. Work on other roads can be determined between the Selectmen and himself. Mr. Bean feels that a section of Brown Road, section of Northline Road, and sections of Dame Road should be done. A quote is being generated for Shirley Way and Federal Corner Road. Although Mr. Bean doesn't feel that Federal Corner Road is as bad as other roads. Catch basins and the paving survey were discussed. Concern regarding the percentage spent of the Highway budget to date was also discussed (50%). Mr. Bean shared that this winter was worse than normal because of the timing of storms, wind drifts and freezing rain. Planning for the remainder of the year will need to be made to adjust for the extra winter maintenance costs that were endured. Selectman Albee requested that Mr. Bean supply a cost per each storm for labor, fuel, and materials. Public input was allowed. Clay Gallagher reaffirmed that the amount of times that Mr. Bean and his crew have had to come out to the Transfer Station the past few years has increased due to timing and types of storms. The Selectmen and Mr. Bean responded to Max Ledoux that resident snow fences would aid in snow drift cleanup.

Selectman Wood followed up with Mr. Bean regarding the culvert study, torn up rocks at the triangle on High Street, door being pushed in at Rt. 171 State shed, help of gravel edges on Durgin Road and suggested doing it again, LRPC RSMS (road surface management system), rubber tire asphalt, and snow insurance for bad weather. Mr. Bean responded to Selectman Wood's suggestion to have Mr. Gallagher provide him with administrative support to help with budgeting. There was discussion regarding the appropriateness of Mr. Bean hiring Mr. Gallagher as a subcontractor. Selectman Wood and Chairman Marcussen agreed that if Mr. Bean would like to proceed with this suggestion than he should be able to hire Mr. Gallagher as a subcontractor, which would be Mr. Bean's preference. Selectman Albee disagreed and felt that Mr. Gallagher should be working with Mr. Bean under his role as a Town employee. Mr. Gallagher and Mr. Bean will come back to the Selectmen regarding this proposal, possibly at the Selectmen's 4/13/18 work session.

The Selectmen met with Max Ledoux regarding add-ons or plugs in being added to the Town's website to tie to the Town's YouTube channel and data comparison between his website and the Town's YouTube channel.

#### **SIGNATURE FILE**

Selectman Albee moved to approve a notice of intent to excavate for PID 66-2-70, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve a yield tax levy for PID 62-1-5, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve administrative abatements for PID 52-3-75 and 52-1-22, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve a Land Use Change Tax for PID 46-2-16, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve an Amended Agreement with Lakes Region Planning Commission for updating the Master Plan with a revised completion date of September 30, 2018, seconded by Selectman Wood with all in favor. The Selectmen reviewed the Tuftonboro Community Solar Project grant application.

Chairman Marcussen explained that the application doesn't obligate the Town and that the details of the project are still a work in progress. The grant will be awarded in approximately six weeks. Selectman Albee moved to approve the grant application, seconded by Selectman Wood for discussion. It was confirmed that this program is to aid low-moderate income families. Correspondence from Doug Smithwood was discussed regarding volunteers. There will be public forums to further discuss the details of the project. There was discussion regarding fair distribution of funds, alternatively increasing the welfare budget to assist families, 501c involvement, past and current lowering of the Fire Department's NH Electric Coop's electricity fees, Fire Department usage, aesthetics, location of the array (Transfer Station vs. near the Fire Department), and financial benefits of putting it near the Fire Department, etc. Vote passed with all in favor.

#### **SELECTMEN'S UPDATE**

Selectman Albee gave an update regarding a SUD Prevention & Continuum of Care workgroup that he attended last week.

Selectman Wood shared correspondence that he gave to the Parks and Recreation Commission regarding the Aquatics Director and lifeguard advertisements. It was agreed that police parking issues will be discussed at Friday's work session. Selectman Wood provided a list of data collection services and a highway funding fact sheet supplied by Lakes Region Planning Commission (LRPC). He asked the Selectmen to review the list of data collection services and provide feedback for the next TAC meeting.

Chairman Marcussen gave an update on the successful White Horse Addiction Center fundraiser event on 4/6/18 and provided positive comments regarding their accomplishments. He shared that Mary Pinkham Langer of the Department of Revenue attended last week's Planning Board meeting to speak about gravel excavation. Discussion followed.

#### **CORRESPONDENCE**

The Selectmen approved a draft RFP for auctioneer services for tax-deeded properties and a RFP for the replacement of the Town Offices entrance doors and panels. The Selectmen briefly discussed potential properties to be deeded May 8, 2018. Chairman Marcussen will be attending the Regional Select Board Meeting in Moultonborough on April 10, 2018. A WMUR article regarding an arrest in Tuftonboro was reviewed. The Selectmen will revisit a draft schedule of meetings for the remainder of the year. Selectman Wood commented that it is time to start looking for a per diem person to help the front office.

The following items were also reviewed: Notice of Foreclosure sale for PID 57-2-16; Building Permit Application for PID 42-1-17; Primex training opportunities; NHLES April 2018 newsletter; USDA Roundtable rescheduled meeting information; Solid Waste "Pay As You Throw" Workshop information; NHMA Legislative Bulletin 4/6/18; State of NH Board of Tax and Land Appeals final tax bill confirmation; various meeting minutes, various emails and other correspondence.

#### **PUBLIC INPUT**

Chairman Marcussen responded to Elissa Paquette regarding LRPC's involvement with the Master Plan and the recent NHEC class of service change for the Fire Department. She also expressed her opinion of the importance of the local access channel.

At approximately 12:05 pm, Selectman Albee moved to adjourn, seconded by Selectman Wood with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

**B.O.S. Meeting 4/9/2018:**

**Transfer Station**

- 1. Monthly Totals for Mar 2018 (7 SW compactors, 8 C/D containers, and 3 Plastic Containers)**
  - a. 1 x 30 yd load of steel/tin cans shipped out**
  - b. 1 x Freon (22 units) and 1 x Propane (6 units) picked up**
  - c. Cash Revenues up thru Mar 2018 are approx. \$13,400.**
  
- 2. Working on Island Day and Hazardous waste days for scheduling and info out to public**
  
- 3. Swap shop open again**
  
- 4. Glass machine Issues**
  - a. Working with Atlantic Recycling to repair/replace sections (\$33 per ton plus repair cost)**
  - b. Working with W/M to see what our options are thru them**
    - i. 30 yd to Wakefield for recycling (\$ XX per ton plus transport)**
    - ii. 30 yd Truck to Turnkey (\$ XX per ton plus transport)**
    - iii. 30 yd Truck to some other location for recycling (\$ XX per ton plus transport )**
    - iv. Put glass in with solid waste (\$105 per ton plus transport)**
  - c. Work with Casella to get same options / costs**

Date	Expense Action	Revenue Action	Notes	Cost SW	Cost C/D	Cost	Revenue
2-Mar-18	WM Comp #1 & C/D		\$245 P/U vs \$334	XXX	XXXX		
6-Mar-18	WM C/D & Plastic		\$245 P/U vs \$334		XXXX	XXXX	
7-Mar-18	WM Comp #2 & C/D		\$245 P/U vs \$334	XXX	XXXX		
13-Mar-18	WM Comp #1 & C/D		\$245 P/U vs \$334	XXX	XXXX		
15-Mar-18	WM C/D & Plastic		\$245 P/U vs \$334		XXXX	XXXX	
20-Mar-18	WM Comp #2 & C/D		\$245 P/U vs \$334	XXX	XXXX		
20-Mar-18	Freon and Propane P/U	AC & G	6 Prop 22 Freon				N/A
22-Mar-18	WM Comp #1 & C/D		\$245 P/U vs \$334	XXX	XXXX		
22-Mar-18		Steel/Tin Cans 30 yd	NRRA \$115/ton			XXXX	XXXX
27-Mar-18	WM Comp #2 & C/D		\$245 P/U vs \$334	XXX	XXXX		
29-Mar-18	WM Comp #1 & Plastic		\$245 P/U vs \$334	XXX		XXXX	

7 Solid Waste		WM (XXXX tons)	XXX				
8 C/D Containers		WM (xxxx tons)		XXX			
3 Plastic		WM (XXXX tons)			XXX		
Freon and Propane P/U	AC & G	6 Prop 22 Freon			N/A	N/A	
	Steel/Tin Cans 30 yd	NRRA \$115/ton			XXXX	XXXX	
Resident Usage fees paid							\$4,588.00
Stickers fees collected							\$75.00
		Total					\$0.00

13,400

	Monthly Total	Prev Balance	Year to Date
Solid Waste	7 (XXXX tons)	15 (136.28 tons)	22 (XXXX tons)
C&D	8 (XXXX tons)	10 (67.52 tons)	18 (XXXX tons)
Plastic co-mingle	3 (XXXX tons)	4 (3.79 tons)	7 (XXXX tons)
Paper			
Glass			
Cardboard Bales		1 (22 tons)	1 (22 tons)
Alum Bales			
Steel / Tin Cans	1 (XXX tons)		1 (XXX tons)
Electronics W/screen			
car batteries			
Freon	1 (22 units)		1 (22 units)
Metal Scrap		1 (8.0 tons)	1 (8.0 tons)
Non-Ferrous Metal - Alum			
Non-Ferrous Metal - Cop			
Non-Ferrous Metal - SW			
Non-Ferrous Metal - other			
Propane	1 (6 units)		1 (6 units)
Tires			
Used Oil		1 (300 Gallons)	1 (300 Gallons)
Call 2 Recycle			
Bulbs			