

**TOWN OF TUFTONBORO  
BOARD OF SELECTMEN  
240 MIDDLE ROAD, P.O. BOX 98  
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**Selectmen's Meeting  
8:30 am – Town Offices**

**Monday April 22, 2019**

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

**CALL TO ORDER**

Chairman Albee called the Selectmen's meeting to order at 8:37 am.

**NON-PUBLIC SESSION**

At approximately 8:37 am, Selectman Wood moved to enter non-public session per RSA 91-A: 3 II (c) reputation, seconded by Chairman Albee. Roll call vote: Albee – Yes; Wood – Yes; Marcussen – Yes. At approximately 8:43 am, Selectman Marcussen moved to end the non-public session and move back into public session, seconded by Selectman Wood with all in favor. Selectman Wood moved to seal these non-public minutes, seconded by Selectman Marcussen with all in favor.

At approximately 8:43 am, Selectman Marcussen moved to enter non-public session per RSA 91-A: 3 II (I) to review legal correspondence, seconded by Selectman Wood. Roll call vote: Albee – Yes; Wood – Yes; Marcussen – Yes. At approximately 8:48 am, Chairman Albee moved to come out of non-public session and back into public session, seconded by Selectman Marcussen with all in favor. Selectman Wood moved that these non-public minutes be sealed, seconded by Chairman Albee with all in favor.

After a brief recess, Chairman Albee reconvened the meeting at 9:00 am and led the pledge of allegiance.

**PUBLIC INPUT**

Chris Sawyer requested that the Selectmen use a payment voucher form when they request funds from the Trustees of the Trust Funds.

Jack Parsons reported that ice came across Melvin Wharf and caused damage to pilings, boards and a cable. As a permit is required for the repair, it was agreed to have Mr. Parsons work with Shane Folsom to generate the permit. Mr. Parsons will work with Diane Falcey to see if reimbursement is eligible through the Town's insurance policy.

**REVIEW AND APPROVAL OF MINUTES**

Selectman Marcussen moved to approve the 4/8/19 meeting minutes as written, seconded by Selectman Wood with all in favor.

**APPOINTMENTS**

Chief Thompson gave the Fire Department update. Please see attached.

Chief Shagoury gave the Police Department update. Please see attached. Training for emergency medical for law enforcement casualty evacuation will be held on 4/29/19 with the Fire Department at the Fire Station. Officer Gillis is

taking the physical test today for entrance into the Police Academy. She is scheduled to begin the Academy on May 9<sup>th</sup>. Chief Shagoury is working with Jim Bean to set post locations for the radar sign. Signs designating no parking areas have been installed. He will order a new part and battery for the radar trailer to see if it will fix it. He will work on the snow plowing RSAs in time for the next winter season. As far as outstanding budgetary items, he plans to take care of computer replacements this summer with our IT person. He is currently working on purchasing computers and modems for the cruisers. He worked on two bills last fall that are now going through the process. One is to fix the bail law and the other is to fix the phlebotomist test for breath testing. Both are expected to pass. This led to further discussion regarding the bail law. Chief Shagoury will be away for the next few days. Sergeant Hathcock will be available in his absence.

Jim Bean and Frank Carroll of FR Carroll/All States Paving met with the Selectmen to revisit the paving schedule for this year. Mr. Bean and Mr. Carroll recently drove the roads to observe their current conditions. The paving study that was done through Lakes Region Planning Commission (LRPC) has a section of North Line Road and a section of Dame Road scheduled for paving in 2019. It was noted after the recent drive around that Dame Road is in worse condition than North Line Road. Bruce from All States Paving looked at Ledgehill Road and didn't feel that it was a candidate for chip sealing. Chip sealing is for roads that have been paved in the last 3-4 years. Mr. Carroll feels that the paving study done by LRPC was helpful in delegating the roads that need attention but advises against doing ¼ mile sections (as recommended in the study) as it is not cost effective for the Town. He shared that it is most cost effective for the Town to do at least 3,000 feet per road at a time (to make a day's work). The cost per foot to do ¼ mile sections is \$50 per foot versus \$38.55 per foot with doing at least 3,000 feet or more of one road.

After much discussion it was agreed to do the following roads this year with the warrant article funds available (cost is estimated):

To be done first in late June-early July:

- Brown Road: \$51,260 for top coat and shoulders; length of 3,450 feet
- Sawyer Road: will be prepped (with individual warrant article monies); \$56,400 for shoulders, base coat and top coat; length of 1200 feet; travel will be affected for two days
- Doing Brown Road and Sawyer Road will reduce the above prices by \$12,840
- Junction of Sawyer Road and Phineas Graves Road: \$3500 with shoulders, grading and paving; 50 foot section

To be done later in the season as drainage work needs to be done first:

- Dame Road: \$94,900 to reclaim and base coat a 3600 foot section. The length of road work done could fluctuate depending on how much prep work is needed. Selectman Marcussen will work to have utility poles moved.

Mr. Bean agreed to Selectman Wood's suggestion to put him in touch with Boyd Smith as he should be able to help with road drainage needs. Selectman Wood asked that use of PGA (crushed glass) be considered while doing these projects. He also spoke of tree and stump removal and culvert installation being done in years prior to paving.

Mr. Bean feels that catch basins are needed for both Northline Road and Dame Road. He feels that Northline Road paving should be done next year. The cost to reclaim and base coat the full length of Northline Road is \$144,000. Mr. Carroll suggested meeting again this fall to plan a future paving schedule.

Jim Bean gave the Highway Department update. Since last month his crew has been filling pot holes on both paved and dirt roads, filling low road edges, working with the Fire Department to open up culvert ends for drainage, plowed roads on April 10<sup>th</sup>, put plows and sanders away for the season, cut up dead trees on the road sides, have been grading and yolk raking dirt roads and installed Class VI signs on Federal Corner Road, Willand Road and Northline Road. Chairman Albee shared that Brian McPhee came in to speak with the Selectmen at their last meeting about the poor condition of Federal Corner Road up past Burleigh Road. Mr. Bean responded that his crew was working on this section of road that same morning and that the problem with this section of road is that it is sitting on ledge and not much can be done with drainage. There was discussion about the use of dynamite. Mr. Bean shared that companies won't do it without a

survey as they would be liable if it affected house foundations. Chairman Albee agreed with Selectman Wood's recommendation that Federal Corner Road be put out to bid to see what it will take to make it a paved road. Selectman Wood also mentioned the potential use of block grant funds to pay for the engineering. Selectman Wood will ask Boyd Smith for his advice on this project as well. Lake Street, Melvin Wharf, Union Wharf and 19 Mile Bay Beach signs have been put up. It was noted that a no parking sign at the beach is missing. Mud signs have been put up on dirt roads. In collaboration with Wolfeboro and Ossipee, all paved roads weight limits have been removed as of today. Dirt road weight limits will be removed next week. Radar sign posts should be put in this week. Mr. Bean is getting quotes for putting in stop lines at the five roads that intersect Route 171. Road striping is scheduled for 5/14/19. Mowing is expected to be done this year. Street sweeping has begun. Chairman Albee will put Mr. Bean in touch with the new Parks and Recreation Director, Dennis Zilembo, for working on Parks and Recreation projects such as putting in the swim lines. Selectman Wood suggested doing short Friday work sessions to work on one outstanding project at a time (catch basins, catch basin at Federal Corner Road, and winter maintenance policies). Selectman Marcussen suggested that winter maintenance policies can be done in the fall. In one of these work sessions, Chairman Albee would like to discuss all the elements that go into the winter budget and the allocations included. Selectman Wood and Chairman Albee would like the Selectmen to help Mr. Bean with management of the Highway budget and planning use of the allocation of funds per budget line. They don't want any budget lines to have an overage unless the overage is addressed with the Selectmen in advance. It was agreed that Friday morning work sessions will be planned to discuss timely (Spring season) items. Other outstanding issues will be discussed at a later time.

#### **SIGNATURE FILE**

Selectman Marcussen moved to approve a Yield Tax Levy for PID 57-2-11, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a revised agreement with CAI Technologies to include buildings on the tax maps during the conversion process, for an additional fee of \$750, thus depleting the warrant article totaling \$16,660, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve an agreement with CAI Technologies for the annual tax map maintenance for 2019 totaling \$2385 for Map/GIS Maintenance service plus 3 full size black and white tax map prints to be paid by budget line 01-4150-21-312 plus \$2400 (to be prorated through 12/31/19 once released for review) for AxisGIS Annual Service to be paid by budget line 01-4150-30-390, seconded by Chairman Albee with all in favor. A reimbursement request to the Trustees of the Trust Funds will be revisited next week so it can be accompanied by the payment voucher form that Ms. Sawyer referenced. Selectman Marcussen moved to approve a current use application for PID 16-2-21, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve a current use application for PID 60-3-1, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve a current use application for PID 17-1-1, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve an Elderly Exemption Application for PID 55-3-5, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve a Veteran's Credit for PID 44-1-49, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 62-1-5, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve a Yield Tax Levy for PID 55-3-3, seconded by Chairman Albee with all in favor. Selectman Marcussen moved to approve a proposal from Stantec for landfill monitoring for 2019 for \$12,300, seconded by Chairman Albee with all in favor. There was discussion in regards to Stantec's review of Sanborn Head's Second Opinion, Conservation Commission Member Larry Gil's response to Stantec's review, more timely billing on behalf of Stantec, etc. Per the advice of the Conservation Commission, the Selectmen will move ahead with routine testing and not include any additional testing at this point. The Selectmen agreed that closure monitoring for next year will be put out to bid this fall.

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

Chairman Albee shared an update from the last Parks and Recreation meeting. The Easter Egg Hunt was held Saturday. \$5,000 of funds raised through concerts will go to the Tuftonboro Scholarship Fund. The next meeting for Old Home Days is 5/7/19. The next Parks and Recreation meeting is 5/9/19. Volunteers are needed for both. Please attend one or both meetings if you are interested in helping. Chairman Albee received about an even amount of positive and negative phone calls about the swap shop closure. Selectman Wood agreed with Chairman Albee's suggestion that the swap shop should be on the warrant next year with its own budget rather than being part of the transfer station budget.

Selectman Marcussen heard from a number of people about the swap shop as well. One thing that became apparent to him is that the space that was available was too small. He feels that the Quonset Hut might be better used for a swap shop as items can be left longer for people to look over. He spoke of monitoring through volunteers and paid employees. He feels that there is a workable solution and encourages people that have called to come in and speak with the Selectmen.

Selectman Wood and Selectman Marcussen shared an update on the Regional Select Board Roundtable meeting that they attended on 4/16/19.

### **CORRESPONDENCE**

As mentioned earlier in the meeting, Chief Shagoury is working on investigating snow plowing across town roads and maintenance of seasonal roads. Clay Gallagher updated the Selectmen that the boiler work at the Transfer Station is actually going to cost approximately \$10,500-\$11,000. Jack Parsons is looking at alternatives. Selectman Wood spoke of taking a global approach for this as the Highway Department and Melvin Village Fire Department also have heating needs. Clay Gallagher is getting an estimate for repairs for wind damage done to the southwest corner of the Transfer Station recycling building. The House Budget passed without reintroduction of the SWEPT issue. At the 4/8/19 meeting, Selectman Marcussen suggested adding the Town owned Sandy Knoll (tax deeded) property to the 107 Union Wharf Road property auction. Chairman Albee spoke to a couple of people that might be interested in purchasing this property to estimate its value. He needs to obtain further information and will report back to the Selectmen next Monday. The Educational Funding Forum will be held on 5/8/19 at 7:00 pm in the Great Hall at the Wolfeboro Town Hall. The Conservation Commission will hold a public hearing on 5/2/19 at 6:30 pm at the Town Offices to provide an opportunity for the public to comment on use of the Tuftonboro Conservation Fund to acquire tax map lots 31-1-1 and 31-1-2. Transfer Station fees will be reviewed with Clay Gallagher to see if there are any revisions necessary.

The following correspondence was also reviewed: LES 4/23/19 Webinar information; Energy Star Schedule for certification; NH Lakes 4/19/19 Advocacy Alert; NHMA 4/19/19 Legislative Bulletin; Wetlands Permit Application for PID 37-1-9; 4/10/19 NewsLink; April NH LES newsletter; March officer hours; PA-34s for PIDs 4-1-22, 23 & 24; 3-1-23; 54-2-3; 69-1-16; 4/12/19 NHMA Legislative Bulletin; 6/4/19 NH Emergency Preparedness Conference information; NH Lakes new website information; NHPWA Annual Meeting and Golf Tournament information; Valuation update; T2 Road Maintenance 2019 workshop information; April BET Highlights newsletter; Driveway Permits for PIDs 40-3-34, 60-1-24 and 63-1-8-1; updated Transfer Station Usage fee sheet (just date revised); DHHS Hepatitis A Outbreak Health Alert; NH Lakes Congress registration information; ZBA Notice of Decision for PID 32-2-5; Councilor Cryans 4/17/19 report; various meeting minutes; various emails and other correspondence.

### **PUBLIC INPUT**

Elissa Paquette observed the end of the recent Conservation Commission's event at Tuftonboro Central School. She felt that it was very well done. This led to discussion about the impressive amount of Tuftonboro land that is in conservation.

### **ADJOURNMENT**

At approximately 10:51 am, Chairman Albee moved to adjourn, seconded by Selectman Wood with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary

**April 22 2019**

**2019**

<b>Fire Calls 56</b>	<b>Gas Furnace Inspections</b>	<b>12</b>
<b>EMS Calls 77</b>	<b>Oil Burner Inspections</b>	<b>1</b>
<b>Service Calls 19</b>	<b>Wood /Pellet Stove Inspections</b>	<b>0</b>
<b>SPD 2</b>	<b>Life Safety</b>	<b>2</b>
<b>Total 154</b>	<b>Total</b>	<b>15</b>

On March 31<sup>st</sup> the department held their annual ice rescue training at Pier 19. We had 14 members participate, along with personnel and boats from Alton, Moultonborough and West Ossipee were invited to participate, Moultonborough and Alton did not participate. A member from Moultonborough Fire Rescue was present.

West Ossipee air boat and 5 personnel were present and took part in the training. Also present was Joe Skiffington Paramedic from Huggins Hospital. All present received valuable training.

The air boat responded to the area of 11 Welch Island in Gilford on 4/7/2019 at 6:20 pm for a stranded subject from a disabled airboat at the request of Troop F. The owners of the airboat own property on Little Bear Island and were on there way back to the Glendale Docks when the boat became disabled.

A crew of 4 responded to the Glendale docks and the airboat with 3 members on board responded to the area of 11 Welch Island and picked up the two occupants of the disabled airboat. All returned safe at approximately 8:47 pm and were back in town in service by 10:00 pm

On Monday April 8<sup>th</sup> 2 members along with Engine 2 responded to assist the highway department with a high-water issue on Ledge Hill Road. Units used a special boring nozzle on the end of a 1 ¾" hose to make a hole through a blockage in a culvert. The water over the road was a danger to passing cars.

The rocks in the right of way off of Brown Road are impeding any launch of the airboat or boat especially in the winter months. It is the only area where we could launch from in the winter as the snow banking's makes it impossible to use the first or second beach area in Hidden Valley.

On Wednesday April 17<sup>th</sup> the members of the CC Coalition of Public Health MACE met to discuss the Hepatitis A outbreak in NH. I would like to have my first responders vaccinated for this. At this time, it isn't something the state is providing free shots for first responders. They will be providing free shots for areas of high risk which the coalition of Public Health is identifying at this time in Carroll County.

On 4/18/2019 Tuftonboro Fire/Ems were dispatch to 35 Chase Point Road Camp Belknap for an electrocution. Units arriving on scene found a male subject down that had been

shocked, when the boom of an excavator came in contact with electrical wires. The power then went to a second excavator holding a metal trench box with a chain attached. The subject was holding the chain at the time of the incident.

Tuftsboro ambulance transported the patient to Huggins Hospital.

This is the 3<sup>rd</sup> transport this year for the ambulance to transport in 2019

NH Department of Health and Human Services  
129 Pleasant Street - State Office Park South  
Concord, NH 03301



**PRESS RELEASE**  
**FOR IMMEDIATE RELEASE**  
**April 16, 2019**

**FOR MORE INFORMATION**  
Public Information Office  
603-271-9389 or [pio@dhhs.nh.gov](mailto:pio@dhhs.nh.gov)

## **Hepatitis A Outbreak in New Hampshire Accelerating**

**Concord, NH** – The New Hampshire Department of Health and Human Services' (DHHS) Division of Public Health Services (DPHS) has announced that there has been a significant increase in the number of people in New Hampshire diagnosed with hepatitis A. The rate at which cases are being reported are concerning; 33 hepatitis A diagnoses were made in March alone. Since November 2018, 79 people have been diagnosed with hepatitis A, compared to an average of 6 – 7 people annually in recent years. The hepatitis A cases diagnosed since November have occurred in the counties of Hillsborough (36), Strafford (17), Rockingham (10), Merrimack (10), Cheshire (2), Grafton (2), Sullivan (1) and Carroll (1) Counties. One person from Merrimack County has died.

"Hepatitis A is spread by unknowingly getting the virus in your mouth after touching or eating items that are contaminated with small amounts of stool from an infected person. Hepatitis A can also spread from close personal contact with an infected person or caring for someone who is ill," said Beth Daly, Chief of the Bureau of Infectious Disease Control. "Hepatitis A is preventable with a safe and effective vaccine, which is vital to stopping this outbreak. People at high risk for infection should talk with their healthcare provider about getting vaccinated."

The virus that causes hepatitis A is contagious and anyone can get it; however, people at highest risk of contracting the virus are:

- people with direct contact with someone with hepatitis A
- people using injection or non-injection recreational drugs, including marijuana
- people experiencing homelessness or with unstable housing (e.g. "couch surfing")
- gay and bisexual men
- people with ongoing, close contact with high-risk individuals

Hepatitis A causes inflammation of the liver; severe infections can result in liver failure and even death. Symptoms include fever, tiredness, loss of appetite, nausea, vomiting, abdominal pain, dark urine, clay-colored bowel movements, joint pain, and jaundice (yellowing of the skin and eyes). There is no specific treatment for hepatitis A.

Eighteen states have declared an outbreak of hepatitis A. More than 15,000 cases and 140 deaths have been reported in the US. For more information on New Hampshire's outbreak, visit [www.dhhs.nh.gov/dphs/cdcs/hepatitisa/hepa-nh.htm](http://www.dhhs.nh.gov/dphs/cdcs/hepatitisa/hepa-nh.htm).

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# Memo

To: Selectmen  
From: Chief Shagoury  
Date: 04/19/19  
Re: 2019 Statistics (to March 30)

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Arrests: 03/29, Richard Fiske, 28, Tuftonboro, Breach of Bail, Obstructing Report of a Crime

Training: Incident Command System, Drug Identification and Investigations

Activity from January 1 to the end of March:

Category	2018	2019
Motor Vehicle Stops	15	38
Summons	0	2
Accidents	17	12
Arrests	2	6
Felonies	6	4
Offenses	32	21
Incidents	33	38