

TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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Selectmen's Meeting Minutes
9:00 am – Tuftonboro Town House

Monday August 24, 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, Art Hug, Penny Hug, Joe Kowalski and Paul Zimmerman.

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 asked Art Hug to lead the pledge of allegiance.

POLICE STATION PUBLIC INFORMATION SESSION

Chief Shagoury reviewed the Police Building plans with the public. Chief Shagoury informed the public that the size of the meeting room will be smaller than the square footage of the Selectmen's office in the Town Offices. The Chief stated the garage could be utilized as large evidence storage. Chief Shagoury addressed the Covid requirements are not met in their current building. Phil Bennett informed the Selectmen a list of all the input in the last sessions and this session will be complied. The Selectmen requested a meeting with Phil on September 8th to discuss clear directives.

Art Hug asked the Chief if the building is large enough and if it will meet the Town's needs for the next 30 years. It was established the building is 4800 square feet gross space and 3788 square feet room space. The Chief's stated the design has taken into consideration the need of employing 6 officers instead of 4 officers.

Paul Zimmerman expressed his concerned that the statistics do not justify this building for a population of 2,600. Selectmen Albee reminded the public they are obligated to honor the public's request to move forward on this project.

PUBLIC INPUT

Joe Kowalski asked that if the public would step up to the center table when they speak so they may be heard clearly.

Dan Bernard reviewed concerns of supporting voters that do not wish to wear masks at the polls. Options were discussed and the Selectmen agreed that an outside area with a greeter informing an election worker to attend to the voter at the outside polling area may be the best option. A mini bus was discussed but the bus would have to be ADA compliance. Curbside voting was discussed but the State of NH does not accept that practice. Dan reminded the public that absentee ballots must be hand deliver to the Town Clerk by 5pm on Election Day. Ballots cannot be dropped off in the Town Office drop off box. Dan will update the Selectmen on his process decisions before Election Day.

MINUTES

Selectman Albee moved to approve the 8/10/2020 minutes as written seconded by Selectman Marcussen motion carried 3-0. Selectman Marcussen moved to approve the non-public 8/10/2020 minutes as written, seconded by Selectman Albee motion carried 3-0

Selectman Marcussen moved to approve the Selectmen Work session 8/14/2020 minutes as written, seconded by Selectman Albee motion carried 3-0.

Selectman Marcussen moved to approve the 8/14/2020 10:45 am non-public minutes as written, seconded by Selectman Albee motion carried 3-0.

Selectman Marcussen moved to approve the 8/14/2020 11:22 am non-public minutes as amended, seconded by Selectman Albee motion carried 3-0.

Selectman Marcussen moved to approve the Selectmen Work session 8/17/2020 minutes as written, seconded by Selectman Albee motion carried 3-0.

Selectman Marcussen moved to approve the 8/17/2020 11:22 am non-public minutes as written seconded by Selectman Albee motion carried 3-0.

Selectman Marcussen moved to approve the Selectmen Work session 8/21/2020 minutes as written, seconded by Selectman Albee motion carried 3-0.

APPOINTMENTS

Chief Shagoury reviewed his cases since the last update. The department needed to execute a vehicle search warrant at Wakefield as Tuftonboro does not have the ability to process it in house or securely store it. The Chief responded to letters received from the public. Chief Shagoury informed the Selectmen the State Lab is taking longer to process evidence and no longer processes digital evidence. The new cruiser does have plates now but will need to be inspected. The Chief has been working on evaluations. The Selectmen would like the Chief to move forward with hiring his secretary and to put forward to the candidates that extra hours can be worked if they record for various committees.

Chief Thompson reviewed his statics:

Fire Calls 129	Gas Burner Inspections	32
Medical Calls 161	Oil Burner Inspections	4
Service Calls 30	Wood/Pellet Stove Inspections	5
SPD 8	Life Safety Inspections	16
TOTAL 328	Total 57	

There was a survey sent out by the NH Fire Marshal’s office in reference to inventorying how much class b foam departments have. This is to judge the scope of the problem the state may have as most of the legacy firefighting foam contain PFAS. We have gone back through our foam in storage and what is stored in the trucks and we have 5 gallons.

The dry hydrant on New Road Bridge has been installed and flow tested. The company that designed and installed was GBRV Associates out of Westminster Maryland.

The department currently has 3 new applicants for call members:

Austin Esmay: No current fire or medicals certifications he is just out of the military.

Kate Dow: Fire Fighter I, Paramedic

Michael Dow: Fire Fighter II, Paramedic

All are currently living in town and I have gone through back ground checks for all. All are recommended.

The department is currently working with the Marriott Family in reference to the instillation of two 15 thousand-gallon cisterns piped together to make a total of 30,000 gallons of water for fire protection for 19 Thomas Point Road. This is to satisfy their insurance company which is Chubb Insurance. IT would also provide a water supply for the Thomas Point area year-round. Even though most of Thomas Point sets on the lake the fire department has very limited access to the lake year-round. All cost for the project will be paid for by the Marriott’s.

The department has budgeted for all 3 stations to have the cracks sealed and seal coated. Due to the repairs for the furnace's and other unexpected expenses, we are going to have the cracks filled at all he stations. The estimate for seal coating also came back higher than budgeted last year.

A new Roton hinge assembly was placed on the main entrance at central station. The door had 3 separate hinges which were failing. They replaced with a complete one-piece hinge assembly from top to bottom \$ 753.88

Chief Thompson reviewed the expense numbers to submit for the Governor’s Office for Emergency Relief and recovery Coronavirus Relief Fund. The Chief requested a signature on the forms. The total requested from the fund is \$9825.39.

Selectman Albee made a motion to have Selectman Marcussen sign the GOFERR paperwork, seconded by Chairman Wood motion carried 3-0. There was a discussion on bubblers and dry hydrants in the town. The Selectmen and Chief discussed the need for furnaces in the Fire stations and the highway building.

Dennis Zilembo discussed the Town picnic was well received and the activities were attended by many. The egg toss had 30 participants. Mr. Zilembo stated the Town should be proud of bringing a sense of normalcy to the families of the Tuftonboro. New families attended due to seeing the flyers that were posted. The Old Home Days were great. Only a dozen people attended the movie but there were 3 music events that had attendance. After passing the hat at the music events they

received \$220 at the first, \$180 at the second and the 3rd collected \$520. Mr. Zilembo has many helpers and sponsors to thank and will submit an article in the newspaper and send out letters. He would have liked to see more Town employees and leaders present. There is a yard sale coming up October 3rd.

Jim Bean updated the Selectmen with the following:

- Ditch lines and drainage on Phineas Graves road were cleaned out and one old metal culvert was replaced with a ADS culvert
- On August 5th we cleaned up storm debris after tropical storm came through
- A few potholes needed to be filled with cold patch on a few different roads
- We worked on drainage on the dirt section of Federal Corners road. A large banking was removed from the edge where there used to be a phone cable. The phone pole was removed, and the ditch line was pushed back making the road wider and easier to maintain. An old rusted out culvert was replaced up near the camp and an ADS culvert was installed
- We replaced a collapsed culvert of the paved section of Federal Corners road between Northline and Brown road
- We rebuilt a fallen down headwall on an old culvert end on Union Wharf road.
- We swept up a few intersections around town that had sand on them, after this past weekend I'm sure there will be more from the heavy rains.
- On Willand road project, I am estimating that between now and December 31st that the budget for plowing and sanding will cost \$2000 - \$2500. Plus, we need to build a turn around. Fall grading will need to be done and gravel added. If we do minimal ditching for drainage and cut needed branched, the \$14,000 budget will be shot. Selectmen informed there is \$20,000

Paving Budget

Northline Road 2500'. The distance was driven by budget, but at the time of the paving project, we noticed that 2500' stopped just before a badly broken up area of the pavement. I made the decision to grind and pave for enough to get through the broken section as I felt it was necessary. So, the cost difference went from \$72,395 to \$74,868.92, \$2473.92 more than originally expected 2600' was done instead.

Paving 2020

- Still scheduled for grinding and paving for September is 3040' of Dame Road. Cost of \$84,855
- Graveling edges of Northline new pavement and Dame Road new pavement; 7420' at \$21,350 = \$2.87 per foot. 2600' + 3040' = 5640' for \$16,240
- Paving plus gravel = \$101,095
- Balance of paving budget = \$102,225, which will leave a balance of \$1130

Mowing is still going on.

Willand Road plowing with sand and salt included going there 3 times per storm 5 storms estimate was \$2000-\$2500, Jim figured a turnaround would be needed for \$3600, add gravel, fall grading, crown and roll it estimate total \$11,500 he was worried it would burn up the \$14,000. The Selectmen informed Jim there was \$20,000. The Selectmen discussed the process of accepting Willand Road. The heating system for the Highway building, truck replacement, paving bids and sander replacements were discussed. The Selectmen would like to discuss the paving budgets at their next update meeting with Jim. Tree cutting options were discussed and how to move forward on handling the backlog.

SIGNATURE FILE:

Headwaters Consulting, LLC – proposal for permitting repairs to Union Wharf - Selectman Albee moved to sign, seconded by Selectman Marcussen motion carried 3-0.

Lien forgiveness from a North Country Village property – Selectmen Albee and Marcussen were not in favor.

CBDG Financial Responsibilities Form – Selectman Marcussen moved to sign, seconded by Selectman Albee motion carried 3-0.

CBDG Financial Admin Agreement – Selectman Marcussen moved to sign, seconded by Selectman Albee motion carried 3-0

Notice of Appointment, Priscilla Keaton Deputy Town Clerk/Deputy Tax Collector - Selectman Marcussen moved to sign, seconded by Selectman Albee motion carried 3-0.

Letter to Heather Cubeddu Selectmen's Gratitude - Selectman Marcussen moved to sign, seconded by Selectman Albee motion carried 3-0.

Letter to Skip Hurt Thank you Willand Rd. Donation - Selectman Marcussen moved to sign, seconded by Selectman Albee motion carried 3-0.

Letter to Stephen Allen Thank you Willand Rd. Donation - Selectman Marcussen moved to sign, seconded by Selectman Albee motion carried 3-0.

Notice of Intent to Cut wood or Timber Map 040-003-034-000 - Selectman Marcussen moved to sign, seconded by Selectman Albee motion carried 3-0.

Right of Burial Steven B. Thompson Trustee - Selectman Marcussen moved to sign, seconded by Selectman Albee motion carried 3-0.

Eastern Propane Gas Price Addendum – Selectman Albee will contact them to work on the gallon numbers.

2020 Estimated Revenue document -Selectman Marcussen moved to approve the Estimated Revenue with removal of the \$9200 the auditor's want removed from Misc Reimbursement Revenue and to sign the MS-1 once completed seconded by Selectman Albee motion carried 3-0

CORRESPONDENCE FILE:

Letter to Jack Parson – Concerns of garage on 15 Durgin Rd

Melissa Latham – Q & A session dates

E-mail for Selectmen's review

Patricia Bonenfant – Speeding on Durgin Rd. – referred to Chief Shagoury

Paul Zimmerman – Statistics to justify PD station, FD hose and ladder test costs.

Marilyn Stacy - Copy of letter sent to DES

Town of Thornton – Notice of Zoning Public Meeting (Tuftonboro is an abutter)

NH Electric Co-op - Meeting notice

Paige Wilson Lakes Region Planning Commission – List of Engineering Consultants for Landfill monitoring

Rick Hiland – Broadband Survey response as of August 13

Lisa Hayes DTC Lawyers – Recent Court Filings

David Jeffers Lakes Region Planning Commission – HHW Coordinators' meeting notice

Zoning for Cell Towers – Land Lease Agreement

David Dietz – Volunteering to assist with cable TV contract

Mt. Washington Recover Coalition –to go to Budget review

David Ford – NHDES staff reviewers contact information

Chief Shagoury – Covid recommendations for Town gatherings

Susan Schuur – Mixed paper recycle – waiting for a side by side comparison of cost by ton of MSW vs mixed paper – forwarded to Transfer Station Supervisor

Walter Johnson – Town line RFP

CIP – Project forms requested

Cmsmailer - Request the Selectmen wear masks during meetings.

Steve Wingate – Request from Selectmen on Libby Park – He will attend to this request in a couple of weeks

Richard Stone – Request to have Clay contact Gilford in reference to their Island Day on Saturday

Horizons Engineering - Melvin Village Marina - Minimum Impact Wetlands Permit Application - informational only

Samantha Fifield – Field Meeting between NHDOT District 3 and Chairman Wood – informational

SELECTMEN'S UPDATE:

Selectman Marcussen stated the Planning Board continued their hearing on the site plan review of Camp Belknap's adding a new marksmanship range and relocating a couple of staff cabins. The Board heard from attorneys from both sides and Tuftonboro PB continued the hearing until the PB can review notes from the Planning Board's counsel.

ADJOURNMENT:

At approximately, 12:15 pm, Selectman Albee motion to adjourn, seconded by Selectman Marcussen, motion carried 3-0.

Respectfully submitted, Cathy Pounder, Administrative Secretary