

**TOWN OF TUFTONBORO**  
**BOARD OF SELECTMEN**  
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**Selectmen's Work Session**  
**9:00 am - Town Offices**

**Friday, April 13, 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.

Chairman Marcussen called the Selectmen's work session to order at 9:00 am.

**APPOINTMENTS**

The Selectmen met with Chief Shagoury regarding the revised parking ordinance. Chief Shagoury made some changes but didn't incorporate the old parking ordinances into the new all-inclusive ordinance yet. Other additions and revisions were discussed. Chief Shagoury will work on a final version to be reviewed again before a public hearing is held to incorporate the new ordinance. The Selectmen's Office and the Police Department will work together in regards to how to best track 19 Mile Bay parking permits.

**OTHER BUSINESS**

**PROCUREMENT POLICY**

When the Town of Tuftonboro applied for assistance from FEMA in 2017 for damage caused by Storm Stella, Tuftonboro didn't have a procurement policy in place. The Town was told that this would be excused for this submission but a policy would be needed for any future FEMA submissions. Chairman Marcussen will work with Chief Thompson and FEMA representative Fallon Reed to establish a draft policy to include all necessary requirements.

In regards to entering an agreement with Lakes Region Planning Commission for fuel cost negotiations, Selectman Wood made the following motion: The Town of Tuftonboro authorizes LRPC to issue a RFP on our behalf to take part in a regional propane and/or oil joint purchasing initiative. We understand this means jointly issuing an RFP to purchase oil and/or propane at a group rate. We agree not to shop around during the joint bidding process so that our group will have a stable purchasing volume for bidders to base their bid price on. We further understand that we are under no obligation to accept the joint bid price if it is not competitive for our town to do so. Seconded by Selectman Albee with all in favor.

**SIGNATURE FILE**

Selectman Albee moved to approve Yield Tax Levies for PIDs 16-2-3, 15-3-35, and 42-1-12, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve a Gravel Tax Levy for PID 55-2-7 and a supplemental Intent to Excavate for PID 55-2-7, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve an Intent to Cut for PID 31-1-2, seconded by Selectman Wood with all in favor. Selectman Albee moved to approve Intents to Excavate for PIDs 3-1-24 and 67-1-3, seconded by Selectman Wood with all in favor.

**CORRESPONDENCE**

Tax deeding of properties was revisited. This led to discussion regarding tax deeding property that has monthly fees associated with it. Bids for the old Code Officer vehicle are due April 20, 2018 at 2:00 pm and will be opened at the Selectmen's meeting on April 23, 2018. Clay Gallagher pulled his name for consideration in regards to providing

administrative assistance to Jim Bean. Each selectman will attend a Basic Law of Budgeting workshop at the Ossipee Town Hall on May 10, 2018. National Drug Take Back Day is April 28, 2018.

#### **NON-PUBLIC SESSIONS**

At approximately 10:13 am, Selectman Albee moved to enter non-public session per RSA 91-A: 3 II (I) for consideration of legal advice, seconded by Selectman Wood. Roll call vote: Marcussen – Yes; Wood – Yes; Albee – Yes. At approximately 10:37 am, Selectman Albee moved to end the non-public session and move back into public session, seconded by Selectman Wood with all in favor.

At approximately 10:37 am, Selectman Albee moved to enter a second non-public session per RSA 91-A: 3 II (a) to discuss and draft an employee performance review, seconded by Selectman Wood. Roll call vote: Marcussen – Yes; Wood – Yes; Albee – Yes. At approximately 11:07 am, Selectman Albee moved to end the non-public session and move back into public session, seconded by Selectman Wood with all in favor.

At approximately 11:07 am, Selectman Albee moved to adjourn, seconded by Selectman Wood with all in favor.

Respectfully submitted,  
Karen Koch  
Administrative Secretary