

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

**Friday December 13, 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 work session to order at 9:00 am.

**PUBLIC INPUT**

None.

**REVIEW AND APPROVAL OF MINUTES**

Selectman Marcussen moved to approve the 12/6/19 meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the first 12/6/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the second 12/6/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the third 12/6/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the 12/9/19 meeting minutes as written, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to approve the 12/9/19 non-public meeting minutes as written, seconded by Selectman Wood with all in favor.

**APPOINTMENTS/BUDGET REVIEWS**

Joel Detty and Harry Stewart of Normandeau Associates presented the draft 19 Mile Brook 2019 Baseline Environmental Assessment. Steve Wingate and Larry Gil were also in attendance. A final copy will be completed by 12/31/2019 and a presentation will be made to the general public after the report is complete. The 2019 results are generally similar to those found in 2008 indicating that while there have been changes in some water quality parameters, there has been no substantial degradation to the stream biological communities during the eleven year interim between studies. There was discussion regarding the obvious signals from a wastewater discharge in the water chemistry, effects of increased stormwater activity, high levels of phosphorus, increased levels of nitrate, the way that sampling was conducted, effects that could be caused from the natural cycle of the brook, natural vs. stocked fish species, etc. Normandeau noted that evidence proved the population to be naturally raised species and will strengthen the points in the report to confirm this. Going through this reassessment process after 11 years provided valuable metric data. Steve Wingate shared that these results are not necessarily from a large event but more from a cumulative effect of all that we do, particularly our road systems. Larry Gil thought we'd see more information coming from the Town's reports through DES with respect to the discharges from the RIB during the time that Normandeau was sampling. He also felt that there would more information regarding nitrate and phosphorous concentration. Mr. Detty feels that some proportion of the phosphorus entering Whitten Pond is coming from RIB discharge and some is coming from the Watershed, but specific amounts of each are unknown. This led to further discussion regarding Whitten Pond. Mr. Gil agreed to help look at this in more depth with Normandeau. Mr. Gil and Mr. Wingate responded to Selectman Wood's question regarding missing September test results. They also responded to his question as to whether or not they agree with the basic conclusions of the report. Both were expecting to see more involvement in use of the data review that was done of Wolfeboro's information. Mr. Detty agreed to add this information to the report. The group responded to Selectman Wood's inquiry

regarding monitoring. Mr. Wingate feels that monitoring is important but he doesn't necessarily feel that the assessment needs to be done yearly. Mr. Detty agreed and spoke of the monitoring areas of most importance. Mr. Detty and Mr. Stewart responded to Selectman Wood that they don't have any projects where the Town of Wolfeboro is one of their clients. The Selectmen would like recommendations from Normandeau Associates for next steps as well as review of Wolfeboro's records incorporated into the report. Chairman Albee asked that the Conservation Commission provide a summary of what they would like to see going forward. Chairman Albee also asked that Normandeau provide their remaining invoice information for encumbering purposes.

#### **SIGNATURE FILE**

Selectman Marcussen moved to sign a Confidentiality Agreement with Consolidated Communications, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to sign an intent to cut for PIDs 57-1-2, 57-1-3, 57-1-4 and 57-1-7, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to sign an intent to cut for PID 57-1-6, seconded by Selectman Wood with all in favor. Selectman Marcussen moved to sign a letter of support for the Lakes Region Planning Commission's USDA Solid Waste Management grant proposal, seconded by Selectman Wood with all in favor.

#### **CORRESPONDENCE**

The Department of Environmental Services approved changing the material of the beach ramp without requiring new permits. G.W. Brooks sent an email to confirm the details of their proposal and the timing of the project. The Selectmen agreed that this portion of the project should be done next fall (to allow for the appropriate water level) and agreed to request a quote for the work. It was agreed to send Fran Laase's letter with suggestions regarding the project to White Mountain Survey to see what they would entail. Chairman Albee shared that he spoke with a local contractor who offered to take control of plowing of the ramp so there wouldn't be any damage incurred. Other correspondence reviewed included: Building Permit for PID 62-2-6; various minutes and other various correspondence.

#### **4150 FINANCIAL ADMINISTRATION**

**01-4150-14-110 AdHoc Committee Secretary:** This line was previously used for administrative support for the Lang Pond Road Committee and has not had much activity in the past few years. It was reduced from \$1000 to \$500.

**Motion:** Selectman Marcussen moved to approve budget 4150 for \$131,243, seconded by Selectman Wood with all in favor.

#### **4313 OTHER HWY & STREETS**

Diane Falcey met with the Selectmen to review this budget.

**01-4313-20-680 Docks & Bridges:** \$8,272.28 is currently expended out of \$11,200 for 2019. A maximum of \$5600 is expected in additional invoices from Horizons Engineering for work being done for Union Wharf. \$1600 is needed for 2020 for Pier 19 electric and Melvin Wharf electric and mowing. Further information is required from Jim Bean for repairs needs at Melvin Wharf and the County Road Bridge.

**01-4313-22-680 Permitting Expenses:** \$1012.15 is currently expended out of \$5000 for 2019. Another \$5000 in 2019 expenditures is expected for Union Wharf and Lake Road permitting.

The Selectmen will encumber the remainder of the overall budget to pay for the additional 2019 anticipated expenses and will discuss where the additional funding will come from at their 12/23/19 meeting. This budget was tabled.

Ms. Falcey shared partial invoices from HEB Engineering for their work thus far on the Federal Corner Road and Ledgehill Road engineering studies. Selectman Wood moved to pay for the two HEB invoices in the amount of \$1375 each out of the SB38 funding, seconded by Selectman Marcussen with all in favor. The Selectmen agreed to Ms. Falcey's request to purchase a new check printer for \$975. Selectman Wood moved to approve this purchase, seconded by Selectman Marcussen with all in favor. This will be paid for out of 2019 office supplies.

Chairman Albee shared that the Budget Committee voted down the Personnel Administration budget. They are upset that employees don't pay towards health insurance. Chairman Albee shared the decrease in plan expenses since he's been Selectmen. As the Town is required to pay portions of this budget, this will need to be revisited by the Budget Committee. He has estimated that the overall 2020 operating budget will be \$500,000 less than 2019.

**NON-PUBLIC SESSION**

At approximately 10:38 am, Chairman Albee moved to enter non-public session per RSA 91-A:3 II (a) personnel, seconded by Selectman Wood. Roll call vote: Albee – Yes; Wood – Yes; Marcussen – Yes. At approximately 10:53 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 Marcussen moved to seal these non-public minutes, seconded by Selectman Wood with all in favor.

**ADJOURNMENT**

At approximately 10:53 am, Chairman Albee moved to adjourn, seconded by Selectman Wood with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary