

Town of Tamworth
Board of Selectmen's Meeting
March 24, 2011
Town Office

Members Present John Roberts, William Farnum and Robert Abraham

Others Present Town Administrator Cassandra Pearce, Town Auditor Paul Mercier, Police Chief Dan Poirier, Police Sergeant Penny Colby, Road Agent Richard Roberts, Anne Abear and other attendees who arrived throughout the meeting.

Chairman John Roberts opened the meeting at 3:00 p.m.

2010 Audit Review Members of the Board met with the Town's Auditor Paul Mercier to discuss the 2010 audit and recommendations that may be helpful in the future to the Town of Tamworth. Those findings included:

1. Policies for cash handling, petty cash and transfers made from accounts on behalf of the Town by the Selectmen's Office, the Treasurer and the Tax Collector.
2. Reminding the Trustees to close out the year end and to post interest earned accordingly.

Overall the auditor was pleased with the working relationship he has with the employees of the Town of Tamworth and no reportable findings were documented.

The Board inquired about the request of the Town Clerk for the Treasurer to sign a contract on behalf of the Town to enable the clerk's office to take credit cards. Mr. Mercier recommended that the Selectmen sign the contract on behalf of the Town.

Mr. Mercier advised that LGC offers a program in which they will come into the Town to review all of your policies and procedures and recommend updates/changes to policies.

The meeting was recessed at 3:50.

The meeting was called back to order at 4:00 p.m.

Reorganization of the Board *John Roberts moved and William Farnum supported to appoint William Farnum as chairman of the Select board for the coming year and to keep all of the other positions the same as the 2010 year with the exception of not having an alternate to the Planning Board. Vote was 2-1-0. Motion passed. Mr. Abraham advised he did not have a problem with Mr. Farnum as chairman, but did not agree with the reappoints of positions.*

Departmental Reports

Police Department Chief Poirier announced that Sergeant Colby has returned to full time employment following the birth of her child. The Board welcomed Mrs. Colby back to work.

Highway Department Road Agent Richard Roberts discussed the following with the Board:

1. Broom purchase – Mr. Roberts advised that he has found a broom that he would like to purchase for the highway department. The cost of a new broom was estimated at \$17,000. The broom that he has located will cost the Town \$11,600 plus transportation. The equipment comes with a limited warranty from the seller. *Mr. Farnum moved and Mr. Abraham supported to move forward with the purchase of a broom for the highway department at the cost of \$11,600 plus transportation. Vote was unanimous. Motion passed.*
2. Chipping Brush at the Transfer Station – Mr. Abraham indicated that Mr. Johnson from the Transfer Station expressed concern with the highway department bringing brush to the Transfer Station and leaving it for those employees to chip. Mr. Roberts will work with Mr. Johnson to determine what the best way to handle this situation will be. In the future, most of the brush will be chipped on site and the larger pieces of wood will be brought to the highway department to be burned in the highway garage furnace.
3. Ewing property water issue – Mr. Abraham discussed a call he received from Mr. Ewing on Route 113 and the water going into his basement. The Board suggested Mr. Ewing to contact the State as this is a State roadway and the matter should be dealt directly between the landowner and the State.

Non-Public Session #1

Mr. Farnum moved and Mr. Roberts supported to enter into a non-public session per RSA 91-A 3 II b at 4:15 p.m. Vote was: Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.

Mr. Farnum moved and Mr. Roberts supported to adjourn this non-public session at 4:30 p.m. Vote was unanimous. Motion passed.

Emergency Management Generator Grant

Mr. Littlefield discussed the grant application that the Town was awarded to replace the generator at the KA Brett School. Mr. Littlefield advised the Board that the funding is awaiting the Town but the prices have increased and a consideration must be given to the filling of the propane tanks. At this time, it has been determined that two tanks are needed and the cost of this material will be \$5,000. The Board inquired why the bid was put out as needing two tanks when the original quote was given as one. Mr. Littlefield explained he understood that two tanks were needed.

Mr. Littlefield inquired if he should go back out to bid for the project again to see if a more appropriate generator could be sought that would meet the demands of the school in the event of an emergency.

The Board requested Mr. Littlefield to come back with the following answers:

1. Are two tanks needed?
2. Check with the school to determine their needs of power.
3. Check with PSNH to determine the peak usage times.
4. Look at another size generator that may be able to be utilized.

The total 50/50 matching grant that was approved was for \$63,084. The Town portion of \$31,542 has been raised.

Chocorua Project
Phases II & III
Update

Mr. Jay Poulin met with the Board to discuss the plan for the Chocorua Project now that the Town has indicated it was not interested in putting in additional sidewalks or maintaining the sidewalks that are currently throughout the community. Mr. Poulin discussed the original grant application which indicated that the purpose of the grant was for the pedestrian safety, improvements to access management, delineating parking, traffic calming and redirecting the road's water runoff.

After further discussion, the Board directed Mr. Poulin to notify the State that they were interested in moving forward with areas of the project that did not include sidewalks in the original plan. Mr. Poulin will present a revised proposal to the Selectmen at their next meeting.

Non-Public Session
#2

Mr. Farnum moved and Mr. Roberts supported to enter into a non-public session per RSA 91-A: 3 II c at 5:08 p.m. Vote was Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.

Mr. Farnum moved and Mr. Roberts supported to adjourn this non-public session at 5:30 p.m. Vote was unanimous. Motion passed.

Conservation Commission
Items

Mr. Ned Beecher met with the Board to request the following:

1. Appointment updates – *Mr. Roberts moved and Mr. Farnum supported to appoint the following to the Conservation Commission: Ned Beecher, Robert Seston, Richard Gerard, and Charles Townsend (alternate). Vote was unanimous. Motion passed.*
2. Update on the easement for the Floyd Property in South Tamworth – Mr. Beecher explained that the Tamworth Community School now owns the property and the Town is working on acquiring an easement at the cost of \$15,000. Once the easement documentation is generated and reviewed by Town Attorney, the Board will be requested to approve the document. It is expected to take place over the next two months. The parcel is a 26.6 acre piece of property which is the gateway to South Tamworth. The Board expressed their appreciation to the Commission and requested they move forward.

Public Comment

1. Mr. Ernest Mills advised that the Selectmen should not accept land for current use easements. Ms. Flanagan inquired what percentage of land in the Town was buildable. Mr. Mills answered 8% with lots of land being designated as wetland unless subdividing and then the person would have to deal with the planning board.

Mr. Beecher advised that property has received a septic permit for 1 small house available out of the 26 acres and without the requirement for building up the

system. Mr. Mills continued by indicating this was stupid and arrogant. He advised that the taxes in Tamworth are too high already and continue to rise. Mr. Farnum advised that the taxes in Tamworth have dropped each year over the past few years.

Mr. Beecher recommended an analysis of land that is buildable be done and reminded the Board that the focus of the easements are in the areas that need to be protected throughout the community.

Selectmen's Updates

1. Mr. Roberts discussed the planning board meeting in which all appointments on this Board remained the same with the exception of Nichole Whiteside working with the School Board and Skip Nason working with the Zoning Board. Further, the planning board has an application coming in to place a cell tower on Albee Lane and a decision was made to change the name of the Economic Development Committee to Economic Development Commission.
2. Mr. Abraham advised he was unable to attend the last Economic Development Committee meeting.
3. Mr. Farnum advised he attended the Cook Library meeting and congratulated the newest member of the trustees, Ms. Ann Chant. The library is looking to put together a meeting of all elected officials.
4. Mr. Farnum advised that the energy committee continues to look for membership.
5. Mr. Abraham advised he would be unavailable to attend the next Mt. Washington Valley Economic Development Council's meeting on April 8. Mr. Farnum advised he would attend that meeting.

Administrative Matters

Mrs. Pearce discussed the following with the Board:

1. A complaint that has been received regarding the work that has taken place on the CMI property off of Route 25 to include the building of trails. The Board advised they would respond to the complainant on behalf of the Town.
2. The Town has received a grant from the Tamworth Foundation to place two additional AED units throughout the community. The units will be located at the town house and the recreation field. *Mr. Farnum moved and Mr. Roberts supported to accept and thanked the grant from the Tamworth Foundation for two AED units. Vote was unanimous. Motion passed.*
3. A letter to the Tamworth Town Trustees was signed by the Board requesting that they discontinue and release all of the funds from the capital reserve accounts as voted on at Town Meeting. The Board requested a copy of the Town Meeting minutes to accompany this letter.
4. *Mr. Roberts moved and Mr. Abraham supported to accept the minutes of March 10, 2011 meeting as written. Vote was unanimous. Motion passed.*
5. *Mr. Roberts moved and Mr. Abraham supported to accept the minutes of the March 14, 2011 meeting as written. Vote was unanimous. Motion passed.*
6. *Mr. Roberts moved and Mr. Abraham supported to accept the minutes of the second March 10, 2011 meeting as written. Vote was unanimous. Motion passed.*
7. *Mr. Abraham moved and Mr. Roberts supported to accept the non-public minutes of March 10, 2011 meeting as written. Vote was unanimous. Motion passed.*
8. A 2010 abatement for map 415 lot 086 was denied.

9. A 2010 abatement for map 404 lot 030 was approved.
10. A 2010 abatement for map 211 lot 048 was approved.
11. *Mr. Roberts moved and Mr. Abraham supported to approve an accounts payable manifest in the amount of \$250,432.90. Vote was unanimous. Motion passed.*
12. *Mr. Roberts moved and Mr. Abraham supported to approve an accounts payable check register in the amount of \$250,432.90. Vote was unanimous. Motion passed.*
13. *Mr. Roberts moved and Mr. Abraham supported to approve a payroll check register in the amount of \$20,061.57. Vote was unanimous. Motion passed.*
14. Intents to excavate were signed for map 413 lots 013 & 015.
15. Intents to cut were signed for map 420 lot 004 & map 206 lot 028.
16. NH DOT will hold a meeting on 3/31/2011 at the Albany Town Hall to discuss the placement of rumble strips along Route 16 North. The Board advised they would attend this meeting.
17. The Board advised they would not be attending the local official's workshop being held by the Local Government Center. Mrs. Pearce and Mrs. Abear will be attending.
18. The Board discussed a proposal from Primex to cap the increase of worker's compensation premiums to 8% max if the Board agreed to sign up for a 3 year program. After reviewing the premiums for the past 5 years, the Board decided they were not interest in committing to the program at this time.
19. The Board was informed of an extension being received for a cutting operation taking place on Remick property.
20. The Board discussed insurance requirements for contracted help. Tamworth's insurance carrier requires a \$1,000,000 policy for most outside contractors. Mr. Abraham inquired if the Town had a policy on this topic. The answer was no. The Board decided that no further work would be done with this contractor until a certificate of insurance was received with a \$1,000,000 coverage for property liability.
21. The Board reviewed and prioritized the 2011 project listings. Mr. Abraham inquired which properties received letters from the Board regarding the possible status of a junkyard on their property. Mr. Farnum advised he would not name the owners as he would not want to forget someone who may have received a letter. He suggested Mr. Abraham to view the letters within the Town Office file. The Board discussed the multi town assessing option and advised they would like a letter to be sent to Madison, Freedom, and Sandwich.
22. Mr. Abraham requested a letter be sent to the AG's office advising them what the Town is doing to the Townhouse and Town Office now that funds have been approved to make the buildings ADA compliant.
23. Mrs. Pearce discussed the lighting project being reviewed by PSNH on Monday, 3/28/2011. Mr. Farnum will attend to this meeting and discussed the areas of concern to include: the TCNA office, the recreation office, garbage at the town house, contact notices being sent without the involvement of Mrs. Pearce, and concerns with reporting requirements of the grant not being completed due to lack of communication.

Town Clerk/Tax Collection
Electronic Payment Options

Ms. Noyes attended the meeting and presented contracts for the Selectmen to sign for EB2 Gov (software vendor) and Global Payments for check and credit card utilization programs.

Mr. Roberts moved to sign the EB2 Gov contract to replace the contract signed by the Town Clerk in December of 2009. Mr. Abraham supported this motion. Vote was unanimous. Motion passed.

Mr. Farnum moved and Mr. Abraham supported to sign a contract with Global Payments who will be utilized to accept credit card payments. Vote was unanimous. Motion passed.

Non-Public Session #3

Mr. Farnum moved and Mr. Roberts supported to enter into a non-public session per RSA 91-A: 3 II a, c, and e at 7:06 p.m. Vote was Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.

Mr. Farnum moved and Mr. Roberts supported to adjourn this non-public session at 7:45 p.m. p.m. Vote was unanimous. Motion passed.

Adjournment

Mr. Farnum moved and Mr. Abraham supported to adjourn the meeting at 7:45 p.m. Vote was unanimous. Motion passed.

Respectfully submitted,
Anne M. Abear

Approved by Tamworth Board of Selectmen: 4/7/2011

William Farnum

Robert Abraham

John Roberts