

TOWN OF TAMWORTH
BOARD OF SELECTMEN
84 MAIN STREET
TAMWORTH, NH 03886
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Selectmen's Non-Public 5:00pm
Selectmen's Work Session 5:30pm
Town Office

Thursday, January 14, 2020

WORKSESSION MINUTES

Present: Chairman Poirier, Selectmen Ricker, Farnum, Mason & Streeter, Road Agent Roberts, Fire Chief Colcord, Asst Fire Chief Bowles, Police Chief Littlefield, Advisory Budget Committee members Cook, Siniscalchi & Mason, Finance Officer Estabrook, Town Administrator McWhirter and several members of the public.

- CALL TO ORDER: Chairman called the meeting to order at 5:02pm.
- NON-PUBLIC PER RSA 91-A:3, II (a)
 - Motion made by Selectmen Farnum at 5:03 pm to enter a non-public session under RSA 91 A: 3 II (a). Motion seconded by Chairman Poirier and passed by roll call vote. Poirier Y, Ricker Y, Farnum Y, Mason Y & Streeter Y.
 - Motion made by Selectman Mason to reconvene the regular session at 5:33 pm. Motion seconded by Chairman Poirier and passed unanimously.
- ADMINISTRATION:
 - Dick Fortin presented the ambulance contract addendum to be initialed by the board.
 - The board reviewed the job description for the Welfare Director and Town Administrator. The Welfare Director needs to include physical exertion/environmental conditions and bloodborne pathogen classification II.
Selectman Mason made a motion to approve the Welfare Director's job description and corrected. The motion was seconded by Selectman Farnum and passed (5-0).
 - The Town Administrators schedule will not include specific hours. These will be approved at the next meeting.
- NEW BUSINESS:
 - Selectmen Farnum stated that through his calculations this year's proposed budget is \$600,000 over last year. Public works is 33% of the budget, Town Administration is 29% of the budget and Public safety is 38% of the budget. Labor is a big component of the budget. Wages breakdown to 74%, Health/Dental Insurance is 9% and Retirement costs are 8% of the budget. The total salaries at over \$1mil. He asked all attendees to think about this as we get to the bottom of the budget and haven't made any significant changes.
 - 2020 Budget and warrant articles
 - Selectmen (4130.10)
Selectman Farnum made a motion to approve 4130.10 for \$22,698. The motion was seconded by Chairman Farnum and passed (5-0).
 - Town Administration (4130.20)

- Part time assessing hours will be changed to 24 per week. This budget will be voted on at the next meeting.
- Tax/Clerk (4140.10)
Chairman Poirier made a motion to approve 4140.10 for \$47,922. The motion was seconded by Selectman Streeter and passed (5-0).
- Election (4140.20)
Selectman Farnum made a motion to approve 4140.20 for \$10,847. The motion was seconded by Chairman Poirier and passed (5-0).
- Treasurer (4150.50)
 - *Chairman Poirier made a motion to approve 4150.50 for \$7,149. The motion was seconded by Selectman Mason and passed (5-0).*
- Data Processing (4150.60)
Selectman Mason made a motion to approve 4150.60 for \$39,398. The motion was seconded by Chairman Poirier and passed (5-0).
- Property Revaluation (4152.10)
Selectman Mason made a motion to approve 4152.10 for \$34,168. The motion was seconded by Chairman Poirier and passed (5-0).
- Legal (4153.10)
Chairman Poirier made a motion to approve 4153.10 for \$15,000. The motion was seconded by Selectman Farnum and passed (5-0).
- Personnel (4155.20)
Chairman Poirier made a motion to approve 4153.10 for \$1,600. The motion was seconded by Selectman Farnum and passed (5-0).
- Insurance (4196.10)
Chairman Poirier made a motion to approve 4153.10 for \$57,177. The motion was seconded by Selectman Farnum and passed (5-0).
- Planning (4191.10)
Selectman Farnum made a motion to approve 4191.10 for \$8015. The motion was seconded by Chairman Poirier and passed (5-0).
- Zoning (4141.30)
Selectman Farnum made a motion to approve 4191.10 for \$53. The motion was seconded by Chairman Poirier and passed (5-0).
- Town Office Building (4194.10)
Chairman Poirier made a motion to approve 4194.10 for \$28,890. The motion was seconded by Selectman Farnum and passed (5-0).
- Town House (4194.20)
Chairman Poirier made a motion to approve 4194.20 for \$24,650. The motion was seconded by Selectman Farnum and passed (5-0).
- Cemeteries
Chairman Poirier made a motion to approve 4195.10 for \$32,900. The motion was seconded by Selectman Mason and passed (5-0).
- Economic Development (4197.10)
 - The board removed the revenue offset line. The \$250 is included in the Street Fair line.
Chairman Poirier made a motion to approve 4197.10 for \$3,950. The motion was seconded by Selectman Mason and passed (5-0).
- Grants (4199.90)
Chairman Poirier made a motion to approve 4199.90 for 18,000. The motion was seconded by Selectman Mason and passed (5-0).
- Police Department (4210.10)

- Selectman Farnum stated that adding 2 new officers is much to significant an increase for 1 year. Chief Littlefield stated that Tamworth is the busiest agency in the county. After some discussion the board agreed to remove the 2 additional officers and corresponding expenditures from the Police Department budget. This budget will be reviewed and voted on at the next meeting after the changes have been made.
- Ambulance (4215.10)

Chairman Poirier made a motion to approve 4215.10 for \$208,587. The motion was seconded by Selectman Mason and passed (5-0).
- Fire/Rescue Department (4220.10)
 - There was a brief discussion regarding the point system to pay the volunteer firefighters, mutual aid and the size of the new fire vehicles. As stated by Asst Fire Chief Bowles, a lot of what happens at the Fire Department is driven by NFPA. Chief Colcord stated a dry hydrant still needs to be installed and the office supply line includes new computers. The existing computers are office 7 and not supported.

Chairman Poirier made a motion to approve 4220.10 for \$280,302. The motion was seconded by Selectman Mason and passed (5-0).
- Forest Fire (4220.30)

Chairman Poirier made a motion to approve 4220.30 for \$5,877. The motion was seconded by Selectman Mason and passed (5-0).
- Emergency Management (4290.10)

Chairman Poirier made a motion to approve 4290.10 for \$5,153. The motion was seconded by Selectman Farnum and passed (5-0).
- Highways and Streets (4312.20)

Selectman Farnum made a motion to approve 4312.20 for \$847,642. The motion was seconded by Chairman Poirier and passed (5-0).
- Street Lighting (4316.10)
 - Art Mason offered to work with Eversource to replace the current bulbs with LEDs.

Chairman Poirier made a motion to approve 4316.10 for \$11,400. The motion was seconded by Selectman Mason and passed (5-0).
- Landfill Closure (4324.10)

Chairman Poirier made a motion to approve 4324.10 for \$14,000. The motion was seconded by Selectman Farnum and passed (5-0).
- Debt Service (4711.20)

Chairman Poirier made a motion to approve 4711.20 for \$60,438. The motion was seconded by Selectman Farnum and passed (5-0).
- Transfer Station (4326.20)

Chairman Poirier made a motion to approve 4326.20 for \$262,489. The motion was seconded by Selectman Mason and passed (5-0).
- General Assistance (4440.10)

Small change will be made to the wage line. This budget will be voted on at the next meeting.
- Animal Control (4414.10)

Chairman Poirier made a motion to approve 4414.10 for \$4,191. The motion was seconded by Selectman Mason and passed (5-0).
- Health Officer (4415.10)

Selectman Farnum made a motion to approve 4415.10 for \$689. The motion was seconded by Chairman Poirier and passed (4-0-1 Mason).
- Parks and Recreation (4520.10)
 - The board agreed to keep the Recreation Director's salary line at 40 hours per week and benefits as is.

Chairman Poirier made a motion to approve 4520.10 for \$103,018. The motion was seconded by Selectman Farnum and passed (5-0).

- Swim Program (4530.10)

Chairman Poirier made a motion to approve 4530.10 for \$7,284. The motion was seconded by Selectman Mason and passed (5-0).

- Library (4550.10)

Chairman Poirier made a motion to approve 4550.10 for \$170,269. The motion was seconded by Selectman Streeter and passed (5-0).

- Patriotic Purposes (4583.10)

Chairman Poirier made a motion to approve 4583.10 for \$7,700. The motion was seconded by Selectman Mason and passed (5-0).

- Conservation (4612.10)

COLA increase needed to be made to the wage line. This budget will be voted on at the next meeting.

Warrant Article Review

- Server upgrade - \$25,000

Chairman Poirier made a motion to approve \$25,000 for a new server. The motion was seconded by Selectmen Mason and passed (5-0).

- Fire Station Building repairs - \$18,000

Chairman Poirier made a motion to approve \$18,000 for building repairs at the Fire Stations. The motion was seconded by Selectman mason and passed (5-0).

- Rescue Vehicle - \$225,000

- This will be discussed at a later meeting.

- Police Vehicle - \$50,000

- The board discussed the need for a 4-wheel drive vehicle versus a sedan. The board agreed to reduce this article to \$35,000.

Chairman Poirier made a motion to approve \$35,000 for a new police vehicle. The motion was seconded by Selectman Mason and passed (5-0).

- Flooring at the Police Department - \$6,000

Chairman Poirier made a motion to approve \$6,000 for new flooring at the Police Department. The motion was seconded by Selectman mason and passed (5-0).

- Highway Vehicle - \$50,000

Chairman Poirier made a motion to approve \$50,000 for a new highway vehicle. The motion was seconded by Selectman Mason and passed (5-0).

- Bunker Hill Bridge Replacement - \$650,000

Chairman Poirier made a motion to approve \$650,000 for the Bunker Hill Bridge Replacement. The motion was seconded by Selectman Mason and passed (5-0).

- Recreation Riding Mower - \$6,500

- The board discussed the need for a new mower. The board agreed to reduce this article to \$4,000.

Chairman Poirier made a motion to approve \$4,000 for a new riding mower. The motion was seconded by Selectman Mason and passed (4-1).

- Transfer Station grounds improvement - \$25,000

Chairman Poirier made a motion to approve \$25,000 for Transfer Station grounds improvement. The motion was seconded by Selectman Mason and passed (5-0).

- Cemetery Fencing - \$7,000

Chairman Poirier made a motion to approve \$7,000 for cemetery fencing. The motion was seconded by Selectman Mason and passed (5-0).

- Forestry Vehicle - \$200,000

Selectman Mason made a motion to approve \$200,000 for a forestry vehicle. The motion was seconded by Selectman Farnum and passed (5-0).

- F/R Gear Washer/Dryer - \$28,000

Selectman Mason made a motion to approve \$28,000 for a gear washer/dryer for the Fire Department. The motion was seconded by Selectmen Farnum and passed (5-0).

- Architectural Drawings - \$150,000

- *Selectman Mason made a motion to approve \$150,000 for architectural drawings for a municipal safety building. The motion was seconded by Selectman Farnum and passed (3-2).*

Research needs to be done for a new Boston Post Cane recipient. Town Administrator McWhirter will speak with the Supervisor of the Checklist.

For the next meeting, Finance Officer Estabrook will get the reconciled revenue information for the board.

The Library is hosting Winter Book Madness on March 7th. Selectman Streeter asked if the library could have the quill free gifts that the office has collected over the years?

Selectman Farnum made a motion to donate the free gifts to the library for their auction. The motion was seconded by Selectman Mason and passed (5-0).

The board will be present at the polls for the presidential primary on February 11, 2020:

Dan Poirier	8am to noon
Melanie Streeter	8am to noon
Willie Farnum	noon to 5pm
Aaron Ricker	5pm to close
Becky Mason	5pm to close

ADJOURNMENT: At 8:43pm, Chairman Poirier made a motion to adjourn. The motion was seconded by Selectman Ricker and passed (5-0).

Submitted respectfully,

Darlene McWhirter
Town Administrator

Approved by the Board of Selectmen

Daniel J. Poirier

Rebecca Mason

Aaron Ricker

Melanie Streeter

William W. Farnum