#  TOWN OF TAMWORTH

BOARD OF SELECTMEN

84 MAIN STREET

TAMWORTH, NH 03886

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[WWW.TAMWORTHNH.ORG](http://www.tamworthnh.org/)

Selectmen’s Work Session February 27, 2020

5:00 pm

Town Office

## MINUTES

Present: Chairman Poirier, Selectmen Farnum, Mason, and Streeter, Road Agent Roberts, Bob Durfee from Dubois & King, Artie Mason and several members of the public.

 > CALL TO ORDER: Chairman Poirier opened the meeting at 5:02pm.

 > New Business:

 > Bob Durfee from Dubois & King gave a presentation on the Bid Tabulation for the work to be done on the Bunker Hill Road Bridge Replacement. There were no math errors on the three bids that were received and M.E. Latulippe Construction, Inc, came in with the lowest bid. The project budget will be: $542,617 for M.E. Latulippe Construction, Inc., $6000.00 for Bid Phase to DuBois & King, $50,000.00 for Construction Phase to DuBois & King for a total of $598,617.00 plus a 10% contingency would be a total of $660,000.00. Warrant Article 18 for the proposed budget is for $650,000.00 which includes an 8.6% contingency which is felt to be enough. Chairman Poirier made a motion, seconded by Selectman Farnum to accept the proposed budget for the Bunker Hill Bridge and to accept M.E. Latulippe. The vote was unanimous yes. Road Agent Roberts will contact Bob Durfee after the town meeting and if passed the contract will then be prepared. A pre-construction meeting will have a proposed schedule.

 > Road striping cost review was presented by Road Agent Roberts. $1152.50 for Chocorua (this is done every year), $1100.00 for Tamworth Village and $330.00 for behind the town office. Road Agent Roberts feels that this can be accomplished with his proposed budget and there will not be a need to increase the budget. Selectman Mason made a motion, seconded by Selectman Streeter to stripe the town. The vote taken was 3Y and 1N. > Review job descriptions for Finance Officer and Assessing Clerk. This was tabled for the time being. It was noted that Selectmen Mason and Streeter are going above and beyond their duties as Selectmen in ensuring that the Town Office is manned, answering questions, filing, shredding, and keeping the office open. Chairman Poirier feels that they should receive monetary compensation for duties not normally done by Selectman.

> Review newspaper ads for Finance Officer and Assessing Clerk. Chairman Poirier made a motion seconded by Selectman Mason to accept the ads and post them. The vote was unanimous.

 > Review of RSA 41:8-c. A discussion was held about decreasing the Board of Selectmen from 5 to 3. There will be a Public Hearing on March 5, 2020, 6:00pm at the Town Office.

 > Set election date/time for Town Meeting. That has been set.

 > Sign up for Selectmen hours for Town Meeting voting. Chairman Poirier: 8:00 - 12:00, Selectman Farnum: 10:00 - 2:00, Selectman Streeter: 12:00 - 4:00, Selectman Mason: 4:00 - 7:00, and Selectman Ricker: 5:00 - 7:00.

 > Town Report update. Selectman Streeter will pick them up in Concord on Monday. They need to be out by Tuesday.

 > Street Lighting Update. Artie Mason presented an update on changing out the lights. He presented a handout from Affinity LED Lighting. The total project cost will be $13,465 for converting Tamworth’s 42 current Eversource street light fixtures to Smart Ready LED street lighting, avg. $320.59 per fixture, with American-Built street and area lighting assembled locally in Dover, NH by a workforce of U.S. Veterans. Eversource has offered an incentive of $4200 for Tamworth’s street lighting conversion. This would bring the total cost of the project to $10,194. They estimate that there would be a simple payback of

1.33 years on this LED conversion ($10,194 Net/$7678 annual savings).

 > Social Media Police. If any of the Selectmen have any comments please mark them on the draft. There will be a re-write done and then it will be adopted.

 > Signature File:

 > Letters regarding reversal of parking tickets. Regarding the ticket for Heidi

Engman: Chairman Poirier made a motion seconded by Selectmen Farnum that the Board of Selectmen would like to inform her that after a review of the ticket received on 11/18/19, it was determined to change it to a warning and therefore no fine would be assessed. Any further parking in an area designated as “No Parking” could result in a ticket and fine in the future. The motion passed unanimously.

 > Letter to Chief Littlefield to sign Annual Agreement for Services between Conway Area Humane Society and Town of Tamworth. Chief Littlefield needs to sign the letter and return it to the Board Of Selectmen for countersignature.

 > Town of Tamworth Refund Request Form to Arthur Hadden to change ticket to a warning and refund the $50 fee. Motion made by Chairman Poirier and seconded by Selectman Mason. Passed unanimously.

 > Application/Permit for a Raffle from Chocorua Lake Conservancy. The date of the drawing is August 15, 2020. Chairman Poirier made a motion to approve the application, seconded by Selectman Mason. Motion passed unanimously.

 > Chairman Poirier made a motion, seconded by Selectman Mason to accept the minutes from The Selectmen’s Public Meeting, 5:00pm 2/20/2020. Motion passed unanimously.

 > Chairman Poirier made a motion, seconded by Selectman Mason to accept the minutes from the Non-Public per RSA 91-A:3 II (a), dated 2/26/2020. Motion passed unanimously.

 > Selectmen’s Updates:

 > Selectman Mason - Chairman Poirier made a motion to expend $200 in funds to get a new phone for the Recreation Department, motion seconded by Selectman Streeter. Motion passed - 3 Y, 1 Abstain . There was an update given on the Corona virus. The waiver request to continue to hold voting in the Town Hall will go out next week.

 > Selectman Farnum - Has been researching the abutting owners in reference to the road closure policy. He has been talking to the forester about the area on Rt 113 and Paige Hill. Selectman Farnum brought up talking to John Wheeler about possibly working in the Town Office part time.

> NON-PUBLIC per RSA 91-A:3, II ( c )

 > Motion made by Chairman Poirier at 6:28pm to enter a non-public session under RSA 91:A:3 II ( c ). Motion seconded by Selectman Mason and passed by roll call vote. Poirier Y, Farnum Y, Mason Y, Streeter Y.

 > Motion made by Chairman Poirier to reopen the regular session at 6:45pm. Motion seconded by Selectman Mason and passed unanimously.

 > Chairman Poirier made a motion to seal the minutes of Session 2 of the Non-Public session. Motion seconded by Selectman Mason and passed Poirier Y, Farnum Y, Mason Y, Streeter Y. Mr. John Wheeler will be an interim temporary hire as the part-time Administration Assistant.

> ADJOURNMENT: At 6:46pm, Selectman Mason made a motion to adjourn the meeting. The motion was seconded by Selectman Farnum and passed (4-0)

 Submitted respectfully,

Peggy Poirier

Approved by the Board of Selectmen

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Daniel J. Porter Rebecca Mason

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Aaron Ricker Melanie Streeter

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William Farnum