

TOWN OF TAMWORTH  
BOARD OF SELECTMEN  
84 MAIN STREET  
TAMWORTH, NH 03886  
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Selectmen's Meeting  
Town Office

Thursday, March 12, 2020

MINUTES

Present: Selectmen Farnum, Mason & Streeter; Interim Administrator John Wheeler; B. Zichal, Richard Roberts, Linda Cook, Casslyn Cook and Bruno Siniscalchi and others.

- CALL TO ORDER: At 6:01 pm, Acting Chairman Farnum called the meeting to order.
- NEW BUSSINESS:
  - Richard Roberts presented the bids he had received for the Ford F-350 pickup truck for the highway department. MacDonald's Motors for \$38,804.00 and Berlin City for \$42,952.00. Selectman Mason made the motion to accept the bid price of \$38,804.00 from MacDonald Motors seconded by Selectman Streeter. Passed unanimously. Richard Roberts was asked if he had received a driveway permit from the logging operation trying to use Page Hill. He stated he has not.
  - Selectman Mason informed the Board that Michael Licciaedi from State of NH DOT requested to be placed on the April 2, 2020 agenda.
  - Selectman Farnum read the proposed PILOT received by Tri-County Community Action for \$3800.00 to be paid in two installments \$1900 in May and November. Selectman Streeter made the motion to accept the PILOT seconded by Selectman Mason. Passed Unanimously. Mrs. Mason will place into a formal PILOT document to be sent to Tri-County Community Action for signatures.
  - Raffle Application for Wings Restaurant was discussed. B. Zichal informed the Board of the purpose of the raffle. Discussion took place regarding the intent of the raffle being a different organization for a single day each week. NH RSA 287:A was reviewed. It was determined that the Board would not need to approve the raffle application as each week it was a different organization. It was recommended that they have each organization complete paperwork for the raffle as indicated in the RSA.
- ADMINISTRATION:

John Wheeler informed the Board that Michael Krech a representative from PRIMEX would be here Friday, March 13, 2020 to review the Town owned properties. He informed the Board that the employee cost of living increases were being placed in the payroll system for the next payroll, as per what has been done in the past. He informed the Board regarding the Town copy machine. He stated that the company is looking to see if they can find a repair part. At present it is still copying but at times it is an unclear copy. Mr. Wheeler reminded the Board that the Finance Officer's last day was March 27, 2020.

▪ SIGNATURE FILE:

- Selectmen's minutes of March 5, 2020 - Motion made by Selectman Farnum seconded by Selectman Mason to approve. Discussion to correct the date from March 4, 2020 to March 5, 2020. Passed Unanimously as corrected.
- Intent to Cut - Map 201 Lot 25.001 - Motion made by Selectman Farnum and seconded by Selectman Mason to approve. Passed Unanimously
- Intent to Cut - Map 414 Lot 32 - Motion made by Selectman Farnum and seconded by Selectman Streeter to approve. Passed Unanimously.
- Certification of Yield Tax Assessed - Map 414 Lot 32 - Motion made by Selectman Farnum and seconded by Selectman Streeter to approve. Passed Unanimously.
- Certification of Yield Tax Assessed - Map 414 Lot 090 and 091 - Motion made by Selectman Farnum seconded by Selectman Streeter. Passed Unanimously.
- Secretary of State Letter for General Election Wavier - Motion made by Selectman Farnum seconded Selectman Streeter to approve. Passed Unanimously.
- Attorney General Letter for General Election Waiver. - Motion made by Selectman Farnum seconded by Selectman Streeter to approve. Passed Unanimously.

▪ SELECTMEN'S UPDATE:

- Selectman Mason informed the Board that a meeting was scheduled on Monday, March 16, 2020 to discuss how the Town is going to respond to the COVID-19. This is a small group that includes Fire Chief, Police Chief, Welfare, School Representative, SAU 13 representative, Tamworth Visiting Nurses, a Selectman and the Health Officer. After this meeting it will be determined if the Selectmen will need a meeting to discuss a plan of action. Selectman Mason stated that the Boston Post Cane picture of Mrs. Ulitz was placed above the cane in the Town Office, thanks to Selectman Streeter printing the picture.
- Selectman Farnum stated that the personnel manual was being reviewed by the Town attorneys for revision. The Drug Testing policy has been reviewed and needs to be approved. Additionally the Traffic and Road Policy needs to be reviewed and revised due to the line painting that is going to take place in Town.
- Selectman Farnum stated that the Town wanted to thank to Friends of the Townhouse for setting up and preparing the Townhouse for the elections this past week.
- Selectman Streeter informed the Board that the Contra Dance has been cancelled. Additionally she stated that the Farmer's Market was going to be held outside in the Townhouse parking lot because of COVID-19 concerns.
- The Board as asked Interim Administrator Mr. Wheeler to contact Brenda Robinson in regards to the job description for the Swim Program Director to determine if she had reviewed it. Mr. Wheeler was asked to request the registration and attendance forms from last year that have not been received to be turned into the office. He was asked to send a memo to all department heads indicating that all payroll and AP paperwork to be at the Town Office no later than 9:00 am on Monday mornings. He was asked to inform R. Frost that R. Roberts has not seen a driveway permit for the logging operations trying to use Page Hill and to follow up with the State Forester as needed.
- Selectman Mason asked for a motion for the review of four non-public sealed minutes to determine if they had any relation to the 91:A request the Town had received. Motion made by Selectman Mason and seconded by Selectman Streeter

to allow Selectman Farnum and Selectman Streeter to review those minutes. Passed Unanimously.

▪ PUBLIC COMMENT:

- B. Siniscalchi requested to know why each department could not be broken out at Town Meeting to raise or lower the amount in that department. He gave the example of the request to reduce the Police Department by \$50,000.00 but was told at Town Meeting that the amount would be coming out of the Public Safety warrant article. Discussion ensued. Selectman Mason informed the public that in order to separate each line, that it would have to pass through the State of NH legislation that all line items for the Town of Tamworth were appropriations instead of a bottom line budget as the Town has now. She will get the information to him in regards how Carroll County did this. Additionally he discussed the Recreation Department budget. The Board informed him that there had been no intention of cutting the Recreation Department budget as they wanted a robust program for the Town.

▪ OLD BUSINESS:

- Board Procedures
- Personnel Policy
- Traffic and Road Policy

▪ NEXT MEETING:

- March 19, 2020 at 6:00 pm.
- List of Committee assignments
- Review of applications received for open job positions for March 26, 2020..

- **ADJOURNMENT: On a motion by Selectman Mason, seconded by Selectman Streeter, the Board voted unanimously to adjourn the meeting at 7:45 pm.**

Respectfully Submitted,

Rebecca Mason  
Recording Secretary

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William W. Farnum

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Rebecca Mason

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Aaron Ricker

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Melanie Streeter