

TOWN OF TAMWORTH  
BOARD OF SELECTMEN  
84 MAIN STREET  
TAMWORTH, NH 03886  
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Selectmen's Meeting 6:00pm  
Town Office

Thursday, April 30, 2020

MINUTES

- CALL TO ORDER: The meeting was called to order at 6 pm by Selectman Farnum  
Present are: Melanie Streeter, Rebecca Mason, Kelly Goodson, Aaron Ricker and Willie Farnum. John Scruton - Interim Administrator, Ed Comeau, Daymond Steer are also present.  
On Zoom: Gail, Annie, Jim and Bob.
- APPOINTMENTS:
  - Farmer's Market - Representatives of the market (Bob Streeter and Peg Loughran) are in attendance. Limiting live music, no tables and chairs, no guest artisans with crafts. There will be cones 6 feet away from each vendor. Vendors will be spaced out, signs for masks, no dogs, stay 6 feet apart. Vendors will be required to wear masks. Selectman Farnum is concerned about the public and how they will be managed. They are expecting approximately 20 vendors. They have done a rough estimate that approximately 100 people would be able to fit with distancing. They will be holding the market from 9 am to 1 pm. Discussion was held regarding traffic flow and having two entrances. They are also considering telling folks that if there are more than three in line, to return later. There are also a lot of pre-orders. Selectman Farnum again emphasized that he would like them to think about the traffic flow. Selectman Streeter would like to know if there will be anybody helping direct the traffic. They feel that they need to run it once to see how things work, and will adjust as needed. Selectman Goodson suggests having an informational booth that could distribute information and masks. They are hoping to have a little extra space between the tents. Any food items will need to be "to go". More discussion was held regarding one way traffic. Emergency Management has suggested moving the market to a larger space. Selectman Mason suggests limiting attendance to one member from each family. The Police Chief is still concerned about the traffic. It is suggested that perhaps the signs should not be put out at Route 16 and Route 25. Checking temperatures at the entrances is mentioned. The sign about Doubling Snap Dollars could be moved to the Brett School area. The Supervisors of the Checklist are hoping to be at the market. Selectman Goodson suggests limiting when they are expecting larger attendance. Bob will call her and let her know that it has been decided to not have her there. She could set up a table in front of the Town Office. Chief Colcord will be visiting the market. They are now considering having two "Friends of the Market" at the entrances that can limit traffic if it starts looking too crowded. Selectman Mason asked how they will be handling reusable bags. If customers want to bring their own bags, they will not be able to put them down on the tables. Signage would also be helpful. They have enough hand sanitizer. There could be cleaning stations at each entrance. Each vendor will be making change from quarantined cash and a bucket for customer payments to be dropped into. Vendors will have access to the restroom. Mr. Streeter questions the policy about food and drinks to go. It is the feeling of the Board that the foods need to leave the market before they are consumed. No food is to be consumed at the market. Gail indicated her support for

the market.

▪ NEW BUSINESS:

- NHWMF Trail Head Parking - folks are concerned about the parking at the trailhead. The Forest Service can not shut down the Ferncroft parking. If it begins to affect our traffic flow or causing a hazard, the police will address.
- Seasonal Rentals - this has been questioned as well. This may have been in the Governor's order. Without zoning, we do not have the statutory power to limit this. Encourage safety. The Police Department has posted a request that it be limited.
- Transfer Station - Selectman Farnum and Selectman Goodson had a conversation with Glenn regarding methods of improved safety. Lines have been painted on the ground. Traffic cones and stop lines are in place. Large trips and cleanups are being discouraged. Recycling is not being done at this time.
- Purchasing Policy - Mr. Scruton provided a sample purchasing policy. Review this for discussion at the next meeting.
- Tax Warrant - Email was received that states it has to be done after May 6. BMSI and Avatar need a "bridge" needing to be built. Robin will come up to teach Roxanne how to run a tax warrant.
- Town Revenue Review - This is in the Accounts Payable folder. It covers from January through March 30. Town House rental, rec fees, Room and Meals Tax are income that will not be coming in. \$148000 last year for the Rooms and Meals. Block grant was \$131000. \$4000 was rec income. Monthly payments to the School are going to be going up in July.
- Governor Emergency Order # 25 - Taxes - on April 9 it was voted to not cause interest for the first 4 months. This will cause a significant issue with tax flow. Selectman Farnum made a motion to revisit the decision of April 9th on the interest tax payments. Seconded by Selectman Goodson. **5-0-0** The Board could abate the interest for a shorter period of time, perhaps one month. The other option is to consider doing this through a hardship abatement. Applications would be taken, and granted to those that meet the standards that are set up. We will receive a million dollars at the end of June from the mortgage companies. If that is delayed for a month we should be able to manage. Mr.. Scruton recommends considering these two options. Kim has looked into the software handling for both of these options, and either of them seems to be possible. She tried to reach the companies that print the bills, to determine additional costs if there is an insert or information printed on the back of the bill. This would need to be cleared with the Town Attorney. There are typically a couple hundred properties that go to the lien process. Interest increases from 8% to 14% when the lien is placed. Discussion was held about what might be considered "hardships". This will only apply moving forward from July. No interest would be charged until one month after the due date. July 31st appears to be the preferred date. The hardship process will be available as well. The date of the interest starting could be printed right on the front of the bill. This can be revisited if it seems that there are too many hardships. A motion to waive interest for the first 30 days after the July 1 tax bill was made by Selectman Mason, seconded by Selectman Farnum **5-0-0**
- Acceptance of Unanticipated Revenue - Primex - make a motion to accept and expend \$6437.06 for the repair of the fire truck. A motion to approve was made by Selectman Farnum, seconded by Selectman Goodson **5-0-0**. There should also be a return of premium coming from Primex.
- Administrator Update - John Scruton - last time there was a request for a database

for GMCG. We normally charge \$100 for this spreadsheet. The Board agrees to the fee. Should the police chief order the cruiser? It would likely not arrive for 3-4 months, there are two high mileage units, the new cruiser is not online yet. Selectman Farnum made a motion to order the cruiser, Selectman Goodson seconded. **3-2-0** Selectman Streeter and Selectman Mason against. The State Parks have a plan on their site, review the sections that apply to White Lake State Park. Willie has reviewed the draft plan. The Governor's Task Force is open for calls from 9-11 am tomorrow for comments. A bill was received from Mapping and Planning Solutions for the Emergency Update. This is being postponed. A realtor wants information about the Old General Store on Bearcamp Highway. He will inform her that she will need to do due diligence on the property and that the Town has no responsibility. Lakeside Security system says that the reason you need two lines is that you may need to be able to call out while the alarm is going off. Another option will be pursued. Information was requested about a tax deeded property. The Selectmen need to look into the process that would be required so that they will be able to move forward.

Selectman Mason would like to move the non-public forward, but this is not possible because this is a Zoom meeting.

▪ **SIGNATURE FILE:**

- Selectmen's minutes for April 23, 2020 – Motion to approve by Selectman Farnum, seconded by Selectman Goodson - correction needed - R. Farnum Property and add MS before the 535. Selectman Farnum moved to approve as amended **4-0-1** Selectman Ricker abstained
- Accounts Payable Manifest: Amount \$ 72,642.44 . - Motion to approve by Selectman Farnum, seconded by Selectman Goodson. 3,249,747.34 ytd. **5-0-0**
- Payroll Manifest: Amount \$ 25,854.42 . - Motion to approve by Selectman Farnum, seconded by Selectman Goodson **5-0-0**
- Application for Current Use - Map 203 Lot 004 - .5 acre to be put into current use. Motion to approve by Selectman Farnum, seconded by Selectman Goodson **5-0-0**
- Certification of Yield Tax Assessed - Map 201 Lot 025-001 - \$239.77 - Motion to approve by Selectman Farnum, seconded by Selectman Goodson **5-0-0**
- Intent to cut Map 201 Lot 25-001. Stewart Lane oneto 113A - motion to approve by Selectman Farnum, seconded by Selectman Goodson **5-0-0**
- Certification of Yield Tax Assessed - Map 410 Lots 139, 140 and 141 - \$22,527.86 Motion to approve by Selectman Farnum, seconded by Selectman Goodson **5-0-0**
- Abatement - Map 214 Lot 154-028 - Granted - \$ 54.00 Motion to approve by Selectman Farnum, seconded by Selectman Goodson **5-0-0**

- Intent to Cut - Map 218 Lot 88 Selectman Farnum/Selectman Goodson **5-0-0**
- Intent to Cut - Map 201 Lot 25.001 – see above
- Consolidated Communications - request for pole relocation for bridge. \$5160. Motion to approve by Selectman Farnum, seconded by Selectman Mason. Requires signature. It will be coming out of the designated fund. A motion for the Chairman to sign the agreement was made by Selectman Mason, seconded by Selectman Goodson. **5-0-0**

▪ **SELECTMEN'S UPDATE:**

Selectman Ricker - tried to join Planning Board meeting on Zoom. He requests permission for a few people to come to the Town Office to attend the next Zoom meeting. The transfer station may start making more money on metals next month. Selectman Goodson asks if we should start collecting the steel cans again. There is an issue with contaminants in the container. Ask Glenn how he feels about this.

Selectman Mason - we received an email regarding the ambulance contract. Effingham wants to eliminate response to smoke investigations. Our Chief would like to keep it the way it was set up. The Board agrees. The purchase order for the EOC plan revision - We received an extension. They still want to continue. \$2100 now, \$1700 in 4 months, remainder on completion. We have until August of 2021 to complete. Selectman Mason will contact her again and tell her we are holding off. The Social Media Policy - has not been revisited. We need to put it on the agenda again to complete the revision. There is an inquiry about what to do with the KOA. The EOC may provide the right to prohibit unsafe activity in the Town. We will send a letter to them to acknowledge receipt of the letter. John will be here Mondays, Thursdays and Fridays. Are meetings going to be held every week in May? The consensus of the Board is yes. Emergency Management send a supply request for thermometers, one way valves for HEPA filters. They are still meeting on Mondays.

Selectman Streeter -attended a Zoom meeting with the Library trustees. The next meeting is May 11 via Zoom. Chris Clyne is on a reopening committee, it will be a slow reopen.

Selectman Goodson - went to the Transfer Station with Willie. She received a couple of phone calls that are concerned about the testing site around Troop E. A lot of residents are unhappy about it.

Selectman Farnum - already spoke about the Transfer Station.

Selectman Mason - missed the CIP meeting. The Municipal Building Safety Committee is defunct. There is also a question about the spending freeze. Sheldon Perry contacted Selectman Farnum regarding a drop box for the plans so public would be able to review them. It is suggested that they be placed on the Town web site in digital format. The Personal Wireless Service Facility ordinance update is ready for Attorney's review. This would be an expense, but with the spending freeze how do we feel about this? The remaining budget is approximately \$1200 between legal and consulting. Selectman Farnum will inform Sheldon of the remaining balance.

▪ **OLD BUSINESS:**

- Job descriptions/Personnel Policies
- Procedures for BOS
- Traffic & Road Regulations & Policy

▪ **PUBLIC COMMENT:** Daymond Steer asked about the White Lake plan. We sent a letter to the

Governor last week. Email a copy of that letter to Daymond. Regarding short term rentals, Conway - call DHHS, investigators can check them and shut them down if necessary. The AG's office says that the Police are to tell any groups over 10 to disperse by informing, second they will issue a warning, and third the AG will get involved. Have the other Selectmen heard complaints from the townspeople about the testing site in our Town?

Jim Diamon thanked the Board.

Ed Comeau spoke about the Commissioners Meeting forming a committee together to see what can be done with the old buildings. He encourages keeping an eye on this. Selectman Mason spoke about watching the county meetings to see the items that they are spending money on.

Daymond Steer wants to know if the beach and the campground at White Lake are considered separately.

Selectman Streeter asked about Avatar. Robin has not sent the link, John will ask her.

Selectman Farnum made a motion to enter non-public at 8:28 pm, Selectman Goodson seconded.

Roll call:

Streeter - yes

Goodson - yes

Farnum - yes

Ricker - yes

Mason- yes

- Non- Public: RSA 91-A:3 (c)
- RSA 91-A:3 (b)

A motion to come out of non-public was made by Selectman Mason, seconded by Selectman Farnum **5-0-0**

A motion to seal minutes from Session #2 - RSA 91-A: 3 (c) was made by Selectman Farnum, seconded by Selectman Mason **5-0-0**

Non-Public Session #1 - RSA 91-A: 3 (b) minutes were not sealed

- **ADJOURNMENT:** Motion to adjourn was made by Selectman Mason at 9:32 pm, seconded by Selectman Ricker. **5-0-0**

Respectfully submitted,  
Melissa Donaldson  
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

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Kelly Goodson