

TOWN OF TAMWORTH BOARD OF
SELECTMEN 84 MAIN STREET
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Selectmen's Meeting
Non-Public 5:00 pm

Thursday, April 7, 2022

Draft Meeting Minutes

- **CALL TO ORDER:** Selectman Roberts called the meeting to order at 5:00 pm.

Present: Selectmen Kelly Goodson, Selectmen Emery Roberts, Selectmen Lianne Prentice, Selectmen Karl Behr.

- **Non-Public:**
Motion to enter into non-public at under RSA 91-A:3 II (a) - Session #1 (a) and Session #2 (a) by Selectman Roberts, seconded by Selectman Behr at 5:02 pm. Roll call vote: Prentice – yes, Goodson – yes, Behr – yes, Roberts – yes.

6:00 - Selectmen Roberts left the meeting

Motion to leave non-public session at 6:01 PM by Selectman Goodson. seconded by Selectman Behr. Roll call vote: Behr – yes, Goodson – yes, Prentice – yes. Minutes for Session #1, and #2 are not sealed.

Present: Interim Administrator Mason, Melanie Streeter, Rec Director - Dan Beauregard, Nelson O'Brien, Linda Cook, Randall Dearborn, Chele Miller, Kit Morgan, Chris Conrod, Bruno Siniscalchi and Ed Comeau – Government Oversight. Present on Zoom: Linda Eldridge, Jeremy Phillips and and Maureen Diamond.

- **CHANGES/ADDITIONS TO AGENDA** – Intent to Cut - Map 213 Lot 31. Selectmen Prentice asked to add discussion on the process for appointing a Selectmen.
- **PUBLIC INPUT:** Tony Eldridge informed the Selectmen of his interest in serving as to fill the vacant Selectmen position. He submitted a letter of reference from the Ossipee Selectmen. He gave an explanation of all the departments that he oversees for the Town of Ossipee and how that would assist him and the town if he were to serve Tamworth. He informed the Selectmen that he has worked for the Town before cutting cemeteries. He feels he could bring something to the Town and hopes he gets a chance to. Maureen Diamond questioned about the vacant Selectmen position as nothing has been posted and it seems to be more like a rumor. She is glad a process will be discussed.
- **NEW BUSINESS:**
Recreation Department Update: Dan Beauregard informed the BOS that the Spring Rec programs have started. He stated that the Spring programs are T-Ball, Softball, Spring Soccer, in May track and Field. There is going to be another paint night on April 27, 2022. The Easter Egg Hunt is scheduled for Sunday, April 16, 2022, at noon at Remick Park for kids 3-9.. The Tennis nets are up at the Tennis Courts are open. The court is scheduled to be resealed and lines painted both for tennis and pickle ball in July. He stated Pickleball is still taking place at the school. Summer Stompah event June 4, 2022, at the Recreation fields; Family Day we will have vendors

both in the village and at the school. The Parade, games, and activities at both locations. Rec is always looking for volunteers. Linda Cook asked about the Summer Program and Swim Program. He stated the Summer Program is to be held and he had permission from the school to use the facility. He stated that he had meet with White Lake State Park regarding the swim program. More information will be coming out this week. He will be looking to find a lifeguard so the program can be held.

Vault Shelving System: K. Trammell presented the quote for the vault shelving system. She stated that it is the same system that the Town had looked at four years ago. She stated that the CIP had approved the money for the system as well as it was approved at Town meeting. She stated that she and M. Streeter had meet with the vendor again and had gone over all the specifications that the Town was looking for. Discussion ensued. She stated that to install the system would be 2-3 days of work and looking at when they would be coming to do the installation. **Motion made by Selectmen Prentice and seconded by Selectmen Behr to expend \$37,730.00 for the Dupont storage system for the vault from CIP presented. Roll call vote: Behr – yes, Goodson – yes, Prentice – yes.**

Conservation Commission: Nelson O'Brien asked if the BOS received the information that he had sent. We informed the BOS that they had information from the Conservation Committee website. Mr. O'Brien introduced the members of the committee that were present. Chris Conrod explained that he was not on the Commission but was a paid staff member and is administrative assistant. The purpose of the meeting was to review the process of conservation easement process. Mr. O'Brien explained the process. He stated that a baseline document is written that describes the property and maps when it is either purchased or given to the Town. He stated that this is the reference to be used to determine if any changes are made in later years. They take many pictures. It is then signed by the Commission and the landowner once it is determined it is accurate. The K. Conrod puts together a folder that contains the deed, a map, and the baseline document. This is used by the inspectors. The land has to be inspected each year. All inspectors are on the Conservation Commission or served on the Conservation Commission. The Commission likes to use the same inspectors for the property as they are aware of what the property looks like and where the boundaries are. C. Miller is the one that keeps the documents that each property has an inspector. She contacts the owner regarding the inspections. The inspectors are looking for tangible changes. Usually the biggest problem in encroachment. Once the inspection is done there is a report written. The inspectors are not suppose to say that the properties are in violation. Our inspection forms state is there something that needs attention. Once the report is done C. Conrod makes sure that the Commission and the land owner gets a copy and any execratory interest they receive a copy. Then there are three properties that have state funds involved in the purchase of the easement that has a separate form that has to be completed and sent into the state. He felt that this meeting was in regards to the problem with the Perkins easement. Mr. O'Brien was asked not to speak to this. Mr. O'Brien stated that there was one other easement with multiple lots in the easement. Mr. O'Brien stated that in the future if the easement involved more than one lot, then it would be in the deed if they could be separated. M. Streeter asked if the list of the properties could be given so that the properties could be flagged into the Avitar program. K. Morgan added that the reason for the monitoring is required for state funded easements. He stated that it is required for all easement because the Conservation Commission follows the strict standards of the Land Trust Alliance that set standards for all land trust. C. Conrod stated if you are interested in reading that there is information regarding the roles of the Conservation Commissioner's. He stated he revised the monitoring forms for a number of reasons a couple of years ago. The state decided to change the language not asking the monitors is this easement in violation and is under review, so he changed it to state that "is there anything that you feel or think needs further scrutiny or review with a yes or no. C. Miller gave a copy of a base report.

INTERIM ADMINISTRATOR: R. Mason stated that the bank balance is \$2,222,384.00 which includes accounts payable. She stated that M. Streeter, S. Perry, and herself worked on the Chocorua Lake Bridge Wedding request paperwork. She stated that she had sent a memo to the Planning Board requesting comment on Map 405 Lot 16. She had received an answer back that they could not proceed without Selectmen approval. S. Perry was given a copy of the RSA that states the Selectmen cannot give approval or deny without receiving comment from the

Planning Board. He stated this will be discussed at their April 27th meeting. R. Mason reminded the Selectmen that nominations for LRPC were approaching deadline and if they wanted to nominate anyone to let her know. R. Mason stated that Consolidated Communications would be at the Town Office on Monday, April 11 at 11:00 to discuss the future of broadband internet for the Town of Tamworth. She requested that if the Selectboard was going to attend to let her know incase a meeting notice needed to be posted. R. Mason informed the BOS that the Finance Director had requested a motion to allow her to sign the quarterly and annual tax reports. **Motion made by Selectmen Goodson and seconded by Selectmen Prentice to allow the Finance Director to sign the quarterly and annual tax reports. Roll call vote: Behr – yes, Goodson – yes, Prentice – yes.** R. Mason stated that she is still working on the SAM.gov registration as the Town's login is no longer valid and that the only way to address this is to discontinue the present account and start a new one. Before this is done she wants to double check with SAM.gov that the Town's data will not be lost., as SAM.gov is no longer using the DUNN number but has switched to a universal ID number.

▪ **SIGNATURE FILE:**

- Selectmen’s minutes for March 31, 2022 – Motion made by Selectmen Goodson and seconded by Selectmen Behr to approve. Roll call vote: Behr – yes, Goodson – yes, Prentice – yes.
- Non- Public meeting minutes of March 31, 2022, for RSA 91-A:3 II (a) - Session #1 - 4:32 pm, RSA 91-A:3 II (b) - Session #2 -5:02 pm, and RSA 91-A:3 II (e) - Session #3 -5:51 pm. Motion made by Selectmen Goodson and seconded by Selectmen Prentice to approve. Minutes are not sealed. Roll call vote: Behr – yes, Goodson – yes, Prentice – yes.
- Accounts Payable Manifest – Selectman Goodson made a motion to approve in the amount of \$304,254.30 Selectman Behr seconded. Roll call vote: Behr – yes, Goodson – yes, Prentice – yes.
- Year to date: \$2,496,074.91
- Line-item Transfer Form - Motion made by Selectmen Goodson and seconded by Selectmen Behr to approve the line-item transfer from the Contingency Fund to the GB generator line in the amount of \$2,710.00. Roll call vote: Behr – yes, Goodson – yes, Prentice – yes.
- Chocorua Lake Conservancy PILOT - this was approved at previous meeting- needs to be
- Town House Rental approval. - Motion made by Selectmen Prentice and seconded by Selectmen Behr to approve the rental of the Town House for a birthday party and to wave the liability insurance. Roll call vote: Behr – yes, Goodson – yes, Prentice – yes. M. Streeter asked if the approval for the use of the Townhouse could be done by The Friends of the Townhouse. Discussion ensued. Motion made by Selectmen Prentice and seconded by Selectmen Behr to give the Friends of the Townhouse to approve the rentals/paperwork without it going through the Board. Roll call vote: Behr – yes, Goodson – yes, Prentice – yes.
- Gravel Tax Levy - Motion made to approve the gravel tax levy on:
 - Map 201 Lot 39 - \$849.95
 - Map 206 Lot 40 - \$160.00
 - Map 413 Lot 13 - \$6.00
 - Map 413 Lot 14 - \$150.00
 - Map 218 Lot 98 - \$124.50
 made by Selectmen Goodson seconded by Selectmen Behr. Roll call vote: Behr – yes, Goodson – yes, Prentice – yes..
- Notice of Intent to Excavate- Motion made by Selectmen Goodson and seconded by Selectmen Behr to approve the Intent to Excavate for Map 210 Lot 003. C Roll call vote: Behr – yes, Goodson – yes, Prentice – yes.
- Notice of Intent to Cut - Motion made by Selectmen Goodson and seconded by Selectmen Behr to approve the Intent to Cut for:
 - Map 141 Lot 14
 - Map 419 Lot 7
 - Map 213 Lot 31
 Roll call vote: Behr – yes, Goodson – yes, Prentice – yes.

- Discussion of appointment of new selectboard member - L. Prentice stated we have received the resignation of the selectmen. She stated that the question came up as how to make it know to the community. She wanted to discuss the process. Reviewed the three processes that can be used. It was decided that for transparency that they would appoint to the board and how to make that known. Discussion ensued. It was determined that a deadline should be set. It was decided two weeks from this meeting. The date of April 21 was set for anyone interested. Any candidate can come in or come forward. R. Mason states that it will be posted. All individuals should be in by April 21, 2022. Selectmen Prentice asked M. Diamond answered her question. M. Diamond stated it did.
- **SELECTMEN’S UPDATE:**
 - Selectman Behr** – Attended NHMA training for municipal employees/positions. Stated they attended for the Selectmen portion. Stated that NHMA has a lot of good information. He suggested that anyone interested in becoming a Selectmen should go to their website.
 - Selectman Goodson** – spoke with R. Roberts regarding the Town garage sand pit as it does not have a fence and stated he felt it was safe. She did this in regards that municipal do have a different set of rules. He will walk around the site and determine if there is anywhere a fence should be placed.
 - Selectman Prentice** Stated that she has been researching the excavation laws and rules, RSA regarding excavation. She can't say why other excavation sites don't have fencing, but it is part of the RSA states fencing or distinct barriers. She stated that she and M. Streeter meet regarding the RSA and enforcement. Started looking at Cease and Desist orders and if they had been used in the Town of Tamworth. She did attend the NHMA training for Selectmen. The next one that she and Karl will be attending at the end of the month is the Right to Know in-service.
 - Selectman Roberts** – not present.
- **PUBLIC INPUT:** Randall Dearborn stated that if you are talking about the Barron Trust regarding the fence that the fence is part of the approval no matter what the rest of the Town has. Linda Cook asked if the Broadband meeting was opened to the public. R. Mason stated that it was and repeated the date and time of the meeting. R. Mason stated that a comment in chat on Zoom from Linda wanted to know if it could be explained why there would be one RSA for the sand pit in question but doesn't apply to other sand pits in town. Selectmen Goodson stated that municipal are different from public.
- **ADJOURNMENT:** Selectman Goodson made a motion to adjourn, at 7:02 pm. The meeting was adjourned.

Respectfully submitted,

Rebecca Mason, Interim Administrator

Emery Roberts – Chairman

Lianne Prentice

Kelly Goodson

Karl Behr