

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

Thursday, May 5, 2022

Draft Meeting Minutes

- **CALL TO ORDER:** Selectman Roberts called the meeting to order at 6:02 pm. Present are: Selectmen Kelly Goodson, Selectmen Emery Roberts, Selectmen Lianne Prentice, Selectmen Karl Behr, Administrator Myer, Willie Farnum, Ed Comeau/Government Oversight, Linda Cook, Tim McGlew, Bruno.
  - Present on Zoom: Linda Eldridge, and Maureen and Jim Diamond.
  - **CHANGES/ADDITIONS TO AGENDA** – Administrator Myer added two items for Signature File:
    - Two items for Signature file:
      - Intent to Cut for Map 414 Lot 096-001 \$56.33
      - Certificate of Yield Tax for Map 414 Lot 096 001 \$186.77
    - To New Business: USDA Grant award for Transfer Station Improvement Project
    - Selectman Roberts Made a motion. Goodson seconded, to request that:
      - a Non-Public under RSA 91:A:3 II (e) be added to the agenda.
      - a Non-Public under RSA 91:A:3 II (a) be added to the agenda.
      - a Non-Public under RSA 91:A:3 II (c) be added to the agenda.
- Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no
- - **PUBLIC INPUT:**

Linda Cook:

    - Asked why was discussion about employee job description in non-public meeting? Selectman Prentiss explained that it was a discussion about a person who had been hired without a job description.
    - Felt the comment made by Selectman Goodson about “we are all white” was unwelcome.
    - Is concerned that the Rec Department has not posted summer programs, and parents need to be able to make their summer plans. Asked that the Board of Selectmen push Dan to post and to post summer hiring positions. Emery noted he will follow up with Dan.
    - Requested that there be urgency to complete fire inspections, particularly in light of Red Jacket fire. Asked that the Board of Selectmen speak with the Fire Wards.
  - **NEW BUSINESS:**

**Maintenance Dept, Tim McGlew:**

    - RFP's for the construction of Rec Department and Transfer Station Bathrooms are out, and so far three companies have responded.
    - The new lawn mower arrives on 5/6/22
    - Painters came to look at painting town offices noted damage to the cement board, Tim will get a second opinion. It will most likely take a year before we can paint, as painters are booked for the season.
    - Karl asked if the Rec Department's Bathroom is ADA compliant – Tim responded that it is not in the drawing, but that contractors will need to reposition to make it compliant.
    - Karl wanted to know how we will monitor construction and compliance – ensuring things are built correctly. A discussion ensued. Tim will oversee, and pull in expertise as needed. He welcomes assistance in this area.

**Dave Cribble from GW Brookes –**

- Spoke about the increases in pricing for building the two new septic systems at the Rec Department and the Transfer Station. He noted that prices for fuel and materials are skyrocketing, and that the December Bid
- No longer issuing 30 day proposals, moving to 15 day proposals.
- Also including a fuel surcharge in the proposal so he doesn't carry all of the risk of skyrocketing fuel prices. E. Roberts asked is we get credited if prices decrease, D. Cribble said yes, but thought it unlikely.
- Cribble said work would start in June/July timeframe if we signed contract tonight, and estimated a little over a week for the Transfer Station and under a week for the Rec Department. Cribble mentioned that there is a lack of piping in drawings at Rec Center, which will need to be addressed.
- Karl wondered if he could take on the foundation for the TS improvement project, a discussion ensued with conclusion that the foundations are already bundled into the TSIP RFP – though GC's might gravitate to GW Brookes as they will already be on site, so there could be savings.

Chairman Roberts made a motion to accept GW Brookes & Sons proposal for the Septic System at the Rec Department and the Transfer Station. Selectman Prentice seconded. No discussion. Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no Contract was signed and given to Cribble and Keats Myer.

**Library Update:** Library Trustee did not appear.

**USDA Grant for the Transfer Station Improvement Project (TSIP)** - with Willie Farnum representing the TS Improvement Committee (TSIC).

- The Town of Tamworth was awarded a grant in the amount of \$493,000 for the TSIP.
- We received the Obligation papers on morning of 5/5/22, they must be signed and sent by midnight of 5/5.
- Next step is for TSIC, working with town, to meet with USDA team – and get everyone on the same page.
- Selectman Goodson asked is the NRRA would be involved, [answer unclear]

Chairman Roberts made a motion to accept grant for \$493,000 for the TSIP to be started on June 1, 2022, and to be completed by May 31, 2025. Seconded by Goodson Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no

Press release discussion about posting on Website, the Tamworth Exchange, and sent to the Daily Sun. Agreed that Ellen Farnum, also on the TSIC would post/send to all three.

Chairman Roberts made a motion to post Press Release to the Exchange, the Tamworth Town Website, and send to the Conway Daily Sun. Selectman Prentice seconded. No discussion. Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no

Emery Roberts shared that Keats Myer has been hired as new Town Administrator starting May 2, 2022. Lianne Prentiss shared that this search began in January, and a lot of work went into finding the right fit. Keats Myer brings with her a Master's in Public Administration and years of experience managing a public space for the City of New York. She has vision and experience with strategic planning. And lots of grant administration experience.

Emery Roberts read aloud the resignation letter of Melanie Streeter, whose last day will be May 20<sup>th</sup>, 2022. The full board thanked Melanie for her service to the town.

- Chairman Roberts made a motion to accept Melanie Streeter's resignation. Selectman Prentice seconded. Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no
- Maureen Diamond thanked Melanie for her service to the town.

**ADMINISTRATORS REPORT**

- Bank Balance is \$1,666,516

- The Highway Block Grant came in, for \$24,437.84.
- A question from last week as to what the “hourly” amount referred to, Myer explained it is a sum of the hours. Chairman Roberts made a motion to accept the HEB Contract for the 2022 Landfill Monitoring Services. Selectman Goodson seconded. No discussion. Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no

#### **SIGNATURE FILE:**

- Selectmen’s Minutes for April 28, 2022 – Motion to approve by Selectmen Roberts and seconded by Selectmen Prentice. Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no
- Motion to approve Non- Public meeting minutes of April 28, 2022, and to unseal non-public meeting minutes of April 28, 2022 -by selectman Roberts, seconded by Selectmen Goodson:
  - RSA 91-A:3 II (a) - Session #1 - 4:35 pm,
  - RSA 91-A:3 II (b) - Session #2 -5:02 pm
  - RSA 91-A:3 II (e) - Session #3 -7:30 pm

Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no

Accounts Payable Manifest – Selectman Roberts made a motion to approve in the amount of \$313,362.43 Selectman Prentiss seconded. Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no

Year to date:\$3,188,399.25

#### **Certificate of Yield Tax Levy**

Motion to approve the Certificate of Yield Tax Levy, seconded by Selectman Goodson for:

- Map 405 Lot 7 in the amount of 56.33
- Map 414 Lot 096-001 \$186.77

Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no

Motion to approve made by Selectman Roberts and seconded by Selectman Goodson for:

- Intent to Cut Map 414 Lot 096-001

Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no

#### **SELECTMEN’S UPDATE:**

**Selectman Goodson** – Nothing to report, asked everyone to keep an eye out for deer tick’s there are a lot!

**Selectman Behr** – Scheduled Sewer Commission meeting didn’t happen, engineers were a no-show due to miscommunication. The meeting will be rescheduled.

**Selectman Prentice** – Visited the Gravel Pit on Maple Road and saw that fencing is up on at least three sides. Couldn’t see in the back side. The Planning Board has a site inspection on June 1, 2022. Question asked as to who pays for the site visit. Lianne will research. Selectman Roberts is wonderful if back section is still missing. Inspection will inform.

**Selectman Roberts** – Mt. Washington Valley Economic Council needs to have its Tamworth representative reappointed. Selectman Goodson will check with Pat Farley and with Wyatt Berrier to see if they would agree to being the representative and Alternate , respectively. Kelly will get back to Board next week.

#### **PUBLIC INPUT:**

- **Linda Cook:** Had questions as to the basis of hiring the new Town Administrator, what is her salary, benefits, and vacation time and were they in line with Town Policy. Selectman Prentice responded to the questions stating that the previous board of Selectmen agreed to expand the Benefits and negotiate from that expanded basis. Current board worked from that premise. Selectman Roberts stated that the current personal policies

are very outdated and need to be updated to be in line with current practices. This will be done in public session.

- **Maureen Diamond**
  - Welcomed Keats Myer as the new Town Administrator
  - Congratulated the board on a well-managed and respectful meeting
  - Thanked Melanie Streeter for all she has done for the town.
- **Willie Farnum** stated that it was refreshing to see what's going on in the town and that Emery is doing a great job. Willie really appreciates the openness to varying points of view. Willie shared that the next TSIC meeting is May 16<sup>th</sup> and he requested that if Selectmen attend they attend as TSIC members, rather than as selectmen reps, because of quorum issues. Emery Roberts will research this question and get back to Willie.

**NON-PUBLIC:** At 7:15 Roberts motioned to proceed into a non-public session Goodson seconded, to request that:

- a Non-Public under RSA 91:A:3 II (e)
- a Non-Public under RSA 91:A:3 II (a)
- a Non-Public under RSA 91:A:3 II (c)

Roll call vote: Goodson – yes, Behr – yes, Prentice – yes. Roberts – yes Doucette Absent 4 Yes, 0 no

Motion to leave non- public session at 8:24

- **ADJOURNMENT:** Selectman Goodson made a motion to adjourn, at 8:25. The meeting was adjourned.

Respectfully submitted,

Keats Myer, Administrator

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Emery Roberts – Chairman

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Lianne Prentice

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Kelly Goodson

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Karl Behr

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Richard Doucette