

TOWN OF TAMWORTH  
BOARD OF SELECTMEN  
84 MAIN STREET  
TAMWORTH, NH 03886  
TELEPHONE: (603) 323-7525 FAX: (603) 323-2349  
WWW.TAMWORTHNH.ORG  
Selectmen's Meeting 6:00pm Thursday, June 11, 2020  
Town Office  
**Draft Minutes**

**CALL TO ORDER:** The meeting was called to order at 6 pm by Selectman Farnum. Present are: Willie Farnum, Rebecca Mason, Melanie Streeter, Kelly Goodson and Aaron Ricker. Also present are: John Scruton-Administrator, Ed Comeau, Richard Roberts-Highway, Richard Colcord-Fire Dept., Kim Trammel-Tax Office. Also, via Zoom: Jim and Maureen Diamond, Glenn Johnson-Transfer Sta., Nelson O'Brien-Conservation, Mary Cronin-Cook Library, Claire Huntington and Dana Littlefield-Police Dept.

**APPOINTMENTS:** None

**NEW BUSINESS:**

-MEETING WITH DEPARTMENT HEADS RE. OPENING TOWN BUILDINGS AND PROPERTIES:

-Discussed Challenges to be met to provide safety for employees and public.

1. Signage of CDC requirements to be uniform and made available for posting in all public buildings and trails.
2. Health sheet report for all employees/volunteers and board members...to be filled out upon arrival at building.

-**Transfer Station**...Glenn asked to have people wear masks; he is also required to fill out and save a health sheet for each day he goes in to work. He was asked how often porta potty cleaned...answer was once per week...requesting that he ask if it could be more.

-**Police**..Dana reports that they have been following guidelines and the health questionnaire rules and keeping door closed to public.

-**Fire**...Richard said his Porta Potties paid under FEMA. He was asked to provide a list of volunteers and to report which \$ items were under which category.

-**Library**...Mary reported that (1) Chris Kline attended the recent meeting about libraries opening, (2) they are using self reports for health, (3)NH Municipal Association requires that health forms be kept daily for state reports, (4) Mary asked to write a one page synopsis of health steps being taken, (5) Mary states that the library will not open even though Governor has stated that it can, (6)they will improve seating outside to accommodate people using library's WIFI connection, (7) they are considering lending computers for outside use, (8) cleaner coming back end of month but they clean surfaces every two hours, (9) Selectmen ask if Mary would see if Library cleaner could provide some hours clean town public buildings, (10) Mary states that she has applied for a grant to boost internet; if not received, there is a telecommunications category within a GOFERR grant.

-**Tax Collection Office**....Kim has been doing some cleaning and will comply with signs; has done some curbside meetings, some online, and some items deposited in black box. She will need

traffic flow plan, hand sanitizers, masks when office does open. Some PPE items charged to FEMA and some to GOFERR.

- **Selectmen** will continue to meet in Town Office with a zoom audience but starting Tuesday, health forms will have to be filled out at front door with temperature recorded. A thermometer will be available for people who didn't take temp. before arrival.

- **Tamworth Recreation** events not to start up because of social distancing concerns

- **Town Offices building** discussion of cleaning methods ensued; Melanie met with someone the day before. The present cleaner would charge \$80 per cleaning and would follow CDC guidelines. Municipal Association SUGGESTS 3 times per week.

- **Safety Plan**.... Was last updated around 2010 but is required every 2 years. There is a need for a chapter on Pandemics.

- Check from State of NH for \$8,472.86 for police hazardous pay...to be dispersed at end of month

#### **-ADMINISTRATOR UPDATE**

- check received for \$1605... motion to accept, Willie, second, Kelly. Passed unanimously.

- review job description for part time transfer station attendant

- the insurance schedule needs to be updated each year. The number of tax deeded properties is 10 and the vehicle number will be adjusted. The sewer department generator building was not listed but will now be added.

#### **NEW BUSINESS:**

##### **SIGNATURE FILE:**

Selectmen's minutes for May 28, 2020 – Selectman Farnum made a motion to approve, Selectman Mason seconded 4-0-1 Selectman Ricker abstained.

Selectmen's minutes for June 4, 2020 – Selectman Farnum made a motion to approve, Selectman Kelly seconded. 5-0-0

Non- Public Minutes June 4, 2020

Session #1-sealed- Selectman Farnum made a motion to approve, Selectman Kelly seconded.5-0-0

Session #2-sealed – Selectman Farnum made a motion to approve, Selectman Kelly seconded.. 5-0-0

Intent to Cut Map 407 Lot 63 Selectman Farnum made a motion to approve, Selectman Mason seconded 5-0-0

Yield Tax Levy Map 407Lot 066, Map 408Lot 066, Map 211 Lot 037, Map 202 Lot 069.

Total \$2613. 81 Selectman Farnum made a motion to approve, Selectman Mason seconded 5-0-0

Accounts Payable Manifest - \$359,427.02; ytd \$4,861,610.27. Selectman Farnum made a motion to approve, Selectman Mason seconded. 5-0-0

Payroll Manifest - \$28,406.15 Selectman Farnum made a motion to approve, Selectman Mason seconded 5-0-0

Approximate total of tax bills that have been out is \$4,800,000.

Finances...approximately \$1,000,000 in money market account now, but expenditures of \$400,000 and other costs will greatly diminish balance.

Request that a letter be sent to the Brett School asking to allow use of space for the September primary and the November general election. Selectman Farnum made a motion to approve, Selectman Mason seconded 5-0-0

### **SELECTMEN'S UPDATE**

Selectman Mason

- SAU13 announced that Camp Huckins will be providing meals to families throughout the summer and will be picked up Monday, Wednesday and Friday.
- She asks that anyone who can sign up for email notifications to please do so.

Selectman Streeter

- Met with cleaning person and roofing person yesterday.

Selectman Goodson

- Attended TEDC meeting where much discussion about surveys to determine economic health Of Tamworth and what TEDC could offer as forums to help with forthcoming needs. Some discussion of present unemployment statistics and unemployment claims from 3-15-20 to 5-15-20. Selectman Mason suggested looking into Main St. Reimbursement Program.

Selectman Ricker

- Nothing to report this week.

Selectman Farnum

- Spent both Saturday and Sunday at the transfer station helping and assisting people with the correct procedure, found that people not complaining about any waits. Might need another part time person.
  - Checked with HEB engineering regarding potential costs of building for Recycling committee.
- That amount will be told to CIP committee for future cost planning.

**PUBLIC COMMENT:** None

Selectman Farnum made a motion to enter non-public at 7:35 pm, Selectman Mason seconded.

Roll call vote:

Ricker - Aye

Mason - Aye

Goodson - Aye

Streeter - Aye

Farnum - Aye

Motion to return to Public session at 8:17 pm. Made by Selectman Farnum seconded by Selectmen Goodson. Roll Call vote: Ricker - Aye, Mason - Aye, Goodson - Aye, Streeter - Aye Farnum - Aye. Selectman Farnum stated the minutes from RSA 91-A:3 II (c) were not sealed. Non-public RSA 91 -A:3 II(a) was not needed.

Motion to adjournment made by Selectman Mason, Seconded by Selectman Goodson.

ADJOURNMENT at 8:24 pm.

Respectfully submitted,

Pat Farley

Recording Secretary

---

William W. Farnum

---

Rebecca Mason

---

Aaron Ricker

---

Melanie Streeter

---

Kelly Goodson