

TOWN OF TAMWORTH  
SELECT BOARD  
4 MAIN STREET, TAMWORTH, NH  
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Selectmen's Meeting 6:00 PM

Thursday, August 18, 2022

Draft Meeting Minutes

CALL TO ORDER: Roberts called the meeting to order at 6:00

CHANGES/ADDITIONS TO AGENDA: Addition of RFQ for an engineer by Willie Farnum. Behr requested a discussion about the Rec Department be added.

PUBLIC INPUT: None

NEW BUSINESS:

- **Update on Health Inspector**, Town Administrator Myer explained that our Health Officer is out with an illness, and so we have temporarily approved Matt Sawyer, Health Inspector (and Town Administrator) for the Town of Ossipee. This has been reviewed and approved by the State Health Department.

- a. Update on Deeded Properties:

- i. Mobile Home at Jackman Pond Road, Map 407, lot 26 – Announcing the viewing on Saturday. Tim will accompany me. 10-11:00 am. If any select person feel inspired feel free to join in.
- ii. Map 215 Lot 1 – Share that the property has been inspected by our temporary Health Inspector and that it was condemned on the evening of 8/16.
- iii. Map 407 Lot 26 - We have sent out all the appropriate notifications, and Myer is working on a plan to manage all the stuff that has been left on the property both inside and out and has scheduled a walk through with an Estate Sale company – to get an initial take on how to best manage the items left behind. We have 30 days from the initial notification sent out to the estate of the former owner.

- **Department Head Visit: Police Department –**

- There has been an increase in activity since July 4th and it has remained steady ever since, with the last two weeks being exceptionally busy with arrests including DUI, Domestic assault, drug possession, criminal trespass, breach of bail and suspended license. Stats for July have been submitted. Part time officer Beede has continued to pick up shifts, which has been a big help. Hoping to soon complete paperwork for a new candidate to send to the academy. Kevin has been busy at Chocorua Lake managing the parking situation. Linda and the department have been collecting school supplies, thanks to Linda for spearheading this project. The 2nd annual Drug take-back will be 10/29/22 from 10:00-2:00 in the lobby. Chief has met with the architect about the building, and also thanks Road Agent Roberts for placing speed limit signs on Depot Road.
- Chief spoke about fireworks complaints. Discussion ensued about the town's lack of a clear fireworks ordinance. Majority of firework's users are from short term rentals or those who have second homes. Suggests we might want to review the ordinance.
- Chief Littlefield reviewed recent activity at 725 Turkey street property, now owned by the town through tax deedding. Littlefield went to the property with Fire Chief Colcord and the temporary Health Officer, Matt Sawyer, on August 16<sup>th</sup>. Multiple health violations were found, and the property was condemned in accordance with a Health Officer's Order to Vacate per RSA 147:16a - it is now posted on 6 locations around the property. With this vacate notice we can now remove people that are there as they are trespassing. Chief Littlefield thanked Linda Eldridge and Keats Myer for their quick work on this issue, and spoke to how at any moment you get hit with something that takes all of your time. The selectboard asked if anyone was still on the property, and the Chief said he drove by the property on the 18<sup>th</sup> and that some stuff has been moved and he didn't see any activity. He will continue to make periodic checks.
- Richard asked if the sergeant took the job offer a few months back, Littlefield reported that he did not as he got a better offer from Ossipee, which offered him a take-home cruiser. He thinks

that may have been the tipping point. Discussion ensued on hiring policies and cruiser policies. Most surrounding towns do offer some version of take home cruisers.

- **RFQ for the engineer** - Willie Farnum shared the RFQ and ran through some of the edits that were made to the final version. Farnum asked that the board to accept this document and have Keats send out far and wide. Willie has a list of places to post and mail the RFQ. Richard mentioned that there is a list of small business and minority/women owned businesses in the state of NH. Myer asked if we mail to this group and the answer is no, when we get applications if they are on the list, they will get a 5 point bump. Clarification was made that this is for design. Goodson motioned to approve and send out the RFQ to the designated list, Prentice seconded, discussion: Roberts asked if it would then be up to us to choose, Farnum stated that ultimately it is the Board's choice, but stated he would be honored to help choose the engineer. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes. Farnum stated that he and Myer have a lot of work to do.
- **Rec Department Discussion:** Behr stated that as the school year is approaching, we need to move quickly on an after-school program. He asked if we should reach out to Jamie Killeen to run a soccer program? Prentice shared that he has excellent credentials, and said the coaches are super skilled, and also focused on fun for all ages. Behr said he is not sure what the cost would be so we should research costs. Behr said he would give him a call and see what he would propose. School begins 9/6. It is time to do it now. Goodson raised tennis and said that Kent Hemingway has a great tennis program. Perhaps another thing to offer. Not sure what season tennis is, spring or fall. So all agreed that Behr ask Killeen how many kids he can handle, game schedule, local or travelling. A discussion ensued about travelling vs. home. We've always travelled, so maybe a super local travel series. Make sure Jamie will do all of it.
- Karl reported on windowsills at the Town House: Ground floor windows are old and need reglazing, some sills are rotted. Second floor windows are OK. Jean Chester does a great job of fixing windows. It's \$1000 per window for a double hung. Question was asked is there \$15K appropriated for windows, if so, we can use that. Karl also spoke with Tim to see if he can fix it himself, as well as fire escape stairs.
- Karl asked about Lawn Games, Roberts will check with Karen. Lawn game flyers are still up.

#### ADMINISTRATOR REPORT:

- Account Balance: \$4,538,508
- I've spent a lot of time this week on deeded properties as reported earlier.
- We are making progress on the town email list, we have had 35 very enthusiastic yeses out of 43 total emailed. We are now working with Cybertron to set up the addresses and will be looking at a few options for the most cost effective way of doing this. Jon Rich is advising us. Once we get those details worked out, we will have people come by to help with setting the emails up on their phones if they like.
- I am starting the budgeting process, and have built a work-back calendar with all key dates. I'll be sending out an email to the department heads sharing those dates and the spreadsheet for them to enter their budgets. I welcome input from all the department heads on how I can be most helpful in this process.

#### SIGNATURE FILE:

- Roberts motioned to approve Driveway Permit Application: Map 408 Lot 52 Sub lot 03, and Map 408-lot 52-sub lot 02 seconded by Goodson. Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Timber Yield Tax Levy: Operation #22- Map 442-Lot 12 seconded by Goodson. Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Intent to Cut: Map 411- Lot 32 Hemenway State Forest (83 acres \$11,265.31 bond received) seconded by Goodson. Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Selectmen's Meeting Minutes – August 16<sup>th</sup>, 2022 seconded by . Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice abstain, Roberts abstain.
- Roberts motioned to approve Selectmen's Meeting Minutes – August 11<sup>th</sup>, 2022 seconded by . Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Non-Public Minutes - RSA 91-A:3 II (a) Session #1, August 11, 2022, and RSA 91-A:3 II (b) Session #2, August 11, 2022 Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Accounts Payable: \$26,806.32 seconded by Goodson . Roll call

vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

- Roberts motioned to approve Payroll: \$38,645.13 seconded by Goodson. Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Year to Date: \$4,981,826.03

#### SELECTMEN'S UPDATE:

Doucette: Attended the TSIC meeting on Monday – in addition to revising the RFQ for the Engineer, they also discussed going to visit two recycling centers in Gilford and Moultonborough.

Behr: Attended Sewer Commission meeting and the main conversation was about the MOU with the group paying for a study on septic capacity. The reassessment will start in a month and may take 6 weeks.

Someone asked if the State accept the study? Behr stated that they think they should. There will probably be more requests than capacity. The existing Sewer ordinance is from some revised city ordinance that they tweaked to fit Tamworth, but it seems to be overdone. There's talk about working on a new ordinance to simplify. The changes would not involve the whole town, but would reside with the Sewer Commission.

Goodson: Attended TSIC, see Doucette's update.

Prentice: Planning Board work session on subdivision revision work session. There is a 3-member committee working on revisions who presented to the full board with the draft. Very interesting and informative meeting. Paul King knows a lot. Discussions about purview of PB, very informative.

Roberts: Richard Roberts shared that mowing will begin in town; landfill will be mowed by same person.

PUBLIC INPUT: Ms. Cook shared that Darlene McWhirter passed away on August 6<sup>th</sup>. Toilets are still at the school from July 4<sup>th</sup>. We should not pay for them. Myer will look at the contract to see what the arrangement is.

Ed Comeau issued a Verbal 91A: Requested grant related to Tamworth Arts Council ask for a letter of Support for the grant application that is to be written if NHEFA approves the initial inquiry (for which the letter of support would be written). The grant has not yet been written. Cook suggested that ACT look at the park's deed to understand what is allowed on park land.

NON-PUBLIC: None.

ADJOURNMENT: Motion to adjourn 7:09.

Emery Roberts, Chair \_\_\_\_\_

Karl Behr \_\_\_\_\_

Richard Doucette \_\_\_\_\_

Kelly Goodson \_\_\_\_\_

Lianne Prentice \_\_\_\_\_