

TOWN OF TAMWORTH
SELECTBOARD
84 MAIN STREET
TAMWORTH, NH 03886
TELEPHONE: (603) 323-7525 FAX: (603) 323-2349
WWW.TAMWORTHNH.ORG

Selectmen's Meeting 6:00 PM

Thursday, September 1, 2022

Draft Meeting Minutes

CALL TO ORDER: Those present are Selectmen Roberts, Prentice, Doucette, Behr, TA Myer, Ed Comeau, Glen Johnson, Melanie Streeter, Sheldon, Bruno, Kelly, Linda, Becky, Jamie, Maureen diamond, Jim diamond,

CHANGES/ADDITIONS TO AGENDA: Sale of Mobil Home and Discussion of wages for 2023 budget

PUBLIC INPUT: None

NEW BUSINESS:

- Ground Water Protection Ordinance, Planning Board Sheldon Perry presenting. Perry shared that the committee has been working for a year, and has been reaching to every business in town, doing a lot of work on education and outreach.
- Why now? The Conservation Commission approached the Planning Board to address this. Tamworth doesn't currently protect the aquifer – our lack of protection could affect all the towns around us. In 2011 the push didn't work out, timing now is better with the increased awareness of the environment and it's in our master plan to protect natural resources.
- What is it? The ordinance establishes rules for businesses. The purpose of this ordinance is, in the interest of public health, safety, and general welfare, to preserve, maintain, and protect from contamination existing and potential groundwater supply areas and to protect surface waters that are fed by groundwater. It is a "cheap insurance" against toxins leaking into our aquifer, and It helps the town from a liability situation, giving the town standing in court. Finally, it shows good will for neighboring towns. We are following a state model for the ordinance using the performance standards of the state. The Select Board will have to weigh in on how the ordinance is enforced and will have to discuss this. The state does have inspections. If we had an inspector, we would be local eyes on the ground. Any business storing over 5 gallons of a regulated substance (petroleum, solvents, etc.) would be subject to the ordinance. If a business has larger amounts - 55 gallons or more – then they need to go to the Planning Board. Prentice asked remembers if there is state or federal money to help offset small business' costs needed to be compliant. Perry responded that most of the compliance issue would be a onetime expense – like building a non-porous surface to store chemicals. This is a cost they need to incur any way in order to comply with the State regulations. Prentice suggested that the committee research potential grants to assist local businesses. Doucette – the ordinance mentions a designated agent, would that be a staff person, or a SB member? Perry stated that some towns use the health officer, they looked at all the other towns within the lake's region – all have slightly different models. Mason mentioned that most towns mostly have zoning officer do these kinds of inspections. Doesn't think a health officer would be the right inspector. Select board has the discretion to appoint. Cook asked what the difference is with the one from 2011? Perry responded that it follows the state regs more closely and more logically presented. Cook wondered if people think it was a step toward zoning. Sheldon discussed the controversies of the time and hopes this time around they will review, read, and understand. Roberts stated he felt it is a good thing, but worried it singles out businesses. Sheldon responded that it exempts home heating tanks, and cars, and temporary fuels, among other personal items. Hearing is 9/14 at the town house. 6:45 for GPO. Board thanks Sheldon.
- Department Head: Glenn Johnson: All going well, concrete work will be done this month (he hopes) to repair the pad. Still busy. would like to request to schedule discuss facility permits before we order them.

Would like Kim to join him and schedule a meeting to discuss permits. Karl asked about how they will get the concrete work done while in operation. Glen said they can get it done in a couple of days – weather dependent. May have to close for a few days.

- **Update on Arts Council Grant** – Myer reported that the grant has been rescinded.
- **Recreation Department Discussion** –Prentice followed up with Jamie Killeen with the Northern NH soccer club. Town would contract with them for 5 -12 year of age for a practice and a game every week for 8 weeks. \$115 per child that would come out of the rec budget and \$10 per child to participate. Families will not see a difference in quantity offered, but will be very high quality. Children would be walked over from the Brett School to Durrell Road, details on who the escort will be TBD. Prentice will coordinate with the school. Doesn't know if Dan ordered new nets. Ms. Streeter shared they did not purchase nets, Killeen said not to worry about equipment. Mason asked how to protect children from the construction area, and that we might need to move the Porto-potty. Streeter wondered why this program was already up on the website, Killeen said it was premature, and elaborated on how the program works. Wants kids to play with like-skill sets. Mason noted that last year the program was for pre-k -fifth. Mason also reminded the board that we have an email list of 1400 recipients to whom a notification can be sent out. Streeter asked if there is there a limit as to number of Kids, Killeen shared that 40 would ideal, if we get adult volunteers we can manage more. Prentice reminded everyone that last year we had 72 sign ups, maybe 60 kids showed regularly. Killeen has insurance for volunteers. Mason reminded that the town insurance can cover parent volunteers if they fill out the form. There are issues with children and families having access to the internet, so the town will have packages here and in the school. Communications will leverage all channels. All forms can be posted on the webpage. Killeen would prefer online but can do it at the field. A motion was made by Roberts to partner with NNHSL to contract for a fall soccer program for the 5-12 years-olds, paying \$115 from the town per child for two days per week for an 8 week season. Doucette seconded. Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes.
- **Recreation Director:** Behr led the discussion about having a vibrant recreation program and the need to hire a recreation director, with an adjusted job description. Part of job would be a continuation of what we have been doing as reported in the previous studies. We feel the job is more about coordination, and less about being an athletic coach. Cook asked if it is a full time position? Behr is open to suggestion on whether it is part time or full time. Prentice noted that the study written a few years ago includes a job description that could be used. Mason voiced her thought that the holdup has been that you have to play sports – and that is not the case. The qualifications section needs tweaking – take out the recreation degree requirements. Cook supports a part time position. Myer suggested it be an hourly position that can grow as the need grows. Ms. Diamond expressed her awareness of how painful it was to let the Rec Director go. Could we guarantee a few months of the job and asked if our employment agreements include probationary periods. They do. Prentice discussed how we can do better as mentors to an employee – making them feel more connected, and giving them the resources to support them in the early days. Roberts noted that it takes a very particular person to be so independent. Streeter shared that the library did 3 listening sessions with the Rec department, and they are available at the library. Mason – thought perhaps will be better off with proposals. Maybe it might be a combo of people. Streeter pointed out that there is very unsteady attendance, and it is not always the director's fault. Mason: Suggested the department almost creating the town of Tamworth social calendar, and it should be posted monthly calendar. Like the Civic news – but social. The board will look at the job description – especially the qualifications.
- **Maintenance Work to be done:**
 - Town Office Doors – Motion made by Roberts to expend \$20,961.48 to replace the doors and keypad for the town offices. Prentice second. Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes.
 - Town House Fire Escape Update – Fire escape on back of the town house. It is turning into a bigger job than anticipated. Tim felt it was too big job for him. Too much rot. Karl suggested that we get rid of the wooden stairs as they will rot again. Perhaps we should have an old fashioned metal fire escape. Tim is researching prebuilt ones. Streeter had contacted a metal fabricator GoshAnge, LLC which is a local company. Would be nice to have a local. Karl is working with Tim on this. The stairs are ok, it's the railing and the roof support. Cook suggested we change the direction of the fire escape – it would gain the sun and melt more quickly. Behr will look to see how hard it would be to swap the door. Mel asked about the budget. We will try to get it under contract before year end.

- **Maintenance Position Discussion:** Current job description, a discussion ensued, and all agreed to move carpentry up a notch, and janitorial down a notch. the pay range will be \$20 – \$25 and will be a full time position. We need to update IRS mileage rate. Motion made by Roberts to post job description as amended, with pay rate of \$20-\$25 – with the use of own tools and use of own vehicle. See what we get in the next two weeks, and we can reevaluate if needed . Will post tomorrow. Prentice seconded. Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes.
- **Personnel Committee Survey. Prentice** – The Committee met on Tuesday and drafted a ten question survey for all employees which can go out in the next round of paychecks. Rines shared that they are looking for ideas and input and really would like their honest feedback. Prentice stated that we're comparing ourselves to surrounding towns some issues are similar and some different. Motion to send out personnel committee survey to all town employees in the next payroll, Doucette seconded. Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes. Mason raised the question of how the town policies will effect formerly volunteer fire fighters, who are now on the payroll. SB agreed to consult the attorney. Mason corrected select board usage of contracted employees, stating that all but Chief Colcord are at will.

Town Administrator's report:

- Account Balance \$4,032,259
- Project List – Myer continues to work on the tax deeded properties, budgeting, maintenance, and the vault renovation.

SIGNATURE FILE:

- A motion to approve Selectmen's Meeting Minutes, August 25th, 2022 was made by Roberts and seconded by Behr. Roll call vote Doucette abstain, Behr yes, Prentice yes, Roberts abstain. Minutes not approved, will include in next week's signature file.
- A motion to approve Intent to Cut, Map 410, Lot 124 was made by Roberts and seconded by Behr . Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes.
- A motion to approve Driveway Application Permit, Map 212, Lot 21.6 was made by Roberts and seconded by Behr. Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes. Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes.
- A motion to approve Accounts Payable - \$286,150.61 was made by Roberts and seconded by Behr. Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes.
- A motion to approve Payroll – \$34,376.02 was made by Roberts and seconded by Behr. Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes.
- Year to Date - \$5,610,998.33
- Wage increase discussion for budgeting process: Department heads contacted other towns to learn of like-position wages– and took the average of 6 or more towns. Last year there was a range of increases to keep competitive between 2% - 8 or more depending on the average. discussion ensued on COLAs, and the difficulties of cost of living increases. Roberts made the point that while we want to keep costs down, we need to be careful to stay competitive. - All agreed we need to collect the data and assess. Personnel might also compare benefits. Tamworth has Excellent health insurance, our co-pay is 10% with a \$3,000 deductible and with a FSA savings account, this is better than most.
- Myer discussed that trailer had no bids that were in time, and that the property owner would like to own it. Motion to sell the trailer to the owner of the property for a dollar. Roberts seconded, Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes.

SELECTMEN'S UPDATE:

Doucette – went to the Eversource meeting at the library, doing work on the power lines in three towns. Construction in 3rd Q of next year. Cook asked: Had they communicated with all landowners, Doucette responded yes. Added that Eversource reported it does not use herbicides. Behr: nothing to report.

Prentice: Personnel policy on Tuesday, created the survey. Talked to Jamie Killeen. CIP finished their final report. Pretty intense process trying to figure out how to spread out funds. We got some block grants that may help.

Roberts: Spoke with him Road Agent about the Scott Road Bridge, guard rails we could use the old ones from Bunker Hill Bridge, if not Richard would like to use big yard blocks for a year or two to see if prices go down. Maybe it can spread out some of the cost. Emery thought this was a good idea. Not a highly travelled road, Richard felt yard blocks would be sufficient.

PUBLIC INPUT:

- Mason: tax maps are on main web page. CIP and GPO meetings are posted. Asked the SB to keep an eye out for contact emails that come through the website. Mason spoke about upgrading our website. She will research what it would cost to get a more professional cleaner page.
- Cook reported a tree down on bunker hill at bottom of hill.
- Mason: The intersection at the three corners is dangerous. Can we ask the state to do something about it. It should be posted at all three corners that it is a dangerous intersection. Rational to make it a 4 way stop- sight line issues. Not enough site line.
- Mason asked if the arts council will resubmit grant. Myer responded that, no, it is too late.
- A member of the public asked what is sprayed on the dirt roads to keep dust down, Roberts thinks it is liquid calcium (maybe something else) is it safe for livestock and kids. He said is non-toxic. Roberts said he would ask Richard Roberts what is being used.

NON-PUBLIC: Roberts motioned to go into Non Public – RSA 91-A:3 II (c), Prentice seconded. Roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes.

ADJOURNMENT: Roberts motioned to adjourn at 8:36.

Emery Roberts

Lianne Prentice

Kelly Goodson

Karl Behr

Richard Doucette