

Selectmen's Meeting
Town Office

Thursday, August 13, 2020

DRAFT MINUTES

Present: Chairman William Farnum, Rebecca Mason, Kelly Goodson, Melanie Streeter, Interim Administrator John Scruton; Ed Comeau - Government Oversight. Public members via ZOOM: Maureen and Jim Diamond.

- **CALL TO ORDER:** At 6:30 pm, Chairman Farnum called the meeting to order. Chairman Farnum updated the public that the Tamworth Board of Selectmen had met with the Tamworth School Board in regards to finances for the year. At present the Tamworth School Board felt that they would be able to maintain all their additional services due to COVID with their present budget.
- **APPOINTMENTS:** None
- **PUBLIC INPUT:** None
- **NEW BUSINESS:**
 - Traffic and Road Policy - Discussion ensued regarding revisions to the road policy. Seasonal Roads was revised to indicate Highways to Summer Cottages. RSA 231.81 will be placed on the 2021 Town Meeting agenda to be ratified. Chairman Farnum will present the revised copy at the next Board of Selectmen meeting for a final review. It was determined to hold a Public Hearing on this on September 24, 2020.
 - Investment Policy - J. Scruton informed the BOS that there were no changes needed to the present investment policy. Motion made by Chairman Farnum and seconded by Selectman Goodson to approve the investment policy. Roll call vote:
Streeter -Yes
Mason -Yes
Goodson -Yes
Farnum- Yes
- **ADMINISTRATION:**

John Scruton informed the BOS that the street lights would be changed next week.

J. Scruton informed the BOS that the request for abatement for Map 415 Lot 95 did not meet the required submission timeframe for abatement of the 2019 taxes. The assessed value of that lot has been changed and will be reflected in the 2020 tax bill. J. Scruton to reply to the letter that was received from the owners concerning this issue.

J. Scruton informed the BOS that he had received a request for a letter to be sent to the NH Liquor Commission from a resident that is in the wine manufacturing business. Discussion ensued. J. Scruton to send a letter to the Liquor Commission.

J. Scruton suggested the Recreation Program be placed on next week's agenda.

Representative Comeau informed the BOS of a letter received by the Carroll County Commissioners from their auditing company regarding the issues that the county is having with completing the 2019 audit. Discussion ensued. J. Scruton to send a letter to the Carroll County Commissioner's requesting information regarding how not having the 2019 audit completed will affect the setting of the Town's tax rate.

▪ SIGNATURE FILE:

- Selectmen's minutes for August 6, 2020 - Motion made by Chairman Farnum seconded by Selectman Goodson to accepted the minutes. Roll call vote:
Streeter -Yes
Mason -Yes
Goodson -Yes
Farnum- Yes
- Selectmen's Non- Public Minutes for August 6, 2020 - Sessions # 1 RSA 91-A:3 II (a)- sealed, as they could render a proposed action ineffective. Motion made by Chairman Farnum seconded by Selectman Goodson to accept the minutes. Roll call vote:
Streeter -Yes
Mason -Yes
Goodson -Yes
Farnum- Yes
- Selectmen's Non- Public Minutes for July 2, 2020 - Sessions # 2 - RSA 91-A:3 II (c) not sealed. Motion made by Chairman Farnum seconded by Selectman Goodson to accept the minutes. Roll call vote:
Streeter -Yes
Mason -Yes
Goodson -Yes
Farnum- Yes
- Accounts Payable Manifest - Motion made by Chairman Farnum to sign the account payable manifest for \$275,774.04 year to date \$6,158,367.23 seconded by Selectman Goodson. Roll call vote:
Streeter -Yes
Mason -Yes
Goodson -Yes
Farnum- Yes
- Intent to Cut - Map 410 Lot 123 - Motion made by Chairman Farnum and seconded by Selectman Goodson to approve the intent to cut. Roll call vote:
Streeter -Yes
Mason -Yes
Goodson -Yes
Farnum- Yes
- Intent to Cut - Map 403 Lot 004 - Motion made by Chairman Farnum and seconded by Selectman Goodson to approve the intent to cut. Roll call vote:
Streeter -Yes
Mason -Yes
Goodson -Yes
Farnum- Yes

▪ SELECTMEN'S UPDATE:

- Selectman Goodson stated that she attended the Tamworth Economic Development Commission (TDEC) meeting, but because there was not a quorum that only discussion took place. She stated that there was discussion regarding the Economic Revitalization Zones for business owners to apply for tax credits under this plan. Discussion ensued. Chairman Farnum stated that he had requested information for this prior to being placed on the agenda at a later date for presentation.
- Selectman Streeter stated that she attended the Library Trustee meeting but because there was not a quorum that the meeting had to be postponed until August 24, 2020. She stated that she had been contact by Nelson O'Brien regarding a very large area of Sumac at the west end of the old transfer station site. Because of this he was unable to locate the well. Chairman Farnum stated he would look into this. He also stated that the old Transfer Station needs to be mowed and the requested that the previous individual who mowed this for the Town be contacted. Selectman Streeter stated she would do this to see if the individual could mow the area. Selectman Streeter mentioned that the old street lights needed to have a place to be taken once they were taken down. Discussion ensued. It was determined that the old street lights could be housed at the Transfer Station for the present time. Chairman Farnum will inform Glenn Johnson of this. Additionally, it was determined that J. Scruton to respond to Affinity to add Durrell Road to the towns plan for changing street lights for approximately \$300.00 minus the grant funding from Eversource. It was determined that the cost of changing out the KA Brett light be sent to the KA Brett School Board to determine if they wanted to participate in this program.
- Chairman Farnum informed the BOS that the fence had been fixed at the old transfer station and that he was submitting an invoice for \$72.78. He stated that he had received complaints about Chocorua Lake Tamworth residents parking area. Additionally, there has been concerns voiced for the Transfer Station as well regarding both areas having a lot of out-of= state vehicles without stickers indicating they are residents. Discussion ensued. It was determined that the stickers needed to be placed as required and enforcement needed to be done. A review of the sticker policy to take place. Chairman Farnum stated that the Transfer Station stickers needed to be placed in the lower right hand side of the windshield. It was decided that signs informing the public to display Tamworth resident stickers would be placed at Chocorua Lake Parking. Chairman Farnum stated he had filed for a grant from the Tamworth Foundation for the Transfer Station Recycling project for \$11,000.00. Chairman Farnum reminded the BOS that they would be working the polls on election day. He informed the public that if they could vote absentee to do so, but that the absentee ballots had to be physically handed to the Town Clerk or mailed in.
- Selectman Mason informed the BOS that she attended the ZOOM meeting on NH Votes and that there is specific CARES money that has been granted to cover the additional cost of absentee ballot voting. She stated that the paperwork is similar to that of the GOFFER grant that the town participates in. All individuals that participate in the process of processing absentee ballots ahead of election day must be ran through the SAM system to determine if they are valid to work under the guidelines of the grant. This grant does not cover the time to process absentee ballots at the polls at present. K. Trammel will look to see if the guidelines for absentee ballots has changed as she was not aware of the early processing. Selectman Mason informed the BOS that once the grant is complete an excel spreadsheet will be sent to the Town Clerk for processing. She stated that the State of NH is determining the cost to process an absentee ballot so that everyone in the state will use the same cost. She informed the BOS that the grant application had to be received by the State and the accounting firm of BerryDunn by August 28, 2020. That the request for reimbursement for the State election was due by September 14, 2020 and the General Election by

November 9, 2020. Discussion ensued. **Motion made by Chairman Farnum and seconded by Selectman Goodson to allow Kim Trammel to be the sole single signature on the grant application paperwork. Roll call vote:**

Streeter - Yes
Farnum - Yes

Mason - Yes
Goodson - Yes

Selectman Mason informed the BOS of the Governor's Emergency Order # that requires any groups of more than 100 individuals to wear masks when attending scheduled events. There are exceptions that if the group is assigned seats and socially distance that they are only required to wear masks when walking into or from the event, or to use the facilities. This does not cover schools, stores or retail shops. Additionally, Selectman Mason stated she attended a meeting in which the Health Officer's Association is placing a bill in next year's legislative session to allow Health Officers enforcement capabilities. Selectman Mason discussed the present Agenda format. Discussion ensued. It was determined that a Tax Collector Report, Financial Report and Anything that may legally come to the board be added to the agenda. This to start in September.

- **PUBLIC COMMENT:**
 - Maureen Diamond had questions regarding the Intent to Cut on Page Hill. Chairman Farnum addressed her question.
- **NON-PUBLIC SESSION – Per RSA 91-A:3 II(b) - Session #1**
- Per RSA 91-A:3 II(c) - Session #2

At 8:29 pm, on a motion by Chairman Farnum, seconded by Selectman Goodson, the Board moved into non-public under the above provisions by roll call vote. Farnum – Yes, Mason – Yes, Streeter – Yes, Goodson - Yes.

On a motion by Chairman Farnum, seconded by Selectman Goodson, the Board returned to public session at 9:47 pm by roll call vote. Farnum – Yes, Mason – Yes, Streeter – Yes, Goodson - Yes.

- Chairman Farnum stated that RSA 91-A:3 II(b) - Session #1 and that RSA 91-A:3 II(c) - Session #2 minutes were not sealed.
- **ADJOURNMENT: On a motion by Selectman Mason, seconded by Selectman Goodson, the Board voted unanimously to adjourn the meeting at 9:48 pm.**

Respectfully Submitted,
Rebecca Mason
Recording Secretary

William W. Farnum

Rebecca Mason

Aaron Ricker

Melanie Streeter

Kelly Goodson