

TOWN OF TAMWORTH
BOARD OF SELECTMEN
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Selectmen's Meeting 6:00pm
Town Office

Thursday, April 23, 2020

DRAFT MINUTES

- CALL TO ORDER: The meeting was called to order at 6 pm by Selectman Farnum. Present are: Rebecca Mason, Melanie Streeter, Kelly Goodson and Willie Farnum. Also present are John Wheeler and John Scruton. Aaron Ricker is absent.
- APPOINTMENTS:
 - Interim Administrator - Welcome John Scruton.
- NEW BUSINESS:
 - Acceptance of the Friends of the Town House funds - \$303.00 toward the cost of the new railing. Selectman Farnum made a motion to accept, Selectman Mason seconded. **4-0-0**
 - Audit Update - Selectman Mason spoke about this. They will send another signature page. They require a page describing budget background of the person who is signing. Glen felt that the adjustments were normal, Robin said the 535 looks good.
 - Administrator Update - John Wheeler - notice about FEMA meetings was received. Selectman Mason will sign up for the online meetings, in regards to the grant funds. \$45.89 stimulus payment was received. Selectman Farnum made a motion to accept the unanticipated funds from NH DHHS in the amount of \$45.89, Selectman Goodson seconded. **4-0-0**
Chief Colcord forwarded information about emergency operations plan. Emergency Plan meetings will receive more money from FEMA if there are more people at the meetings. They are recommending delaying the meeting. We would need to request an extension to delay the meeting. The Board supports requesting the extension. This will extend the grant money to August 31 of 2021. Chief Colcord would like to move forward as soon as possible. Selectman Mason made a motion to respond to Chief Colcord asking him to request the extension, in light of the spending freeze, and we will not be paying a partial payment, also to get a receipt for the request for the extension. Selectman Goodson seconded. **4-0-0**
We received a request from Green Mountain Conservation Group asking for excel files of properties in town. Selectman Farnum feels that we have sold that information in the past. It will be available online once Avatar gets everything online. They are willing to pay for the information. John W. will work with John Scruton on Monday, presuming that he will be done next week.
 - Lakeside Security System - Highway Garage - \$4874.00 is the amount of the estimate. We will need to install a dedicated phone line for the alarm. Selectman Farnum feels that this is a redundancy. This needs to be looked at. We are on a spending freeze at this time. John will call Lakeside and ask why it can not use the regular line. John S. spoke about having battery disconnects on the trucks for fire prevention.

▪ **SIGNATURE FILE:**

- Selectmen's minutes for April 16, 2020 - Selectman Farnum made a motion to approve, Selectman Mason seconded. **4-0-0**
- Selectmen's Non- Public Minutes for April 16, 2020 - Sessions # 1, 2, and #3. none are sealed.
Session 1 - Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
Session 2 - Selectman Farnum made a motion to approve, Selectman Mason seconded **4-0-0**
Session 3 - Selectman Farnum made a motion to approve, Selectman Mason seconded **4-0-0**
- Accounts Payable Manifest - we do not have one this week.
- Application for Current Use - Map 414 Lot 034 - adding 2.5 acres into larger lot. Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
- Application for Current Use - Map 405 Lot 7 and 7-1 - not available tonight
- Certification of Yield Tax Assessed - Map 407 Lot 039 - \$634.61 Selectman Farnum made a motion to approve, Selectman Goodson seconded **3-0-1** Selectman Streeter abstained
- Abatement - Map 214-Lot 041 -000 - DENIED motion to approve denial Selectman Farnum made a motion to approve, Selectman Mason seconded **4-0-0**
- Abatement - Map 211 Lot 014-037 - DENIED motion to approve denial Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
- Abatement - Map 214 Lot 154-007 - GRANTED - credit - \$121.00 Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
- Abatement - Map 203 Lot 035-000 - GRANTED - \$957.52 Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
- Abatement - Map 210 Lot 009-001 - GRANTED - \$637.23 Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
- Abatement - Map 211 Lot 014-055 - GRANTED - \$89.74 Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
- Abatement - Map 211 Lot 014-041 - GRANTED - \$97.22 Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
- Abatement - Map 217 Lot 021-000 - GRANTED - \$1625.85 Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
- Abatement - Map 214 Lot 154-046 - GRANTED- \$24.00 credit Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
- Abatement - Map 214 Lot 154-043 - GRANTED - \$112.00 credit Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**
- Letter to Dexter Harding - recognizing service on Conservation Commission, best wishes for School Board position.
- Letter to Governor Sununu regarding campgrounds - motion to send this letter Selectman Farnum made a motion to approve, Selectman Goodson seconded **4-0-0**

▪ **SELECTMEN'S UPDATE:**

Selectman Goodson - had Zoom meeting with Tamworth Recycling Project. They would like us to start recycling. They also do not feel that safety precautions are being taken at the Transfer Station. TRP is willing to help make it a safer location, via traffic cones, etc. She spoke with Glenn about ideas for safety. It may be worth looking into further. Polly is doing Zoom meetings for the Library. That is going well. Selectman Farnum noted that required

distancing seems to be an issue at the Transfer Station. Do we need to paint lines to prevent this? How can we prevent people from getting close and talking? Nobody is wearing masks. Traffic control and signage is needed. Speak to employee about following protocol and not having conversations with all visitors. Selectman Goodson and Selectman Farnum will be doing this. Make sure they have masks and gloves, consider safety glasses. Handling of money is another issue.

Selectman Streeter - Townhouse lawn has been raked and cleaned up. Flowers have been planted. Filing is an ongoing project. Emergency Management meeting was held on Monday. Re: railing at Town House - Selectman Streeter made a motion that Our Farm Property Service replace the handrail at the town house for the cost of \$3000. We received money from the Tamworth Goudnation and Friends of the Town House. Seconded by Selectman Goodson, **3-0-1** Selectman Farnum abstained. A certificate of insurance is required. Dog licenses need to be paid. This can be done online. The deadline is May 1.

Selectman Mason - attended EOC meeting on Monday. A letter was sent to the Farmers Market. Recommended guidelines were suggested to them. It was requested that they spread out into three locations in the Town. They acknowledged receipt of the letter and will see how it goes. Wolfeboro market is doing a lot of preorders. The market at the Mushroom Factory is very spread out. The first Tamworth market is scheduled for May 16. Articles for outside agencies were looked at. We appear to pay everything by May 30, whether there is a spending freeze or not. Many have been paid in full, some in quarterly payments. Meals on Wheels requests \$21000 on the warrant, but then we are billed by meal. We need to watch how that turns out. \$109,506 has been spent so far. We still owe approximately \$200,000. We should have made out first payment to Action Ambulance, John W. feels that the check was sent out. The Sewer Commissioners met. They approved the billing. The rates will need to be set, but they will not have to review each billing from now on. There is a question about the Tamworth Septic System only being for affluent water flow, and that everyone has a tank. Questionnaires were sent to residents and apartments to determine the flow.

Selectman Farnum - would like to send thank you notes to Linda and Danny Cook for their work at the Town House. Tamworth Economic Development sent a letter to announce cancellation of the 2020 Street Fair. They are returning all but \$500 of the 2020 Tamworth Economic Development Funds. Pat Farley put a piece on the Exchange, it was well written. Take a look at it. A reminder to people who wish to vote by Absentee Ballot - plan ahead and put in your request so the appropriate number of ballots can be ordered. We also received a request to consider some tax deeded property. Kim will be consulted on the process.

Dana Littlefield updated on last week's discussion. A couple of letters were sent out. He is hoping to have an appointment by Thursday. There is also correspondence with the dealership regarding delayed payment or opt-out. They suggested doing a lease-purchase. He is concerned with what will happen if we don't order, then run into a problem with our cruisers. He feels that we should move forward with ordering this, three months out at least. It will be August before we would have to pay for this. Perhaps a posting on the website when the tax bills go out can suggest that it will be very helpful if the taxes are paid promptly. Quarterly payments may be considered in the future. Waived interested charges may be reconsidered in the future. We also have to consider the increase of 6.9% from the County. This will be on next week's agenda. There is a State conference call tomorrow at noon. Selectman

Mason will be on there.

Mr. Littlefield may attend that conference also. Next week there will be another cease and desist order, for a property that has two trailers hooked into one septic. Another letter will need to be sent to the previous cease and desist recipients, as they are still not in compliance.

Selectman Farnum - have we received anything from the Emergency Management Director, regarding quantities, etc. Have any reports been filed? Chief Littlefield does not believe any reports have been sent yet. The Library has purchased a Zoom plan and has offered to share with other groups. We need to have the reports submitted at the Town Office. The Emergency Management is the Selectmen's purview and we need to have a record here of what is happening. John will follow up for us.

Can Robin produce a report about how much we have paid back in abatements? Welfare guidelines may need to be considered going forward. Chief Littlefield suggests having Covid-19 specific forms for tracking purposes.

Robin will be coming in tomorrow, and will also be available next week if needed.

- OLD BUSINESS:
 - Job descriptions/Personnel Policies
 - Procedures for BOS
 - Traffic & Road Regulations & Policy
- PUBLIC COMMENT:
- ADJOURNMENT: Selectman Mason made a motion to adjourn at 7:30 pm, Selectman Goodson seconded. The meeting was adjourned.

Respectfully submitted,
Melissa Donaldson
Recording Secretary