

**Town of Tamworth
Board of Selectmen's Meeting
September 24, 2015**

Town Office

BOARD MEMBERS

PRESENT: Steve Gray, John Roberts & Jim Hidden

OTHERS

PRESENT: Town Administrator Cassandra Pearce, Executive Assistant Darlene McWhirter, Road Agent Roberts, Bruno Siniscalchi, Pat Farley, Rosalind Gray, Scott Brooks, David Cribbie both from G.W. Brooks, Bruce Knox, CIP representative David Little, Trust Fund Trustees Bob Seston, John Watkins, John Wheeler, LRPC representatives Jeff Hayes and Dan Carlson.

Chairman Gray called the meeting to order at 3:02pm

ADMINISTRATION: Town Administrator Cassandra Pearce presented and discussed the following items:

- Pine Tree Power – Pine Tree Power's legal counsel to review the PILOT. Expecting response by the next meeting.
- Irene's Way – The Board discussed how to proceed with the issue of Irene's Way, there seems to be no clear ownership of this road. Town Administrator Pearce has been instructed to contact Attorney Sager to discuss the prescription theory under RSA 229:1 to reconcile ownership between Tamworth and the State of NH.
- Town of Sandwich - The Board instructed Town Administrator Pearce to contact the Town of Sandwich regarding perambulation.
- Trick or Treat will be Saturday, October 31 from 5pm to 8pm.
- Warrant Article Request – The Board agreed that this request will not be placed on the 2016 warrant. An official Petition Warrant Article needs to be submitted by the NH Community Rights Network.
- Chocorua Village Maintenance Contract – The Board reviewed the revised contract in which 2 of the 3 concessions were granted; the town will not have to maintain gateway signs or paved aprons. Chairman Gray made a motion to sign the maintenance agreement as presented. The motion was seconded by Selectmen Hidden, the vote passed 2-1. The Board instructed Town Administrator Pearce to contact Salmon Falls Nursery to discuss plantings that need to be replaced.
- Town Office Renovations – Mike Ames, Ames Fine Line Carpentry has reviewed the work and will complete a materials list and quote for the work. The board agrees that the work will go to Ames Fine Line Carpentry and will not be subject to the bid process. All work is subject to approval of funds at Town Meeting.

- Record Retention Policy – After a brief discussion, Chairman Gray made a motion to accept the Record's Retention Policy effective October 1, 2015. The motion was seconded by Selectmen Hidden and passed (2-1). The members of the committee will be a Selectman, Town Clerk and Treasurer. Chairman Gray will set up the first meeting. Selectmen Roberts complimented Mrs. Pearce for her efforts on writing the policy.
- Chocorua Village Park Benches - Myles Grinstead informed Mrs. Pearce the park benches will be returned to the park.
- Personnel Policy – Town Administrator Pearce requested guidance as to what to update/change in the policy. She was instructed to update/change a number of items including the harassment section.
- Budget 2016 – Mrs. Pearce distributed notices to department heads and outside agencies in preparation for the 2016 budget process.
- Jesse Lyman Contracts – The Board is okay with the contracts for the new pricing of propane.
- Registry Review – The Board agreed to charge the \$100.00 for the data base requested by the Warren Group.

**DEPARTMENT
HEADS:**

Road Agent Richard Roberts has continued the highway mowing. The pavement on Hollow Hill Road has been dug up and graveled, the crew will continue to maintain.

250th Committee vice Chair Bruno Siniscalchi reported that the 250th commemorative license plates have been ordered and should be available to be pre ordered at the Remick Harvest Festival October 18th from 1-3pm. The donation and sponsorship packets are ready.

Pat Farley, EDC Chairman reported that Eversource could not help erect poles for the 250th banner over the bridge in town. Members of the board feel they can get it done with members of the public.

**SELECTMEN'S
UPDATE:**

Proposed Boston Post Cane recipient is out of town. Selectman Roberts will reach out when he returns.

CIP PROGRAM:

David Little represented the CIP Committee in presenting the plan for 2016 to 2021. The CIP report includes 2014 assessment values; once the 2015 assessment values are available the tax rate impact will be recalculated. The CIP observations are as follows:

- before purchasing a 2nd rescue truck/ambulance decide on storage for an additional vehicle
- the importance of the warrant article for the Fire Truck is written correctly to authorize multiyear appropriations with a single vote
- the board to begin discussion on purchasing land to replace the Central Fire Station within 5 years and begin construction of

new facility in 10 years. Discussion should also include the PD and FD being housed together in the future

**TRUSTEES OF
TRUST FUNDS:**

Chairman Gray began the discussion restating how and why the Board made the decision to have the 250th funds be held by the Town Administrator. Recently Trustee Seston attended trustee training given by Terry Knowles in which highlighted how to handle donations of ad hoc committees. The Trustees have reached out to the Dept of Justice for guidance. Trustee Wheeler has concerns whether the 2015 appropriation for \$25,500 can be carried over to 2016. The Trustees want to make sure they do not have a statutory obligation to hold the funds. Selectmen Roberts would like to see better communication between the boards in the future.

Trustee Wheeler stated the Trustees may be presenting a warrant article to create a cemetery maintenance fund.

**WHITTIER
BRIDGE:**

Scott Brooks and Dave Cribbie, G. W. Brooks and Bruce Knox met with the board to discuss a plan of action on the repair of Whittier Bridge. After some discussion, Brooks will request an extension of time in writing. Due to a number of unforeseen circumstances the October date is not realistic. The completion of the project will be extended July of 2016. All permitting is in place; submittals to be turned into Bruce Knox and assurity bonds are being issued for Brooks. Road Agent Roberts would like a definite date the work will begin.

➤ ***Items approved and signed by the Board:***

- MS-1 Extension Request to October 15, 2015
- Certificate for Parade Grand Marshall, Joan Casaroto
- Driveway Permits for tax map 412-006-001, 412-006-002 and 412-006-003
- Intents to Cut for tax map 410-088-000 and 419-004, 005 & 005.001
- Elderly Exemption for tax map 205-021-000
- Motion made by Chairman Gray to approve and sign the minutes of September 10, 2015. Motion was seconded by Selectman Hidden and passed unanimously
- Motion made by Chairman Gray to approve and sign non- public minutes of September 10, 2015. Motion was seconded by Selectmen Hidden and passed unanimously.
- Motion made by Chairman Gray to approve & sign a payroll manifest in the amount of \$19,828.64 with authorization for a transfer in the amount of \$14,285.95 for direct deposit (included in this amount), and an additional transfer of \$6,744.48 to be transferred for the Federal tax deposit (not included in the amount above). Motion was seconded by Selectman Hidden and passed unanimously.

- Motion made by Chairman Gray to approve & sign the accounts payable check register in the amount of \$313,425.53. Motion was seconded by Selectman Hidden and passed unanimously.
- Motion made by Chairman Gray to approve & sign the accounts payable manifest in the amount of \$313,425.53. Motion was seconded by Selectman Hidden and passed unanimously.

**NON-PUBLIC
MEETING:**

Motion made by Chairman Gray at 5:40 p.m. to enter into a non public session under RSA 91 A: 3 II (a) & (c). Motion seconded by Selectman Hidden and passed unanimously.

Motion made by Chairman Gray to exit non public at 5:49 p.m. Motion was seconded by Selectman Hidden and passed unanimously.

Presidential Candidate Governor Lincoln Chaffee addressed the members of the meeting.

**LRPC
PRESENTATION:**

EDC Chairman Pat Farley organized a presentation for the Board of Selectmen, Planning Board, Tamworth Village District and EDC members. The presentation was well attended. Jeff Hayes from LRPC discussed possible grant options and shared LRPC is available to assist with grant writing. Dan Callister discussed possible uses for GIS mapping such as, asset management, town road & culvert inventory, build out and trends. Jean Marshall of Freedom discussed her experiences working with LRPC and mapping.

ADJOURNMENT:

Motion made by Chairman Gray to adjourn at 7:09 p.m. Motion was seconded by Selectman Hidden. The Motion passed unanimously.

Respectfully Submitted,

Darlene McWhirter
Executive Assistant

Approved by Board of Selectmen

Stephen G. Gray

John E. Roberts

James S. Hidden