

**Town of Tamworth  
Board of Selectmen's Meeting  
October 22, 2015**

**Town Office**

**BOARD MEMBERS**

**PRESENT:** Steve Gray, John Roberts & Jim Hidden

**OTHERS**

**PRESENT:** Town Administrator Cassandra Pearce, Executive Assistant Darlene McWhirter, Police Chief Poirier, Road Agent Richard Roberts, Bruno Siniscalchi, Pat Farley, Doug Barron and Ruth Timchak.

Chairman Gray called the meeting to order at 4:00pm

**DEPARTMENT  
HEADS:**

Road Agent Roberts and crew have been busy cleaning ditches and trimming bushes/trees. The crew has been preparing for winter getting the equipment ready. They are screening sand and have been grading roads. Road Agent Roberts asked to encumber funds for the Chocorua Road paving project; this project may not be done by the end of this year.

250<sup>th</sup> Committee Vice-Chair Bruno Siniscalchi reported on the 250<sup>th</sup> Kickoff celebration that was held at Remick Museum and was well attended. The committee is gearing up for the Craft Fair which is being held at the Town House on November 29<sup>th</sup>. Commemorative license plates and ornaments will be available for sale. Selectmen Hidden will get the mailbox keys for the town office as agreed at a prior 250th committee meeting.

Pat Farley, EDC Chairman showed a replica of the 250<sup>th</sup> Celebration banner that will be displayed across main street in town marking the celebration.

Chairman Gray made a motion to appoint Lloyd Hadden to the Economic Development Commission. The motion was seconded by Selectmen Hidden and passed unanimously.

Mrs. Farley presented a list of advantages for having maps prepared by LRPC as well as pricing for the service. After a lengthy discussion the board instructed Town Administrator Pearce to set up a meeting with LRPC and CAI.

**PUBLIC  
COMMENT:**

Doug Barron came before the board to lodge a public complaint against Police Chief Poirier. Mr. Barron feels he is being harassed and says he has been put on notice by the sergeant, per the police chief's instruction. Chief Poirier will not comment on an active investigation.

**SELECTMEN'S  
UPDATE:**

Chairman Gray attended the Library Trustees meeting in which they are busy working on the budget. He attended the Planning Board meeting, floodplain

and towers ordinances are being revised. Mr. Gray attended the first Municipal Records Committee Meeting. He attended the 250<sup>th</sup> Celebration held at the Remick Museum. Mr. Gray was pleased with the employee training session that he attended on Monday, October 19<sup>th</sup>

Mr. Gray attended a seminar given by Primex discussing “Effective Evaluations”. The board agreed not to prepare evaluations for any employees this year.

**ADMINISTRATION:**

Town Administrator Cassandra Pearce presented and discussed the following items:

Ginny Damon would like to donate a large Christmas tree. The board instructed Mrs. Pearce to contact the outing club to see if they would accept the donation of the tree.

Priscilla Remick asked that the Blood Drive sign be removed from the Veteran's Memorial.

The board discussed the need for additional members to appoint to the Zoning Board of Adjustment. A request for volunteers will be placed on the town website

Mrs. Pearce has not received a return phone call from Salmon Falls regarding the landscaping at the Chocorua Village Project.

Mrs. Pearce was instructed to contact the Town of Sandwich to move forward with the perambulation at a cost of \$1,000.00. Any additional costs will be decided after the board reviews preliminary findings.

The Planning Board will be instructed to use the term “Floodplain Permit” in place of building permit in the Floodplain Ordinance.

The Bonds and Certificate of Insurance have been received for the Whittier Road Project. Town Administrator Pearce has released the check to G. W. Brooks.

The Board has agreed to hold the Presidential Primary election at the Town House.

Mrs. Pearce had job descriptions from the TX/TC for review. She asked if the board wanted them presented by Mrs. Trammell. She was instructed to place them in their file for review.

The board reviewed the estimate from Mike Ames of Ames Fine Line Carpentry to renovate the town office. CIP showed \$50,000 for this work. Selectman Roberts made a motion to decrease the CIP request to \$30,000.00. The motion was seconded by Selectman Hidden and passed (2-1).

Kurt Schroeder of Tax Exempt Leasing would be interested in giving the board a financing quote if necessary.

Mrs. Pearce is working on the budgets. She informed the board of a few things to consider. The worker's compensation insurance has increase by 10% and a number of employees are looking for salary increases.

Town Administrator Pearce shared the following proposed warrant articles and requested guidance on other budget items:

- Conservation Commission would like to increase the LUCT to 100% of the first \$7,500.
- Town Clerk/Tax Collector has included her salary in the budget. Per BOS a separate warrant article needs to be prepared by TC/TX for salary and benefits.
- A warrant article was presented by Rose Bente for \$15,000 for reimbursement of expenses.
- Trustees of the Trust Funds recommend the board place an article on the warrant to allow acceptance of gifts under RSA 31:19.
- Approximately \$600 worth of work needs to be done to the furnace for the nurses office, board agreed to get it fixed now.
- CIP is questioning the wording of the warrant article for the Fire Truck, Mrs. Pearce will obtain wording.
- Police vehicle warrant article is for \$30,000 and \$5,000 for outside painting of the Police Building.
- \$170,000.00 for paving and road reconstruction.
- New Backhoe for the Highway and Transfer Station for \$125,000.
- Restoration of the tennis courts for \$12,500.
- Trash compactor, demolition can and dog box for \$19,111.
- Selectmen stated that there will be no increases in salaries in 2016.

The board reviewed and discussed the email from Town Clerk/Tax Collector and requested she attend the next meeting. Per instructions from the board, Mrs. Pearce is to invite TC/TX to the November 5<sup>th</sup> meeting to attend during the department head portion of the meeting.

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

- Motion made by Chairman Gray to approve and sign the minutes of October 8, 2015 with corrections. Motion was seconded by Selectman Hidden and passed unanimously
- Motion made by Chairman Gray to approve and sign non- public minutes of October 8, 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 \$19,330.09 with authorization for a transfer in the amount of \$12,819.58 for direct deposit (included in this amount), and an additional transfer of \$6,295.93 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 \$285,547.72. 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 \$285,547.72. Motion was seconded by Selectman Hidden and passed unanimously.

**NON-PUBLIC  
MEETING:**

Motion made by Chairman Gray at 6:30 p.m. to enter into a non public session under RSA 91 A: 3 II (a). Motion seconded by Selectman Hidden and passed unanimously.

Motion made by Chairman Gray to exit non public at 6:58 p.m. Motion was seconded by Selectman Hidden and passed unanimously.

Selectmen Roberts made a motion to seal the non-public minutes for 10 years. The motion was seconded by Chairman Gray and passed unanimously.

**ADJOURNMENT:**

Motion made by Chairman Gray to adjourn at 7:00 p.m. Motion was seconded by Selectman Hidden. The Motion passed unanimously.

Respectfully Submitted,

Darlene McWhirter  
Executive Assistant

Approved by Board of Selectmen

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Stephen G. Gray

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John E. Roberts

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James S. Hidden