

**Town of Tamworth
Board of Selectmen's Meeting
December 3, 2015**

Town Office

BOARD MEMBERS

PRESENT: Steve Gray, John Roberts & Jim Hidden

Chairman Gray called the meeting to order at 3:30pm at 725 Gardner Hill Road.

Selectmen moved to the town office at 4:00 p.m.

**725 GARDNER
HILL ROAD:**

The board met for a site visit at 725 Gardner Hill Road regarding a complaint of multiple unregistered vehicles. After touring the property it was determined that the property owner was not in violation.

**OTHERS
PRESENT:**

Town Administrator Cassandra Pearce, Executive Assistant Darlene McWhirter, Police Chief Poirier, Bruno Siniscalchi, Rosalind Gray and Ruth Timchak.

Chairman Gray called the meeting to order at 4:05 p.m.

**DEPARTMENT
HEADS:**

Police Chief Poirier stated his monthly activity report for November will be available for the next meeting. Selectman Roberts inquired about the schedule change between the patrolman and sergeant. There was a brief discussion regarding the officers being on call, take home vehicles and when they should sign on for duty. Selectmen Roberts asked about the change in the sign on procedure after 7 years.

**250TH
COMMITTEE:**

250th Committee Vice-Chair Bruno Siniscalchi reported that the Craft Fair was a success. All the vendors were happy and there was 100% participation by the committee members. Mr. Siniscalchi brought to the board's attention that the flag at the Town House is very tattered and should be replaced. Mrs. Pearce will inform Parker Roberts. The Police Department will display the 250th Commemorative license plate on the police vehicles beginning January 2016.

**NON-PUBLIC
MEETING:**

Motion made by Chairman Gray at 4:23 p.m. to enter into a non public session under RSA 91 A: 3 II (a). Motion seconded by Selectman Hidden and passed unanimously.

The board discussed a personnel matter. No decisions were made.

Motion made by Chairman Gray to exit non public at 5:15 p.m. Motion was seconded by Selectman Hidden and passed unanimously.

**PUBLIC
COMMENT:**

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

The board briefly discussed the State Fuel price of \$2.74 which is locked in for 18 months. The board instructed Mrs. Pearce to investigate if it would be beneficial for the town to obtain a Universal Fleet card which can be used at a number of different stations and will not charge the fuel tax.

Mrs. Pearce researched volunteer authorization forms and instructed the board that specific volunteer work needs to be listed. She will contact Mr. Gonyo and discuss more specifically what kinds of volunteer work he would be interested in.

Chairman Gray offered to meet with Mr. Ralph Weymouth as the Boston Post Cane recipient to complete paperwork. The board asked that the presentation not be done over the weekend.

Chairman Gray will request from the Planning Board electronic copies of the most current forms that should be listed on the website.

The board reviewed the Floodplain ordinance submitted by the Planning Board. The board wants the Floodplain building permit changed to Floodplain permit.

The board discussed whether elected positions that are not subject to the personnel policy or under the supervision of the board of Selectmen qualify to receive employee benefits (holidays, sick days, vacation or personal days). Much of this discussion took place regarding the ability to qualify to participate in the NH retirement system. After a lengthy discussion, Chairman Gray made a motion stating that elected officials that are not subject to the personnel policy or under the supervision of the Board of Selectmen do not qualify to receive holidays, sick days, personal days or vacation. Motion was seconded by Selectman Roberts and passed unanimously. These elected positions are to submit a time sheet with completed hours worked.

The Town of Sandwich will send a signed contract for the perambulation of the Sandwich/Tamworth town line so as to encumber the funds.

The office is in receipt of correspondence/complaint from an abutter to Mr. Robert's property on Wiggin Lane. Ms. Dennis is concerned about a stump pile that has been placed near her property line. Mrs. Pearce has provided a map to the board showing the location of the properties. Mr. Roberts has completed all necessary paperwork and has a plan in place to remove the stumps in the spring. With the direction of the board, Mrs. Pearce will inform the complainant.

Town Administrator Pearce presented the Board with the 2016 budget books and asked them to decide on the merit pool for the next meeting. The board will hold a Selectmen's meeting at 3:00pm on December 31, 2015. The first Selectmen's meeting in 2016 will be January 14th.

The board briefly discussed a warrant article presented by the Fire Wards to purchase a parcel of land in which to build a new Public Safety Building in the future. The board feels the Fire Wards should possibly put off the warrant article for the new fire truck. Per instructions from the Board, Mrs. Pearce will set up a special meeting with the Fire Wards to discuss warrant articles for 2016.

Chairman Gray reported that the Planning Board has agreed to expend \$5,500.00 to have CAI perform a Map/GIS Data Incorporation and Conversion. This will combine the existing AutoCAD data with GIS data. The result will be one set of GIS data. The Planning Board has also agreed to pay for overlays to LRPC. Chairman Gray made a motion to have the Planning Board expend \$5,500 to combine both map systems. The motion was by Selectmen Hidden and passed (2-1).

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

- Veterans Tax Credit – 215-054-000
- Driveway Permit – 401-029-000
- Motion made by Chairman Gray to approve and sign the minutes of November 19, 2015. Motion was seconded by Selectman Hidden and passed unanimously
- Motion made by Chairman Gray to approve and sign non- public minutes of November 19, 2015. Motion was seconded by Selectmen Hidden and passed unanimously.
- Motion made by Chairman Gray to approve and sign the 2015 Supplemental Warrant Property Tax Levy in the amount of \$2,035.00. The motion was seconded by Selectmen Hidden and passed unanimously.
- Motion made by Chairman Gray to approve & sign a payroll manifest in the amount of \$4,793.00. and a transfer of \$794.08 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 a payroll manifest in the amount of \$19,815.25 with authorization for a transfer in the amount of \$13,940.76 for direct deposit (included in this amount), and an additional transfer of \$6,822.02 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 \$717,096.53 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 \$717,096.53. Motion was seconded by Selectman Hidden and passed unanimously.

ADJOURNMENT: Motion made by Chairman Gray to adjourn at 7:50 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

DRAFT