

**Town of Tamworth
Board of Selectmen's Meeting
April 18, 2013
Town Office**

PRESENT: John Roberts, James Hidden & Steve Gray

Also Present: Town Administrator Cassandra Pearce, Police Chief Dan Poirier, Road Agent Richard Roberts, Rosalind Gray, Ruth Timchak, Pat & David Farley, and John Gotjen.

**REGULAR MTG
CALL TO ORDER:** The meeting was called to order at 4:02 p.m. by Chairman Roberts.

**DEPARTMENT
HEADS:** Police Chief Dan Poirier: Stated he had nothing to report at this time.

Road Agent Richard Roberts: Met with the pavers on Turkey Street, they will be submitting their paving bids by Thursday, May 2, no later than 4 p.m. Road bands have been lifted on a few of the Town Roads. The new truck is going very well.

Pat Farley reported on the Economic Development Committee: The Collaboration meeting is May 7th; she will bring the build out analysis information to the planning board. Web cam: they have \$400.00 so far; need all money by May 15.

PUBLIC COMMENT: John Gotjen asked about the Chocorua Project. Selectman Roberts informed him the final plans are being submitted to the State very soon. Mr. Gotjen stated he would like to review the plans. He also has concerns with the effect the project will have on GIII.

**STATISTICAL
UPDATE BIDS:** The Board was informed that three proposals were received and read the clause in the RFP that stated "the Town of Tamworth reserves the right to reject any or all proposals, or to accept the proposal that the Town deems to be in the best interest of the Town, regardless of lowest bid amount." The Town only solicited proposals from a chosen few vendors; therefore, the Board decided to reject the bid received from Vision appraisal as they were not on the original list.

Proposals Received:	
R.B. Woods	\$15,000 (over two years)
KRT Appraisal	\$53,400
Vision Appraisal	Not Accepted

The Board decided to review the proposals and discuss at the next meeting.

LRPC:

John Gotjen was in to address the Board about Lakes Region Planning Commission TAC. His appointment is up and wanted to know if the Board would like him to continue and also wanted to solicit input on his representing the Town on this committee. Currently no highway projects are on the table, would the Board recommend any projects such as the shoulders on 113 between the village and the school? The bridge over Bearcamp River near the Community school is only thing on the State 10 year plan at this time. They discussed the shoulder project, how it was originally two projects, then put together as one, the Town raised their portion of the funds, and then the State withdrew the project. Discussed the RSMS program and where we are at now. Selectman Roberts stated he would be in favor of the shoulder projects but only if the State will be doing the project and not if the Town would have to take on the project or any maintenance costs after construction.

Motion made by Selectman Roberts to appoint John Gotjen as full member and David Bowles as the alternate to the LRPC -TAC. Motion seconded by Selectman Hidden and passed unanimously. The next meeting of the LRPC-TAC is May 1, at 2 pm at the Cook Memorial Library.

**SELECTMEN
UPDATES:**

Selectman Hidden stated he had nothing to report.

Selectman Gray stated he attended the Conservation Commission meeting and they have recommendations for alternates and a reappointment for members. There were questions regarding Chocorua Valley Lumber monitoring due to the Town Meeting vote. Selectman Roberts believes the State DES will be doing the monitoring. The Planning Board is going to discuss this issue at their next meeting. Next TCC meeting is on local trails.

Selectman Roberts stated he attended the Cemetery Trustees meeting and they opened the proposals for the mowing, four proposals were received. There was a big price difference in the proposals. Contract 1 was for Chocorua Cemetery, Fowlers Mill and the Wonalancet Cemetery and it was awarded to Divided Sky. Contract 2 was for Riverside, Cleveland Hill and the Veterans Memorial and it was awarded to J & S Masonry, a company out of Brownfield, Maine. Contract 3 was the outlying cemeteries and it was awarded to Tony Eldridge. He also attended the Library meeting last week; they have new trustees, and they are moving along fine.

ADMINISTRATION:

Mrs. Pearce reminded the Selectmen of a letter that was sent to property owners that have land in current use with a stewardship category back in September of 2012. This letter requested an updated plan or CU-12 form be submitted to the Town no later than March 1 in order continue to receive the credit given under this category. The Board was informed that at least 56 properties would be removed from the stewardship category of current use after no information was

received, 8 will be removed at the owner's request, and the remaining 84 have all submitted the updates as requested. There are an additional 11 properties receiving the stewardship credit but their information was still within the five year period allowed by State statute and did not require an update at this time.

The Selectmen were given copies of a letter received from Tamworth Community Nurse's Association in response to a question posed at Town Meeting regarding their intentions with the additional monies received. They are looking into offering additional programs such as nutrition and healthy cooking classes, a registered dietician as a consultant, a UNH workshop called Nutrition Connections, and are also looking at purchasing a chemistry analyzer. (Copy of letter is attached to minutes).

A request was received from Lauretta Doucette owner of Map 216 Lot 170 requesting the Board separate her lots back to the original four lots in Ski & Beach. The office staff has researched these parcels which were combined by deed back in 1973. These lots were not involuntarily merged and therefore the Board cannot unmerge them.

TAMWORTH RESCUE SQUAD:

Jeff Tavares and Scott Schwartz were in to address the Board regarding some concerns they have. CarePlus has been calling on Tamworth Rescue to cover their station during the busy time. This has been happening for the past few months. They respond to other Towns if called on while covering their station. They are part of the mutual aid system. This is mainly because of the call volume. CarePlus has had a cardiac monitor fail on a scene, and they believe this has not been corrected as of yet. Selectman Roberts asked if CarePlus should be invited in, Jeff Tavares said yes. Selectman Roberts requested Jeff Tavares get a copy of the call sheets from the sheriff's office from January to current of all the calls effecting Tamworth rescue. Jeff Tavares will get logs for early next week and CarePlus will be invited to attend the May 2nd meeting. Jeff Tavares informed the board they restarted a committee to see if the Town could sustain having their own ambulance service. Selectman Roberts stated it was brought to the Board a year ago, and he did not support it then, and based on what he knows now he would still not support it. He feels the cost would be unbelievable. He would look at the information and suggested a board member be on this committee. They meet the second Monday of the month at 7 pm at the rescue office and Selectman Hidden stated he would try to attend these meetings. Selectman Roberts stated they do a wonderful job and support the rescue squad but thinks the cost of the Town having its own ambulance is scary. Selectman Roberts asked how many people were on the committee; Jeff Tavares stated around 15 of the 20 members.

ADMINISTRATION: The Board approved and signed the following items:

Approved veteran's credits for the following:

Tax map 206-033-000 (regular & per tot dis)

214-136-000

408-042-000

Approved elderly exemptions for the following:

Tax map 214-136-000

215-030-000

Approved solar exemptions for the following:

Tax map 215-125-000

402-013-000

An intent to excavate for tax map 210-003-000

An intent to cut for tax map 405-005-000.

A Yield Tax Levy in the amount of \$520.96

A Yield Tax Levy in the amount of \$546.95

A Yield Tax Levy in the amount of \$958.35

A Yield Tax Levy in the amount of \$1,458.41

A Yield Tax Levy in the amount of \$1,497.10

A Yield Tax Levy in the amount of \$3,622.99.

An abatement to be granted for Map 201-032-000 in the amount of \$276.00

An abatement to be granted for Map 215-001-000 in the amount of \$1,212.00

An abatement to be DENIED for Map 211-014-000.

A radio recipient and certification to be completed and returned in order to receive a Motorola portable radio for the Emergency Management Director under a Federal Grant.

A letter to NH Public Risk Management Exchange requesting the 2013 premium holiday for workers comp be refunded to the Town.

Motion made by Selectman Roberts to appoint the following to the conservation commission with terms to expire in 2016:

Chele Miller as a member

Eric Dube as an Alternate

John Watkins as an Alternate

Shannon Maes as an Alternate

Motion was seconded by Selectman Hidden and passed unanimously.

Motion made by Selectman Roberts to approve & sign a Payroll Manifest in the amount of \$18,047.59 with authorization for a transfer in the amount of \$11,670.22 for direct deposit (included in this amount), and an additional transfer of \$5,899.36 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 Selectman Roberts to approve & sign the Accounts Payable Manifest in the amount of \$266,718.30. Motion was seconded by Selectman Hidden and passed unanimously.

Motion made by Selectman Roberts to approve & sign the accounts payable check register in the amount of \$266,718.30. Motion was seconded by Selectman Hidden and passed unanimously.

Motion made by Selectman Roberts to approve and sign the minutes of the regular meeting of April 04, 2013. Motion was seconded by Selectman Hidden and passed unanimously.

Discussed insurance certificates and what the Board feels is a sufficient limit on general liability to request of a vendor. The Board discussed the liability to the Town and how things have changed. The Board feels in order to do what is in the best interest of the Town no service can be provided without a certificate of insurance prior to the service. They will accept current policies at the 500,000 limit until January 1, 2014 at which time all vendors requiring insurance will need 1,000,000 in general liability. A memo will be sent to all departments informing them that a certificate of insurance is required before any work is done (service) for the town. Letters will be sent to all vendors (providing services) of the new requirements, and a letter will be sent to all uninsured vendors advising the Town no longer requires their service unless a insurance certificate can be provided. Copies of the letters will be sent to the departments effected.

The Board discussed an email received from Peg Ross regarding North American Power. She is a representative for them and wants to see if the Town would be interested in joining their company for their electrical billing. The Board would like to meet with her to get more information. Administrator Pearce will set up an appointment for May.

The Board discussed an email received from Amy Carter regarding a library event they would like to have on July 9th from 10-12. They would like to hold a "Touch-A-Truck" in the Town parking lot and have different vehicles/machines come and park so families can come sit in/on the machines and see what they look like inside. They would like to include some Town vehicles in this event as well. The Board was ok with this event.

Transfer Station Signage: Mrs. Pearce spoke with Walter Coinhoff of NH DOT and there is a 100' ROW on Route 25 and no signage is allowed within this space.

The Board took a 3 minute recess at 6:34 p.m.

Chocorua Meadows: Mr. Robinson responded to the Selectmen's invite declining to meet with the Board, but stated he would respond to any questions they had in writing. Selectman Roberts suggested the Town's engineer be contacted to determine what sections those two road bonds were for. A copy of the letter will also be sent to Mr. Robinson. Currently the Town holds two bonds one is in the amount of 20,001.42, and the second 18,262.34. The Board would like to request a response from HE Bergeron prior to next meeting.

Selectmen Projects: Reviewed the 2012 list and worked on the 2013 list of projects that the Board wished to address for this year. The Board would like time to consider the list and discuss at one of the next meetings.

A Cash Receipt & Petty Cash Policy was distributed to the Board for their review for discussion and/or approval at the next meeting. Some members thought this policy was already adopted but will review for possible amendments if this is the case.

Discussed Intent to Cuts and what the Board would like to do with the grading of the timber for billing when they choose not to send the timber monitor out to review. Board agreed to bill between the 66 and 88% range.

**NON-PUBLIC
SESSION:**

Motion made by Selectman Roberts to enter into non public session under RSA 91-A: 3 II (a) & (c) at 7:15p.m. Motion seconded by Selectman Hidden and passed unanimously.

The Board met with the Tax Collector to discuss two bankruptcy issues and also met with the Town Administrator to discuss a personnel matter.

The Board agreed to approve the request of an employee regarding a reduction in hours.

Motion made by Selectman Roberts to exit non-public at 7:46 p.m. Motion seconded by Selectman Hidden and passed unanimously.

ADJOURNMENT:

Motion made by Selectman Roberts to adjourn at 7:46 p.m. Motion seconded by Selectman Hidden and passed unanimously.

Respectfully Submitted,
Cassandra M Pearce

Approved by Board of Selectmen

John E. Roberts

James S. Hidden

Stephen G. Gray