

**Town of Tamworth
Board of Selectmen's Meeting
May 02, 2013
Town Office**

PRESENT: John Roberts, James Hidden & Steve Gray

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

**REGULAR MTG
CALL TO ORDER:** The meeting was called to order at 4:01 p.m. by Chairman Roberts.

**DEPARTMENT
HEADS:** Police Chief Dan Poirier: distributed stats for the month of April.

Road Agent Richard Roberts: stated things are going good, said Meader Road is still a little soft but all road postings have been removed, they are doing ditching this week.

The Town Administrator informed the Board of a letter that was received and it was then read aloud recognizing the outstanding job of the Road Agent and his crew from Tom Daley. (Copy of the letter attached to the minutes).

Richard Colcord Fire Chief: Things are going good.

Pat Farley asked about requesting a donation from the Fireman's Club to sponsor the webcam. After a discussion of who was going to make this request Chief Colcord stated he would bring it to the FireWards meeting this evening to see if the club would be able to donate. Selectman Roberts stated he would match "personally" whatever the Fireman's Club donates. May 15th is the deadline for raising these funds. Donations should be mailed to the Tamworth Foundation to PO Box 128, Tamworth, NH 03886.

**SELECTMEN
UPDATES:** Selectman Hidden stated he attended the Planning Board meeting they pushed back the hearing on the BLA for the Steele property until June and they started voting on Subdivision Regulation changes. No other meetings.

Selectman Gray stated he had not attended any meetings.

Selectman Roberts stated he attended Class VI road study meeting last evening, still moving ahead. He asked about the buildout analyze from the Planning Board Minutes and the fact that the funds from 2012 are no longer available for this project.

PAVING BIDS:

Paving bids were received from FR Carroll, Pike, GMI & R&D Paving for Turkey Street. The bids were as follows:

FR Carroll	\$ 148,263.75
Pike Industries	\$ 167,812.95
GMI	\$ 164,447.70
R&D Paving	\$ 156,400.00

The Board and the Road Agent reviewed the proposals.

Motion made by Selectman Roberts to accept the bid and enter into a contract with FR Carroll in the amount of \$148,263.75. Motion was seconded by Selectman Hidden and passed unanimously.

CAREPLUS:

Jeff Tavares, Eric Damon, Mitch Gove, Scott Quilty, Rich Colcord:

The Board had requested a meeting with CarePlus and the Tamworth Rescue Squad after the last Selectmen's meeting where the Captain of the Rescue brought concerns to the Board's attention. Mr. Damon explained that they are still investigating what actually occurred on the dates Tamworth may have been called. Contract provisions were discussed, a change in how Tamworth would be activated if in fact they were needed would be handled, and CarePlus agreed to work on a solution and have it to the Town Office prior to the next meeting for the Board to review and decide if an additional meeting is needed.

**HISTORICAL
SOCIETY:**

Betty Wasson and Barbara Carleton were in to address the Board on behalf of the Historical Society regarding the time capsule. They have done some extensive research regarding the time capsule. They would like permission to open the time capsule currently buried in the Town House vault to verify the dates, and reseal it. The Board finds no harm in verifying the contents of the capsule in the vault. The consensus of the Board is to open it, verify and reseal with no additions or removals. The Selectmen will set a date and contact the Historical Society.

**PUBLIC HEARING
BARN EASEMENTS:**

Selectman Roberts gave a quick overview of RSA 79-D. The Town is required to hold a public hearing for any new or renewal applications for Preservation Easements. The Town has currently received three renewal applications for Barns that were granted easements back in 2003. They are for map 401 lot 8 (Rich) located at 1932 Chocorua Mountain Highway, map 406 lot 15 (Johnson) located at 2199 Chinook Trail, and map 407 lot 84 (Chippy Co) located at 572 Chocorua Mountain Highway. The hearing was opened at _____ by Chairman Roberts at 5:06 p.m.

Ms. Johnson was the only owner present and stated she has done some repairs to the barn such as putting new rough cut timbers in to keep it structurally sound, added additional rocks and mortar to the foundation and painted it twice since the 2003 easement was granted.

Motion was made by Selectman Roberts to close the public hearing at 5:12 p.m. Motion seconded by Selectman Hidden and passed unanimously.

Motion made by Selectman Roberts to renew the three barn easement applications for the next ten years. Motion seconded by Selectman Hidden and passed unanimously.

CHOCORUA

VILLAGE PROJECT:

HE Bergeron was in to discuss the final plans before submitting them to the State. Josh McAllister informed the Board that the plans are still not final. Hopefully final plans will be done by Tuesday. They are still being tweaked. Motion made by Selectman Roberts to allow Cassandra Pearce the Town Administrator to sign the Owners instructions to engineers form concerning the bond and insurance information. Motion seconded by Selectman Hidden and passed unanimously. Discussed the anticipated schedule and that this will be a publicly advertised project.

Signage details, discussed wording – “Tamworth” “Chocorua Village” (Tamworth on top, Chocorua Village underneath).

Southern sign is not currently in plan because easement is not in place but the State is aware of it and that we intend to insert it.

Discussed the landscaping proposed. There was concern about the areas that are proposed in the landscape plans. Discussed adding a canopy in the bio retention area – canopy over walk that utilizes existing bench and additional two benches. This would have to be added as an alternative to bidding.

A discussion took place about the maintenance cost of the landscaping, and how originally this project was not supposed to be a burden/expense to the tax payers of the town. Mr. Wacker explained most of his landscaping design is very limited maintenance.

Reallocate landscaping from guardrail area to the Runnells Hall area. Mr. Wacker will work on changing this, and will let the Board know as soon as the plans are ready.

Pat Farley asked the Board questions about alternatives should there be additional funds. Selectman Roberts stated its hard knowing even if the bids come in under the estimate as there are always unknowns.

PUBLIC COMMENT: None

ADMINISTRATION: The Board approved and signed the following items:

Approved an elderly exemptions for tax map 408-053-000
An intent to cut for tax map 403 lots 25, 15, 14, and 12.2
An intent to cut for tax map 412 lot 16
An intent to cut for tax map 410-136-000
An intent to cut for tax map 410-038-000
An intent to excavate for tax map 217-023-003
A yield tax levy in the amount of \$350.84
A yield tax levy in the amount of \$1,258.62
A gravel tax levy in the amount of \$748.44
A land use change tax in the amount of \$400.00
An application for current use for tax map 403-010-000
An application for current use for tax map 402-020-000
An application for current use for tax map 411-054-000
An application for conservation restriction assessment for tax map 420-014-000
A preventive maintenance proposal with American Air Systems Inc for the Town Office HVAC system Motion made by Selectman Roberts to sign contract. Motion seconded by Selectman Hidden and passed unanimously
A letter to the State of NH on behalf of the Sap House Meadery to sell alcohol at the Tamworth Farmers Market
An appointment for John Roberts as the local Health Officer
An application/permit for a raffle for the Friends of the Cook Memorial Library

Motion made by Selectman Roberts to approve & sign a Payroll Manifest in the amount of \$19,544.02 with authorization for a transfer in the amount of \$12,909.51 for direct deposit (included in this amount), and an additional transfer of \$6,603.78 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 \$248,289.53. 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 \$248,289.53. 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 18, 2013. Motion was seconded by Selectman Hidden and passed unanimously.

Motion made by Selectman Roberts to approve and sign the non public minutes of April 18, 2013. Motion was seconded by Selectman Hidden and passed unanimously.

The Board was asked if a building notification form was required for a bridge.

The Boards consensus was that would not need the building notification form since it would not be an assessed structure.

The Board was informed that a request had been made by email and regular mail to gain access to a property for assessing purposes and no response has been received from the email and the regular mail was returned as not deliverable, not able to forward. The Board was asked what their wishes were for the assessing of the house and any other structures that may have been built on the property. Selectman Gray has chosen to abstain from the discussion as he is an abutter to the property. It was a consensus of the other two members to up the assessment within reason to get the owners attention, and also to check with the Tax Collector to see if she is still receiving payments in advance for his account and where the mail is coming from.

The Board was informed that the Tax Collectors deeds will be presented at their next meeting and that the list will be in their box for their review prior to that meeting so that if there is a property they feel they do not wish to accept in accordance with RSA 80:38 II & II-a they can have that information available for the 16th.

The Ossipee Board of Selectmen have inquired as to whether or not the Tamworth Board of Selectmen would be interested in meeting with them to discuss concerns they have or Tamworth has regarding the Lords Scholarship Fund. The Board is willing to meet with them at their meeting.

The Board was asked if they were ready to choose a company for the statistical assessing update. Motion made by Selectman Roberts to enter into a contract with RB Wood for 2013-2014 statistical update for \$15,000. Motion seconded by Selectman Hidden and passed unanimously.

Chocorua Meadows: In response to the letter that was sent to HE Bergeron as requested at the last meeting Mr. Bergeron was only able to confirm his memo from 2005 is the latest correspondence on the project, that he believes that the Bonds are for Benjamin Wentworth Drive, and that there is a plan referenced with a recording of 125/35. He did state that his reports reference Benjamin Wentworth Drive but he has no documents specifying the road bonds are for a specific road. Selectman Roberts stated he did get a call this week that Vincent Cook was cutting out another section of road within the development. The Board has asked that a letter be sent to Mr. Robinson asking him to confirm the bonds that the Town currently holds are for Benjamin Wentworth Drive. Also, send another request to Ed Bergeron to update his 2005 estimates with current prices for the incomplete portions of the road.

Selectmen Projects: Reviewed project list and Board approved of list and accepted.

It was stated that at the last meeting a Draft Cash Receipt & Petty Cash Policy was distributed and comments were made regarding the possibility of this policy already being adopted. It has since been determined that the policy was in fact

adopted on 7/26/12 so the Selectmen were given new drafts with proposed changes to the original policy for review to discuss at this meeting. Motion made by Selectman Roberts to adopt the amendments to the Cash Receipt & Petty Cash Policy. Motion seconded by Selectman Hidden and passed unanimously

The Board discussed the letters that were mailed out regarding insurance certificates. They also reviewed a list of vendors that the office has requested the Board's direction from as to what they wish to require. The Board selected a group of people on the list that should be on the payroll verses the accounts payable and stated the remainder needed insurance certificates.

Two forms were distributed to the Board for their review and approval prior to the next meeting regarding sales information.

The Board was informed that LRPC would be present at 3:00 p.m. on the 16th to discuss the RSMS program.

ADJOURNMENT: Motion made by Selectman Roberts to adjourn at 8:12 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