

**Town of Tamworth  
Board of Selectmen's Meeting  
November 14, 2013  
Town Office**

**BOARD MEMBERS**

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

**OTHERS**

**PRESENT:** Town Administrator Cassandra Pearce, Sgt. Penny Colby, Ruth Timchak, Pat Farley, Doug Barron & Bruno Siniscalchi.

Chairman Roberts called the meeting to order at 4:01 p.m.

**DEPARTMENT  
HEADS:**

Sgt. Penny Colby: Distributed stats for the month of October 2013. The Board reviewed the stats.

Pat Farley spoke on behalf of the Economic Development Commission. She stated that they would like to have a coop meeting to describe to communities the TIFF program, and invite Selectmen and Planning Board members from surrounding communities to attend. The decision was to hold the meeting on 1/14/14 at 6:30 p.m. at the Cook Memorial Library.

Leadership program: Pat would like to propose to the Selectmen that the teen leadership program be under the town separately as a group like the swim program. She would apply for grants to help cover any costs, such as pay leader, trip(s). The Board discussed possibility of involving school for budgeting and or sponsoring it. Selectman Roberts would prefer they present this to the School. Selectman Hidden could see it under either. Selectman Gray feels there is benefit to the School and feels it should be presented to them.

**PUBLIC COMMENT:** Doug Barron made several inquires to the Board of Selectmen regarding the Police Chief Dan Poirier. Chairman Roberts asked Mr. Baron if any of this was in relation to the ongoing court case and asked him not to discuss anything relating to that matter at this time. Mr. Baron wanted to inform the Board of actions taken by Chief Poirier and the Board asked that he put his concerns in writing and submit them prior to the next meeting so the Board can review them and address them if necessary. Mr. Baron stated he would do that.

Bruno Siniscalchi stated he noticed on the Town signs that the town was Inc. in 1776 and this means 2016 will be 250 yrs and he would like to offer assistance with a celebration. It was recommended that he talk with historical society as it is believed that they have already started discussing the matter. It was also mentioned that the Library should be included.

**SELECTMEN  
UPDATES:**

Selectman Hidden stated he attended the Rescue Squad meeting where a demo was done on a Zoll Machine for the auto pulse backboard. He also attended the Fire Wards meeting; took part in Veterans Ceremony; and attended the EDC meeting.

Selectman Gray stated he attended the Conservation Commission meeting and discussed the easements, budget and stated Cook Library has invited the Commission to co-sponsor a presentation by Eric Masterson, author of Birding in New Hampshire who will be coming to talk at the library.

Selectman Roberts stated he has not attended any meetings. The Cemetery restoration work was cancelled and will be next year.

**ADMINISTRATION:** The Board approved and signed the following items:

- An Intent to Cut for Map 405 Lot 20
- An Intent to Cut for Map 405 Lot 15
- A Current Use application for Map 206 Lot 116
- A letter of commitment to LRPC for the 2014 Household Hazardous Product Collection Program.
- A Contract with CAI Technologies for Map Maintenance for 2014 in the amount of \$1950.00.

Motion made by Selectman Roberts to approve & sign a payroll manifest in the amount of \$18,973.51 with authorization for a transfer in the amount of \$12,243.74 for direct deposit (included in this amount), and an additional transfer of \$6,193.33 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 \$230,889.26. 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 \$230,889.26. Motion was seconded by Selectman Hidden and passed unanimously.

Motion made by Selectman Roberts to approve and sign the minutes of October 31, 2013. Motion was seconded by Selectman Hidden and passed unanimously.

Motion made by Selectman Roberts to approve and sign the non public minutes of October 31, 2013. Motion was seconded by Selectman Hidden and passed unanimously.

**ADMINISTRATION:** The Board was presented with an application for a personal wireless facility permit, a building permit notification, a set of plans, a copy of SB101, and an email from Town Counsel regarding SB101. The Board will review the plans have comments or questions returned to the office by November 22 incase additional info is needed from the applicant, and a decision will be made at the meeting of December 5, 2013.

Received an email from the Town of Effingham requesting a meeting with Tamworth, Madison, Eaton and Freedom to discuss the possibility of entering into our current ambulance contract. The Board has some concerns but are willing to meet and discuss the situation with the other Towns.

Received a renewal notice from the Greater Ossipee Chamber of Commerce and the Board was asked if they wish to renew. The Board said yes they do wish to renew the membership for 2013-2014.

**CONSERVATION  
EASEMENTS:**

Ned Beecher was in to update the Board on two potential Conservation Easements. One is with the Bearcamp Valley Farm, (Floyd) which has been in discussion for over a year and it looks like they now have agreement to go forward to put easements on two parcels. The Commission is hoping to have the easement ready to be signed in January. Easement will be submitted in advance of meeting for Town Counsel review. The Gilman West/Reich Easement that was started two years ago, and has been on hold for a year, which they have been working with the Society for the Protection of New Hampshire Forests (SPNHF) on, is back in full swing. The SPNHF is ready to begin a combined fundraising effort for the Gilman West and Reich projects on Hackett Hill and Durrell Roads. SPNHF will purchase the Gilman West lot and Tamworth/TCC will hold a conservation easement. SPNHF will purchase a conservation easement on the Reich property and Tamworth/TCC will hold an executory interest.

**ADMINISTRATION:  
(CONTINUED)**

Letter from Mr. & Mrs. Gordon was reviewed and at this time the Board has chosen not to take any action as no additional information has been provided since their last response was sent to them.

Received an email from HEB with a proposed schedule for the bidding and construction dates. The Board reviewed and approved of the dates.

The Board received a letter from Housing Initiatives/Tamworth Senior Housing requesting a PILOT be arranged for Tamworth Senior housing property known as "Remick Acres" under RSA 72:23-K. Mrs. Pearce has submitted an inquiry to the State and is awaiting a response. Once this response is received a PILOT will be drafted for all parties to review.

Evaluations: The Board had previously discussed having employees do evaluations on their department head. Input was received from a few other communities and at this time the Board has chosen to postpone this procedure until they can have additional time to research it. Evaluations will be done on Department Heads on 11/25/13 beginning at 7 a.m. Department Heads are to have their evaluations done on their employees by that time.

Board will sign second issue property tax warrant upon receipt of confirmation from the State DRA of the tax rate.

Mike Kelleher was in the Office today to issue the updated E911 maps and lists to the Town. He also requested the Selectmen designate two officials for the Emergency Notification System if the Town is interested in joining it. Motion made by Selectman Roberts to appoint Richard Colcord, Fire Chief and Dana Littlefield, Emergency Management Director as the Towns designees.

**BUDGET ITEMS:**

Audit Line: Requesting an additional \$500 be added to the contract amount due to the insurance requirement, and an additional \$2500 be added for a single audit due to the federal funding expenditures expected in 2014. Board agreed to include the additional costs.

Personnel Benefits and Wages: The Board stated they will discuss the Cost of Living adjustment and insurances on the 25<sup>th</sup>.

Outside agencies: the Board was asked if they wish to meet with any of these agencies. The Board stated they did not feel a need to meet with any of them this year but would encourage them to have someone in attendance at Town Meeting. A memo will be sent to them reminding them they need to submit a petitioned warrant article before 2/4/14 and suggest they have someone present at Town Meeting to answer any questions regarding the request.

CIP recommendations:

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| 1. 75,000 for office space:            | John yes, Steve yes, Jim no                |
| 2. 8,000 for Revaluation:              | All three said yes                         |
| 3. 70,000 for the Highway 1 ton        | All three said yes                         |
| 4. 260,000 for Road Reconstructions    | All three said yes                         |
| 5. 100,000 for Backhoe (not req by DH) | All three said NO                          |
| 6. 235,000 for bridges                 | All three said yes if backup documentation |
| 7. 40,000 for Rescue eqpt              | All three said yes                         |
| 8. 5500 Rec playground expans          | All three said yes                         |
| 9. 72,203 for Debt service             | All three said yes                         |
| 10. 9800 ground level equipment shed   | All three said yes                         |

The Board would like to see these amounts placed within each department's budgets.

Personnel Policy: Board will review and have for discussion on 12/2/13.

Pat Farley asked if someone who works for the Town has no liability insurance, and the Town is saying it is required in order to work for them, is there a way to have a liability pool for individuals that work for the Town? They would pay for it themselves but may be able to get a rate they could afford. The Board stated it was something that could be looked into.

**ADJOURNMENT:**

Motion made by Selectman Roberts to adjourn at 7:10 p.m. Motion seconded by Selectman Hidden and passed unanimously.

Respectfully Submitted,  
Cassandra M Pearce

Approved by Board of Selectmen

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John E. Roberts

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James S. Hidden

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Stephen G. Gray

DRAFT