

**Town of Tamworth
Board of Selectmen's Meeting
July 12, 2012
Town Office**

Members Present Robert Abraham, John Roberts, and James Hidden

Others Present Cassandra Pearce, Daniel Poirier, H. Parker Roberts, Glenn Johnson, Kim Trammell, Brenda Robinson, Dana Littlefield, John Gotjen, Rosiland Gray, Bruno Siniscalchi, Ruth Timchak, Sam Martin, David Babson, Eric Senecal, John Mersfelder, CC Representative Mark McConkey, Mary Reed, Anne Abear and other members of the public.

Chairman Abraham called the meeting to order at 4:00 p.m.

Department Reports

1. Police Chief Daniel Poirier presented the department's stats for the month of June 2012. Minimal discussion ensued regarding burglaries that have taken place in the community.
2. Chief Poirier discussed the July 4th celebration and felt it was a success.

Public Comment

1. Planning Board – CVL John Mersfelder discussed the recent planning board meeting in which his perception of the meeting which were described as the planning board floundering over the application for a special use permit (SUP) that has been filed by Chocorua Valley Lumber (CVL). He indicated his desire of the Selectmen to request a meeting with members of the planning board and the conservation commission to discuss the issues that surround the property. Members of the Selectmen welcomed members of the planning board and conservation commission to any meeting of the Selectmen and felt that the wetland's violation that is being dealt with by the Selectmen on this property has no bearing on the decision that needs to be made on the SUP application before the planning board. This should not hold up any application and a decision needs to be made by the planning board following the rules accordingly. J Mersfelder indicated the Selectmen were the governing body who requested CVL to apply for an SUP. The Selectmen reassured the members at the meeting that they are taking the wetlands violation of CVL very seriously and as the legal negotiations are continuing they will not discuss the penalty details as it remains in the hands of the Town's legal counsel.
2. Chocorua Day - John Gotjen advised that Chocorua Day will take place on July 28, 2012 from 9:00 a.m. – 2:00 p.m. with shuttles being available from Chocorua Village to the Tamworth Village and back.
3. Chocorua Community Project - J Gotjen made an inquiry regarding the status of the Chocorua Community Project. The Board indicated they are still considering what to do with this latest issue in which funds from the State did not become available for a noise study as originally planned. The project remains on hold until the Selectmen decide whether to spend funds from the Town's budget. C Pearce advised that the State would like a decision from the Selectmen. No decision was made at this meeting. J Gotjen advised that the CCA would be interested in being consulted of the Board's decision.
4. Mark McConkey District 3 Rep - met with the Board to discuss work that will be done to the area State roadways and the small amount of surplus that the State has available for additional road work. Currently in the area there is a stretch of roadway that is 4.4 miles long from Ossipee to Tamworth that will be worked on. M McConkey discussed the 10 year plan proposal of the State to maintain the roadway and advised he would send over a plan to the Selectmen for review. Finally, he indicated he would like to hear from any resident of Tamworth or the Board should they have any concerns or issues.

Cash Receipt & Petty Cash Policy

The Board met with Glenn Johnson, H. Parker Roberts, Brenda Robinson, and Kim Trammell to discuss the current cash handling procedures that are being utilized and advised that a policy has now been written. Members advised that this policy is not being written because of any concerns, but due to the fact that a policy is necessary for the Town of Tamworth.

The Board stressed the need for receipts to be written and turned in with the funds from the departments to the Town Office for every transaction. J Roberts advised the current system is working and that he may not necessarily recommend this policy as it is being presented.

J Hidden indicated he understood the benefit of having a policy in place.

Some of the discussion topics during this session included:

1. The Transfer Station needs a petty cash bank. At this time, the employees utilize their own funds as a petty cash bank.
2. A receipt book system will be utilized with each department receiving assigned numbers
3. The Board will consider increasing the daily deposit amount consistent with the Town Clerk/Tax Collector and the Treasurer's deposit amount to \$1500.
4. J Roberts discussed a no cash receipt policy for the transfer station and either a billing system or payment on account policy held at the Town Office.
5. Allowance within the policy for charge accounts up to a reasonable maximum amount for the transfer station.

After further discussion, the Board indicated that they felt they had enough information and will be reworking the policy to meet the needs of the departments effected and at the same time will protect the Town's assets.

Hauling Proposals

G Johnson met with the Board to discuss the transfer station hauling proposals that were received for a 3 year period. After discussion of options that have been presented from the proposals received including the option of changing to single stream trash method and explanations by G Johnson of his recommendation and the savings that are being presented through the new contract as proposed by Waste Management, *R Abraham moved and J Roberts supported entering into an agreement with Waste Management for 3 years for hauling for the Transfer Station. Vote was unanimous. Motion passed.*

David Babson – Candidate for County Commissioner

David Babson met with the Board to discuss his campaign for Carroll County Commissioner and his desire to change the outlook of the Board. Discussions included: the many items to be accomplished, the \$25 M budget, how to revamp the budget and the budgeting process, the secret society (hallway) meetings that have taken place in the past, to come up with a solution to stop the weekly and or monthly lawsuits that are costing taxpayers dollars, a proposal to change the fiscal year to end June 30, better utilization of land, timber and the farm, moving the cooperative extension to the county complex and the concern that has been brought to the delegate from some towns in the county regarding the municipal taxes associated with the dispatch center for those Towns that do not utilize the center.

The Board thanked D Babson for attending after discussing the duties of the Sheriff Department. D Babson indicated this department has grown more than any other department and if elected, he would look at this department very closely.

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Eric Senecal – Green Mountain Conservation Group

Eric Senecal met with the Board to introduce himself as the new director of the Green Mountain Conservation Group indicating the position had been vacant for over 1 year. He indicated this Group's focus is on natural resources and water quality protection and is most useful to the planning and conservation boards. He presented updated material to the Board and brochures to update the prior best management booklet indicating it to be a good reference for all.

Mary Reed – CC Regional Public Health Emergency Annex

Mary Reed met with the Board for an introduction to the regional public health organization within Carroll County. She indicated she is the only paid employee of this group and presented the Board with a binder that can be utilized by the community in the event an outreach of services is necessary during a health emergency. The program is designed to assist communities during times of need when they have reached their limit of expertise, expense, etc. related to any health disaster (i.e. N1H1, small pox, etc.). This organization meets the 4th Tuesday of each month and is always looking for additional volunteers to serve on the Board or in a capacity needed during an emergency. The plan presented to the Board is available electronically and is constantly being updated. M Reed will contact the TCNA to discuss the program with them.

Selectmen Updates

1. J Roberts indicated the Cook Library meeting was recently cancelled due to lack of a quorum.
2. J Hidden indicated another lengthy meeting took place with the planning board whether the issuance of an after the fact SUP should be issued to Chocorua Valley Lumber. Another meeting is scheduled for this applicant in two weeks.
3. P Farley representing the EDC gave an update for J Hidden regarding the next phase of the BIG event being proposed by the EDC to include a Business 101 meeting to be held on 7/24/2012 at the Cook Library. There will be a speaker there discussing the starting up of a business and the procedures that may need to be followed along with funding sources that may be available.
4. R Abraham missed the last Conservation Commission meeting.
5. The Board was not ready at this meeting to discuss the CIP items for the 2013 budget, but will meet with members of the CIP and the Road Agent on 7/26 beginning at 2:00 p.m.

Administrative Matters

Administrator C Pearce presented, discussed and requested signatures where appropriate on the following items:

1. 2012/2013 fuel price - The prices received were from \$3.195/gallon to \$3.4916/gallon. The Board accepted the price offered by Fred Fuller for \$3.19/gallon. Pat Farley discussed going into these bids in the future with the school or other towns to determine if a more reasonable price could be reached saving everyone money. The Board indicated they would consider this recommendation for future pricing.
2. Junkyard license – GP Auto - The Board received a junkyard license renewal from GP Auto Salvage and decided they would walk the property prior to approving the application for the coming year. The walk through will be held either Monday, 7/16 or Tuesday, 7/17 beginning at 7:30 a.m.
3. Farmers' Market – At a recent meeting, the Board discussed the possibility of allowing the farmers' market to be held on Town property. It has been determined that the selling of alcohol would need to be discussed further as there is no ordinance against the selling on Town property and that if the Board decided to allow the market to be on Town property, each vendor would be requested to supply the Town with a certificate of insurance naming them as an additional insured.

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4. Chocorua Community Project - The Board will review the email received from the State prior to making a decision on utilizing Town funds to move this project forward this year.
5. Deputy Treasurer – Appointments were made for Priscilla Remick and Joanna Noyes as the new deputy treasurers for the Town.
6. A driveway permit was approved for map 208 lot 017.
7. A driveway permit was approved for map 413 lot 002.
8. A letter was approved requesting a refund from Primex, the Town's worker's comp carrier.
9. Intent to cuts were signed for:
 - a. 413-002
 - b. 410-061
 - c. 411-032 & 406-011-001
 - d. 422-015
 - e. 414-057
 - f. 404-001
 - g. 215-025
10. *R Abraham moved and J Hidden supported to approve a payroll manifest for 7/12/2012 in the amount of \$18,956.02, a transfer in the amount of \$13,482.85 for Direct Deposit Transfer (included in the initial amount) and a transfer in the amount of \$5,958.59 for the Federal Tax Deposit. Vote was unanimous. Motion passed.*
11. *R Abraham moved and J Hidden supported to approve an accounts payable check register in the amount of \$142,810.22. Vote was unanimous. Motion passed.*
12. *R Abraham moved and J Hidden supported to approve an accounts payable manifest in the amount of \$142,810.22. Vote was unanimous. Motion passed.*
13. *R Abraham moved and J Hidden supported to approve an accounts payable check register in the amount of \$175,000. Vote was unanimous. Motion passed.*
14. *R Abraham moved and J Hidden supported to approve an accounts payable manifest in the amount of \$175,000. Vote was unanimous. Motion passed.*
15. *R Abraham moved and J Hidden supported to approve an accounts payable check register in the amount of \$1,000. Vote was unanimous. Motion passed.*
16. *R Abraham moved and J Hidden supported to approve an accounts payable manifest in the amount of \$1,000. Vote was unanimous. Motion passed.*
17. *R Abraham moved and J Hidden supported to approve the non-public meeting minutes of June 28, 2012. Vote was unanimous. Motion passed.*
18. *R Abraham moved and J Hidden supported to approve the regular meeting minutes of June 28, 2012. Vote was unanimous. Motion passed.*

Non-Public Session I

R Abraham moved and J Hidden supported to enter into a non-public session at 6:00 p.m. per RSA 91 A: 3 II c & e. Vote was: Abraham, Yes, Hidden, Yes, Roberts, Yes. Motion passed.

J Roberts moved and J Hidden supported to adjourn the non-public session at 6:12 p.m. Vote was unanimous. Motion passed.

J Roberts moved and J Hidden supported to seal this set of non-public minutes until such time as a final agreement is reached between the Town of Tamworth and Chocorua Valley Lumber. Vote was unanimous. Motion passed.

Non-Public Session II

R Abraham moved and J Hidden supported to enter into a non-public session at 6:12 p.m. per RSA 91 A: 3 II c. Vote was: Abraham, Yes, Hidden, Yes, Roberts, Yes. Motion passed.

J Roberts moved and J Hidden supported to adjourn the non-public session at 6:37 p.m. Vote was unanimous. Motion passed.

No decisions were made during this session.

Adjournment

R Abraham moved and J Hidden supported to adjourn the meeting at 6:37 p.m. Vote was unanimous. Motion passed.

Respectfully submitted,
Anne M. Abear

Approved by Tamworth Board of Selectmen: 7/26/2012

Robert Abraham

John Roberts

James Hidden