

Town of Tamworth  
Board of Selectmen's Meeting  
Town Office  
August 23, 2012

Members Present Robert Abraham, John Roberts, and James Hidden

Others Present Cassandra Pearce, Richard Roberts, Glenn Johnson, Dan Poirier, Sam Martin, David Little, Dennis Quinn, David Bowles, Ruth Timchak, Rosiland Gray, Bruno Siniscalchi, Harry Remick, Mike Callis, Ned Beecher, Anne Abear and other members of the public.

*Chairman Abraham called the meeting to order at 3:15 p.m. at Ricker Auto Salvage on Maple Road.*

The Board met at Ricker Auto Salvage to discuss the requested renewal of the facilities junkyard license.

*Chairman Abraham recessed the meeting to the Town Office at 3:45 p.m.*

*Chairman Abraham reconvened the meeting at 3:59 p.m. at the Town Office.*

**Ricker's Auto Salvage Site Inspection**

R Abraham noted that a few more vehicles were noticed on the property than in the past, but this is due to the inability of a crusher being available. The Board noted that Ricker is purchasing a crusher of his own. The Board noted that the Ricker had done a good job of keeping the yard in shape, that there are a few issues that still need to be addressed to satisfy the State and signed the 2012 license renewal.

**Department Updates**

Police Chief Dan Poirier discussed the following:

1. The Board discussed a complaint received from an individual that received a parking ticket while attending the farmer's market. After the Board discussed the letter and received input from Chief Poirier, they decided not to waive the ticket.
2. Chief Poirier discussed a concern of who owns the property at Chocorua Lake where parking is permitted. Verbal information was given to the Board that Tamworth Police Officers have issued tickets and then the individuals contacted the CLA president who informed the person that they could park in the area. This will be looking into further.
3. J Roberts discussed the encroachment to the ROW from the Chocorua Lake Bridge which may be causing an issue. This will be looked into further.

Transfer Station Supervisor Glenn Johnson discussed the following:

1. The Board wished Glenn a very happy birthday.
2. One demo can is in need of repair at the transfer station at the cost of \$1200 - \$1300. If the Town wishes to purchase a new can the price would be \$5,000. The Board authorized the repair to the current demo container.

Road Agent Richard Roberts discussed the following:

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1. Cleveland Hill Road work will begin on Monday August 27 and the road will be closed until the work is completed.
2. Crushing at the highway garage has been completed.
3. Employees of the highway department have been working on mowing the sides of the roadways. R Abraham requested the blind spot coming out of Hollow Hill Road be viewed and cut back.
4. R Abraham inquired as to why the Cleveland Hill Road project was not put out to bid? R Roberts indicated that he will be doing the project in house with the assistance of hired trucks. R Abraham indicated in the future, a project of this size should be discussed whether to go out to bid. J Roberts inquired if concerns have been expressed to Mr. Abraham; the answer was yes.
5. R Abraham requested either copies of or original sales slips for purchased material from Ambrose be turned into the office so that they can be matched up with the bills. R Roberts indicated he was keeping the slips separated by roadway which could be utilized in the event of an emergency and the information would be needed for FEMA.
6. The Board requested that the gravel being utilized from the Town Highway garage be logged in a manner that the amount of material withdrawn from the site can be calculated.
7. The job advertisement for the budgeted 4<sup>th</sup> highway employee was presented to the Board to view. After some adjustments to the ad were made by the Selectmen, the Board approved the advertisement. The Board will meet at 3:00 p.m. on Thursday, September 6, 2012 to view any applications that have been received for the job.
8. R Roberts thanked R Abraham for his assistance in removing a tree from the roadway recently.
9. A quote has been received from Lakeside Security in the amount of \$7,559.06 for the purpose of putting a security system within the Town's highway garage. The Board was requested to consider if they want to put this type of system into the building and if so, how they want to fund the project.

#### **Highway & Police FCC Licensing**

Chief Poirier discussed the notice that he recently received from Carroll County Sheriff's Department regarding the need to reprogram all of the radios within his department to narrow band on or before January 1, 2013. The Chief indicated this is the 1<sup>st</sup> he has heard about this and this discussion lead into whether the Town has a current FCC license for the police and highway departments. This will be looked into further and discussed at the next meeting.

#### **Public Comment**

Patricia Farley discussed the notice received from LR Planning Commission addressed to Tom Peters for his work on the Commission. The Board advised they also received a copy of the notice.

#### **Selectmen Updates**

1. J Roberts advised that the Cemetery Trustees met last week and according to John Wheeler, he contacted Alex Cook. Mrs. Cook has declined to resign her position as a Cemetery Trustee even though she has not attended any meetings since last fall.
2. J Roberts reported the Trustees have cut back on some of the mowing and will schedule a fall clean up in October.
3. The cemetery computer equipment budgeted for in 2012 is being worked on and members of the library have volunteered to assist in inputting information into this system.
4. Paul King continues to work on the Chocorua Cemetery boundary lines.

5. J Hidden discussed a site walk taken for Juniper Land Trust and two boundary line agreements that were done at the last planning board meeting.
6. R Abraham indicated he missed the last Conservation Commission meeting.
7. R Abraham will meet with the new school Superintendent on 8/24.
8. J Roberts will view the brush on the corner of Hollow Hill Road and the cemetery to see if the blind spot can be eliminated.

### Administration

Administrator Cassandra Pearce presented, discussed and requested approval as necessary for the following items:

1. A letter for White Lake Inn and Tavern to serve alcohol on their outside back deck was approved.
2. The 2012 MS1 was signed. It was noted that the Town's overall value have increased minimal.
3. A letter to St. Andrews Church advising that the Board has denied their request to tie into the Town's drainage was signed.
4. Intent to cuts approved:
  - a. Map 406 lot 056
  - b. Map 411 Lot 032 & Map 406 lot 11-001
  - c. Map 404 Lot 008
5. A response letter was reviewed and signed by a majority of the Board regarding the RSA 91-A request for information received at the last meeting from Mr. & Mrs. Forcier.
6. Another letter was signed by a majority of the Board addressed to Mr. & Mrs. Forcier regarding their need to pave their driveway apron off of Turkey Street.
7. It was discussed that some of the permits should have a time limit on them.
8. The Board discussed the process for receiving complaints and J Roberts requested the name of the individual who complained about the Forcier property to be announced. R Abraham indicated the complaint came to him and he will check with the individual to see if his name can be announced. Further, he spoke to legal counsel who indicated the name did not have to be released.
9. A raffle permit application was approved for a raffle that took place on 8/22 by the TCNA.
10. The 2011 MS-5 report was signed.
11. *R Abraham moved and J Hidden supported to approve an accounts payable check register in the amount of \$35,000. Vote was unanimous. Motion passed.*
12. *R Abraham moved and J Hidden supported to approve an accounts payable manifest in the amount of \$35,000. Vote was unanimous. Motion passed.*
13. *R Abraham moved and J Hidden supported to approve an accounts payable check register in the amount of \$261,061.66. Vote was unanimous. Motion passed.*
14. *R Abraham moved and J Hidden supported to approve an accounts payable manifest in the amount of \$261,061.66. Vote was unanimous. Motion passed.*
15. *R Abraham moved and J Hidden supported to approve a payroll manifest for 8/24/2012 in the amount of \$18,787.52, a transfer in the amount of \$12,851.55 for Direct Deposit Transfer (included in the initial amount) and a transfer in the amount of \$5,702.70 for the Federal Tax Deposit. Vote was unanimous. Motion passed.*
16. *R Abraham moved and J Hidden supported to approve the regular meeting minutes of July 26, 2012 as written. Vote was unanimous. Motion passed.*
17. *R Abraham moved and J Hidden supported to approve the regular meeting minutes of August 9, 2012 as written. Vote was unanimous. Motion passed.*
18. The NH DOL will be at the Town conducting safety site visits on Monday, August 27, 2012.

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19. A revised application for the cell tower has been received by the Tamworth Planning Board for the Connelly property on Albee Road as a condition of the cease and desist issued by the Board of Selectmen.
20. The Board discussed the timber who is resigning effective 9/15/12. The Board mentioned a few names of individuals who they would recommend. This will be discussed again at the next meeting.

**Conservation Easement**  
**Eastern Field**

Ned Beecher, Chairman of the Tamworth Conservation Commission met with the Board to discuss the easement for the Eastern Field property of Robert Floyd in South Tamworth. It was reported that all of the funds necessary for the closing to take place on August 31, 2012 have been committed to be raised by the Commission with little to none being required to be spent from the Commission's fund.

The easement has been reviewed by the Town Attorney and with the correction of a few grammatical errors, he has approved the easement.

A public hearing has been scheduled for Wednesday, August 29, 2012 at 5:00 p.m. as the final step in obtaining the easement.

*R Abraham moved to accept the Conservation Easement for the Town for the Eastern Field Property of Robert Floyd located in South Tamworth pending the final public hearing scheduled for August 29, 2012. J Roberts supported this motion. Vote was unanimous. Motion passed.*

**Radio Repeater Tower on Great Hill Road**  
**Tamworth Fire Department**

The Board met with David Little of the Tamworth Foundation who indicated that the original grant requested from the Tamworth Fire Department was for 60% of the cost associated with placing a repeater on the Great Hill Fire Tower to extend communication coverage to outlying areas of Town with poor coverage. The Tamworth Foundation was approached at the same time by Tamworth Wireless who understood the fire department would allow for their equipment to be on the tower also to extend the coverage of the wireless service. The Foundation decided to fund the project at 100% with the understanding that the wireless company would be involved in the project.

It has recently been brought to the Foundation's attention that the wireless company was not considered during the installation of the electrical panel and therefore, the grant that was allocated can not be passed onto the Town until Tamworth Wireless has a power source to run.

David Bowles spoke of the project and indicated that there was plenty of room in the panel for the wireless company to be provided with electricity.

David Little and Kathy Davenforth indicated that the funds for the electrical service should be paid for through the grant and the funds would be released once the project is complete to include the wireless company connection.

The discussion continued with the offer from Tamworth Wireless to allow the battery backup of Tamworth Wireless to be placed on the repeater service which will allow the power service to be available to the fire department for several days versus the 4 hours that are available on the current system.

The Selectmen indicated that they understood Tamworth Wireless to be part of the repeater project from the beginning and anticipated that the fire department also knew of this plan. D Bowles indicated that the Fire Wards would take a formal vote at their next meeting and he did not see a problem.

### **Mike Callis – District 7 Seat Representative**

Mr. Callis met with the Board to discuss his campaign and desire to become the District 7 Representative which included the community of Tamworth. His focus will be on the repairs of roadways in the area.

### **Selectmen/Administrative Items**

1. 2013 Budget Finance Committee – R Abraham requested J Hidden consider holding off on the finance committee for 1 year until he is given an opportunity to go through one cycle of the budgeting process. The Board expressed their desire for additional interest to be given by members of the public to work on this committee. J Roberts agreed with R Abraham and J Hidden agreed to hold off for this coming budget season.
2. Access to Personnel Files – R Abraham presented a policy that is less strict to access the personnel files. The proposal is to have two individuals access the files together to make sure that the policy is adhered to. J Roberts indicated he still believes that one of those individuals should be a member of the Board and discussed his conversations with other surrounding Towns who separate the file of the Administrator from the other files to ensure the individual does not have access to their own file. The Board continued the discussion with an explanation given from R Abraham regarding the files of the police department personnel in which are the responsibility of the Police Chief. J Roberts indicated that in most Town's the files of the patrolman are held by the Chief and the Chief's file is held by the Selectmen. J Roberts requested to see the requirement of the Police Chief in writing. R Abraham will contact Dan Poirier to request he meet with the Board to discuss this further at the next meeting and did not take a vote or amend the policy that was presented by R Abraham regarding access to the files.
3. Electronics Policy – R Abraham contacted Mainstay Technologies regarding the offer to supply the Town with a full free audit of the computers that are being utilized and to offer a disaster recovery plan. The audit will take approximately 1.5 hours. The Board agreed to have the current IT person of the Town present during this audit. It was reported that this company can offer the Town IT service and budgeting assistance.
4. Access to the Vault – It was felt by all Board members that they believe access of the Town Vault should be made available to the Board along with access to the files (with the exception of the personnel files). J Roberts discussed the past Selectmen having access to the vault and the files.

*R Abraham moved and J Roberts supported to grant access to the Town Vault to the Selectmen and access to all locked cabinets, with the exception of the personnel files. Vote was unanimous. Motion passed.*

5. Sealed non-public minutes – R Abraham indicated it was time for the Selectmen to consider reviewing non-public session minutes that have been sealed by the Board in the past. J Roberts indicated that those sealed minutes would have to be opened at a Board meeting. R Abraham advised this was his understanding.

6. Mowing at the Landfill – J Roberts requested the office to contact Mark Streeter to see if he has an interest in mowing the old landfill site.
7. Old Tahoe – J Roberts indicated the Town should check with the fire department to determine if the old Tahoe has been stripped of their equipment and if it has, the vehicle should be put out to bid.

**Non-Public Session**

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

*R Abraham moved at 6:18 p.m. and J Roberts supported to adjourn the non-public session. Vote was unanimous. Motion passed.*

The Board discussed legal correspondence from Town Counsel and agreed to the language written within a stipulation agreement as presented.

**Adjournment**

*R Abraham moved at 6:18 p.m. and J Roberts supported to adjourn the meeting. Vote was unanimous. Motion passed.*

Respectfully submitted,  
Anne M. Abear

Approved by the Board of Selectmen: 9/6/2012

Robert Abraham

John Roberts

James Hidden