

Town of Tamworth
Board of Selectmen's Meeting
Town Office
October 18, 2012

Members Present Robert Abraham and James Hidden

Others Present Administrator Cassandra Pearce, Sam Martin, Ruth Timchak, Bruno Siniscalchi,
Anne Abear, and other members of the public throughout the meeting.

Chairman Abraham opened the meeting at 4:00 p.m.

Department Updates

None

Public Comment

None

Selectmen Updates

1. J Hidden advised that the Economic Development Commission is working on putting together the 2013 book of businesses in Town. Any business owner wanting to be noted within the book should contact a member of the Commission.

Administration

Administrator Cassandra Pearce discussed the following with the Board requesting signatures and or motions as needed.

1. An intent to cut for map 419-005-001. The Board requested the timber monitor to view this intent.
2. A letter was signed to NH LGC requesting any funds that they are holding for the Town under their holiday plan to be returned to the Town.
3. A commitment letter was signed for LR Planning Commission to place funds within the 2013 Town budget for the purpose of taking part in the household hazardous waste days.
4. A contract for map updates was signed between the Town and Cartographics. The price remains the same as last year.
5. An application for current use was signed for map 406 lot 008. It was discovered recently that the application was not recorded in 1995.
6. A letter was signed addressed to the Town Trustees requesting that they release the funds and close the capital reserve account for the Transportation Enhancement Program – shoulder project.

Board of Selectmen's Meeting
October 18, 2012

7. Personal Wireless Communication Tower applications were signed for 413-013-200 and 217-043-200.
8. *R Abraham moved and J Hidden supported to approve a payroll manifest for pay dated October 18, 2012 in the amount of \$18,361.22 with a transfer of \$12,016.26 for direct deposit and a transfer of \$5,468.73 for the federal tax deposit. Vote was unanimous. Motion passed.*
9. *R Abraham moved and J Hidden supported to approve an accounts payable check register in the amount of \$264,053.54. Vote was unanimous. Motion passed.*
10. *R Abraham moved and J Hidden supported to approve an accounts payable manifest in the amount of \$264,053.54. Vote was unanimous. Motion passed.*
11. *R Abraham moved and J Hidden supported to accept the minutes of the October 4, 2012 non-public meeting. Vote was unanimous. Motion passed.*
12. *R Abraham moved and J Hidden supported to accept the minutes of the October 4, 2012 regular meeting. Vote was unanimous. Motion passed.*
13. *R Abraham moved and J Hidden supported to accept the minutes of the October 9, 2012 regular meeting. Vote was unanimous. Motion passed.*
14. The Board viewed the policy pertaining to transfer station and beach facility decals at the request of Kim Trammell to determine if the Board was going to make any changes to the policy or add a cost for the decals in the coming year. The Board agreed to not charge for the decals and did not have any changes to make to the current policy.
15. The Board discussed the upcoming LGC conference and C Pearce requested anyone who was planning to attend to get your registration into the office before the next check run to get a reduced rate for the conference. J Hidden did not believe he would be attending. R Abraham did not indicate if he was attending and C Pearce thought she would go.
16. C Pearce discussed a property owners request to have their property merged back into one lot. The parcel is on one deed. The lot line was separated when Route 16 was built and the owner has been receiving two bills for quite some time. The Board requested this item to be run by town attorney to determine what steps should be taken if the lots can be merged.
17. An application for a driveway permit for map 405 lot 014 off of Locke Falls Road has come in along with a request to build off of a class VI Town roadway. The application will be submitted to the planning board, property abutters and other owners along this roadway for comment to the Board prior to a building permit being issued. The Board requested the applications be left in their box for review.
18. The Board discussed the request of Dana Littlefield for a member of the Selectmen to attend training for the purpose of becoming the Town's public information officer. J Hidden indicated he was not interested at this time. R Abraham will attend the training on December 6 and 7.
19. The 2013-2014 dental coverage for the employees currently offered through LGC will increase by 1.2% for that time period. Board members agreed to continue with LGC for the coverage of dental insurance.
20. The COLA increase announced for 2013 by the Social Security Administration is 1.7%. The Board was requested to consider whether they will offer the employees an increase for the 2013 year and by what percentage. This will be discussed again at the November 1 meeting.
21. The written safety & health program was reviewed and minimal changes were made at the request of R Abraham. The policy regarding compressed gas cylinders was discussed in great length. This individual policy will remain as is and the Board requested further clarification from another NH DOL inspector. *R*

Abraham moved and J Hidden support to adopt the Safety & Health Program and requested further review of the Compressed Gas Cylinder Policy. Vote was unanimous. Motion passed.

22. The Board discussed the written lockout tagout procedure for the compactor at the Transfer Station. *R Abraham moved and J Hidden supported to adopt the procedure for locking out and tagging out of the compactor at the transfer station. Vote was unanimous. Motion passed.*
23. The Board received a copy of the health insurance proposals from Melcher and Prescott and will be discussing this further upon receipt of other proposals.
24. The Board discussed the stipend offered to employees who choose not to take health insurance through the Town as a benefit. The policy currently reads that in order for employees to receive the stipend, the policy that the employee is carrying must be equal to or better than that of the Town's policy. The Board indicated that they would not review each plan to determine which plan is better for the employees who have the coverage elsewhere. The Board discussed revising the personal policy and discussed changing the personnel policy, offering the stipend contingent upon an eligible employee providing documentation that they are covered elsewhere under insurance. The documentation shall be in the form of a letter from the other employer or insurance provider indicating that the employee requesting the stipend is in fact covered under an insurance policy. *R Abraham moved and J Hidden supported to revise the personnel policy to indicate that an employee has to provide proof of insurance on an annual basis in order to receive the health insurance stipend and to remove the equal to or greater than requirement. Vote was unanimous. Motion passed.* The Board will like to review this further to cap the amount of the stipend that is offered to the employees.
25. R Abraham discussed building taking place on Depot Road in which the property owner appears to be putting up a garage and has put in a new driveway without permits issued from the Town. A letter will be sent to the property owner.

KA Brett School Information

Superintendent Lou Goscinski, School Board Chairman Jack Waldron, and SAU Business Administrator Mike O'Neill attended the meeting as an introduction to the Board of the new SAU office staff. They reported on the following:

1. The MS 24 & 25 have both been submitted to the State and should not hold up the tax rate setting process any longer. These reports are due in on September 1 and the plan of the SAU Office is to have them in on time for the year 2013.
2. The annual audit for the 2011 field work has been completed and a draft report is expected soon.
3. The annual audit for the 2012 fiscal year is expected to be done in November. Both of these reports should appear in the annual district report of 2012.
4. The estimated fund balance reported was just over \$100,000 which will be utilized to offset the taxes raised for the school.
5. The School Board plans to begin working on the 2013 budget at the meeting later in the evening.
6. The public hearing for the SAU budget is scheduled for November 13.

7. The development of the common course standards has been being worked on by many employees of the KA Brett School. The preparation for college and career orientated students has been the focus of the curriculum.
8. The next meeting between L Goscinski and R Abraham is scheduled for October 26. Principal Ron Troon will be in attendance.
9. The school, through bulk purchasing has locked in their fuel price for the year at 2.93/gallon. The supplier is Burke. M O'Neill indicated that the Town may not be able to get involved in this type of fuel purchase as the tanks at the Town are much smaller. The cost may be increased if the delivery of the fuel at the site is cumbersome.

Non-Public Session

R Abraham moved and J Hidden supported to enter into a non-public session at 5:00 p.m. per RSA 91-A:3 II c. Vote was Abraham Yes, Hidden Yes. Motion passed.

R Abraham moved and J Hidden supported to adjourn the non-public session at 5:13 p.m. Vote was unanimous. Motion passed.

The Board decided to deny the request of a taxpayer for an abatement of interest on their property taxes.

Adjournment

R Abraham moved and J Hidden supported to adjourn the meeting at 5:13 p.m. Vote was unanimous. Motion passed.

Respectfully submitted,
Anne M. Abear

Approved by the Board of Selectmen: 11/1/2012

Robert Abraham

John Roberts

James Hidden