

Town of Tamworth
Board of Selectmen's Meeting
October 6, 2011
Town Office

Members present William Farnum, Robert Abraham, and John Roberts

Others present Town Administrator Cassandra Pearce, Police Chief Dan Poirier, Transfer Station Supervisor Glenn Johnson, Rescue Captain Jeff Tavares, David Little, Ruth Timchak, John Gotjen, Bruno Siniscalchi, Dennis Quinn, Patricia Farley, Karen McNiff, Sam Martin, Damon Steer, and Anne Abear.

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

Department Reports

Chief Poirier presented the September 2011 stats of his Department for the Board to view.

Glenn Johnson reported he was experiencing problems with compactor #1's motor and overlay start. He advised he had met with an electrician who advised he needed a new start. A new one is being sent to the Transfer Station to try. If this corrects the problem, the Town will purchase the part; if not, more testing will be done.

Mr. Farnum reported on a conversation he had Mr. Richard Roberts that work on Washington Hill Road will take place next week with fine grading taking place on Thursday and paving projected for Friday.

Non-Public Session #1 *Mr. Farnum moved at 4:02 p.m. and Mr. Abraham supported to enter into a non-public session per RSA 91-A: 3 II a. Vote: Farnum, Yes, Abraham, Yes, Roberts, Yes.*

Mr. Farnum moved and Mr. Abraham supported to adjourn the non-public session at 4:35 p.m. Vote was unanimous. Motion passed.

The Board accepted a flex schedule work policy with amendments from Police Chief Daniel Poirier for the police department personnel.

Tamworth Wireless Mr. Quinn met with the Board to discuss the progress of the Tamworth Wireless system which has developed over the past year. Mr. Quinn advised that the system currently has 65 people on the network and is progressing to fiber optics by month end. He continued by indicating that the towers are up. One of them needs to be relocated by June of 2012 due to it being placed within a restricted easement.

Consumer cost for the system are associated with speed needs and are priced from 29.95/month to 69.95/month, an installation fee of \$100 and a radio fee of \$350 (which can be leased and paid for over time).

Mr. Quinn offered to temporarily hook up the municipal buildings to see if the speed of the system would be compatible to the current provider's. Mr. Farnum requested a temporary hookup be set up for the townhouse for Election Day in January 2012. Mr. Quinn will review this area, but believes it is feasible.

The Board thanked Mr. Quinn for his hard work on this project.

Public Comment

1. Mr. Damon Steer inquired if the Selectmen oversee the hiring of employees of the highway department? After some discussion of recent part time employees who have been hired, the Board advised that they consider the recommendations of the Road Agent and hiring accordingly. Mr. Steer advised he was inquiring as this is not what he was told in Madison. The Board reiterated the procedure followed for hiring personnel within the Town of Tamworth.
2. Mr. Damon Steer inquired if the Board had any progress for the Tamworth Inn? The Board advised there was nothing new to report.
3. Mr. John Gotjen inquired if the pedestrian crossing signs would be replaced within Chocorua Village? The Board advised they have purchased new bases for the signs and will be working to retrofit the signs to the new bases. Mr. Abraham volunteered to work on this retrofit.
4. Mrs. Farley discussed a recent meeting of the Mt. Washington Valley Economic Development Committee which discussed federal and State funds which are available to assist businesses, proprietors, and municipalities. A meeting will be set up in the near future in which the Selectmen, Planning Board, other committees and public will be able to attend to hear more about these program.

CIP Report for 2012 – 2017

Mr. David Little met with the Board to present the CIP Report as approved by the CIP Committee and the Planning Board and to discuss recommendations for the 2012 budget to include:

1. Purchasing capital items outright versus setting up savings accounts (capital reserve accounts)
2. The purchase of a \$35,000 4-wheel drive cruiser for the police department.
3. Payment in the amount of \$77,314 for the lease/purchases of 3 highway vehicles.
4. \$240,000 for road reconstruction
5. \$45,000 for Cleveland Hill Road reconstruction and paving
6. \$15,000 for the Townhouse painting/mold abatement,
7. \$76,124 for the landfill closure bond payment

8. \$12,500 for a build out analysis for the planning board.
9. Closing the capital reserve fund set up for the Transportation Enhancement project for Route 113 from Town to the KA Brett School as the State has taken this project off of their 10 – 15 year road project listing.
10. Placement of these items on the 2012 warrant were recommended to be within the departments warrant articles, but separated slightly by having single line items so that if necessary, that item could be easily pulled out and discussed at Town Meeting.
11. An item to be conducted for the future years report is an adequate inventory of all Town bridges which will assist in the future funding necessary to replace/repair all Town owned bridges.

After the Board accepted the report and proposals for the 2012 warrant, Mr. Little thanked all of the departments for their assistance in the creation of this report that will be utilized as a tool for the future budgeting needs of the Tamworth. The Board thanked Mr. Little and the entire CIP Committee for their hard work on this report.

Selectmen's Updates

1. Mr. John Roberts discussed the recent planning board meeting in which the following was discussed:
 - a. 2012 Budget,
 - b. A cell tower application that was continued to November,
 - c. An approval given to John Hackett for his property to be merged.
 - d. An approval given for a driveway to be placed on a lot off Bunker Hill Road.
2. Mr. John Roberts discussed a conversation he had with PSNH in which they are looking to redirect the current power line to Wonalancet away from Hemingway Road to follow Route 113A. It is projected that this project may take place over the next year. If this project does occur, it is believed that some major tree cutting may be necessary.
3. Mr. Robert Abraham indicated he had no updates at this time regarding the SAU and that he spoke to Ed Maduskuie, Chairman of the Energy Committee who will be working on setting up a meeting of that committee in the near future.
4. Mr. William Farnum discussed a conversation that he had with Frase Electric who would like to give the Town a proposal to help offset the cost of their electricity. The Board would like to hear this proposal.
5. Mr. Farnum advised the Unitarian Universalist Fellowship would like to modify the easement given to the Town. They are requesting the removal of the water line and have only have power. The Board would like to review the easement, but tentatively had no issue with this change.
6. Mr. William Farnum discussed a telephone call received from Diana Lewis of Bunker Hill Road. The caller advised that a VIP Bus Tour had crossed the bridge on this road that is rated with a 6-ton weight limit. Ms. Lewis stopped the bus and advised that they should not have crossed the bridge and feels it

the responsibility of the Selectmen to properly post the road. The Board advised that the posting is appropriate on the bridge.

Administrative Items

Town Administrator Cassandra Pearce discussed, reviewed and requested signatures were appropriate to the following:

1. A letter was signed for Sammy's Paw Print indicating that the Town does not have regulations governing entertainment in the lounge.
2. A timber tax levy in the amount of \$501.32 was signed.
3. *Mr. John Roberts moved and Mr. Robert Abraham supported to approve an accounts payable manifest in the amount of \$16,187.50. Vote was unanimous.*
4. *Mr. John Roberts moved and Mr. Robert Abraham supported to approve an accounts payable check register in the amount of \$16,187.50. Vote was unanimous.*
5. *Mr. John Roberts moved and Mr. Robert Abraham supported to approve an accounts payable manifest in the amount of \$213,431.95. Vote was unanimous.*
6. *Mr. John Roberts moved and Mr. Robert Abraham supported to approve an accounts payable check register in the amount of \$213,431.95. Vote was unanimous.*
7. *Mr. John Roberts moved and Mr. Robert Abraham supported to approve a payroll manifest in the amount of \$22,176.43, a transfer of \$13,753.40 for Direct Deposit (included in above amount) and a transfer of \$6,429.94 for Fed Tax Deposit (not included in above amount). Vote was unanimous.*
8. *Mr. John Roberts moved and Mr. Robert Abraham supported to approve the minutes of September 20, 2011 as written. Vote was unanimous.*
9. *Mr. John Roberts moved and Mr. Robert Abraham supported to approve the minutes of September 22, 2011 as written. Vote was unanimous.*
10. *Mr. John Roberts moved and Mr. Robert Abraham supported to approve the non-public minutes of September 22, 2011 as written. Vote was unanimous.*
11. Mrs. Pearce discussed a letter received from the property owner along Maple Road in which the Board agreed to rename the driveway to Applewood Drive. The letter requests the Board hold off on the renaming request until something is built on the property. The Board agreed.
12. The Board received an invitation to attend a viewing of a biomass heating system. Mr. Abraham indicated he would like to attend. The meeting will be held on 11/4/2011.
13. A complaint was received regarding Pinetree Power's alarm sounding off. Mrs. Pearce has communicated with a representative of Pinetree Power who indicated they had a problem of the plant being offline; therefore, the reason for the alarm sounding. The system should be back on line at this time.
14. The Board was requested to decide if they were going to the LGC's Annual Conference on November 16 - 17. If so, registrations are due into the Town Office on or before 10/12. As most members expressed an interest in

- attending, the Board will only hold one regular Selectmen's Meeting in the month of November. That meeting date will be November 3, 2011 at 4:00 p.m. Other meeting dates and times will be set if they are necessary.
15. The Joint Loss Management Committee is requesting the Selectmen revise the responsibilities of the committee as set by the Selectmen in regard to inspections. The policy currently requires quarterly inspections be conducted of each department. The committee is recommending this be changed to every 2 years. After some discussion, it was discovered that the minimum NH Labor law requirement is to inspect the departments annually. The Board agreed with the annual inspections.
 16. Mrs. Pearce advised that the bookkeeper position is a bonded position per our insurance company.
 17. The SAU Report of Findings has been disbursed. At this time, there was no comment made by the Board on this report.
 18. The Fire Department is addressing the concerns of Moultonborough regarding Red Hill Fire Tower.
 19. Mrs. Pearce requested clarification from the Board on taxing telephone lines for the 2011 tax year versus the 2012 tax year. As this would require a revised MS1 to be submitted, the Board was not willing or interested in taxing the telecommunications for the 2011 year; however, they are interested in looking at the information for 2012. Mrs. Pearce has requested Sancousy for a price to assess these lines.
 20. 2012 Budget work sessions will be held on November 28, December 5 and December 12 (if needed). All of these meetings will begin at 8:00 a.m.
 21. Mrs. Pearce had communication with MRI who is assisting the SAU Office to establish the school reports for setting the tax rate. They are expected to be signed this week and should be in the mail by Friday.
 22. Mrs. Pearce will be meeting with representatives of the Disability Rights Association on October 20 beginning at 11:00 a.m. to view the Town Office and Town House renovations. Mr. Abraham will attend this meeting with her.
 23. Mrs. Pearce discussed the remaining home that was taken by tax deed within the Tamworth Pines Coop and the need to consider winterizing the building. The Board decided they would like to get this home and the one in South Tamworth that was recently taken back on the tax rolls. The Board directed Mrs. Pearce to begin the process necessary to sell these buildings by sealed bid. The Board wants to make it clear in the bid package that anyone wishing to bid on the home within Tamworth Pines understands the tenant acceptance policies and procedures of the park. It was further discussed that the property access for the home in South Tamworth has been blocked by rocks.
 24. The bridge on Cleveland Hill Road was recently damaged during a motor vehicle accident and the Town does not cover bridges separately under the insurance policy. Mr. Abraham requested the driver's insurance agency be sought out to pay for any damages. The Board requested to know how much it would cost the Town's to cover the bridges. Further, Mr. John Roberts

asked for research to be done on how other communities handle the insurance coverage for bridges.

25. An email from NHDRA has been received regarding the proposals which were sent to them for review for the tri town assessing. The email indicated as the contract was not separated by Town, the communities involved would have to create a co-op to move forward with this idea. The Board felt that they had the ability to move forward without creating a co-op and will meet with the Towns who have expressed an interest to discuss this further. That meeting is tentatively scheduled for 10/19/2011 at 7:00 p.m.

Non-Public Session

Mr. Farnum moved at 6:10 p.m. and Mr. Abraham supported to enter into a non-public session per RSA 91-A:3 II a & c. Vote: Farnum, Yes, Abraham, Yes, Roberts, Yes.

Mr. Farnum moved and Mr. Abraham supported to adjourn the non-public session at 6:35 p.m. Vote was unanimous. Motion passed.

The Board reviewed and signed employee evaluations during this session and although agreed all of the Town employees are a great asset to the Tamworth community and do a great job, financially they cannot at this time consider any increases to salaries as recommended by the Department Supervisors.

After a review of the Bookkeeper/Secretary's job description compared to the duties actually being done by this individual and making updates as recommended by the employee and Town Administrator to this job description, the Board agreed to change the title to Executive Assistant/Finance Officer.

Adjournment

Mr. Abraham moved and Mr. Roberts supported to adjourn the meeting at 6:40 p.m. Vote was unanimous, motion passed.

Respectfully submitted,
Anne M. Abear

Approved by the Board of Selectmen: 10/20/2011

William Farnum

Robert Abraham

John Roberts