

Town of Tamworth  
Board of Selectmen's Meeting  
12/1/2011  
Town Office

Members Present                      William Farnum, Robert Abraham, John Roberts

Others Present                      Town Administrator Cassandra Pearce, Police Chief Dan Poirier, Road Agent Richard Roberts, T/S Supervisor Glenn Johnson, George Knight, P/R Director Parker Roberts, Town Clerk Kim Trammell, Rosiland Gray, Ruth Timchak, John Gotjen, Bruno Siniscalchi, Tim Fountain from Cartographics, Paul King, Fritz Kurr from Sandwich, Susan Bryant-Kimball, Joe Costello from Tri County Community Action, Joe Coyle, Albert Straw and Anne Abear.

*Chairman Farnum opened the meeting at 3:30 p.m.*

Non-Public Session                      *W Farnum moved and R Abraham supported to enter into a non-public session per RSA 91-A: 3 II a at 3:31 p.m. Vote was: Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.*

*R Abraham moved and W Farnum supported to adjourn the session at 4:04 p.m. Vote was: Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.*

The Board met with employees of the transfer station to discuss the job duty essentials. The Board requested further medical documentation from one of the employees.

The Board issued a written warning to one of the employees for his verbal statements of profanity used toward and during a conversation with another Town employee.

Department Updates                      H Parker Roberts discussed the following:

1. A walkthrough between P Roberts and the fire chief regarding the occupancy permit for the Town House. All items needing attention have been taken care of.
2. The Parks & Recreation Department is heading into the basketball season.

G Johnson discussed the following:

1. The contract with Waste Management for hauling for the Town has expired. A recommendation was made to enter into a 1 year extension with Waste Management to allow for time to consider other vendors. The hauling and tipping fees will remain the same. *W Farnum moved and R Abraham supported to enter into a one year contract extension with Waste Management through October 31, 2012. Vote was unanimous. Motion passed.*
2. The chipper repairs have been made and all of the Transfer Station equipment is running appropriately.

D Poirier discussed the following:

1. November stats for the Tamworth Police Department.
2. A resignation received from the Tamworth Animal Control Officer effective 12/15/11. *J Roberts moved and W Farnum supported to accept the resignation of Jeff Tavares as Tamworth's Animal Control officer effective 12/15/2011 with regret.*

Vote was unanimous. Motion passed. Anyone wishing to apply for this position should contact the Town Office or the Police Department.

3. The Board discussed the shoveling at the police station. Chief Poirier advised that thus far there have been no issues and there will be no problem unless it is heavy snow on Fridays or Saturdays.

R Roberts discussed the following:

1. The roads are soft and he is hoping for a freeze soon.
2. W Farnum was asked to mark an area needing attention over the weekend.
3. Part of the highway garage property has been cut back to begin excavation.
4. All the equipment is running well at this time.

#### Non-Public Session

*W Farnum moved and R Abraham supported to enter into a non-public session per RSA 91-A: 3 II c at 4:18 p.m. Vote was: Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.*

*R Abraham moved and W Farnum supported to adjourn the session at 4:35 p.m. Vote was: Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.*

The Board requested R Roberts and Joe Coyle to meet and discuss the road mowing expectations.

#### Public Comment

1. J Gotjen inquired if the Board would be holding another public hearing to discuss the plan of work to be started in the Spring of 2012 on the Chocorua Community Project? The Board indicated they would consider this and announced that it is still in the planning stages. It was further reported that the radar speed signs will be disallowed along the Route 16 Highway.

#### Mapping/GIS Project

The Board met with Tim Fountain of Cartographics to discuss the recent T-square project of UNH in which they acquired the Town maps and other data and created an overlay for the Town to utilize. Although this is a good start, the overlay is not 100% accurate and should not be utilized as exact for the public or municipal use.

Three options for update to this system were discussed along with the associated costs:

1. Remapping of the entire Town – Cost associated with this project would be \$70,000 and not recommended.
2. Keeping the T-Square system as presented updated – cost would be \$2,750 annually.
3. Recompiling the GIS Information – Cost associated with this project is \$26,000 with an additional cost of \$2,350/year for maintenance. This project is recommended by Cartographics and can be done over a 2 year time period.

The aerial photography is updated periodically by the State of NH. The last update was in 2006 and an update is planned for 2012.

#### Sandwich/Tamworth Perambulation

P King, F Kurr and S Bryant-Kimball met with the Board to discuss the perambulation of the Tamworth/Sandwich Town lines and reported a discrepancy in the lines over the last few assessments. The lines have “swayed” 900 feet throughout the assessment from the top of Bald Knob Mtn. After some consideration and at the recommendation of P King, the Board agreed to place a note within the perambulation that this discussion ensued.

As this project will not be completed by year end, the funds associated with this line perambulation will be requested for a 2011 encumbrance.

#### Tri County Community Action Program

Mr. Costello of Tri County Cap met with the Board for the purpose of discussing the current financial status of this organization, the funds that are requested by each County, what programs are offered by Tri County Cap, how many people are served by County and their inability to follow through with the PILOT payment for the 2011 tax year. Further, it was mentioned that this may also be a possibility for the 2012 tax year.

The Board inquired if any cuts had been made by the organization to reduce the spending associated with the organization? Mr. Costello advised that they had reduced the amount of health insurance payments by an estimated \$44,000 per month.

The Board discussed the dental building with Peter of TCC who advised that over the past 29 months since the dental office had been opened it has served 153 Tamworth residents which equates to a subsidy of approximately \$10,464 in cash discounts given to them for dental work. This entire building is being utilized . The main building has 2 rooms or approximately 120 sq feet that is not occupied.

The Board inquired if other Towns had also been approached and it was reported that the building on Route 16 in Tamworth is the only facility in the Carroll County. There are loans on the property in Tamworth and the county does provide an incidental contribution of 1.4%.

Mr. Costello advised that the fuel assistance program will only be getting ½ of the normal disbursement to assist individuals who qualify. This may place the burden back onto the Town under the general assistance program.

#### Administrative Items

C Pearce discussed the following with the Board and items were signed as necessary:

1. A timber tax levy in the amount of \$10,596.26 was signed.
2. A land use change tax levy in the amount of \$10,519 was signed.
3. 2 telephone pole licenses were signed by the Board for Durrell Road.
4. The Board signed the Equalization Study for 9/1/2010 – 10/30/2011.
5. *J Roberts moved and R Abraham supported to approve a payroll manifest for pay date 11/17/2011 in the amount of \$16,615.17 which includes a transfer of \$11,509.29 for direct deposit and further to approve a transfer in the amount of \$5,010.68 for the federal tax deposit. Vote was unanimous. Motion passed.*
6. *J Roberts moved and R Abraham supported to approve an accounts payable check register in the amount of \$227,653.90. Vote was unanimous. Motion passed.*
7. *J Roberts moved and R Abraham supported to approve an accounts payable manifest in the amount of \$227,653.90. Vote was unanimous. Motion passed.*

8. *J Roberts moved and R Abraham supported to approve a payroll manifest for pay date 12/1/2011 in the amount of \$27,676.43 which includes a transfer of \$15,027.87 for direct deposit and further to approve a transfer in the amount of \$7,355.49 for the federal tax deposit. Vote was unanimous. Motion passed.*
9. *J Roberts moved and R Abraham supported to approve an accounts payable check register in the amount of \$100,567.11. Vote was unanimous. Motion passed.*
10. *J Roberts moved and R Abraham supported to approve an accounts payable manifest in the amount of \$100,567.11. Vote was unanimous. Motion passed.*
11. *J Roberts moved and R Abraham supported to approve the non-public meeting minutes of 11/3/2011 as written. Vote was unanimous. Motion passed.*
12. *J Roberts moved and R Abraham supported to approve the regular meeting minutes of 11/3/2011 as written. Vote was unanimous. Motion passed.*
13. *J Roberts moved and R Abraham supported to approve the regular meeting minutes of 11/9/2011 as written. Vote was unanimous. Motion passed.*
14. *J Roberts moved and R Abraham supported to approve the regular meeting minutes of 11/23/2011 as written. Vote was unanimous. Motion passed.*
15. *J Roberts moved and R Abraham supported to approve the non-public meeting minutes of 11/23/2011 as written. Vote was unanimous. Motion passed.*
16. *J Roberts moved and R Abraham supported to approve the regular meeting minutes of 11/28/2011 as written. Vote was unanimous. Motion passed.*
17. *J Roberts moved and R Abraham supported to approve the non-public meeting minutes of 11/28/2011 as written. Vote was unanimous. Motion passed.*
18. The Board agreed to hold a public hearing on the 2012 budget on Thursday, February 9, 2012.
19. The Board viewed several formatting changes to Town Office forms and agreed to the new look.
20. *W Farnum moved and R Abraham supported to approve the updated welfare guidelines with a rate increase for heat. Vote was unanimous. Motion passed.*
21. The Board reviewed the new law pertaining to involuntary lot merges that is required to be posted from 2012 thru 2016 and further published in the Town Report. *W Farnum moved and J Roberts supported to adopt the provisions of RSA 674:39-aa. Vote was unanimous. Motion passed.*
22. *W Farnum moved and J Roberts supported to adopt the revised transfer station/beach facilities policy as presented and dated 12/1/2011. Vote was unanimous. Motion passed.*
23. C Pearce discussed the request of the Tamworth Caregivers to place a ½ page statement into the annual Town report. The Board agreed to place the article if room allowed within the current 90 page proposal.
24. C Pearce discussed the inquiry of landowners of the Town of Albany who access their property through Tamworth's roadways desire to acquire facility stickers and utilize the Tamworth transfer station. The consensus of the Board was to not allow these non-property owners to utilize the facility or to acquire stickers.
25. The Board discussed the 2012 contract for assessing services as provided by the new assessor. R Abraham pointed out several areas within the contract that were unclear from its original proposal. C Pearce will contact Mr. Wood to discuss the necessary items to be included.
26. The Board discussed the positions of Cemetery Trustees with K Trammell who advised the Board of the concern of placing the position on the ballot for election without clear proof that the Town has voted in the past for the establishment of such a Board. After some discussion, K Trammell offered to provide the Board with documentation received from the Secretary of State's Office. This will be discussed at a future meeting.

27. The Board received information from the Town Trustees regarding the hookup of water to the Veteran's Memorial from the UU Church. The Board agreed to consider an addendum to the current agreement and requested this be drawn up by the Trustees.

#### Class VI Road Policy

W Farnum discussed the project of putting into place a class VI road policy and the tasks/issues that may be involved for a successful outcome to include:

1. Reviewing a draft policy to insure that it meets the needs of the Town and complies with applicable law,
2. Develop forms needed to implement the policy
3. The current building notification process does not comply with all the requirements of RSA 674:41 – development of the policy and forms will correct this.
4. Need for a comprehensive list of Class VI roads by:
  - a. Establishing a new study committee to do the work of compiling a list of all town roads and history behind them,
  - b. Establish what roads are Class VI roads and what are paper roads (roads that were to be established that never were built) that may have been lost to local knowledge. Each road as found would be individually addressed to see if they should be discontinued, closed subject to gates and bars, modified to a class V road or converted to a Class A trail.

*W Farnum moved to establish a class VI road study committee with the initial task of finding the roads within the Town. J Roberts supported this motion. Vote was unanimous. Motion passed.*

Several names of residents who may be interested were given at this meeting. Individuals will be personally inquired with by members of the Board.

#### Non-Public Session

*W Farnum moved and R Abraham supported to enter into a non-public session per RSA 91-A: 3 II a, b, and c at 7:30 p.m. Vote was: Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.*

*R Abraham moved and W Farnum supported to adjourn the session at 7:50 p.m. Vote was: Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.*

The Board decided on the 2011 employee incentive recipient in the amount of \$750.

The Board decided on the Town Report Cover for 2011.

The Board decided to move ahead with the legal injunction filing against the Town Treasurer to get her to comply with the 2011 Investment Policy as all other trials have failed. Further, the Board agreed to offer the Treasurer an opportunity to resign if she chose not to comply and to further uphold the oath of office as a Tamworth's Town Treasurer. The information will be served to the Treasurer accordingly.

#### Adjournment

*W Farnum moved and R Abraham supported to adjourn the meeting at 7:50 p.m. Vote was unanimous. Motion passed.*

Respectfully submitted,

Anne M. Abear

Approved by Tamworth Board of Selectmen: 12/15/2011

William Farnum

Robert Abraham

John Roberts