

Town of Tamworth
Board of Selectmen's Meeting
December 12, 2011
Town Office

Members Present William Farnum, Robert Abraham, and John Roberts

Others Present Town Administrator Cassandra Pearce, Brenda Robinson, Alex Cook, David Haskell, John Wheeler, John Mersfelder, Anne Abear, Jack Waldron, and David Giampietro.

Chairman Farnum opened the meeting at 10:02 a.m.

2012 Budget Reviews

Swim Program:

1. B Robinson met with the Board to discuss the request of the Swim Program for a 2012 budget. She advised that the program during the 2011 summer months saw 125 – 135 children with several of them between the ages of 2 – 5 years old.
2. B Robinson discussed the standards that have been redone by the American Red Cross for swim safety and advised that the instructors are currently following the standards of lake, pond, river and pool swimming instruction.
3. The program no longer offers a bus for transportation.
4. The reason the budget was overspent for the 2011 year was due to closing out the funds within a separate checking account that was held specifically for the program and the increase that was given to the employees working under the program.
5. B Robinson will be applying for funds from the Tamworth Foundation again during the 2012 year to assist in offsetting the fees associated with this budget.

Town Trustees/Cemetery Trustees:

1. The original request was for \$32,250, due to the need to locate some of the boundaries of the cemeteries starting in Wonalancet, the Trustees requested an increase in the budget of \$5,000 to cover the expenses of Paul King's surveying.
2. The budget proposal includes a software program to assist in better tracking of the lots and locations of individuals within each cemetery. Currently this task is done on paper.
3. D Haskell requested the Board consider moving \$500 from this budget and placing the funds within the patriotic purposes budget for flags. The Board advised that the budget for patriotic purposes is specific to the 4th of July family day. The Board decided to leave the expense of the flags within the cemetery budget.
4. The Board discussed the cemetery mowing bids project. J Wheeler advised that this has not been started, but the plan is to move forward with putting this job out to bid.
5. The Board discussed the election of Cemetery Trustees and announced that per legal counsel, the position of Cemetery Trustees will be placed on the 2012 ballot and as there is no conflict of interest, the Town Trustees can hold both positions if they desired to sign up for the position.

6. The Trustees continue to work on creating an addendum for the memo of understanding for the use of water from the UU Church to feed the Veteran's Memorial. J Wheeler will write this addendum for the Board to view.
7. The Board inquired if D Haskell had a deed for the Old Town House property at Cleveland Hill Road and Hollow Hill Road. He advised he would have to look, but felt the deed should be at the Town Office. The Board advised they would acquire a copy if they did not have one at the office.
8. D Haskell was asked if he had been able to make copies of the cemetery plot cards as there is only the one original. D Haskell advised that he was putting them in a full page PDF format.

ZBA Discussion

J Mersfelder met with the Board to discuss the meeting scheduled for December 13, 2011 with North Atlantic Towers and their appeal to the ZBA for a Special Exception and Waiver. J Mersfelder discussed legal correspondence that he has had with Attorney Sager and the plan to move forward from the 12/13/2011 meeting to schedule a public hearing for 1/13/12. J Mersfelder will keep the Board updated on the efforts of the ZBA in regards to this project.

The meeting was recessed at 11:39 a.m. and was reconvened at 1:40 p.m.

Administrative Items

C Pearce discussed the following with the Board and requested signatures were necessary:

1. A discussion of the recreation telephone for Durrell Road and cell phone took place with a determination that shutting off the land line and having just the cell phone for this department would cost more. The reasoning would be the disconnect charges and the need to increase the minutes of the cell phone plan for this individual.
2. The Board reviewed each department's budget and made a preliminary recommendation for the individual budgets and warrant articles which will be presented at the budget public hearing in February.
3. The Board discussed a maintenance agreement with Southworth Milton for the new generator. The Board was in favor of the agreement for 5 years at the expense of \$1,080/year. The Board requested one addition to the agreement was to have a non-appropriation clause added to the agreement in case funds were not approved at Town Meeting.
4. An email received from the Economic Development Commission advised although all of the information has yet to be received regarding the tax incentive program, this board continues to work on a proposal. The proposal will not be ready for the 2012 Town Meeting. The Board decided they would put this off for another year.
5. An intent to cut for map 405 lot 021 was signed.
6. An intent to cut for map 415 lot 004 was signed.
7. R Abraham suggested that all policies of the Town be placed on the Town's website. After further consideration, the Board agreed to a suggestion to place a statement on the website that the internal control policies and personnel policies are available at the Town Office for viewing.
8. C Pearce will be taking vacation over the Christmas Holiday.
9. The advertisement for an Animal Control Officer has gone out and applications are expected no later than 12/20. R Abraham expressed his interest in filling this position.

10. J Roberts discussed an inquiry from Valley Vision as to whether the community of Tamworth was interested in being videotaped for the meetings, which will be aired on the local access channel in the Conway area. At this time, the Board is not interested.

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 2:17 p.m. Vote was: Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.

R Abraham moved and W Farnum supported to adjourn the session at 2:55 p.m. Vote was: Farnum, Yes, Abraham, Yes, Roberts, Yes. Motion passed.

The Board decided that without the written authority from the Town Treasurer Mary Mills for the Finance Officer to transfer funds for the bi-weekly payroll as required by the investment policy; all direct deposits for payroll with discontinue immediately. The injunction against Mary Mills as Town Treasurer will be filed. The Board requested a meeting with Town Attorney be set up within the next few days at the Town Office.

Adjournment

R Abraham moved to adjourn the meeting at 2:55 p.m. J Roberts supported this motion. Vote was unanimous. Motion passed.

Respectfully submitted,
Anne M. Abear

Approved by Board of Selectmen: 12/29/2011

William Farnum

Robert Abraham

John Roberts