

Town of Tamworth
Board of Selectmen's Meeting
September 30, 2010
Town Office

Members Present John Roberts, William Farnum, and Robert Abraham

Others present Administrator Cassandra Pearce, Road Agent Bruce Robinson, Town Clerk/Tax Collector Kim Noyes, Mr. & Mrs. David Farley, Karin McNiff, Dennis Quinn, David Haskell, Dennis Dicey, Sam Martin, Anne Abear and other members of the public.

John Roberts called the meeting to order at 4:01 p.m.

Department Updates

Highway Mr. Robinson discussed the following with the Board:

1. Cleveland Hill Road project – 8 culverts to be installed; the Town has an easement for 7. The area of the culverts has been staked off and the Town has applied for Hazard Mitigation Funding to assist in the reconstruction of the 1,680' of road. Mr. Robinson advised that 18" piping will be utilized at the estimated distance of 435' of piping.
2. Bunker Hill - is 2/3 done, wires were found and disturbed within the roadway. These wires were reported as not being utilized any longer by the telephone company.
3. Hackett Hill - ditching is complete.
4. The Board discussed the need for paving on Main Street and on the curb corner of the sidewalk in front of the Town Office.
5. Trash on Depot Road and Paige Hill Road – Mr. Abraham advised the minutes of 9/16 need to be corrected where as Bill Henderson was the concerned citizen who discussed trash along Depot Road and Paige Hill Road. Mr. Robinson advised he had not been in touch with Chief Poirier regarding the proposed plan to prevent littering along this roadway but will meet with Chief Poirier within the next 2 weeks and will report back to the Board at the next meeting.

Public Comment None

Personnel Policy Update The Board discussed the following personnel policies:

1. Health Insurance – The Board discussed the stipend that is offered to employees who do not currently take the health insurance plan offered through the Town. Mr. Roberts inquired if the Board would consider taking out the stipend entirely. Mr. Abraham believes the employees who do not take the Town's health insurance plan should be allowed to continue to receive the stipend that is currently offered. The Board requested clarification to the policy that allows the employee a stipend of ½ of a single plan premium if they can show that they are covered under another plan that is equal to or greater than the current policy offered.
2. Vacation allowance policy – The Board discussed the current policy and requested clarification on portions of the policy. The Board discussed changing the allotment allowance from January of each year to the hiring anniversary date of the employee. Mrs. Pearce will work on the policy and present a policy for the Board to view at a future meeting.

3. Electronic Equipment Use – Mr. Farnum presented a policy in regard to the use of electronic equipment (computers, copiers, telephones and fax machines) by Town employees.
4. NH Retirement – The Board requested this be mentioned within the personnel policy.

The Board agreed to hold a personnel meeting at a future date to discuss the changes being made to the policy.

High Speed Internet Application

Mr. Dennis Quinn met with the Board and gave an update on the Internet access application that will be offered to the Town for those who currently are unable to acquire the service. Maps were presented with a discussion of the properties needing to be assessed a current use penalty as part of each property will have to be taken out of current use to complete this project. Mrs. Pearce will contact Mr. Quinn when the penalty is assessed.

Selectmen Updates

Mr. Farnum discussed the following:

1. The Energy Commission will be conducting a door blower test on 11/13. This test will be conducted at the Town Office.
2. The CIP Committee met recently and will meet again on the 11/19 and 11/26. 2011 recommendations will be presented to the Selectmen no later than 12/1.

Mr. Abraham discussed the following:

1. Mt Washington Valley Economic Development – company is still doing well. They are still looking to sell their property.
2. Planning Board – continues to work on the earth excavation procedure being developed under RSA 155-E. Another meeting is scheduled for October 13. Mr. Roberts thanked Mr. Abraham for stepping in to assist during the development of this procedure in his absence.
3. Land Use Regulation Committee – continues to work on the performance based zoning procedure being developed for the 2011 ballot vote. The next meeting is scheduled for October 6. After that meeting the proposed ordinance will go to the Planning Board for their approval. A brief discussion of the new ordinance took place with an explanation that this ordinance will put more responsibility on the Planning Board and the need to hire a code enforcement officer to issue building notifications/permits and to enforce this new ordinance.

Mr. Roberts discussed the following:

1. Conservation Commission – has not had a meeting since the last Board meeting.
2. Economic Development - discussed trying to attract new businesses to Tamworth with the possibility of offering an incentive through tax abatements to bring new businesses to Town. The Board was advised that the Town of Ossipee has done this in the past and found it to be unpopular. The Board was requested to think about this idea and will discuss it further at a future meeting. Mr. Farnum requested the Board review any RSA pertinent to this process.

1. The Board signed a grant application for the generator to be placed at the KA Brett School.
2. An intent to cut for map 402-002 was approved.
3. An intent to cut for map 413-024 was approved.
4. An intent to cut for map 414-057 was approved.
5. *Mr. Roberts moved and Mr. Farnum supported to approve a payroll manifest in the amount of \$18,483.87. Vote was unanimous*
6. *Mr. Roberts moved and Mr. Abraham supported to approve an AP manifest in the amount of \$236,754.18. Vote was unanimous.*
7. *Mr. Roberts moved and Mr. Abraham supported to approve an AP check register in the amount of \$236,754.18. Vote was unanimous*
8. *Mr. Roberts moved and Mr. Farnum supported to approve the non-public minutes of 9/16/2010 as written. Vote was unanimous.*
9. *Mr. Roberts moved and Mr. Farnum supported to approve the meeting minutes of 9/16/2010 with the correction in the name of the person concerned with the trash on Paige Hill Road to be Bill Henderson. Vote was unanimous.*
10. *Mr. Roberts moved and Mr. Farnum supported to approve the minutes of the 9/20/2010 meeting minutes. Vote was unanimous.*
11. *Mr. Roberts moved and Mr. Farnum supported to approve the minutes of the 9/22/2010 non-public meeting minutes. Vote was unanimous.*
12. The Board signed a Selectmen's deed releasing the property of map 203 lot 046 back to the prior property owner now that they have paid all back taxes and administrative costs.
13. The Board signed a Selectmen's deed releasing the property of map 214 lot 175 back to the prior property owner now that they have paid all back taxes and administrative costs.
14. Addison Mason is expected to complete the siding project on the salt shed by end of October.
15. A letter has been received from NH Fish and Game requesting permission to place signage signifying the importance of the dam that was utilized in the past to supply water to lumber companies in the Town. The proposal is to place the sign on the corner of Union Hall and Route 25. After a review of the sign drawings the Board requested a meeting with NH Fish & Game reps on 10/14 beginning at 3:00 p.m. at the Union Hall intersection.
16. An EPA questionnaire has brought up concerns regarding the maintenance of the bioretention area for the Chocorua village. The Board viewed a letter that was sent to the State in the past. Appropriate funds will be placed within the highway department budget to maintain this park.
17. Nitro Fireworks has inquired that if they decide not to place a fireworks store behind G3 in Chocorua if they could have their notification fees returned? The Board authorized the return of the funds.
18. Verizon vs Nextel cell phone plans – The Board discussed the proposed plans and the increase in price that will follow by changing to a Verizon plan for the Town's employee cell phones. The Board will discuss this plan with department heads at future meeting.
19. Mrs. Pearce discussed the current use educating organization known as SPACE. This organization has requested a full listing of Town owned properties. She advised that this organization is very helpful to property owners and disburses information to them keeping them updated on the NH land use laws. The Board agreed to sell a data disk to this company at the charge of \$50 versus the \$100 that is usually charged.
20. PTA playground inquiry – Mrs. Pearce presented a 2004 warrant article that was passed for the purpose of authorizing the Selectmen to accept a reasonable

easement area no greater than ½ of an acre within the village area in order to place a playground. Mr. Farnum will contact the PTA to discuss the funds that are available and their plans for playground equipment. After discussing the possible locations for this equipment, a majority of the Board recommended that the equipment be placed on the Town Office property.

21. Mrs. Pearce discussed a flier that was received from the Cook Library regarding the history of Cleveland Hill Road.
22. Mrs. Pearce discussed HB 1524 that updates RSA 31:105 pertaining to hold harmless liability for many elected and appointed officials. HB 1524 specifically includes overseers of welfare and health officers. She indicated the Board did not have to readopt a policy, as the policy that was previously adopted on June 28, 2007 would cover these appointed officials.
23. LGC Conference information – Mrs. Pearce requested the Board view the information regarding this conference and the Town Office would register everyone together if Board members chose to attend. The Board was requested to respond by October 13 with their payment for the conference if they wanted the Town Office to register them. Mrs. Pearce plans on attending this conference.
24. 2010 law lecture series and the basic law of budgeting booklets are available at the Town Office. Mr. Abraham requested a separate set be purchased for him. The \$42 will come out of the Selectmen's budget.
25. 2010 budget – Mrs. Pearce advised that the Town has an estimated \$374,000 left in their overall budget for next 3 months.
26. 2011 Budgets - The Board was requested to consider a COLA adjustment for the employees of the 2011 budget.
27. Hot Water Heater at the Town House – The Board discussed putting in a new heater at the Town House. At this time, the Town is awaiting a cost estimate for the project. Mr. Abraham and Mr. Farnum will bring information to the next meeting regarding the different style of heaters available. Parker Roberts was requested to be present at the next meeting beginning at 2:00 p.m. at the Town House.
28. Chocorua Community Project – An email has been received from Jay Poulin of HE Bergeron (HEB) discussing a meeting to be held in Concord on 10/7. Mrs. Pearce was requested to check on a time and location and to report back to the Board. Further, HEB will be meeting with the State regarding the project proposal. The Board requested to be present during that meeting.
29. Parking on Route 16 in Chocorua Village – The Board discussed a picture that was presented showing a vehicle parking on the corner of Route 16 and Deer Hill Road. The picture shows a vehicle with kayaks on the roof that although parking legally, blocks the site distance of vehicles traveling on this roadway.

Kim Noyes Electronic Payments

Ms. Noyes advised she attended a conference recently where a discussion took place in regard to electronic payments and after a review of the 12/17/2009 meeting minutes, requested the Board consider a formal vote to adopt the provisions of RSA 80-52 c that allows for the acceptance of payments through the use of electronic funds. *Mr. Farnum moved and Mr. Abraham supported to adopt the provisions of RSA 80-52c which will allow the Tax Collector/Town Clerk to accept funds through electronic means. Vote was unanimous. Motion passed.* The Board advised that they approve this RSA with the understanding that the only item being utilized at this time is ACH transactions for motor vehicle registrations. Any further use of this policy (use of credit cards for payments) must be brought back to the Board for their approval.

Ms. Noyes discussed the licensing of dogs and RSA 466, which enforces the required action of licensing dogs. She continued by giving the Board a brief overview of the

responsibility of the town clerk related to registering dogs. An estimated 600 dogs are currently not licensed within the Town. All dogs must be licensed on or before April 30, 2011. Any dog owner who does not register their dog by this date is subject to a penalty of \$1.00/month and an additional \$30/dog if served by the animal control officer. A warrant for the dogs not licensed by 6/1/2011 will be presented to the Board of Selectmen. The warrant will require the Tamworth Animal Control Officer under the direction of the Tamworth Police Department to serve each offending dog owner.

Town House ADA Issue Update

Mrs. Pearce discussed the ADA compliance report received from Shawn Bergeron. This report recommends several different suggestions to bring the bathrooms into compliance at the Town House with the ADA laws. Mr. Abraham advised he expected more than what was provided by Mr. Bergeron. Mr. Roberts advised that the Board should view the facility to determine which proposal will be presented at the 2011 Town Meeting to address the ADA issues. Mr. Abraham felt that with the information given from Mr. Bergeron, he could determine the adequate specifications necessary to bring the building into compliance. Mr. Roberts did not feel comfortable writing the specs as Mr. Abraham did. The Board will meet at the Town House at 2:00 p.m. on 10/14 to view this project.

Mr. Abraham expressed a concern of the Town House being used for public meetings. He advised a meeting of the Republican Party met at the facility last week. He felt the building should no longer be utilized for public meetings.

Mr. Abraham discussed an explanation of the \$1,400 remaining from the year 2007 for ADA compliance work that was approved at Town Meeting. Mrs. Pearce advised that the \$1,400 was the amount that the town overspent on this project for the 2007 year. This money is no longer available. The Board discussed the railing needing to be put up at the Town Office – rear entrance. Mr. Roberts advised that this would be included in the presentation at the 2011 Town Meeting.

Non-Public Session

Mr. Roberts moved and Mr. Farnum supported to enter into a non-public session per RSA 91:A 3 II c & e at 6:52 p.m. Vote was Roberts, Yes, Abraham, Yes, Farnum, Yes. Motion passed.

Mr. Roberts moved and Mr. Farnum supported to adjourn the non-public session at 7:38 p.m. Vote was unanimous. Motion passed.

Adjournment

Mr. Roberts moved and Mr. Farnum supported to adjourn the meeting at 7:38 p.m. Vote was unanimous. Motion passed.

Respectfully submitted,
Anne M. Abear

Approved by Tamworth Board of Selectmen: 10/14/2010

John Roberts

William Farnum

Robert Abraham