

TOWN OF TAMWORTH
BOARD OF SELECTMEN
84 MAIN STREET
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Selectmen's Meeting
Town Office

Thursday, January 11, 2018

MINUTES

Present: Chairman Hidden, Selectman Gray and Poirier, Road Agent Roberts, Police Chief Littlefield, Fire Chief Colcord, EDC Chair Farley, Friends of the TH Melanie Streeter, Barbara Walker, Kathy Johnson, Linda and Casslyn Cook, David Little, Becky Mason, Bruno Siniscalchi, Peg Poirier, David DinWoodie, Finance officer Estabrook, Town Administrator McWhirter and videographer.

- I. CALL TO ORDER: Chairman Hidden called the meeting to order at 6:00 pm.
- II. DEPARTMENTS & COMMITTEES:
 - Highway
 - Road Agent Roberts reported he and his crew has been busy plowing, sanding and salting. This last storm was very icy.
 - Police
 - Police Chief Littlefield presented his activity report for the month of December. The total number of calls has doubled from November to December. He stated that during the last storm the department was having trouble with AAA. The antenna on the radar trailer has been repaired and the decals on one cruiser have been changed. The IMC software should be on line next week. He met with the Advisory Budget Committee to review the Police Budget.
 - Fire/Rescue
 - Fire Chief Colcord reported on a number of topics. Everything is going well with the Rescue Department. He has added \$15,000 for plowing, \$3,000 for the Comstat ambulance billing agency and \$3,000 for tree work at Great Hill Fire Tower to his proposed 2018 Fire/Rescue budget. He has been working on finalizing specifications for the new fire truck and getting it put out to bid. The Municipal Safety Building Committee's next meeting is February 12, 2018 at the Central Fire Station. Members of the Municipal safety Building Community have completed the article for the town report. The generator at the school has been fixed. The Chief will be attending a meeting with NH Homeland Security and Emergency Management regarding the outcome of the disaster declaration for the October 30th storm. Haz-Mat training is going well. There will be one more meeting to complete the training. The town has met the match to satisfy the grant requirement.
 - After little discussion regarding RSA 674:51, Chairman Hidden made a motion to rescind the vote of 4/19/17 which read "This is to certify that the Town of Tamworth has not adopted State of New Hampshire Revised Statute Annotated, (RSA) 674:51, "Power to amend State Building Code and Establish Enforcement Procedures." The motion was seconded by Selectmen Gray and passed unanimously.
 - Chief Colcord thanked Chief Littlefield and Sergeant Sheehy for all the assistance during the last couple of weeks during this frigid weather. Selectman Poirier also thanked the Chiefs for being prepared in the event of power outages and the possibilities of residents running out of heating fuel.

- Economic Development Commission
 - Chairman Farley commended the generous offer by the Preserve at Chocorua to house residents in need of a warm place to stay. Selectman Poirier stated that there is specific criteria to open the emergency shelter and that the Emergency Management Director is charged with making that decision. The Tech Forum's first meeting is featuring Facebook on January 18, 2018 from 6pm to 8pm at the Cook Memorial Library.
- Administration
 - Administrator McWhirter reported that the first payroll checks for 2018 were completed by the new payroll company. This system will be much easier to use. The Public Hearing on the proposed 2018 budget will be held on February 8, 2018 with a snow date of February 9, 2018. The Public hearing to discuss the warrant article for KENO and the library warrant article will be held on February 15, 2018. Town report information has been requested from department heads and committee chairs to be submitted by January 22, 2018.

III. APPOINTMENTS:

- Members of the Friends of the Town House updated the board on their activities since the last meeting. They have taken pictures documenting issues with the building. They have purchased a vacuum cleaner, broom, mop, buckets and cleaning supplies. Volunteers have cleaned the entire building and removed 2 truckloads of trash to the transfer station. They have contacted regular users of the town house and reviewed their needs. Jason Bergen will be shoveling 2 entrances and the emergency exit during the winter season. A phone extension will be created for the Friends of the Town House. Darlene will provide contact information for Jason Bergen. She will also provide expense and revenue information for 2016 and 2017 for the Town House. The friends will get estimates regarding a potential mold issue in the basement.

IV. NEW BUSINESS:

- The following 2018 Budgets were reviewed by the Selectmen, Becky Mason, Chairman of the Advisory Budget Committee and department heads.
 - 4440 General Assistance – Chris Clyne increased the GA salary line by \$780. She feels the position will require more time.
 - 4194 Town House – will be reviewed at the January 25th Selectmen's meeting.
 - 4312 Highway – Road Agent Roberts decreased the fuel line in his budget to \$500.
 - 4316 Street Lighting - no changes
 - 4215 Ambulance – no changes
 - 4220 Fire/Rescue – no changes
 - 4290 Emergency Management – no changes
 - 4140 Town Clerk/Tax Collector – TC/TX reviewed the warrant article with the Board. This year the article includes an additional 5 paid days off for a total of 20 and a \$2,000 increase in salary. Ms. Trammell would also like to include \$10,000 for a Moose Plate Grant which will be added to the budget.
 - 4130 Board of Selectmen – no change
 - 4153 Legal – no change
 - 4414.10 – ACO – no change
 - 4191.30 – Zoning – reduce budget to \$100

V. SIGNATURE FILE:

- Chairman Hidden made a motion to approve and sign Selectmen's Minutes for December 28, 2017. The motion was seconded by Selectmen Gray and passed unanimously.
- Chairman Hidden made a motion to approve and sign 2 sets of Selectmen's Non Public Minutes for December 28, 2017. The motion was seconded by Selectmen and Gray and passed unanimously.

- Chairman Hidden made a motion to approve and sign the accounts payable manifest and check register dated January 18, 2018 in the amount of \$310,287.96. The motion was seconded by Selectman Gray and passed unanimously.
- Chairman Hidden made a motion to approve and sign payroll manifest dated January 4, 2017 in the amount of \$22,734.56 & January 18, 2018 in the amount of \$19,358.81. The motion was seconded by Selectman Gray and passed unanimously.
- The board approved and signed the following items:
 - CDFA – Close-out Certification and Documentation
 - Intent to Cuts
 - 407-039 off Philbrick Neighborhood Road
 - 411-30 backland off Breakneck Road
 - 415-31 & 143 Turkey Street
 - 202-45 Turkey Street

VI. SELECTMEN'S UPDATE: Selectman Gray attended the Library Trustees meeting where they finalized the budget. He attended the Conservation Commission meeting where they discussed whether funding a camper's scholarship using the conservation fund is a proper use of those funds. He also attended the Haz-mat training.

VII. OLD BUSINESS:

VIII. PUBLIC COMMENT:

- ABC committee is requesting to meet with 7 of non-profit groups that are requesting funds on this year's warrant. Ms. McWhirter will invite them to attend the Selectmen's meeting on January 18, 2018.

IX. NON-PUBLIC – RSA 91-A:3, II (a)

- Motion made by Chairman Hidden 8:05 pm to enter into a non-public session under RSA 91 A: 3 II (a). Motion seconded by Selectman Gray and passed by roll call vote. Hidden Y, Gray Y & Poirier Y.
- Motion made by Chairman Hidden to reopen the regular session at 8:30 pm. Motion seconded by Selectman Gray and passed unanimously.

The board discussed a personnel issue.

X. ADJOURNMENT: 8:31 pm, Chairman Hidden made a motion to adjourn the meeting. The motion was seconded by Selectman Gray and passed unanimously.

Respectfully submitted,

Darlene McWhirter
Town Administrator

Approved by the Board of Selectmen

James S. Hidden

Steve G. Gray

Daniel J. Poirier