

TOWN OF TAMWORTH  
BOARD OF SELECTMEN  
84 MAIN STREET  
TAMWORTH, NH 03886  
TELEPHONE: (603) 323-7525    FAX: (603) 323-2349  
[WWW.TAMWORTHNH.ORG](http://WWW.TAMWORTHNH.ORG)

Offsite visit to Ricker's Auto Salvage 5:00pm  
Selectmen's Meeting 6:00pm  
Town Office

Thursday, July 12, 2018

MINUTES

Present: Chairman Gray, Selectmen Poirier, Ricker, Farnum and Mason, Assessor Rod Wood, Avitar Rep Josh Arend, Police Chief Littlefield, Transfer Station Supervisor Johnson, Recreation Director Roberts, George Cleveland, Friends of the Town House member Streeter, Recreation Advisory Chairman Cook, EDC Chairman Pat Farley, Town Administrator McWhirter, videographer from Governmentoversite.com and several members of the public.

- CALL TO ORDER: At 5:06pm Chairman Gray opened the meeting at Ricker's Auto Salvage. The board toured the facility. At 5:36pm the meeting was recessed to return to the town office.

The Chairman Gray reopened the meeting at 6:03pm.

- APPOINTMENT:
  - Josh Arend from Avitar and Rod Wood from RB Wood & Associates came before the board to review and discuss the upcoming conversion from Vision Assessing software to Avitar Assessing software. The conversion will begin in August 2018 and continue through 2019.
- DEPARTMENTS & COMMITTEES:
  - Police
    - Police Chief Littlefield presented statistics for June. The radar trailer has been out on Whittier Road. Chief Littlefield has been working with the state regarding the temporary closure of Butler's Bridge. He has received a few applications for the open patrolman position. The position is being advertised on NH Job Match system and NHMA, and in the Conway Daily Sun and the Manchester Union Leader. He is also working on using part time officers to fill open shifts. Chief Littlefield shared with the board that the NH State Police are understaffed and are not covering overnight shifts. Chief Littlefield is working with NH DOT Bill Lambert to get another speed limit sign posted on Tamworth Road. He is gathering information regarding posted mounted display signs.
  - Recreation
    - Recreation Director Roberts reported that July 4<sup>th</sup> activities were well attended. Although numbers were down slightly due to the hot weather. Fireworks as always were a success. Summer camp is underway. A trip to Story Land was the first field trip with 29 kids participating. The next field trip is to Lost River. Director Parker has submitted requested paperwork to the Recreation Advisory Committee. A number of softball games were played at the fields in Tamworth as part of the Mt Washington Classic.
  - Transfer Station
    - Transfer Station Supervisor Johnson reported that the repairs to the compactor have been completed. He has requested from waste Management an addendum to the contract for processing fees on paper that were charged on the last load.

▪ EDC

- Chairman Farley reported that plans are well underway for the 3<sup>rd</sup> Annual Street Fair on August 4, 2018. The August meeting has been cancelled and will be replaced by a meeting on July 17 and July 31. Carol Miller, NH broadband coordinator will meet with the BOS at the August 23<sup>rd</sup> meeting.

▪ Friends of the Town House

- Member Melanie Streeter presented an estimate for floor repairs on the second floor of the town house and to purchase a Suprasafe lock box.

*Selectman Mason made a motion to accept the proposal from Weiler to repair the floor for \$790.00. The motion was seconded by Selectmen Farnum and passed unanimously.*

*Selectman Farnum made a motion to purchase the Suprasafe 2HS key lock box for the town house for \$194.00. The motion was seconded by Selectman Ricker and passed unanimously.*

The paperwork was completed to place the Town House on the NH State Register of Historic Places.

*Selectman Mason made a motion to have Chairman Gray sign the paperwork for NH State Register of Historic Places and purchase a sign marker for \$50.00. The motion was seconded by Selectman Farnum and passed unanimously.*

Work is continuing. The window shades have been donated by the Tamworth Community Guild and Gary Jones has repaired a leak in the foundation. More wiring is being completed. The board agreed to meet at the Town House on Tuesday July 17, 2018 to look at the foundation and rotted window sills to decide how to proceed with permanent repairs.

▪ Administration

- Town Administrator McWhirter reported that Robin Frost began work on July 6<sup>th</sup>. She will be working 3 days per week, Tuesday, Wednesday and Fridays. The board will attend a meeting with Senator Jeb Bradley at Pine Tree Power to discuss SB 365. The meeting is Monday, July 16<sup>th</sup> at 10am.

*Chairman Gray made a motion to allow Town Administrator McWhirter to sign the LRPC electricity agreement. The motion was seconded by Selectman Poirier and passed unanimously.*

Pemi River Fuel will offer all town employees special pricing discounts on heating oil and propane. Specific information will be placed in employee paychecks. JLMC met with the representative from Primex for an overview of the program. The committee will begin inspecting all the municipal buildings on September 19, 2018.

▪ APPOINTMENT:

- George Cleveland representing The Gibson Center for Senior Services asked the board for a letter of support to AARP New Hampshire for membership of our town as an age friendly community.

*Selectman Poirier made a motion to support AARP age-friendly community network for Mount Washington Valley. A letter of support will be issued. Motion was seconded by Selectman Mason and passed unanimously.*

- SIGNATURE FILE:
  - Chairman Gray made a motion to sign and approve the Selectmen's minutes for June 28, 2018. The motion was seconded by Selectman Poirier and passed unanimously.
  - Chairman Gray made a motion to sign and approve the Selectmen's non-public minutes of June 28, 2018. The motion was seconded by Selectman Poirier and passed unanimously.
  - Chairman Gray made a motion to sign and approve the check register and accounts payable manifest of July 19, 2018 in the amount of \$316,871.13. The motion was seconded by Selectman Poirier and passed unanimously.
  - Chairman Gray made a motion to sign and approve the payroll manifest dated July 19, 2018 in the amount of \$35,816.64. The motion was seconded by Selectman Poirier and passed unanimously.
  - Chairman Gray made a motion to approve and sign the 2018 Supplemental Warrant. The motion was seconded by Selectman Poirier and passed unanimously.
  - Chairman Gray made a motion to sign and approve the Yield Tax Levy for map 201-058. The motion was seconded by Selectman Poirier and passed unanimously.
  - Chairman Gray made a motion to sign and approve the Administrative Abatement for map 213-053. The motion was seconded by Selectman Poirier and passed unanimously.
  - Selectman Farnum made a motion to sign and approve the Junk Yard License for Ricker's Auto Salvage. The motion was seconded by Selectman Poirier and passed (4-0-1).
  - Chairman Gray made a motion to sign and approve the Intent to cut for map 414-29 & 35 off of Hollow Hill Road. The motion was seconded by Selectmen Poirier and passed unanimously.
  - Selectman Poirier made a motion to approve and authorize Chairman Gray to sign the Class action opt-in notice form for the 2015, 2016 & 2017 PILT for federal land. The motion was seconded by Selectman Mason and passed unanimously.
  - Selectman Farnum made a motion to approve and authorize Chairman Gray to sign the single requirement waiver. The motion was seconded by Selectman Poirier and passed unanimously.
- SELECTMEN'S UPDATE:
  - Selectman Poirier is working with EDC for a workable plan for traffic control for the Street Fair.
  - Selectman Mason met with the Firewards to discuss CIP. Chocorua Fire Station's repairs will be pushed out to 2020. The bids for the new fire truck will be opened on August 2<sup>nd</sup>.
  - Chairman Gray attended the Conservation Commission's meeting. The town of Brookfield reached out to Chairman Gray to combine efforts regarding the franchise agreement with Charter Communications.
- OLD BUSINESS:
  - Chairman Gray review the latest communication with CMI which included a schedule of event and work with an acoustic engineer is still continuing.
  - CIP will be discussed at the July 17, 2018 work session.
  - The master plan is scheduled to be discussed at the July 17, 2018 work session.
  - The board will meet at the town house to check the Drainage on July 17, 2018 @ 5:30pm.
- PUBLIC COMMENT:
  - Casslyn Cook chairman of the Recreation Advisory Committee reported the committee should have a report to the Selectmen by the middle of August. The next meeting will be July 24<sup>th</sup> at 6pm at the Town house.
- NON PUBLIC per RSA 91-A:3 II (e)
  - Motion made by Chairman Gray at 8:20pm to enter into non-public session under RSA 91-A: 3 II (e). Motion seconded by Selectman Poirier and passed by roll call vote. Gray Y, Poirier Y, Ricker Y, Farnum Y, Mason Y.

- Motion made by Selectmen Poirier to reopen the regular session at 8:38pm. The motion seconded by Selectman Mason and passed unanimously.
- Chairman Gray made a motion to seal the minutes of the 2 previous non-public sessions, as they would adversely affect a reputation. The motion was seconded by Selectman Poirier and passed unanimously. Gray Y, Poirier Y, Ricker Y, Farnum Y and Mason Y.
- ADJOURNMENT: At 8:45pm, Selectman Poirier made a motion to adjourn the meeting. The motion was seconded by Selectman Mason and passed unanimously.

Respectfully submitted,

Darlene McWhirter  
Town Administrator

Approved by the Board of Selectmen

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Steve G. Gray

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Daniel J. Poirier

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Aaron Ricker

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William W. Farnum

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Rebecca Mason