

**Town of Tamworth  
Board of Selectmen's Meeting  
April 7, 2016**

**Town Office**

**BOARD MEMBERS**

**PRESENT:**

John Roberts, Jim Hidden and Steve Gray

Chairman Roberts opened the meeting at 4:00 pm.

**OTHERS**

**PRESENT:**

Executive Assistant Darlene McWhirter, Police Chief Penny Colby, Transfer Station Manager Glenn Johnson, Bruno Siniscalchi, Dave & Pat Farley, Jack Waldron, James Driscoll, Ed Comeau of Government Oversight.com.

**DEPARTMENT**

**HEADS:**

Police Chief Colby reported the posting for the Police Sergeant position closes April 8<sup>th</sup>. The board set up a non public meeting for April 11<sup>th</sup> at 5:30 to review and discuss applicants and salary for the position.

Transfer Station Manager Glenn Johnson shared bids he received for new containers. He is waiting for additional information before a decision will be made. The tractor has a small leak, he will get it repaired.

**250th COMMITTEE:**

Bruno Siniscalchi stated the "Celebrating Tamworth's 250<sup>th</sup>" banners have been put up on the Welcome to Tamworth signs. Wooden tokens and stickers for the 250<sup>th</sup> celebration have been ordered. Commemorative Book is progressing nicely. The 250<sup>th</sup> Cookbook has gone to the printer.

**ED COMMISSION:**

Pat Farley reported that the LRPC meeting will be held on April 25, @ 6:00pm at the Tri County Cap building in Tamworth, the discussion will be invasive species. The LRPC annual dinner will be held at the Wolfeboro Inn on June 27<sup>th</sup> @ 6:00 pm. The Economic Development Commission is hosting a Career Day on May 14<sup>th</sup> from 11 – 1 at the Town House. The Street Fair will be held on August 6<sup>th</sup>, specific details to follow.

**SELECTMEN'S**

**UPDATE:**

Selectman Gray attended the Tamworth Village Association meeting. The association is planning to double the capacity of the waste water system. The Association will forward minutes of the meeting to the town office.

Selectman Hidden attended the 250<sup>th</sup> Committee Meeting and the Economic Development Commission meetings. He attended the Parks and Recreation Easter Egg hunt. The mosaic is up on the front of the Brett School.

Chairman Roberts attended the Cemetery Trustees meeting. Together with the Outing club, the committee decided where the Christmas tree will be located in the Veteran's triangle and a permanent sleeve was placed in the ground.

**APPOINTMENT  
CHECKMATE:**

Joshua Robinson and Casey Rollins came before the board to discuss the proposal to outsource payroll. Mr. Robinson reviewed the company structure and types of services that are offered, including NHRS reporting, IRS filings, TLM management. They offered references which the board will contact. No decision was made at this time.

**ADMINISTRATION:**

Executive Assistant Darlene McWhirter distributed draft copies of the 2 job descriptions for the town office and a sample interview packet for the boards review. Job descriptions will be distributed to the town administrators that offered to help in this process.

Mrs. McWhirter is working with the webmaster to set controls to allow a few users to make changes to specific pages on the town web site.

All the web changes have been completed to the forms page as requested by the Planning Board.

The board agreed to have the planning board purchase a computer for the lobby area for public access to assessing information. The board would like to meet with Freedom Computer at their next meeting to discuss specifics.

There will be temporary help in the office 3 days a week beginning April 12th until the job is filled.

The board was copied on an email from Mike Izard of LRPC to NH DOT regarding the board's request to make a change on the NH DOT paving schedule.

The Board will invite the members of the Farmer's Market and Police Chief Colby to the next meeting to discuss the ongoing parking concerns.

**➤ *Items approved and signed by the Board:***

- MS – 232
- Raffle Application – Bearcamp Valley Garden Club.
- State Revolving Fund Single Audit Require
- Notice of Intent to Excavate – Map & Lot 413-17, 206-41, 413-13 & 201-39
- Motion made by Chairman Roberts to approve and sign the minutes of March 24, 2016. Motion was seconded by Selectman Hidden and passed unanimously.
- Chairman Roberts made a motion to approve and sign the 3 sets non-public minutes Per RSA 91-A: 3, II (a) of March 24, 2016. Motion was seconded by Selectman Hidden and passed unanimously.
- Motion made by Chairman Roberts to approve & sign the accounts payable check register in the amount of \$257,328.88. Motion was seconded by Selectman Hidden and passed unanimously.
- Motion made by Chairman Roberts to approve & sign the accounts payable manifest in the amount of \$257,328.88. Motion was seconded by Selectman Hidden and passed unanimously.
- Motion made by Chairman Roberts to approve & sign a payroll manifest in the amount of \$15,540.07 with authorization for a transfer in the amount of \$8,771.97 for direct deposit (included in this amount), and an additional transfer of \$4,953.43 to be transferred for the Federal tax deposit (not included in the amount above). Motion was seconded by Selectman Hidden and passed unanimously.

**ADJOURNMENT:** Motion made by Chairman Roberts to adjourn at 5:30 p.m. Motion was seconded by Selectman Hidden. The Motion passed unanimously.

Respectfully Submitted,

Darlene McWhirter  
Executive Assistant

Approved by Board of Selectmen

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John E. Roberts

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James S. Hidden

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James S. Hidden