

TOWN OF TAMWORTH  
BOARD OF SELECTMEN  
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TAMWORTH, NH 03886  
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Selectmen's Meeting  
Town Office

Thursday, June 14, 2018

MINUTES

Approved as written: 6/28/2018

Present: Chairman Gray, Selectmen Poirier, Ricker, Farnum and Mason, Road Agent Roberts, Recreation Director Roberts, Police Chief Littlefield, EDC Chairman Farley, Friends of the Town House member Streeter, Tamworth Village Association (TVA) President Cloutier, Attorney Ken Cargill, Town Administrator McWhirter, videographer and several members of the public.

- CALL TO ORDER: Chairman Gray called the meeting to order at 6:00pm.
- DEPARTMENTS & COMMITTEES:
  - Highway
    - Road agent Roberts reported that the crack sealing has been completed. He said the new company he used did an excellent job. He and the highway crew will be replacing culverts and doing roadside clean up. They will be working on Gardner Hill Road next week, so expect delays. He had 4300 yds. of gravel crushed at the garage and the crew has cleaned up the area. Catch basins will be cleaned on Monday. Mr. Roberts thanked Fire Chief Colcord for the use of the light tower and his help while replacing the culvert on Depot Road. He has spoken to Diane Louis and worked out a solution to the gate and signage on Hackett Hill Road. The Board and Road Agent Roberts spoke about adopting RSA 231:79, Highways to Summer Cottages. This will not be adopted at this time. They agreed to meet again in the fall to discuss closing Meader and Old Mail Roads during November to April. Mr. Roberts will discuss parking and sidewalks at the Chocorua Library.
  - Recreation
    - Recreation Director Roberts reported baseball and softball is wrapping up. The softball tournament was held in town and the girls came in 3<sup>rd</sup> place. He is working on the festivities for the 4<sup>th</sup> of July. After a suggestion was made to Mr. Roberts, he is looking into the possibility of moving the July 4<sup>th</sup> activities to the village area next year. The first day to sign up for the summer program was successful with 40 children registered. The board discussed with Mr. Roberts a number of items about his programs, liability issues, record keeping and what training or certification the volunteers had. The recreation department does not have a written manual for the counselors or a disciplinary policy.
  - Police
    - Police Chief Littlefield presented statistics for May. The patrolman position has been posted internally, next week he will advertise externally. Sergeant Sheehy will be at the cadet academy at the end of June. The Chief will put the speed sign at the 4 corners on Chocorua Road.
  - Economic Development Commission

- Chairman Farley reminded the board about the Lake's Region Planning Commissions annual dinner on June 25<sup>th</sup>. The Tamworth Village Association and Mary Phelps will be receiving awards. The street fair is schedule for August 4<sup>th</sup>. She reminded the board to begin reviewing the master plan. Mrs. Farley presented SB 170 which would allow municipalities to issue bonds to build broadband infrastructure in unserved areas. Mrs. Farley will meet with the broadband state representative Carol Miller to discuss the needs of Tamworth.
- Friends of the Town House
  - Member Streeter stated that the town house repairs are coming along. The upstairs floors have been refinished. Mark Feddern is replacing the stairs to the basement and will be starting on replacing the kitchen next week. Yoga classes will begin on Wednesday. The Tamworth Ladies Guild has offered to donate insulated blinds for the windows at the town house. After a brief discussion the Friends of the Town House will get estimates to have the broken banister repaired and a price for a dehumidifier for the basement. The board will work on a town house usage policy and a schedule of fees at the next work session.

*Selectman Farnum made a motion to use Weiler Building Services to refinish the first floor of the town house at a cost of \$3,750.00. The motion was seconded by Selectman Ricker and passed unanimously.*

*Selectman Mason made a motion to hold the September 11, 2018 voting at the town house. The motion was seconded by Selectmen Farnum and passed unanimously.*

- Administration
  - Town Administrator McWhirter reported the first meeting of the Recreation Advisory Committee is scheduled for Monday, June 18 @ 6:00pm at the town office. The board will discuss sending letters to the campgrounds in town for inventory of campers, owners and lots that are potentially taxable per RSA 72:7-d at the next work session. Also at the next work session they will discuss how to proceed with Charter Communication franchise agreement. The board will visit Ricker's Auto Salvage on Thursday, June 28<sup>th</sup> at 5:00pm. The board agreed with the M D & A as written and it will be included in the 2017 financial statements. Mr. Bryce of NH DNCR has been invited to the June 28<sup>th</sup> selectmen's meeting. David little presented information regarding the ownership of the triangle of land in So. Tamworth. Town Administrator McWhirter will contact the state for an encroachment agreement to place a flag pole in the triangle. Assessor Rod Wood and the town administrator met with Avitar Assessing Company to go over the process of transitioning the CAMA data base. A contract with Avitar is forthcoming.
- APPOINTMENTS:
  - Norman Cloutier from Tamworth Village Association (TVA) and Attorney Ken Cargill of Cargill, Cooper and Chant came before the board as a follow up to a previous discussion of the future of the (TVA) and the septic system that is used in the village. Mr. Cloutier presented a 3 year Profit & Loss comparison and a delinquency assessment. The receivables are trending upward. There are currently 3 properties in arrears. There is no collection policy in place. Attorney Cargill presented deed paperwork for all the related properties. Mr. Cargill stated that this project was funded by the Tamworth Foundation and the Association to fulfill a need for economic development and was felt it to be integral to the health of the village. As mentioned, 100% of the beds are new as of 2017 and sitting on 10 acres of land. The system is working at 20% capacity. Mr. Cloutier will present a copy of the ordinances that were adopted last

year and the operating plan. All of the items presented will be reviewed by town counsel. The decision to take over the system will have to go before town meeting. Attorney Cargill suggested that the board put this item on the warrant for 2019.

▪ PUBLIC COMMENT:

- Residents asked for a copy of an email from town counsel that was discussed in a non-meeting. The email centered on advice from counsel as how to proceed with the noise ordinance. Town Administrator McWhirter will get clarification from counsel about the possibility of violating attorney client privilege. CMI did have a successful motorcycle event last week, with minimal noise impact. The residents are asking what is being done regarding CMI, the enforcement of the noise ordinance and if the board received any noise data from CMI. A letter has been drafted to CMI to ask Mr. Hoenschied for an update since his last visit with the board. After a lengthy discussion, Selectman Mason shared with the public what the board has been working on to include gathering noise ordinances from other towns, noise monitoring policies and guidelines from other towns and information from noise monitoring companies. The board is working on these concerns, but has no concrete information to share at this time.
- Selectman Poirier thanked CMI for hosting the cancer walk.

At 9:03pm the board recessed the meeting until 9:07pm.

▪ SIGNATURE FILE:

- Chairman Gray made a motion to approve and sign the Selectmen's minutes for May 31, 2018. Motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the Selectmen's minutes for June 5, 2018. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign 3 sets of sealed Selectmen's non-public minutes of May 3, 2018. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the 2 sets of Selectmen's non-public minutes of June 5, 2018. Chairman Gray made a motion to seal one set of non-public minutes. The motion was seconded by Selectman Poirier and failed by roll call vote. Gray Y, Poirier Y, Ricker Y, Farnum N and Mason Y. Motion seconded by Selectmen Poirier to approve and sign the second set of non-public minutes passed unanimously.
- Chairman Gray made a motion to approve and sign the accounts payable manifest and check register dated June 21, 2018 in the amount of \$262,515.47. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the payroll manifest dated June 8, 2018 in the amount of \$868.20. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the payroll manifest date June 21, 2018 in the amount of \$26,622.55. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the 2018 Dog Warrant. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the appointment forms to the Veteran's Committee for Daniel Poirier, Peg Poirier and Bruno Siniscalchi. The motion was seconded by Selectman Farnum and passed (4-0-1).
- Chairman Gray made a motion to approve and sign a Notice of Intent to Cut: 408-60 off of Washington Hill Road and 402-4 off of Chocorua Lake Road. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign a Land Use Change Tax: 407-001. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign a letter to the Liquor Commission on behalf of Wing's restaurant and bar. The motion was seconded by Selectman Poirier and passed unanimously.

- Chairman Gray made a motion to approve and sign 3 driveway permits: 402-004, 213-043 & 203-069. The motion was seconded by Selectman Poirier and passed unanimously. Motion made by Selectman Mason to authorize the chairman to sign items voted by the board that require one signature. The motion was seconded by Selectman Poirier and passed unanimously.
- **SELECTMEN'S UPDATE:**
  - Selectman Mason will attend the Celebration of New Ministry at St. Andrew's Church for Reverend Hines on June 20<sup>th</sup>. Ms. Mason attended the Fire wards meeting.
  - Selectman Poirier will discuss with the Veteran's Committee placing flags at all cemeteries in Tamworth.
  - Selectman Ricker attended the planning board meeting where they discussed the master plan.
  - Chairman Gray stated the Chocorua Village Association would like a Selectmen's Rep. Chairman Gray will submit letters for review to the board regarding Irene's Way.
  - Selectman Farnum attended the library trustees meeting. They are working on CIP requests and are collaborating with the school for programming. The trustees have contacted painters. They are conducting a survey through July 6, 2018.

A reminder from Tamworth Visitors Council on June 16th at 2:30pm is the boat race and a run up Chocorua Mountain put on by the Rock Hoppers, LLC.

- **OLD BUSINESS:**
  - Irene's Way
  - Drainage at Town House
  - CIP
  - Master Plan
- **ADJOURNMENT:** At 9:50pm, Selectman Poirier made a motion to adjourn the meeting. The motion was seconded by Chairman Gray 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