

TOWN OF TAMWORTH
BOARD OF SELECTMEN
84 MAIN STREET
TAMWORTH, NH 03886
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Selectmen's Meeting 5:00pm
Public Hearing 6:00pm
Town Office

Thursday, February 7, 2019

MINUTES

Approved as written: March 7, 2019

Present: Chairman Gray, Selectmen Poirier, Ricker, Farnum and Mason, Fire Chief Colcord, Asst. Fire Chief Bowles, Police Chief Littlefield, Road Agent Roberts, Recreation Director Roberts, EDC Chairman Farley, Norman Cloutier, Jo Anne Rainville, David Little, Trustee Wheeler, Library Trust Chant, Library Director Cronin, Advisory Budget members Cook, Johnson, Siniscalchi, Finance Director Estabrook, Town Administrator McWhirter, videographer from governmentoversite.com and several members of the public.

I. CALL TO ORDER: At 5:00pm, Chairman Gray called the meeting to order.

II. NON PUBLIC PER RSA 91:A-II (c) & (a):

- Motion made by Chairman Gray 5:01 pm to enter into a non-public session under RSA 91 A: 3 II (c). Motion seconded by Selectman Poirier and passed by roll call vote. Gray Y, Poirier Y, Ricker Y, Farnum Y and Mason Y.
- Motion made by Selectman Poirier to reopen the regular session at 5:17pm. Motion seconded by Selectman Mason and passed unanimously.
- Chairman Gray made a motion to seal the minutes of the non public minutes for sessions 1 & 2, as they would adversely affect a reputation. The motion was seconded by Selectman Poirier and passed by roll call vote. Gray Y, Poirier Y, Ricker Y, Farnum Y & Mason Y.

III. RECREATION DEPARTMENT:

- Recreation Director Roberts reported that 2 meetings were held to discuss family day. He also discussed a new adult class being offered by Parks & Recreation.

Selectmen Mason made a motion to waive the monthly usage fee. This program will pay the non-profit \$15.00/mo fee. The motion was seconded by Selectman Poirier and passed unanimously.

IV. NEW BUSINESS:

- Review of the 2019 Hazardous Mitigation Plan and acceptance of the plan, small minor changes will be made.

Selectmen Mason made a motion to accept the 2019 Hazardous Mitigation Plan as corrected. The motion was seconded by Selectmen Poirier and passed unanimously.

V. ADMINISTRATION:

- Town Administrator McWhirter reported that the 2019 town warrant was updated. Meals on Wheels and Tri County Community Action/Homeless did not submit the petition paperwork

to be placed in the warrant. The auditors will begin their field work February 11, 2019. The board briefly discussed the updated household hazardous waste list.

Selectman Mason made a motion to accept the updated household hazardous waste list. The motion was seconded by Selectman Poirier and passed unanimously.

The board reviewed the revision of the personnel policy to allow for police holiday stipend.

Selectman Mason made a motion to accept the revision to the personnel policy. The motion was seconded by Selectman Poirier and passed unanimously.

VI. SIGNATURE FILE:

- Chairman Gray made a motion to approve and sign the Selectmen's meeting minutes for January 17, 2019. The motion was seconded by Selectmen Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the Selectmen's meeting non-public minutes for January 17, 2019. The motion was seconded by Selectmen Poirier and passed unanimously.
- Selectman Farnum made a motion to accept the joint public hearing minutes of January 9, 2019 with the Planning Board. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the accounts payable manifest dated February 14, 2019 in the amount of \$299,875.89. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the accounts payable manifest dated February 8, 2019 in the amount of \$10,000. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the payroll manifest dated February 1, 2019 in the amount of \$37,330.09. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the sales agreement with HME, Incorporated for a new fire truck. The motion was seconded by Selectman Poirier and passed unanimously.
- Chairman Gray made a motion to approve and sign the LRPC household hazardous collection program commitment letter. The motion was seconded by Selectman Poirier and passed unanimously.

VII. SELECTMEN'S UPDATE:

- Selectman Farnum attended a meeting in Meredith with other communities to discuss glass crushing as a possibility in Tamworth. This venture will require more planning. He met with the Tamworth recycling group; they will present information to the board March 29, 2019.
- Selectman Mason mentioned an upcoming meeting on Broadband to be held in Albany, on February 8 @ 11am. She will be attending. Selectman Mason asked about the need to absolve a committee after their mission has been accomplished. Most committee appointments have an expiration date.

Selectman Farnum made a motion to thank the advisory Budget Committee and release them from their duties. The motion was seconded by Selectmen Poirier and passed unanimously.

- Chairman Gray also attended the meeting regarding the glass crushing.

VIII. ADJOURN SELECTMEN'S MEETING: At 6:00 pm, Chairman Gray made a motion to adjourn the meeting.

Present: Chairman Gray, Selectmen Poirier, Ricker, Farnum and Mason, Fire Chief Colcord, Asst. Fire Chief Bowles, Police Chief Littlefield, Road Agent Roberts, Recreation Director Roberts, EDC Chairman Farley, Norman Cloutier, Jo Anne Rainville, David Little, Trustee Wheeler, Library Trust Chant, Library Director Cronin, Advisory Budget members Cook, Johnson, Siniscalchi, Finance Director Estabrook, Town Administrator McWhirter, videographer from governmentoversite.com and several members of the public

IX. PUBLIC HEARING: After a 5 minute recess, Chairman Gray opened the public hearing at 6:05pm.

TAMWORTH 2019 TOWN WARRANT
The State of New Hampshire

To the inhabitants of the Town of Tamworth, County of Carroll in said State qualified to vote in Town Affairs:

You are hereby notified to meet for the First Session of the Annual Town Meeting at the Tamworth Town House, 27 Cleveland Hill Road, in said Town of Tamworth on **Tuesday, the 12th of March, 2019**, to choose town officers and to vote on other matters required to be on the official ballot. Polls to be open for voting on **ARTICLE #01** at eight o'clock in the forenoon, and to close not earlier than seven o'clock in the evening, and you are hereby notified to meet for the Second Session of the Annual Town Meeting at the Kenneth A. Brett School, 881 Tamworth Road, in said Town of Tamworth on **Wednesday, the 13th of March, 2019**, at seven o'clock in the evening for the transaction of all other Town business as specified in the remaining articles of this warrant.

ARTICLE #01 To elect all necessary **Town Officers**, which appear on the official Town ballot for the ensuing year. Open positions (2) Selectmen 3 year term, (1) Treasurer 1 year term, (2) Planning Board members 3 years terms, (1) Trustee of the Trust Funds 3 year term, (1) Cemetery Trustees 3 year term, (3) Library Trustees 3 year terms, (1) Fireward – North 3 year term, (1) Fireward - South 3 year term.

ARTICLE #02 To see if the Town will vote to raise and appropriate the sum of **\$1** and exercise its option to purchase the Tamworth Village Association sewer system, all assets and capital reserves as provided in the license agreement entered into by the Town and the Tamworth Village Association on August 2, 2001. (Majority Vote Required)

ARTICLE #03 If Article #02 passes, to see if the Town will vote to authorize the Town to adopt a sewer commission pursuant to RSA 149-I to be governed by a board of three sewer commissioners appointed by the selectmen to serve terms of 1, 2 and 3 years with each succeeding term being for 3 years. (Majority Vote Required)

ARTICLE #04 If Article #02 passes, to see if the Town will vote to raise and appropriate the sum of **\$8,622** to operate the sewer system consisting of operating expenses in the amount of \$5,390 and a capital reserve contribution of \$3,232. This appropriation will be completely funded to the Town through sewer rents set by the Board of Selectmen and charged only to those properties disposing wastewater into the sewer system. (Majority Vote Required)

ARTICLE #05 To see if the Town will vote to raise and appropriate the sum of **\$86,351** for **salary and benefits** for the current year for the position of **Town Clerk/Tax Collector**. **NOTE:** The amount requested under this article shall be used for an annual salary of \$58,000 to include 20 paid days off, FICA and Medicare in the amount of \$4,437, a

health and dental insurance premium (the town's health & dental insurance plan currently with 90/10% split for a two person policy) and to include a flexible spending account of \$1,000 all totaled \$17,374 with contributions to the NH State Retirement System at the effective contribution rate (remaining at 11.38% thru June 30, 2019 and 11.17% July 1, 2019 thru December 30, 2019) of \$6,540. (These funds shall only be disbursed as long as the eligibility requirements are met in accordance with the NH Retirement System). Also, if a midterm appointment of a new Town Clerk/Tax Collector should be made a salary and benefit package will be determined by the Board of Selectmen at the time of the appointment. (Majority Vote Required)

ARTICLE #06

To see if the Town will vote to raise and appropriate the sum of **\$ 596,847** for **General Government Operations**. To offset this appropriation **\$19,900** will come from grants, **\$250** from economic development funds and the balance of **\$576,697** will be raised by taxation. (Majority Vote Required)

Board of Selectmen		\$ 23,052
Town Administration		\$ 194,388
Town Clerk/Tax Collector		\$ 38,062
Election & Registration		\$ 3,500
Treasurer's Expense		\$ 7,208
Data Processing		\$ 50,043
Revaluation of Property		\$ 54,408
Legal Expenses		\$ 25,000
Personnel Administration		\$ 2,500
Planning		\$ 8,135
Zoning		\$ 53
Office Building		\$ 26,058
Town House		\$ 9,372
Cemeteries		\$ 32,900
Property Liability Insurance		\$ 37,023
Advertising & Regional Assoc.		\$ 2,595
Moose Plate Grant	\$ 10,000	
EDC Patron Funded Programs	\$ 250	
Town House Bldg Repair Grant	<u>\$ 9,900</u>	\$ 20,150
Debt Service Principal & Interest		\$ 62,400

After some discussion the board agreed to write article 6 to include the offsetting revenue.

ARTICLE #07

To see if the Town will vote to raise and appropriate the sum of **\$792,862** for **Public Safety**: (Majority Vote Required)

Police Department		\$371,893
Ambulance Contracted Services		\$142,186
Fire/Rescue Department	\$259,834	
Ambulance Billing	<u>\$ 3,000</u>	\$262,834
Forest Fires		\$ 5,877
Emergency Management		\$ 5,253
Animal Control		\$ 4,819

This Police Department line was increased by \$3,954 to include Health and dental Insurance.

ARTICLE #08 To see if the Town will vote to raise and appropriate the sum of **\$1,116,972 for Public Works:** (Majority Vote Required)

Highway Department	\$616,521	
Road Reconstruction	<u>\$210,000</u>	
Total Highway		\$ 826,521
Street Lights		\$ 11,000
Well Monitoring & Testing		\$ 9,320
Transfer Station Operations		\$270,131

Well monitoring and testing was increased by \$4,000 do to additional needed testing in 2019.

ARTICLE #09 To see if the Town will vote to raise and appropriate the sum of **\$23,094 for Health and Welfare:** (Majority Vote Required)

Health Officer	\$ 739
General Assistance	\$ 22,355

ARTICLE #10 To see if the Town will vote to raise and appropriate the sum of **\$115,356 for Culture & Recreation:** (Majority Vote Required)

Parks & Recreation	\$ 100,386
Swim Program	\$ 7,270
Patriotic Purposes/Family Day	\$ 7,700

ARTICLE #11 To see if the Town will vote to raise and appropriate the sum of **\$7,040 for Tamworth Conservation Commission** expenses. (Majority Vote Required)

ARTICLE #12 To see if the Town will vote to raise and appropriate the sum of **\$195,744** for the Cook Memorial Library of which **\$172,039** to be raised through taxation and **\$23,705** to come from library income from donations, grants, fees etc; such funds to be expended under the direction of the Board of Library Trustees. (Majority vote required)

ARTICLE #13 To see if the Town will vote to raise and appropriate the sum of **\$130,000** to be added to the Bridge Capital Reserve Fund. **\$30,000** will come from unassigned fund balance and **\$100,000** to be raised by taxation. (Majority vote required)

ARTICLE #14 To see if the Town will vote to raise and appropriate the sum of \$150,000 Emergency Repair/Response for unanticipated expenses. The full amount of **\$150,000** will come from undesignated fund balance and no amount to be raised by taxation. (Majority vote required)

ARTICLE #15 To see if the town will vote to raise and appropriate the sum of **\$400,357** for a fire truck, with **\$204,357** to be raised by taxation and the remaining **\$196,000** from the undesignated fund balance. (Majority vote required)

ARTICLE #16 To see if the Town will vote to raise and appropriate the sum of **\$50,000** for the purchase of and to outfit a new police vehicle. (Majority vote required)

- ARTICLE #17 To see if the Town will vote to raise and appropriate the sum of **\$23,000** to add a roof extension and floor over the compactor at the Transfer Station. (Majority vote required)
- ARTICLE #18 To see if the Town will vote to raise and appropriate the sum of **\$29,350** to replace the carpeting at the **Cook Memorial Library**. (Majority vote required)
- There was a brief discussion regarding the fact that a petition was not received from Ossipee Concerned Citizens (OCC), Meals on Wheels. It was stated that there will be leadership change at OCC within the next couple of months and that no Tamworth resident will go without a meal. Tri County Transit (Blue Loon Bus) made 1,912 trips for 152 residents in town. There was a brief discussion concerning the need to Tamworth Care Givers. There are presently only 3 drivers.
- ARTICLE #19 (By Petition) To see if the Town will vote to raise and appropriate the sum of **\$2,000** to the **Tamworth Outing Club** for the support of the Cal Ripken and Home Run League baseball programs. (Majority Vote Required)
- ARTICLE #20 (By Petition) We the undersigned registered voters of the Town of Tamworth do hereby petition the 2019 Annual Town Meeting to raise and appropriate the sum of **\$6,000** for **Tri-County Community Action** for the purpose of continuing services of the Fuel Assistance Program for the residents of Tamworth. (Majority Vote Required)
- ARTICLE #21 (By Petition) To respectfully request that the town vote to raise and appropriate the sum of **\$3,357** in support of **Starting Point** providing advocacy and support to victims of domestic and sexual violence and their children. (Majority Vote Required)
- ARTICLE #22 (By Petition) To see if the Town of Tamworth will vote to raise and appropriate the sum of **\$5,000** for the **Tamworth Scholarship Committee, Inc.** (Majority Vote Required)
- ARTICLE #23 (By Petition) Warrant Article for the Town of Tamworth to raise and appropriate the same sum as last year of **\$5,000** to assist the **Community Food Center** the food pantry serving Tamworth people. (Majority Vote Required)
- ARTICLE #24 (By Petition) To see if the Town of Tamworth will vote to raise and appropriate the sum of **\$3,822** for the Family Resource Center at **Children Unlimited, Inc.** (Majority Vote Required)
- ARTICLE #25 (By Petition) To see if the Town will vote to raise and appropriate the sum of **\$80,000** to support the **Tamworth Community Nurse Association**. (Majority Vote Required)
- ARTICLE #26 (By Petition) To see if the Town will vote to raise and appropriate the sum of **\$2,500** for the annual support of services provided to the citizens of this community by the **Central NH VNA & Hospice**. The VNA-Hospice Agency has been servicing Town residents for many years and the Town has consistently supported the VNA & Hospice. (Majority Vote Required)
- ARTICLE #27 (By Petition) To see if the Town will vote to raise and appropriate the sum of **\$18,500** for support of the Tamworth children, ages 5 – 12, using the Out-of-School hours, School-Aged childcare services at **Bearcamp Valley School and Children's Center** (Tamworth Preschool Inc.), a non-profit organization. These services include before and after school, vacation weeks and summer programs for Tamworth Children ages

5-12. This request does not include any preschool programming. (Majority Vote Required)

ARTICLE #28 (By Petition) To see if the Town will raise and appropriate the sum of **\$3,750** to assist the **Mental Health Center**. (Majority Vote Required)

ARTICLE #29 (By Petition) We the undersigned voter of the Town of Tamworth do hereby request the Selectmen to place this petition warrant article on the 2019 Warrant for Town meeting. To see if the Town of Tamworth will vote to raise and appropriate the sum of **\$3,500** in support of **Blue Loon Bus Service**. (Majority Vote Required)

ARTICLE #30 (By Petition) To see if the Town of Tamworth will vote to raise and appropriate the sum of **\$5,289** for the support of **White Mountain Community Health Center** to help meet the healthcare needs of the uninsured and underinsured residents of the Town of Tamworth. (Majority Vote Required)

ARTICLE #31 (By Petition) To see if the Town of Tamworth will vote to raise and appropriate the sum of **\$2,000** for **MWV Supports Recovery Coalition Recovery Support Programs** (family and peer support programs for substance use disorders). (Majority Vote Required)

- X. ADJOURN PUBLIC HEARING: At 7:40pm, Chairman Gray made a motion to close the public hearing and return to the regular meeting. The motion was seconded by Selectman Poirier and passed unanimously.

The board took the following action on the warrant articles.

Article #2:	The Board of Selectmen recommends this article by a vote of 4-1.
Article #4:	The Board of Selectmen recommends this article by a vote of 4-1.
Article #5:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #6:	The Board of Selectmen recommends this article by a vote of 3-2.
Article #7:	The Board of Selectmen recommends this article by a vote of 4-1.
Article #8:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #9:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #10:	The Board of Selectmen does not recommend this article by a vote of 4-1.
Article #11:	The Board of Selectmen recommends this article by a vote of 5-0 .
Article #12:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #13	The Board of Selectmen recommends this article by a vote of 5-0.
Article #14	The Board of Selectmen recommends this article by a vote of 5-0.
Article #15:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #16:	The Board of Selectmen does not recommend this article by a vote of 4-1.
Article #17:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #18:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #19:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #20:	The Board of Selectmen recommends this article by a vote of 4-1.
Article #21:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #22:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #23:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #24:	The Board of Selectmen recommends this article by a vote of 5-0.
Article #25:	The Board of Selectmen recommends this article by a vote of 3-2.
Article #26:	The Board of Selectmen recommends this article by a vote of 4-1.
Article #27:	The Board of Selectmen does not recommend this article by a vote of 4-1.
Article #28:	The Board of Selectmen recommends this article by a vote of 5-0.

Article #29: The Board of Selectmen recommends this article by a vote of 5-0.
Article #30: The Board of Selectmen recommends this article by a vote of 4-0-1.
Article #31: The Board of Selectmen recommends this article by a vote of 5-0.

Melanie Streeter asked the board if the "Craft Group" could use the town house to create quilts to raffle off. They will invite the public to help. The crafters group will purchase items for the town house with the proceeds.

Selectman Mason made a motion to waive the usage fee for the group to use the building. The motion was seconded by Selectman Farnum and passed unanimously.

XI. ADJOURN SELECTMEN'S MEETING: At 7:54, 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

Steve G. Gray

Daniel J. Poirier

Aaron Ricker

William W. Farnum

Rebecca Mason