

TOWN OF TAMWORTH
BOARD OF SELECTMEN
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Selectmen's Work Session 5:30pm
Selectmen's Meeting 6:00 pm
Town Office

Thursday, July 25, 2019

MINUTES

Approved as written: August 8, 2019

Present: Chairman Poirier, Selectmen Ricker, Farnum, Mason and Streeter, Road Agent Richard Roberts, Dave & Pat Farley, Casslyn & Linda Cook, Bruno & Madeleine Siniscalchi, videographer from governmentoversite.com.

- **CALL TO ORDER:** Chairman Poirier called the work session to order at 5:32pm.

Road Agent Richard Roberts was in so the Board could review the details of last week's work session with him. Chairman Poirier reviewed the Board's position on vacation time; that department heads need to review this more closely. The employees need to use their vacation time that they have earned. The Board does not want to carry over vacation time anymore, except in special circumstances.

RA Roberts said that his job description looks fine to him. Selectman Mason stated that the lifting requirements need to be no more than 50 lbs. The Board will review his job description with the rest of them.

Regarding his reports to the Board, they are comfortable with his verbal reports at the meetings he attends. They would, however, like him to detail any work his department does over and above the usual highway department responsibilities.

The Board spoke about spending review and specifically mentioned that there seemed to be a lot of spending on paper towels in some departments. RA Roberts agreed to continue reviewing his expenditures closely.

Selectmen Mason thanked RA Roberts and his department for painting the crosswalk in Chocorua and picking up the bottles on Turkey Street.

At 5:43 pm, the Board recessed the meeting until 6:00 pm.

At 6:00 pm, Chairman Poirier reconvened the meeting.

- **DEPARTMENT HEADS:**
 - RA Roberts reported that his department has been busy ditching and replacing culverts and underdrains. Roadside mowing will be done in August. On rainy days, the crew is working on preparations for the winter season. Selectman Farnum reported a broken tree top on Great Hill Road. RA Roberts will address this concern.
 - Pat Farley, representing the Economic Development Commission, detailed the activities for the August 3rd Street Fair. She was hoping the members of the Board could be on hand, as well as

Police and Fire volunteers to help with traffic control. Ms. Farley asked if the musicians could set up on the porch of the Town Office Building. The Board agreed with this by consensus. The back door of the building could then be left open for access to the bathrooms. The Town House is also open that day. Setup for the fair will begin at 7:30 am. They will be closing the Town Office driveway to traffic at 8:45 am. There will be a food truck at the entrance of the Town Office driveway during the fair. The local radio station will be running spots beginning on Monday, July 29th and their mobile van will be at the fair near the bridge. There will be a magic show at the Cook Library and other things for kids to do. The hours for the fair are 9 am to 1 pm. The Board asked Ms. Farley to put the road closure on the exchange and for it to be placed on the website as well. Ms. Farley reported that right at 9 am, the Tamworth Community Nurses will hold a pet parade. The Conway Area Humane Society may also be on hand with adoptable dogs. Pursuant to a question from the audience, Ms. Farley reported that there will be a sandwich board sign at the intersection of Route 16 and Page Hill Road.

Ms Farley stated that Lake Region Planning Commission has appointed her to be their representative to the Broadband Committee, of which Selectmen Mason is also a member.

- Casslyn Cook, representing the Friends of the Town House, reported that all is well. All of the windows can be opened now. They will be holding a craft fair concurrent with the Street Fair.

- **SELECTMEN'S UPDATES:**
 - Selectman Mason reported that the Sewer Commission will be meeting at 6 pm on Monday, July 29th at the Town Office. She also attended a recent Carroll County Commissioners' meeting and wanted to reassure taxpayers that if a grant for the broadband initiative were to come through, the matching funds would not be coming from the Town. The Commissioners also asked her if the Board of Selectmen would be interested in them attending a Selectmen's meeting at some point to talk about common issues. The Board agreed that this would be welcomed and asked Selectmen Mason to give the Commissioners the dates of August 22nd or September 5th to work with. Regarding the Municipal Building Committee, Selectman Mason is working on a report from Carroll County Dispatch with approximately 12,000 entries that she is entering to a spreadsheet for further review and analysis.
 - Selectman Ricker reported that his business towed two Town vehicles, the Fire Chief's car and a Police cruiser, recently. He also gave a shout out to the Fire Department for training in the very heavy rain we had a week or so ago.
 - Selectman Farnum reported that he was able to free up the windows at the Town House that were stuck and unable to be opened.
 - Chairman Poirier attended a Planning Board meeting with nothing to report from that. He asked if any of the Board members would be able to attend the Street Fair. Selectman Streeter will be at the craft fair at the Town House that day. Selectman Farnum can attend the Street Fair. All others are unavailable to attend. There was a discussion about the Board's scheduled work session for August 1st and it was determined that there would not be a quorum. That meeting was moved to August 15th beginning with a non-public session at 5:30 pm.

- **PUBLIC COMMENT:**

Bruno Siniscalchi wanted the Board to know that the race track was busy over a recent weekend with a group that was originally supposed to go to Louisiana. On Saturday of that busy weekend, the track suspended all activity during a funeral at the Episcopal Church. A person involved with the funeral spoke with Mr. Siniscalchi subsequent to that day and was very grateful to CMI for their consideration.

Casslyn Cook reported that the Advisory Budget Committee would begin meeting every other week beginning this Monday, July 29th.

▪ **SIGNATURES:**

- **On a motion by Chairman Poirier, seconded by Selectman Mason, the Board unanimously approved the minutes of July 18, 2019 as presented.**
- **On a motion by Chairman Poirier, seconded by Selectman Mason, the Board approved the minutes of July 11, 2019 as presented (4-0-1, Poirier).**
- **On a motion by Chairman Poirier, seconded by Selectman Mason, the Board unanimously approved the NH DRA form stating the Town would not be using the PA-28 form this year.**
- **On a motion by Chairman Poirier, seconded by Selectman Mason, the Board unanimously approved the MS-60A Audit form and authorized Chairman Poirier to sign.**
- **Chairman Poirier made a motion, seconded by Selectman Mason to approve an Intent to Cut for Map 211, Lot 37 off Depot Road. Selectmen Streeter mentioned that this operation was begun before the Intent to Cut was approved and signed. This writer explained that Forest Ranger Trask was contacted to review the issue. A vote was taken on the motion resulting in unanimous approval and the Intent to Cut form was signed by all Board members.**
- **On a motion by Chairman Poirier, seconded by Selectman Mason, the Board unanimously approved a Land Use Change Tax for Map 412, Lot 003 in the amount of \$0. Selectman Farnum explained that the amount was \$0 because the paperwork is correcting an error made several years ago.**
- **On a motion by Chairman Poirier, seconded by Selectman Mason, the Board unanimously approved a Land Use Change Tax on Map 404, Lot 17-1 in the amount of \$2520.**
- **On a motion by Chairman Poirier, seconded by Selectman Mason, the Board unanimously approved a Land Use Change Tax on Map 212, Lot 16 in the amount of \$1000.**
- **On a motion by Chairman Poirier, seconded by Selectman Mason, the Board unanimously approved an A/P manifest dated July 26, 2019 in the amount of \$283.00.**
- **Chairman Poirier made a motion, seconded by Selectman Mason, to approve an A/P manifest dated July 26, 2019 in the amount of \$323,407.67. Selectman Streeter wanted to discuss a certain bill on the manifest and the Board agreed to remove that bill from the manifest total and discuss in non-public session. Selectman Farnum stated that he saw another late fee from Waste Management and also feels that, unrelated to Waste Management, expedited shipping charges should be avoided in the future. The amended amount of \$322,927.17 was moved by Chairman Poirier, seconded by Selectman Mason, and approved unanimously by the Board.**
- **On a motion by Chairman Poirier, seconded by Selectman Mason, the Board unanimously approved the payroll manifest dated August 1, 2019 in the amount of \$39,196.16.**

At 6:47 pm, Chairman Poirier made a motion to enter into nonpublic session per RSA 91-A: 3, II (c). The motion was seconded by Selectman Mason and passed. Poirier Y, Ricker Y, Farnum Y, Mason Y & Streeter Y.

At 6:58 pm, Chairman Poirier made a motion to reopen the regular meeting. The motion was seconded by Selectman Farnum and passed. Poirier Y, Ricker Y, Farnum Y, Mason Y & Streeter Y.

Selectman Poirier made a motion to seal the non public meeting minutes, as it would adversely affect a reputation. The motion was seconded by Selectman Mason and passed unanimously.

Chairman Poirier reiterated that the next scheduled meeting would be August 8, 2019 at 5:30 pm.

- **ADJOURNMENT: At 6:59 pm, Selectman Ricker made a motion to adjourn the meeting. The motion was seconded by Selectmen Mason and passed unanimously.**

Respectfully Submitted,

Robin L Frost
Secretary

Daniel J. Poirier

Rebecca Mason

Aaron Ricker

Melanie Streeter

William W. Farnum