

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

Selectmen's Meeting
Town Office

Thursday, July 9, 2020

DRAFT MINUTES

Present: Chairman William Farnum, Rebecca Mason, Aaron Ricker, Kelly Goodson, Melanie Streeter, Interim Administrator John Scruton; Ed Comeau - Government Oversight. Public members via ZOOM: Chief Colcord, Maureen and Jim Diamond and Linda Cook.

- CALL TO ORDER: At 6:00 pm, Chairman Farnum called the meeting to order.
- APPOINTMENTS: Ashley Farnum appointment as Deputy Tax Collector. Motion made by Chairman Farnum and seconded by Selectman Goodson to appoint Ashley Farnum as Deputy Tax Collector. Roll call vote:
Streeter -Yes
Mason -Yes
Ricker - Yes
Goodson -Yes
Farnum- Yes
- PUBLIC INPUT: Chief Colcord wanted to make sure that the LEOP Project grant paperwork was initialed on page 2 and 3. Selectman informed the Chief that it was in the signature file and that she would email him a copy after the meeting.
- NEW BUSSINESS:
 - Per Diem Employee - Personnel Handbook - Interim Administrator, John Scruton presented the first read of the Per Diem employee amendment to the personnel manual. Selectman Mason asked that non-exempt be added to the definition of a Per Diem employee. This to be placed on next week's agenda for approval.
 - Letter from Barbara Carleton - J. Scruton informed the BOS that a letter was received requesting an abatement for 26 years on a strip of property that was shown by survey not to belong to this individual. Discussion ensued. It was determined that abatements could only go back one year. J. Scruton to follow-up with Ms. Carleton. J. Scruton stated this has been addressed in our assessing system.
 - Candidate Questions - J. Scruton discussed the questions to be sent out to the candidates for the Administrative/Fianace position. Three of the questions that were submitted by the Selectmen and one other will be sent out with a due date to be returned. J. Scruton will do this.
 - Audit Update: to be placed on the July 23, 2020 agenda.

▪ **ADMINISTRATION:**

John Scruton provided the BOS with a letter from the Police Chief requesting that he be able to transfer two(2) sick days to one of his employees. Motion made by Selectman Mason and seconded by Selectman Ricker to allow the Chief of Police to transfer two sick days from him to one of his staff. Roll call vote:

Streeter -Yes

Goodson -Yes

Mason -Yes

Farnum- Yes

Ricker - Yes

J. Scruton informed the BOS that he contacted HEB and there would be no substantial savings because this price included the inspection as well as the testing. The only savings would be if we used a different lab for testing. Discussion ensued. Chairman Farnum asked that J. Scruton contact HEB regarding the inspection criteria.

J. Scruton informed the BOS that he had received the quote from Selectman Streeter regarding Granite State Glass regarding placing plexi glass partitions up in the Town Office and Tax Collectors offices. The cost would be \$947.50. Discussion ensued and it was determined that this would be a request for reimbursement through the GOFFER municipality grant. Motion made by Chairman Farnum and seconded by Selectman Goodson to have Granite State Glass install the plexi-glass partitions for \$947.50. Roll call vote:

Streeter -Yes

Goodson -Yes

Mason -Yes

Farnum- Yes

Ricker - Yes

▪ **SIGNATURE FILE:**

- Selectmen's minutes for July 2, 2020 - Motion made by Chairman Farnum seconded by Selectman Mason to accepted the minutes. Selectman Mason stated that corrections were made in regards to the raffle being the Bearcamp Sportsman's Club not the Tamworth Outing Club. Additionally, she had corrected that it was Selectman Streeter not Mason that asked about the lighting. Motion was made by Chairman Farnum and Seconded by Selectman Goodson to accept the minutes as amended. Roll call vote:

Streeter -Yes

Goodson -Yes

Mason -Yes

Farnum- Yes

Ricker - Yes

- Selectmen's Non- Public Minutes for July 2, 2020 - Sessions # 1 RSA 91-A:3 II (i)- not sealed. Motion made by Chairman Farnum seconded by Selectman Goodson to accept the minutes. Roll call vote:

Streeter -Yes

Goodson -Yes

Mason -Yes

Farnum- Yes

Ricker - Yes

- Selectmen's Non- Public Minutes for July 2, 2020 - Sessions # 2 - RSA 91-A:3 II (b) not sealed. Motion made by Chairman Farnum seconded by Selectman Goodson to accept the minutes. Roll call vote:

Streeter -Yes

Goodson -Yes

Mason -Yes

Farnum- Yes

Ricker - Yes

- Selectmen's Non- Public Minutes for July 2, 2020 - Sessions # 3 - RSA 91-A:3 (c) sealed. Motion made by Chairman Farnum seconded by Selectman Goodson to accept the minutes. Roll call vote:

Streeter -Yes	Goodson -Yes
Mason -Yes	Farnum- Yes
Ricker - Yes	

- Accounts Payable Manifest - Motion made by Chairman Farnum to sign the account payable manifest for \$80,979.80 seconded by Selectman Goodson. Roll call vote:

Streeter -Yes	Goodson -Yes
Mason -Yes	Farnum- Yes
Ricker - Yes	

- Payroll Manifest - Motion made by Chairman Farnum and seconded by Selectman Goodson to sign the payroll manifest for \$23,542.34. Roll call vote:

Streeter -Yes	Goodson -Yes
Mason -Yes	Farnum- Yes
Ricker - Yes	

- Payroll Manifest - Cares Grant Fire/Police Stipend. Motion made by Chairman Farnum and seconded by Selectman Goodson to sign the payroll manifest stipend for \$26,883.02. Roll call vote:

Streeter -Yes	Goodson -Yes
Mason -Yes	Farnum- Yes
Ricker - Yes	

- SELECTMEN'S UPDATE:

 - Selectman Ricker stated he had contacted several roofing companies. He stated that they stated they were busy and would not even be able to look at the Town Office roof before the end of September.

 - Selectman Goodson stated that she attended the Tamworth Economic Development Commission (TDEC) meeting. She stated that the survey results for the COVID-19 survey that the committee had sent out were complete and the report was available. Selectman Mason stated that she would place it on next week's agenda. Selectman Goodson state that she had attended the Tamworth Recycling Project meeting and was present for a presentation by the group at the Capital Improvement Committee meeting. At the meeting they discussed the importance of the transfer station recycling , the grants that would be sought and the cost of the project to be done to include bailers and buildings to improve the recycling in Tamworth. Selectman Goodson mentioned that Selectman Streeter had found the books and records regarding properties for "illegal junkyards" as well as previous letters that had been sent.

 - Selectman Streeter stated that she has been investigating the furnaces at the Town Office. She stated that the Town had purchased two new furnaces in 2018. That there have been needed repairs and ductwork issues since. She stated that a lot of money has been spent and that these furnaces are still having issues.

She stated that roughly \$12,000.00 has been spent over the last couple of years for these heating/cooling units. Additionally, she informed the BOS that the handrail at the Townhouse going to the second floor had been installed and the work completed.

- Selectman Mason informed the BOS that the ZOOM meeting was scheduled through July 16, 2020 and a determination needed to be made if the BOS were to continue or stop with the ZOOM meetings. Discussion ensued. It was determined that the ZOOM meetings continue right now for an indefinite period. Selectman Mason will follow up with Mary Cronin to have this continue. Selectman Mason reviewed the finances of the Town. At present there is \$3,825,000 available cash. Discussion ensued regarding the number of school payments and other bills that need to be paid for the rest of the year. John Scruton informed the BOS that this is why you want your next tax bill to go out by November 1. He stated he will follow-up with this. Discussion of the Recreation Department was brought up and Selectman Mason will place on the August agenda for further discussion.
- Chairman Farnum informed the BOS that a new sign had been placed at the Transfer Station informing the public of the need for a face mask and a reminder about social distancing of six(6) feet. He stated he continue to work on the remodel for the Transfer Station and will be working at the Transfer Station on Sunday.

▪ PUBLIC COMMENT:

- Jim and Maureen Diamond thanked Chairman Farnum for the sign.

- NON-PUBLIC SESSION – Per RSA 91-A:3 II(b) - Session #1
- Per RSA 91-A:3 II(c) - Session #2

At 7:6:52 pm, on a motion by Chairman Farnum, seconded by Selectman Goodson, the Board moved into non-public under the above provisions by roll call vote. Farnum – Yes, Mason – Yes, Ricker – Yes, Streeter – Yes, Goodson - Yes.

On a motion by Chairman Farnum, seconded by Selectman Mason, the Board returned to public session at 7:30 pm by roll call vote. Farnum – Yes, Mason – Yes, Ricker – Yes, Streeter – Yes, Goodson - Yes.

- Chairman Farnum stated that RSA 91-A:3 II(b) - Session #1 and that RSA 91-A:3 II(c) - Session #2 minutes were not sealed.
- Chairman Farnum stated that he had received a quote for the hardware cloth cage to be installed for the computer server to be placed in the basement. He stated that the cost would be around \$1000.00, which would include a hardware cloth door as well instead of a solid door from R. Farnum Property Services. Selectman Mason made a motion to install the hardware cloth cage not to exceed \$1200.00 by R. Farnum Property Services. Seconded by Selectman Goodson. Roll call vote:
Streeter -Yes
Mason -Yes
Ricker - Yes
Goodson -Yes
Farnum- Yes

- **ADJOURNMENT: On a motion by Selectman Mason, seconded by Selectman Goodson, the Board voted unanimously to adjourn the meeting at 7:35 pm.**

Respectfully Submitted,

Rebecca Mason
Recording Secretary

William W. Farnum

Rebecca Mason

Aaron Ricker

Melanie Streeter

Kelly Goodson