**TAMWORTH PLANNING BOARD**

**\*\*\*draft\*\*\* Work Session Minutes**

**April 10, 2019**

**7:00 P.M.**

1). Call Meeting to Order – The meeting was called to order at 7 pm by Sheldon Perry. Present are: Eric Dube, Nicole Maher-Whiteside, Sheldon Perry, Andy Fisher, and Kathi Padgett. Also present are Chief Colcord and Chief Littlefield. Pat Farley is absent. No Selectmen’s Representative is present.

2). Master Plan Implementation Discussion with Public Safety Departments – Chief Colcord is present for the discussion.

He has never read the Master Plan. Village districts – He considers Wonalancet to go into this group. Sign ordinance – Tamworth uses what the State has. It is the E-911 signage directive. This (signage) has been implemented.

Natural Hazards – speaks to fire codes and building codes. Tamworth follows NFPA and International Building codes. Tamworth has to follow whatever the State has adopted. Building codes and fire codes are very different. If there is no code enforcement/building inspector, then the State is responsible. Currently the fire chief can, but it is being pushed to “will”. The codes mentioned in our letter to him are being addressed to the best of his ability. The Fire Marshall determined that our building notification is a permit and must follow the rules. Building inspections and code enforcement are items that are difficult to fit into the Chief’s schedule. The State has increased the duties of the Fire Chief. The Central Fire Station is not sufficient. There are many issues with the building: not owning part of parking lot, ambulance contract, no septic. If the rescue transports, they have begun billing for that service. He would like a planning board member to participate with the meetings for the hazardous mitigation plan and the emergency response plan.

Sheldon spoke about the Capital Improvement plan. He also spoke about Chapter 6 – any cost savings? Lighting, online communications with the Sheriff’s Department (efficiency). Digital media is being used for storage as well as paper storage. There are mutual aid agreements. The money raised from the ambulance is not accessible to the Fire Department for supplies and payments to workers. The Fire Station has a meeting room that has a projector, and is available to the Planning Board.

Please attend the meetings of the Municipal Safety Building Committee. Andy will be at the next meeting.

Chief Littlefield – Police Department –

Has never reviewed the Master Plan. There were 3 positions when the plan was written. Another part time officer was added. It is pretty much at that point right now. There is a part time budget, not necessarily a part time officer. There may be several “part time” officers used as needed. They also now have an administrative assistant. There is an animal control officer that works on a per call basis. The police department is down to 2 vehicles at this time. A third vehicle is forthcoming. The current building is inadequate. Space for records and evidence retention is a problem. They only have one garage bay, but could definitely use another.

Chief Littlefield feels that the work load is difficult to keep up with. He feels that they are reactive as opposed to proactive. They have a certified instructor the LEAD program (Law Enforcement Against Drugs). They are considering exploring more about the Student Resource Officer (SRO).

Tamworth deals with a lot of transient folks. This becomes problematic at times. How do we deal with/curb this. He feels that if a building is unsuitable for living in and is taken for taxes, it should be razed and sold as green space. Affordable housing and elderly housing are a priority.

Tamworth doesn’t have incentives for businesses. Lack of a town manager leaves the town with nobody driving the bus.

A discussion was held about the existing building notification process.

3). Old/New Business: There is a work session scheduled for May 8. June 12 is the next one.

4). Adjournment – Andy made a motion to adjourn at 8:51 pm, Kathi seconded.

Respectfully submitted,

Melissa Donaldson

Recording Secretary