

# TOWN OF TAMWORTH

## SELECT BOARD OFFICE

Select Board Meeting: 4:45 PM

Thursday, December 1, 2022

### Meeting Minutes

**CALL TO ORDER:** Selectperson Goodman called the meeting to order at 4:45 PM and motioned to go into nonpublic RSA 91-A:3 II (c) Session #1 and RSA 91-A:3 II (b) Session #2. Doucette seconded, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes. The public meeting was called back to order at 6:07, and Goodson motioned to come out of nonpublic RSA 91-A:3 II (c) Session #1 and RSA 91-A:3 II (b) Session #2. Doucette seconded, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).

Those present: Select Board members Goodson, Prentice, Behr, Doucette, Roberts joined via phone, Town Administrator, Keats Myer, Ed Comeau of Government Oversight, Ellen Farnum, Maud Anderson, Becky Mason, Anne Chant, Bill Lambert, Jim Bowles, Mark McConkey, Paul Priestman, Michael Porter, Lynn Askew, Pam Hearne, Kate Thompson, Chief Littlefield, Chief Colcord.

### **CHANGES/ADDITIONS TO AGENDA:**

- To Signature File
  - Tax Collector's Warrant
  - Tax Rate Acceptance
  - Meeting Minutes from Work Session, November 29<sup>th</sup>, 2022
- Police Department Request to Purchase new Cruiser for the Department

### **NEW BUSINESS:**

Speed Limit on Rt. 25 Discussion, Representative Mark McConkey and William Lambert, State traffic Engineer for NHDOT, and the person responsible for setting speed on State roads, joining. Mr. Lambert reviewed the law and the process to determine the speed on any given road. Doucette asked about the specific site, Lambert responded that this site is not designed for a slower speed. Data collected was for one month, with 26,000 vehicles which drove through. McConkey discussed hearing the resident's dissatisfaction with the speed change at the last "listening " session. An action item which came out of the meeting was the hope that the South Tamworth residents could ask the Select Board to ask Commissioner Lambert to reconsider the speed limit. McConkey suggested that a the LRPC do some facilitating on this topic. There is some legislation that would allow the State and DOT to adjust for seasonal speed limits in certain places. Not sure if this is the right solution for this location, but it might make some sense. Prentice, reviewed the Lambert letter, and asked about the design of the road, and if this is the issue here as there is not a lot of visual difference between the two zones. Furthermore, she wondered if changing the speed back to 35 is even an option? As interim Commissioner, Lambert has the authority to make this call, and his view is to keep it the way it is. It is safer for the way the road is built. He suggested that we have a feedback sign, though the feedback signs tend to work for a time, and then get ignored after a while. He summed up by saying the short answer is the data supports 45 miles per hour speed limit. Prentice wonders what other things could happen to make it more walkable. Doucette discussed short, medium, and long term – 1) short term; increased signage 2) Intermediate term: add a flashing light at far end of Union Hall Road (Lambert interjected that they "disappear.") 3) Longer term: Review geometric

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improvements to the road. Lambert shared that if we were to do this, there are federal dollars, state dollars. We could expect to pay 20% of the cost. Public Input: Lynn Askew, of Mama Bears Store is concerned about the safety of her customers leaving her parking lot. Wants a longer stretch of the 45 MPH road and would like a graduated reduction in speed (from 55, to 45, to 35). Kate Thompson supported Askew's idea of a graduated speed (55, 45, 35), and suggested rumble strips for mid-line to improve overall safety, she noted that there are 5 roads coming into that stretch, which is dangerous. Finally she shared that the community has noticed an increase in speed. Pam Hearn, the signs are on either sides of curves, and Mill Road and Mountain Road are dangerous to turn into and out of. Hearn supports the graduated speed solution as well, and a long term physical change. Sue Stowbridge also supports the graduated speed solution and likes a solar powered flashing light solution. Prentice asked who is responsible for signage, the State or the town. Lambert shared that the Town is for the feedback sign and other elaborate signs. Becky Mason, mentioned the intersection in Tamworth village, wondered if the state put that in. Lambert discussed signage issues of being ignored and other design ideas the state has employed. Goodson made a motion to engage with LRPC, and for Doucette to write a letter to the Commissioner. Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).

**Tamworth recycling Project**, Ellen Farnum and Maud Anderson presenting. Ellen Farnum asked permission to do a Styrofoam collection at the transfer station, the volunteers would drive the Styrofoam to the facility. They are Suggesting Saturday and Sunday, January 14<sup>th</sup> and 15<sup>th</sup>. Material would be picked up and taken to Guilford. The goal is zero work and cost to town and staff. Goodson motioned to proceed with collaborating with Gilford on Styrofoam recycling with the TRP group. Prentice seconded. Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).

- Budget:
  - Library Budget, Anne Chant, Vice chair of the Library Board of Trustees, with Paul Priestman. Ms. Chant is also on the State Board of Trustees. Chant pointed out how our library lost no staff over the pandemic, unlike many libraries across the state. Chant highlighted the increases: 1) The bookkeeper is more expensive, 2) Salaries will be going up by \$4,800. Electricity is going up, heat also. The Carry-over fund is less than it was in 2022, which was \$13,800 dollars, and also, there fewer grants anticipated this year.
  - Budget Discussion – Myer suggested that the Select Board have a Work Session to review the Budget, all agreed to meet on Tuesday at 5:00.
  - Future of the Sewer Commission Discussion, Requested by Doucette. Prentice asked what does the Commission do? Doucette has asked the Commissioners to put the job in writing. Doucette stated that when Town Meeting voted to take the Septic System on, that there was a concern that it would become the town's problem; If no commissioners step up, then it does becomes the town's problem. Becky Mason stated she came to the meeting to share information about the work of the Commission. Mason is an Administrative Assistant to the Commission and Commissioner basically do what the Select Board does – review and approve budgets, policy, etc. while the Administrative Assistant does much of the leg work, included calculating the billing rates, while the bookkeeper does the actual billing. Sebastian Septic is on contract to service and repair the system. The Town treasurer is paid a stipend to ensure there is no cost to the Town. Commissioners receive a \$700 stipend. Richard would like a letter to go out to all the users to see if they will step up as Commissioners. Mason will hand off all the files to the Select Board. Paul Priestman stated he didn't realize there was an issue with the lack of people stepping up and said he will think about it, but also suggested communicating to position more strongly. Doucette will write a draft a letter for the users.
- Fire Department – Jim Bowles shared the statistics, contract out the overhead door installation, but it's

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being done in-house, cause there is no one to do it. Discussed the CIP fire truck warrant article.

- PD Chief Littlefield – present to discuss the purchase of a police cruiser with currently appropriated funds, which are available due to staffing shortage in 2022. Tahoe, with all needed “bells and whistles” is \$57,157 includes a new radar, though some equipment will be transferred over. Emery Roberts asked the Chief to consider getting a pickup truck next time so that when it decommissions it can be used by the Maintenance department. The old 2013 cruiser will be stripped down and made available to the new officer while he is at the academy, and then it will be the parking enforcement control vehicle. Prentice motioned to give Chief Littlefield the authority to negotiate with McMullin Chevrolet to purchase the vehicle at \$57,157. Seconded by Doucette. Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).

### OLD BUSINESS:

Tamworth Recycling Improvement Committee – RFP Review: Richard Doucette presenting. TSIC committee met on 11/22/22. Received two responses and voted to recommend Sanborn Head & Associates. Prentice motioned to accept TSIC’s recommendation to go into negotiations with Sanborn Head & Associates. Goodson seconded. Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts no (electronically).

### ADMINISTRATOR’S REPORT

- Account Balance: \$ 1,728,728
- Tax Rate Setting Report
- Vault Storage Update

### SIGNATURE FILE:

- Goodson motioned to approve the Work Session Meeting Minutes, November 29, 2022, Behr seconded, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Tax Rate Acceptance Form, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Tax Collector’s Warrant, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Select Board Meeting Minutes, November 17, 2022, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Software Purchase and Install Agreement, Avitar & Town of Tamworth, \$11,900, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Non Public Meeting Minutes, RSA 91 – A:3 II (b), November 17, 2022, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Notice of Intent to Cut, Map 414 Lot 53, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Notice of Intent to Cut, Map 203, Lot 040, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Driveway Application Permit, Map 414, Lot 65, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Release of Liability for the Erection of a Bldg. or Driveway

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, on a Class VI Road, Map 407 Lot 34 , roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).

- Goodson motioned to approve the Driveway Application, Map 407, Lot 34, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Driveway Application, Map 408, Lot 52.1, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Request for Site Visit Letter, Map 206 Lot 19, Sub lot 2, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Request for Site Visit Letter, Map 407, Lot 11, and Map , 407 Lot 12 , Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Request for Site Visit Letter, Map 215 Lot 109 , Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Request for Site Visit Letter, Map 215 Lot 113 , Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Request for Site Visit Letter, Map 201 Lot 42, Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve the Request for Site Visit Letter, Map 217 Lot 1, Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve Accounts Payable, 295, 030.54, Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Goodson motioned to approve payroll – \$57,324.15, Roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes (electronically).
- Year to Date: \$8,185,834.16

### SELECT BOARD UPDATE:

Doucette – Nothing new to report, all covered previously in the meeting.

Behr – nothing to report.

Goodson: attended the TSIC committee meeting, and went to EDC committee meeting to discuss the forum. Prentice: working on the personnel policy. Rough draft done by the 14<sup>th</sup>.

Emery: nothing to report.

**PUBLIC INPUT:** Bruno asked when the office is open, and when Finance Manager is in. Farnum asked about what the site visit letters and it was explained they are for junky yards. Farnum also mentioned the sewer drawings re in the flat file hallway.

### NON-PUBLIC:

**ADJOURNMENT:** Goodson motioned to adjourn at 8:07.

**Emery Roberts**

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**Karl Behr**

**Richard Doucette**

**Kelly Goodson**

**Lianne Prentice**