

## TOWN OF TAMWORTH SELECT BOARD

Select Board Meeting 5:00pm

Thursday, June 15, 2023

### Meeting Minutes

**CALL TO ORDER:** Chairman Roberts called the meeting to order at 5:00 PM and began a work session to review the revised Personnel Policy. Those present, Select Board members Doucette, Behr, Prentice, Roberts, Town Administrator Myer, Ed Comeau of Government Oversight, and Linda Eldridge on Zoom. Selectboard member Schaeffer entered the room at 5:32. At 6:00 PM the following people entered the room: Daymond Steer, David Little, Robert Seston, June Aprille, Leslie Johnson by Zoom, and Kim Trammell.

**WORK SESSION:** Personnel Policy Review: Roberts stated that public input would not be taken until the end of the work session, when it would open for public comment. Prentice shared that she would go through the revised personnel policy page by page, and that this policy will have some budget impacts, and therefore would not go into effect until 1/1/24. She explained the Personnel Committee's process: gathered info from 6 surrounding towns to compare with, and she noted that we were the only town that doesn't have a welcome letter, so one has been added. The board was able to review half of the policy, and so all agreed to meet at 5:00 PM on June 29<sup>th</sup> for a second work session.

### **CHANGES AND ADDITIONS:**

- Municipal Warrant for Unlicensed Dogs
- Land Use Change Tax Bill & Warrant

### **NEW BUSINESS:**

- **New Hampshire Public Deposit Investment Pool (PDIP) Discussion:** Robert Seston, Chair of the Trustees of the Trust Funds shared with the Select Board that the Trustees hold the town's capital reserve and the expendable reserve funds in the PDIP. The rate PDIP is offering as of today it is 5.1% (versus 1% at our bank). Behr asked what the liquidity is, Seston responded you can get money out in a day. They have over \$600M that they manage, and have existed for 30 years. Chairman Roberts asked what is the downside? It is not insured, so there is theoretically a principle risk. They use high quality investment, and are well diversified. They have clear policies on safety, liquidity, and diversity of investments – the Town's Treasurer should probably check to understand if the current accounts are insured? While they are "collateralized" it is not clear what this actually would mean should recourse be required. Doucette stated we are favorable to the idea, and suggested that Myer speak with the Treasurer on this. Prentice asked how interest earned currently get into the town's cash flow – Myer will double check but presumably it goes to the general fund. Seston noted that the town will have to revise the investment policy, which is overseen by the Select Board, and noted that the current investment policy is more restrictive than what the law requires. A cash flow system would also need to be worked out. David Little suggested we set up a three month check-in in the process to ensure we are pleased with the model. Mr. Little also suggested the Board review the investment policy annually. Aprille commented that the FDIC \$250,000 insured level is by bank not by account.
- **Department Head Report:** Road Agent Richard Roberts reporting: Tall pines intersection is done, they have dug up Philbrook Neighborhood Road intersection, and it will be paved next week. Town

roads have been swept. Lots of culvert repair. Digging out Great Hill Road, they will be on Great Hill Road for a while. The Road Agent asked if the Select Board would agree to leave Great Hill unpaved after the turn out, on the long straightaway. Roberts feel we should let it go to gravel. Some dust control, calcium chloride is used. Scott bridge, hoping to do this right after July 4<sup>th</sup> in two days. Doucette asked about the state bridge on rt. 113A, Roberts shared that it will be shut down on July 13<sup>th</sup>, reopened within 42 days.

- **Facilities Permit Policy**, Revision, June 15<sup>th</sup>, 2023 – Roberts motioned to approve the new facilities policy (clarifying campgrounds) Schaeffer seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- **Appointments to Zoning Board of Adjustments**: Prentice motioned to approve both Miriam Habert and Nicole Maher Whiteside to the Zoning Board of Adjustments, Schaeffer seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- **Appointment, Conservation Commission**, Teresa Fournier Roberts motioned to appoint Teresa Fournier to the Conservation Commission, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- **Dog Warrant**, Town Clerk, Kim Trammell presented the Warrant and gave the history and law, Doucette motioned to accept the dog warrant as presented. Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- **Tax Deeding Update**, Tax Collector, Kim Trammell has about 20 properties that are still in arrears, seventeen are pretty much the usual suspects, and there are three that are new. These are properties that have not paid taxes for three running years. The three newer ones she wrote to in the middle of May. We make best effort to reach out to the families. We're ok right now, she will provide a list as we get a little closer. August 2<sup>nd</sup>, 2023 would be the tax deeding date.

#### OLD BUSINESS:

- **Tamworth Community Nurse Association** – Building Update, June Aprille –Construction design drawings are done. Anxious to know if the prices have inflated by much. 2600 square feet. If anyone knows any local sub-contractors, they would very much like to use local talent, but hard to fund. The building will move one foot up to save on excavation. June recommends that the town look into installing Electric Vehicle chargers at its own cost and planning. They will put in solar. The schedule is important to discuss, they would like to pour the foundation this fall. Unfortunately they cannot build this Fall due to other commitments on the part of the Project Manager. The advantage of pouring the foundation now is fulfilling the requirements of the grant, and no frost issues in the Spring. Fundraising has been going really well.

#### ADMINISTRATOR REPORT:

- Bank Balance: \$2,073,485.
- Myer noted there will be no rain date for the Fourth of July parade and family fun, though there will be a rain date for the Fire Works, which are currently scheduled for July 1st. The rain date is July 8th.

#### SIGNATURE FILE:

- Roberts motioned to approve the Select Board Meeting Minutes, June 1st, 2023, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Nonpublic meeting minutes, RSA 91-A:3 II (c) Session #1, June 1, 2023, and RSA 91-A:3 II (a), session #2 June 1, 2023, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Facilities Permit Policy, Revision, June 15<sup>th</sup>, 2023
- Roberts motioned to approve the Notice of Intent to Cut, Map 406, Lots 56, 57, & 58, access road is Old

Mail Road, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.

- Roberts motioned to approve the Timber Yield Tax Levy, Map 203, Lot 40, \$0, and the Timber Yield Tax Levy, Map 402, Lot 52, \$0, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Excavation Tax Assessment, Map 210, Lot 3, \$0, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Tax Abatement, Map 415 Lot 67, Sublot 55, \$254.00, and the Tax Abatement, Map 215, Lot 49, Sub lot 22, \$254, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Veteran's tax Credit & Solar Exemption, Map 408, Lot 30, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Appointment Form, Zoning Board of Adjustment, Nicole Maher Whiteside
- Appointment Form, Zoning Board of Adjustment, Miriam Habert
- Appointment Form, Conservation Commission, Teresa Fournier
- Municipal Warrant for Unlicensed Dogs
- Roberts motioned to approve the Land Use Change Tax Bill & Warrant Map 214 Lot 162, subplot 2 \$15,000, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Payroll Manifest 6/9/23: \$44,958.65, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Accounts Payable 6/16/23: \$370,241.45, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Cash Used: \$5,596,442.94

#### SELECT BOARD UPDATE:

**Doucette:** Northern Borders regional grant was submitted June 2<sup>nd</sup>. Anticipating August notification. LRPC seemed very positive about the potential of the grant's being awarded. Email from the EPA, we have cleared the first round. Had a call with Sanborn head today. Downhill for the transfer station there is a wetland, they feel they can deal with it through design. Overbudget on concept design. They are behind schedule, which is ok. Gabrielle Watson attended a green fleet event at Loudon (NH Speedway), geared to municipal fleets. The Energy Committee is pursuing a similar event next year at CMI Tamworth.

**Behr:** New interim Recreation Director is doing a bang up job. She has lined up bus trips for every Friday this summer. Also attended the library trustees meeting – several programs in June. The steps are done, still working on the railing.

**Schaeffer:** Pat Farley is resigning on July 11<sup>th</sup>. Matt Griffin and Wyatt Berrier were named co-chairs. EDC is putting on a public forum on passing on land to heirs, Greg Hufford and Aparicio were added to the committee.

**Prentice:** attended LRPC executive board meeting this week. Also met with Keats and Elaine on the personnel Policy. Prentice thanked Rick Moreau for his beautification efforts. And for storing the Memorial Day wreaths.

#### PUBLIC INPUT: None.

- NON-PUBLIC: At 7:30 Roberts motioned to go into nonpublic under RSA 91-A:3 (c) Session #1, RSA 91-A:3 (a) Session #2, and RSA 91-A:3 (c) Session #3, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.

- At 8:05 Roberts motioned come out of nonpublic session, Prentice seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.

ADJOURNMENT: Roberts adjourned at 8:17.

Emery Roberts, Chair

Karl Behr

Richard Doucette

Lianne Prentice

Stave Schaeffer