

TOWN OF TAMWORTH SELECT BOARD

Select Board Meeting 6:00 PM

Thursday, October 12th, 2023

Meeting Minutes

CALL TO ORDER: Roberts called the meeting to order at 6:03 pm, those present are Sheldon Perry, Charlie Townsend, Richard Roberts, select board members Roberts, Doucette, Schaeffer, Prentice, TA Myer, Ed Comeau, Government Oversight.com, Maureen and Jim Diamond joined the meeting electronically at XX:00

CHANGES/ADDITIONS TO AGENDA:

- Accounts Payable: \$3,863.42
- Police Department, Animal Control, Chief Littlefield - Postponed

NEW BUSINESS:

- **Department Budget Presentations:**
 - The Planning Board, represented by Sheldon Perry: 2024's budget reflects last year's budget, with the exception of the exclusion of \$19,000 which was used for the buildout analysis in 2023. Overall budget is down 62%, a total budget of \$12,046.
 - Conservation Commission, Charlie Townsend, no major changes in the budget, overall a 4% increase.
 - Highway Department, Road Agent Richard Roberts: The budget is overall up 10.2% with the largest increases coming from part time salaries with a 73% increase, and from overtime with an 11% increase. Schaeffer asked Roberts his opinion about the backhoe at the transfer station, Roberts stated it is not his department, but that perhaps money should be put aside for a new used backhoe.
 - Discussion ensued on the budget process, all agreed we will continue the meetings with department heads, and then go into one on one meetings, and focus on the four levers: budget cuts, tax rates, other revenues, and the unassigned fund balance.
- **Lakes Region Planning Commission Regional (LRPC) Housing Needs Assessment:** The LRPC Commissioners will have to vote to accept the housing analysis, or to adopt it. Accepting means they have seen it, adopting it means they/we will put it into practice. The planning board was in favor of supporting it. They said they would accept it, not adopt (we don't have relevant zoning). Discussion ensued on the details of the Assessment. Several commissioners were worried if this would open communities up to litigation. The Planning Board is pleased to have some numbers to look at as a reference for what housing goals should/could be. Many LRPC Commissioners agreed with the plan, but don't know how we get developers to come to the rural communities which don't have septic and water systems in place. Prentice's task is to bring forward questions or concerns that the document raised - the Select board needs to vote on accepting or adopting. Schaeffer asked what it means if we don't support it? Prentice will get clarification.
- **Tamworth Outing Club Raffle Application**, waiver of waiting period – Roberts motioned to wave the 30-day waiting period for the raffle application for the Tamworth Outing Club. Prentice seconded, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes.
- **Moose Plate Grant Acceptance for the Town House Window Repair, \$7,200**, Doucette explained the grant to fix the old windows. Roberts motioned that Keats Myer, town Administrator is duly authorized to enter into contract or agreements on behalf of the Town of Tamworth with the State of New Hampshire, acting by and through the Department of Natural and Cultural resources, and is further authorized to execute any documents on behalf of the Municipality which may be in her judgment desirable or necessary to effect the purpose of this resolution. Prentice seconded, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes. Roberts motioned to accept the moose plate grant for the town house window repair in the amount of \$7,200, Schaeffer second, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes.

OLD BUSINESS:

- **Town House Design Questions**, Doucette gave a brief history of the funds available for fixing the fire escape and shared that the cost estimate is over \$60K. There are three options, 1) forge ahead put out to bid and see what happens, 2) take cost estimate and bid out next year, take to a vote at town meeting. 3) use what's remaining of the \$29,000 to make repairs. Prentice asked for the history of the project, and Doucette explained that we found some rot, and made some repairs – then a member of the public encouraged us to come up with a set of plans. Discussion ensued on if the town could fix it with the remaining \$14K. The Design is good. Keep it on the shelf. Myer asked if we still need to go to construction documents. Get Rick Moreau to pursue estimates to repair the existing stairs. Roberts made a motion to finalize the design for future use, and ask Rick Morea to get bids for repair. Schaeffer second, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes.

ADMINISTRATOR REPORT:

- Bank Balance: \$3,028,882
- Send job description of welfare role to Lianne for review

SIGNATURE FILE:

- Roberts motioned to approve the Select Board Meeting Minutes, October 5th, 2023 Schaeffer second, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Nonpublic Meeting minutes, October 5th, 2023, RSA 91-A:3,II (a), Schaeffer second, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Raffle Permit, Tamworth Outing Club, 10/24/23, Schaeffer second, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the MS – 1, Summary Inventory of Valuation, 2023, as presented by Rod Wood, Schaeffer second, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the MS – 535, Financial Report of the Budget, 2023, As presented by Plodzik, Schaeffer second, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes.
- Moose Plate Grant Acceptance for the Town House Window Repair, \$7,200,
- Roberts motioned to approve the payroll: \$46,008.70, Schaeffer second, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Accounts Payable: \$3,863.42, Schaeffer second, roll call vote, Doucette yes, Schaeffer yes, Prentice yes, Roberts yes.
- Cash Used: \$9,006,208.04

SELECT BOARD UPDATE:

Doucette: Attended the Conservation Commission meeting. Schaeffer, Farnum, and Doucette had a good conversation with Sanborn Head. SH is looking at options to cut costs – \$600K could be cut by moving less dirt. The overall costs in this first round of value engineering went from \$2.4M down to \$1.8M. They will be coming back with more ideas. There is a TSIC meeting on Monday. Hazardous waste collection was last Saturday, with 170 people came, mostly from Tamworth.

Schaefer: attended Economic Development Committee meeting on Tuesday, volunteers are dropping. Wyatt is planning on sending out a mailer. And taking a break for November and December. Also attended the Zoning Board of Adjustments meeting as a member of the public.

Prentice: A comment: Volunteerism is really down – so its hard to find people to build board seats – the role of select board member is very daunting. The EDC group might consider looking at getting volunteers for a specific thing. Prentice attended the planning board meeting, worked on subdivision regulations. Public Hearing for public input on subdivision regs that is the 8th at 6:00. Worked on personnel handbook. Hoping to get a redlined copy back from legal by end of October.

PUBLIC INPUT: Roberts getting married on Saturday. Maureen asked about the attachments to last week's minutes. Maureen heard Charlie Green Mountain Conservation Group's water testing and wondered if she could get the data. Prentice suggested she reach out to them. Myer suggested emailing Nelson O'Bryan. NONPUBLIC: Comeau shared that the county tax warrant is in - he will email it. Myer noted it will be mailed Saturday.

ADJOURNMENT: Roberts adjourned the meeting at 7:54.

Emery Roberts

Richard Doucette

Lianne Prentice

Steve Schaeffer