

# TOWN OF TAMWORTH SELECT BOARD

Select Board Meeting 5:30 PM

Thursday, October 19<sup>th</sup>, 2023

## Meeting Minutes

CALL TO ORDER: Roberts called the meeting to order at 5:32 pm. Those present are Select Board members Doucette, Prentice, Roberts, TA Myer, Ed Comeau of Government Oversight.com, and Emily Verny.

Roberts motioned to go into nonpublic RSA 91-A:3 II, (a) at 5:33, Prentice second, roll call vote Doucette yes, Prentice yes, Roberts yes. Roberts motioned to come out of nonpublic session at 5:58, Prentice second, roll call vote Doucette yes, Prentice yes, Roberts yes.

Those joining the meeting: Glenn Johnson, Cath Graham, Chief Colcord, Jim Bowles, John Wheeler, Chief Littlefield, on Zoom, Linda Eldridge.

- CHANGES/ADDITIONS TO AGENDA:
  - Request for Letter of Support - Culvert Modernization Proposal, Green Mountain Conservation Group

### NEW BUSINESS:

- **Department Head: Fire Department, Chief Colcord:** Shared the news that the fire department won the SBCA grant in the amount of \$307,000, allowing the department to get essential new equipment. All is good. The department is always looking for volunteers, as it is hard to get volunteers during the working day.
- **Budgeting**
  - Presentation from Chief Colcord: The Chief presented a budget that has a 10% increase over 2023's budget. Discussion ensued about the fire truck capital reserve and if the 2024 \$375,000 could be spread out over two years, 2024 and 2025. Wheeler said there is an RSA that allows this. Myer will research and come back with options. A discussion ensued about SCBA grant, we agreed to discuss the cash flow and paperwork for this grant.
  - Process Discussion, Review Timeline – this was delayed until the end of the budget discussion.
  - Cemeteries, John Wheeler: Mr. Wheeler presented a 0% change in the budget. Prentice asked what the committee's role on the veteran's memorial is: Wheeler's response - they mow, and put the flags up on Memorial Day, pay for electricity on the pole and the Christmas lights. The select board thanked him.
  - General Assistance, Cathy Graham
    - Budget – The line item for welfare assistance is unchanged from actual spending in 2023. Graham did propose an increase in the stipend for the administrator, bringing it to \$5,000. The new welfare budget would be just over \$40,000. Prentice asked Graham to share what some of the big expenses are: the biggest expense is for the homeless. On 4/1/2023 federal funding went away, so suddenly towns got flooded for requests for housing, fuel assistance, electrical assistance. Car repairs can be an issue. If we run over the budget, we have no choice about providing housing for these people. It's the one budget item we are allowed to run over. State mandate.
    - Welfare Administrator Job review – Roberts made a motion to approve the job description, as presented. Prentice second, roll call vote, Doucette yes, Prentice yes, Roberts, yes. Graham volunteered to assist with interviews.
  - Transfer Station, Glenn Johnson: Johnson presented his budget, and noted that we are up for a new contract hauling contract in 2024, it is a five year contract. Glenn doesn't want to do five years, he'd rather do 3 years. It would start November 1<sup>st</sup>. A discussion about the trash compactor ensued. Suggestion that the direction of the TSIC project should be clearer before committing to a new compactor. It is very old. Will it last? Hard to say. It is in the budget for about \$40,000 – keep it there until TSIC has additional information. Prentice asked about the backhoe – is this something that should be budgeted for the future? Glenn says the current

one does a good job for what is needed. It's got some issues, but still does the job. Town acquired it in 2016. Johnson shared information on the town's container – Mike Davis fixed the container, welding it back together. Waste management said that this is all part of wear and tear, and they would bill the town to repair. So Glenn had Mike Davis fix it. Glen will get the bill. Need to post job description.

- Police Department, Chief Littlefield – Very challenging to put the budget together. The first draft is very high. To reduce costs on this draft, he didn't remove an officer, but estimated that we budget the 3<sup>rd</sup> position for 6 months rather than the full 12 months. Eldridge will go from 24 hours a week to 28 hours a week, which would more accurately reflect the actual hours she works. The budget is currently at an 11% increase over 2023 budget. SB thanks Chief Littlefield.
- **Ground Water Protection Ordinance**
  - Enforcement Protocol: Myer shared that the Planning Board Chair, Sheldon Perry, requested that the Select Board pull together the enforcement process for the new Ground Water Enforcement Ordinance. Prentice discussed her memory that the committee would be involved in education, compiling business lists, and coming up with an enforcement protocol, because they are the experts on this. The Select Board is not. Roberts believed the Planning Board would recommend what enforcement looks like. Doucette also understood that they would take the lead. Prentice stated that she supports the GWPO wholeheartedly, but her understanding is that the committee would do all the heavy lifting, to get this in motion. Who designs the enforcement? Doucette suggested that she convey the views of the board about this to the chairman of the Planning Board. Doucette raised the question of the planning board and subdivisions and who is the enforcement arm on this? Prentice will reach out to the Planning Board. The Board will discuss this again next week. Roberts wonders if Townsend would consider taking on a greater compliance role. It would make sense to.
  - Compliance Officer this will be posted next week.
- Request for Letter of Support - Culvert Modernization Proposal, Green Mountain Conservation Group – Prentice raised this request, and asked that the letter be sent to the select board for review next week.

#### OLD BUSINESS:

- Unsealing Nonpublic Meeting Minutes - Prior to unsealing the minutes, Roberts share the background to this action:
  - The board had a nonpublic session on Sept 12, 2023,
  - It voted to seal the minutes once it came back into public session;
  - The minutes of the public session mistakenly left that vote out;
  - The public minutes were subsequently corrected.

The original reason for sealing the minutes no longer applies, and to resolve any questions about whether the minutes were properly sealed, Roberts motioned to unseal them, Prentice seconded the motion, roll call vote Doucette yes, Prentice yes, Roberts yes.

- Transfer Station Improvement Project - Update from Doucette – The TSIC committee is working with Sanborn Head on value engineering, trying to find a solution that fits the criteria of the town's peoples wishes, within a price that can fit in the now \$1.2M budget. At a minimum we need a bathroom and a workstation. Prentice suggested we speak with LRPC about grant writing and support. Suggested they reach out to them. The committee will continue to work on the project.

#### ADMINISTRATOR REPORT:

- Bank Balance: \$2,697,156
- Myer is working on health insurance open enrollment, budgeting, training new staff, welfare needs, and other daily tasks.

#### SIGNATURE FILE:

- Roberts motioned to approve the Select Board Meeting Minutes, October 12th, 2023, Prentice seconded, roll call vote, Doucette yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Accounts Payable: \$287,989.57, Prentice seconded, roll call vote, Doucette yes, Prentice yes, Roberts yes.
- Cash Used: \$9,294,197.61

SELECT BOARD UPDATE:

PUBLIC INPUT: Ed Comeau asked if Chief Littlefield added the IMC recording software – Mr. Comeau was pleased this software is being added. It protects the public and officers, and improves transparency. Mr. Comeau also noted that the county tax warrant has risen dramatically. Comeau suggested that a stern mindful email should be sent to the county commissioners stating concerns about the tax increases and holding the line on these increase. They need to know the towns are watching their actions.

NONPUBLIC: none

ADJOURNMENT: Roberts adjourned at 7:56

Emery Roberts

Richard Doucette

Lianne Prentice