

TOWN OF TAMWORTH SELECT BOARD

Select Board Meeting 5:00

Thursday, February 1, 2024

Meeting Minutes

CALL TO ORDER: Roberts called the meeting to order at 5:00 pm. Those present are Select Board members Behr, Schaeffer, Prentice and Roberts, Town Administrator Myer, Ed Comeau of Goeovernmentoversite.com, Maureen and Jim Diamond, Melanie Streeter, Mitch Gordon, Sienna Kaplan-Thompson, Cathy Livingston, Valeda Cerasale, Bruno Siniscalchi. On Zoom, Annie Reiken, Eric & Devon Ames. Doucette joined the meeting at 5:02.

Roberts motioned to open the Public Hearing on accepting unanticipated funds, Prentice second, roll call vote, Behr yes, Schaeffer yes, Prentice yes, Roberts yes. Roberts stated the funds to be accepted are from the NH Department of Transportation for Roads and Bridges, in the amount of \$29,274.37 (Bridge) and \$35,576.00 (roads). Behr made a motion to accept the NH Department of Transportation grants as presented, Prentice second, roll call vote, Doucette abstains, Behr yes, Schaeffer yes, Prentice yes, Roberts yes. Roberts motioned to come out of the Public Hearing, Schaeffer second, roll call vote, Doucette abstains, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.

CHANGES/ADDITIONS TO AGENDA:

- Abatement, Map 407, Lot 26, \$3,398.00

NEW BUSINESS:

- **Department Head Report, Transfer Station, Glenn Johnson** reporting – All is running well, the equipment is all good, except for two of the scrap containers. Time for the town to start thinking about a new contract for waste hauling. The existing contract ends in November. So we will need to go out to bid, it's getting harder and harder to get haulers to bid. Current hauler takes MSW, recyclables, and construction demolition. The contract is for 3 years. Doucette noted that any increase in hauling costs will not be in the budget, though this will only be a one month issue, as the contract doesn't expire until November. Roberts asked Johnson about bidding with Waste Management, apparently, they will increase the price if we actually go out to bid.
- **Petition Articles** – Roberts read from a prepared statement: *I'm happy to welcome leadership staff from several of the nonprofits working with our community – as you all may know, any organization can have a Petition Article added to the Town Warrant, requesting support from the taxpayers. Over the years the list has grown, and we are now funding twelve nonprofits with a combined total of over \$179,000 annually. There is no question that the work is important – but this is a lot of money for the taxpayers to carry, and so we have invited you here this evening to help us understand how many Tamworth residents your organization is helping, and with what specific services. I ask that you keep your presentation short, under 3-5 minutes, so that the Select board will have time to ask questions if needed. If I cut you off, please understand that we are managing speaking with multiple organizations.* The speakers list below then presented information about their nonprofits.
 - Community Food Center Tamworth, Maureen Diamond
 - Northern Human Services, Valeda Cerasale

- White Mountain Community Health, Sienna Kaplan
- Children Unlimited, Cathy Livingston
- Ossipee Center for Concerned Citizens, Misty Ryder
- Bear Camp Center for Sustainable Community, Summer Camp, Lianne Prentice
- Bear Camp Center for Sustainable Community, Community Food Meals, Lianne Prentice

Select Board members asked questions and thanked all the attendees for joining and presenting information about these important services.

- Roberts motioned to approve **LRPC Transportation Committee Appointment** for John Gotjen, and LRPC Appointment for Lianne Prentice, Schaeffer seconded, discussion Prentice noted that John Gotjen's name was misspelled, Myer will correct. Role call vote, Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- **Standard Mileage Rates Increase:** Roberts motioned to approve new federal mileage reimbursement rate from 65.5 cents to 67 cents, Schaeffer seconded, role call vote, Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- **Audit recommendations:** Cash Handling for the Transfer Station – Policy Discussion – Myer shared that the Auditors have requested that the transfer station have a cash register to tighten up collection processes at the station. Discussion ensued, Prentice offered to research cash registers.

OLD BUSINESS:

- **Budget Updates** – Myer shared that while the Town's attorney had approved Warrant article #9 to spread the cost of the Fire Truck purchase over two years, DRA had some issues with it. Myer worked with the Fire Ward, Jim Bowles, and the solution is to add \$187,500 to the Fire truck Capital reserve. This along with the approved ARPA funds of 124,096, and the existing \$275,000 in the reserve will put the Fire Department in good stead to purchase the truck in 2024.
- **Review of Personnel Policy:** Prentice reviewed the process of revising the Personnel Policy, including an extensive and necessary legal review to bring the policy up to current best practices. Also stated that by improving the benefits for the newer staff the town will be in a better position to compete for talent. Major changes were noted - the cap on number of vacation days that can be earned, and prorated benefits for part time employees, among other changes. Mr. Siniscalchi asked about the committee structure and how disagreements were resolved. Prentice noted that there were none. Doucette motioned to approve the Personnel Policy as presented, Schaeffer seconded, discussion – Roberts thanked Prentice for her hard and extensive work on the policy, but voiced his opposition to capping vacation days one can earn, and to giving part time employees part time vacation benefits. Roll Call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts no.

ADMINISTRATOR REPORT:

- Bank Balance: \$4,468,810. Administrator has been working on the budget, and the warrant.

SIGNATURE FILE:

- Roberts motioned to approve the Meeting Minutes, January 18th, 2024 Schaeffer seconded, roll Call vote Doucette abstain, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Nonpublic Meeting Minutes, RSA 91-A:3, II (e), Session 1, Nonpublic Meeting Minutes, RSA 91-A:3, II (e), Session 2, Nonpublic Meeting Minutes, RSA 91-A:3, II

(a), Session 3. Schaeffer seconded, roll call vote Doucette abstain, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.

- Roberts motioned to approve the Intent to Cut, Map 402, Lot 13, Access road- Route 16, Schaeffer seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Investment Policy 2023
- Appointment Form, LRPC, John Gotjen, to be corrected.
- Appointment Form, LRPC, Lianne Prentice
- Roberts motioned to approve the Application for Permit for Sale of Fireworks, Schaeffer seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Abatement, Map 214, Lot 217, Sub lot 1, \$352.00 and the Abatement, Map 407, Lot 26, \$3,398.00, Schaeffer seconded, Roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Letter of Support for Railroad Master Plan, HB 1468-FN-A
- IRS Mileage Form
- Roberts motioned to approve the Employee Personnel Policy Notification Letters, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the payroll manifest: \$43,408.22, Schaeffer seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to approve the Accounts Payable: \$372,318.85, Schaeffer seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Cash Used YTD: \$960,222.88

SELECT BOARD UPDATE:

- Doucette: nothing to report.
- Behr: attended the Sewer Commission meeting - The Commissioners had a meeting in Concord with the department of Environmental Services and are planning to present the facts as the town commission knows them.
- Schaeffer: Had a good meeting with the people from North Country Recycling. Still in discussions. There is a call tomorrow with Sanborn Head to get technical input on viability of the North country Recycling as a new transfer Station.
- Prentice: planning board met last night with the Consultants hired to do the Build-Out analysis. They will be looking at the town with all the existing conditions, plot where everything is, and then look to see what remaining areas exist for growth. They can plot out what growth might look at over time. And they will build several scenarios. LRPC annual meeting is in late June in Merideth at The Church landing, and all the boards are welcome to attend. They are welcoming suggestions on discussion topics.
- Roberts – attended the day long election events.

PUBLIC INPUT:

- Siniscalchi asked about if there was an overlap in scheduling between the Town Budget Hearing and the School Board Budget Hearing. Roberts explained that the Town hearing is on the 7th, and the school hearing is on the 8th. If the Town Budget Hearing were to go into a second session, it is scheduled for the 8th, and so there could be a conflict in that case; but the times of the meeting differ, so it is possible one could still attend both. Roberts shared that the hope is to complete the

Town's hearing in one session. Kaplan-Thompson and Myer agreed to better coordinate next year. Becky Mason joined the meeting briefly and texted information on RSA 32:5 II regarding public hearings.

- Comeau asked if the Personnel Policy has an acknowledgment form for the employees to sign, Myer responded that yes it does.
- Kaplan Thompson expressed her gratitude and appreciation of the revised personnel policy, stating that valuing employees is important.
- Comeau reported the good news that the county audit came back with no issues.

NONPUBLIC:

- At 7:12 pm Roberts motioned to go into RSA 91-A:3, II, (e), and RSA 91-A:3, II, (a), Schaeffer second, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes. At 7:18 pm Roberts motioned to come out of nonpublic session, Schaeffer seconded, roll call vote Doucette yes, Behr yes, Schaeffer yes, Prentice yes, Roberts yes.
- Roberts motioned to unseal meeting minutes from January 18th, Session 3.

ADJOURNMENT: Roberts adjourned the meeting at 7:19 pm.

Emery Roberts, Chair

Karl Behr

Richard Doucette

Lianne Prentice

Steve Schaeffer