

TOWN OF TAMWORTH BOARD OF
SELECTMEN 84 MAIN STREET
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DRAFT MEETING MINUTES

Thursday, October 6th, 2022

Goodson calls the meeting to order at 6:00 pm

PRESENT: Select members Richard Doucette, Karl Behr, Lianne Prentice, Kelly Goodson. Emily Verny, administrative assistant. Ed Comeau of Government Oversight. Bruno Siniscalchi, Linda Cook, Glenn Johnson, Allen Tirabassi, Laurie Pennell, Emery Roberts arrives at 6:03 pm.

PUBLIC HEARING: RSA 31:95-b to accept and expend:

\$215,657 received from the State of New Hampshire as additional Highway Block Grant and Bridge Aid funds, \$322,130 in unanticipated revenue received from the State of New Hampshire American Rescue Plan Act (ARPA).

Prentice makes a motion to accept \$215,657 received from the State of New Hampshire as additional Highway Block Grant and Bridge Aid funds. Seconded by Roberts. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

Roberts makes a motion to accept \$322,130 in unanticipated revenue received from the State of New Hampshire American Rescue Plan Act (ARPA). Seconded by Goodson. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

Public Hearing closed.

CHANGES/ADDITIONS TO AGENDA:

- NON-PUBLIC: RSA 91-A:3, II (c) Session 2
- NON-PUBLIC: RSA 91-A:3, II (c) Session 3
- NON-PUBLIC: RSA 91-A:3, II (b) Session 4
- NON-PUBLIC: RSA 91-A:3, II (b) Session 5

PUBLIC INPUT: Nothing

NEW BUSINESS:

Department Head Update: Transfer Station, Glenn Johnson reports that repairs to concrete and steel will hopefully be done by the end of the month. New job opening should be per-diem position for an on-call employee. Rick is moving into the maintenance position. Allen will take Rick's position; next weekend will be Rick's last weekend. Prentice makes a motion to post the job description in Conway Daily Sun, website, Tamworth Exchange, Indeed for a range of \$15.00-\$18.00 per hour based on experience for a per-diem Transfer Station attendant. Roberts Seconded. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

Recreation Department Update: Verny reports 4 applications received through Indeed. Kerry Brooks (the gym teacher) is willing to chat with board about the department. Discussion ensued. Invite Kerry to the meeting next week. Post the job description on NH Recreation & Parks Association website.

Transfer Station RFQ Recommendation: Doucette reports TSIC met on Monday to review the 4 RFQ submissions. The 2 firms TSIC recommends to interview are CMA from Portsmouth and Sanborn Head from Concord. Roberts wants to interview the local firm, HEB. Doucette recommends only inviting the project manager, no slide shows, keep it to 20-minute meetings. Invite TSIC to attend. Discussion ensued. Roberts make a motion to bring in CMA, Sanborn Head and HEB engineers for next Thursday meeting (if available) at 5:00 pm to give 20 min presentations. Prentice Seconded. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

Goodson requests the addition of NON-PUBLIC: RSA 91-A:3, II (b) Session 4 to review and discuss the Rec Director resumes.

Junkyard Update: Verny reports that 10 junkyard notification letters were sent out last month, only 1 response. After October 15th deadline, legal advises if property owner does not comply with the notices of violation, to file an enforcement action in superior court to get an order requiring the owner to clean up the property within a certain number of days, giving the Town the authority to do the cleanup itself, at which point have a court to order the owner to both pay the fines and reimburse the Town for its expenses, and grant the Town a lien on the property. Roberts requests the addition of NON-PUBLIC: RSA 91-A:3, II (c) Session 5. Tirabassi comments he is on the junkyard list but did not receive the certified mail. Verny confirms one was returned and not all mail has been deliverable. Verny hand delivers Mr. Tirabassi his letter. Discussion ensued.

ADMINISTRATOR REPORT:

IRS increased the standard mileage reimbursement rate by .04 cents for remainder of 2022. Roberts makes a motion for the remainder of 2022 to increase the standard mileage rate to 62.5 cents per mile (4 cent increase). Prentice seconded. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

The Tamworth Foundation made a payment of \$125,000 for Transfer Station improvements.

Biohazard Bill came in \$2,000 less than expected. The contract also outlines they cannot take away liquid/chemicals that are not labelled. Dana had bio hazmat team test the liquid and will see if it can be taken away.

The DRA did an assessment review and concluded that the Town did not meet standards. There will be a 2-year plan to get files up to standard. Errors included outdated current use maps, credits, or exemptions applications not on file, etc. Files can be better organized, a lot of room for improvement.

Account Balance: \$3,125,265

SIGNATURE FILE:

- Roberts makes a motion to approve Meeting Minutes September 29th, 2022. Seconded by Goodson. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts makes a motion to approve Non-Public Meeting Minutes September 15th – 29th, 2022. Seconded by Goodson. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts makes a motion to sign the Police Department Employment Contract with Ryan McKee. Seconded by Goodson. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes. Roberts suggests good practice moving forward in New Business is to announce new hires.
- Roberts makes a motion to approve Driveway Permit Application: M&L 206-002. Seconded by Goodson. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts makes a motion to approve Accounts Payable: \$446,058.40. Seconded by Goodson. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Year to Date: \$6,712,186.64

SELECT BOARD UPDATE:

Doucette: Attended TSIC meeting to review RFQ recommendations. Spoke with NH Division of Economic Development regarding Northern Border Regional Commission grants. As of last year, Tamworth did not qualify, difficult to qualify using their criteria. Want to be ready in April to either apply for a grant or a waiver.

Behr: Granite State Glass came to measure doors, wanted to know if they both needed electric latches (keypads) and confirm back door is only one with handicap button. Went to look at the rec bathroom renovation. No one was on site. Exterior is just about done. Karl will check on expected date of completion.

Goodson: Attended TSIC meeting to review RFQ recommendations.

Prentice: Weeded the flower bed for veteran’s memorial, with Karl and Bruno’s help. Prepping for Veterans Day memorial ceremony.

Roberts: Lots of phone calls for the town this week.

PUBLIC INPUT: Linda Cook believes the census numbers are down. Is the contract for the new Officer public? No, most employee contracts are private. Will new patrolman be under contract for academy? Yes, 3 years. Laurie Pennell is wondering how the tax deeded properties are sold? There are different options. Most transparent way is through public auctions, would be held at the town house. Signs will be posted at the property, on the website, in the newspaper. SB has not decided on timeline yet, will need to be a 90 day notice and former owners have right of first refusal.

7:30 pm Roberts makes a motion to go into:

- NON-PUBLIC: RSA 91-A:3, II (c) Session 1
- NON-PUBLIC: RSA 91-A:3, II (c) Session 2
- NON-PUBLIC: RSA 91-A:3, II (c) Session 3
- NON-PUBLIC: RSA 91-A:3, II (b) Session 4
- NON-PUBLIC: RSA 91-A:3, II (c) Session 5

Goodson seconded. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

8:22 pm Roberts makes a motion to come out of non-public. Behr seconds. Roll call vote: Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

ADJOURNMENT: Roberts makes a motion to adjourn at 8:22 pm

These minutes prepared by: Emily Verny

Select Board: