

# TOWN OF TAMWORTH

## SELECT BOARD OFFICE

Select Board Meeting: 5:30  
Non Public - RSA 91-A:3 II (a)

Thursday, January 19, 2023

### Draft Meeting Minutes

**CALL TO ORDER:** Roberts called the meeting to order at 5:30. Present are Selectman Roberts, Prentice, Behr, Doucette, Town Administrator Myer, Ed Comeau of Government Oversight.com. Roberts motioned to go into non public RSA 91-A:3 II (a), Behr seconded, roll call vote Doucette yes, Behr yes, Prentice yes, Roberts yes.

Roberts motioned to come out of non public at 5:53, entered five minute recess, Goodson joined the meeting and the public session was called to order at 6:00 pm. Linda Cook, Kelly Rines, and Richard Roberts joined the meeting.

- **CHANGES/ADDITIONS TO AGENDA:**

- Yield Tax on Timber Cut Map 411, Lot 032
- Permit for Sale of Fireworks, Map 210 Lot 121

- **NEW BUSINESS:**

- **Citizen Request for Sidewalk from David Grasse:** Grasse was not present. Chairman Roberts read Mr. Grasse's letter to the select board. See attached. Mr. Grasse's letter highlights safety concerns and suggests there be a sidewalk in front of the Lyceum. Doucette asked about the property boundary - Road Agent Roberts suggested reminded the town right of way wouldn't allow for a sidewalk. He also raised concerns about the town having to pay for this. The SB agreed with this concern. Behr stated he was in favor of the sidewalk. Discussion ensued. The Road Agent raised a concern about falling ice dangers - Behr felt this was solvable. Chairman Roberts stated that the maintenance would fall on the town. Several expressed the opinion that the porch should be opened as it was originally designed to be a sidewalk between the library and the Other Store/Bakery.
- Mr. Grasse entered at 7:00 pm, and apologized for being late. He said that the owners of the building felt that adding a sidewalk would be safer and would connect the existing sidewalks in the town. Roberts shared that at this point it is not an expense that the town wanted to take on – it would be a more likely conversation if the owners of the building took the expense on. A discussion about opening the porch again, and how important it would be to the town's people. Prentice raised the issue of insurance, Myer mentioned that the town could, in theory, indemnify the owners so that the Porch could be opened. Mr. Grasse said will bring the discussion & feedback back to his team.
- **Maintenance Report, Rick Moreau** - He has been dealing with lots of storms. Siemens came in again and it appears Tamworth is not big enough- to get under their umbrella. The heating system is doing well enough, and mini splits are very expensive, so there really isn't much savings there. They recommended that we should move controls down to the downstairs. Rick raised the question of mileage and asked if there is another way to do it. Discussion ensued. All agreed that using the standard tracking system (clocking in mileage in beginning and end of the shift) would be a more reasonable way of doing it. Roberts also raised the thought that once new hire is through the police academy, maintenance needs it more than pd maybe? Prentice mentioned that we have a mileage policy, and so we will have to look at it and amend it. He also reported that he is helping settling in the new rec director.
- **Appointments to the Conservation Commission**, Roberts motioned to appoint Charles Townsend, Kit Morgan, and Lucy Gatchall (as an alternate) to the Conservation Commission, Goodson seconded,

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roll call vote, Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

- **Review of Budget:** Town Administrator Myer reviewed the encumbrances and noted that two of the voted encumbrances at the December 29<sup>th</sup> 2022 meeting, contingent on a contract, did not pass this criteria, and would not be encumbered, they were funds related to the Scott Bridge and the Town House. Myer noted that the funds would revert to the Unassigned Fund Balance, and the Scott Bridge funds would be included in the Town Warrant. Board agreed to look into grants for the Town House before deciding on next steps. TA Myer summarized the larger changes to the budget, noting that both the addition of the Scott Bridge project and the SC Breathing apparatus don't have a large (if any) impact on the money needed to be raised from taxation.
- **Town Report:** Myer asked who would write the Select Board's report, Prentice volunteered to write a rough draft and share with the group next week. SB chose to include the salaries of individuals in the town report. Keats will look at older reports and model on those.

### OLD BUSINESS:

**Sale of Tax Deeded Property Update** - Myer reported that: We have three tax deeded properties that were deeded as of 8/3/22. Keats met with JSJ Auctions, the same company that handled last year's auction, they have visited the three sites, and have sent a contract for review and signature. The terms are the same as last year's contract, and the contract is in the signature file. The 90-day Notification is completed with two of the three properties, and the third is being re-notified, letters are in the signature file. We have 98 days from date of mailing, which will be Friday, January 20<sup>th</sup>. The auction is scheduled for April 29<sup>th</sup>, downstairs at the Town house from 8:30 till noon – the space is reserved. Roberts motioned to approve the SJS Auction contract, Goodson seconded, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

**Ground Water Protection Ordinance Update**, Myer reported that the Planning board is working on the enforcement research, and should have a report next week and also read Planning Board Chair's letter: *The Select Board should be presented with the following actions by the Planning Board during our December 28, 2022 meeting as it relates to the Tamworth Groundwater Protection Ordinance (TGPO). Please note the votes as recorded in the draft minutes of that meeting:*

- *Vote to accept the final version of the Groundwater Protection Ordinance as recommended by the Groundwater Protection Ordinance Committee. Sheldon made a motion for the Planning Board to accept the Groundwater Protection Ordinance draft dated 12/14/22. APPROVED*
- *Vote to place the final version of the Groundwater Protection Ordinance as a ballot question at the March 2023 town meeting. Sheldon made a motion to adopt the following language – Are you in favor of the adoption of the Groundwater Protection Ordinance as proposed by the Planning Board? APPROVED*

**FSA/HRA Follow Up discussion** - Myer reviewed the options available to the Select Board and Chairman Roberts suggested that since it doesn't cost us more, and makes the employees closer to "whole" then he is OK with it. Doucette doesn't feel compelled to make it available, but suggested that we do it just this year while transitioning to the correct status. Doucette motioned to approved the HRA account for eligible employees for only one year, and that all the employees are informed that it is for one year. Goodson seconded, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

### ADMINISTRATOR REPORT:

- Account Balance: \$4,707,504

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### SIGNATURE FILE:

- Roberts motioned to approve Select Board Meeting Minutes, January 5<sup>th</sup>, 2023, Goodson second, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Nonpublic Meeting Minutes, January 5<sup>th</sup>, 2023, Goodson second, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Equalization Municipal Assessment Data Certificate, Goodson second, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- JSJ Auctions Contract, dated 1/10/2023
- Roberts motioned to approve Veteran's Exemption, Map 406, Lot 41, Goodson second, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Conservation Commission Appointment Form – Charles Townsend
- Conservation Commission Appointment Form – Kit Morgan
- Conservation Commission Appointment Form – Lucy Gatchall, Alternate
- Roberts motioned to approve Notification of Right to Repurchase, Map 215, Lot 001, Goodson second, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Notification of Right to Repurchase, Map 215, Lot 001, Goodson second, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Yield Tax on Timber Cut Map 411, Lot 032, Goodson second, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Permit for Sale of Fireworks, Map 210 Lot 121, Goodson second, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Abatement Map & Lot 215-49-D02 for \$309.00, Abatement Map & Lot 215-055 for \$60.00, Abatement Map & Lot 214-166 for \$47.00, Abatement Map & Lot 215-49-94 for \$204.42, Abatement Map & Lot 215-49-0D6 for \$319.00, Abatement Map & Lot 215-001 for \$561.00, Abatement Map & Lot 407-26 for \$1,708.00, Abatement Map & Lot 208-4 for \$118.00, Goodson second, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.
- Roberts motioned to approve Payroll: \$46,448.95, Goodson second, roll call vote Doucette yes, Behr yes, Goodson yes, Prentice yes, Roberts yes.

### SELECT BOARD UPDATE:

**Doucette:** Attended a Transfer Station improvement Committee meeting on Monday, where the EPA SWIFR Grant Program - they have extended the deadline to Feb 15<sup>th</sup>.

**Behr:** Attended Library Trustees meeting and noted that their circulation 2<sup>nd</sup> highest in last ten years. UNH has invited library to be a part of telehealth grant application. Also met with the new rec director.

**Goodson:** Attended Conservation Commission meeting, they are still having challenges on rerouting the Betty Steel Loop trail. Also met with Rec Director, and introduced her to 8 or 9 different community members. She also attended the Economic Development Commission meeting – discussed future forums and the street fair. And attended TSIC meeting. Spoke with Hillary Behr about septic.

**Prentice:** Met with Shannon, to discuss after school sports & swim programs. Attended a Planning Board work session last week to review sub division regulations. Personnel committee met and has a rough draft of the existing personnel policy. Next step is to review other town's policies to see if they have anything that we might not have. Also working on an employee handbook to include all relevant policy.

Roberts: Nothing to report.

### PUBLIC INPUT:

### NON-PUBLIC:

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**ADJOURNMENT: Roberts motioned to adjourn at 7:53.**

**Emery Roberts**

**Karl Behr**

**Richard Doucette**

**Kelly Goodson**

**Lianne Prentice**