TOWN OF TAMWORTH

SELECT BOARD OFFICE

84 Main Street, Tamworth, NH 03886 / 603-323-7525

Meeting Date: Thursday, August 13th 2026
Meeting Time: 6:00 pm
Meeting Location: Town Office Conference Room, 84 Main Street

MEETING MINUTES

CALL TO ORDER: Behr calls the meeting to order at 6:00 pm

IN ATTENDANCE: Select Board members Karl Behr, Richard Doucette, Emery Roberts. Town Administrator, Emily Nolan. Ed Comeau of Government Oversite, and Kim Trammell. Via Zoom: Maureen Diamond.

NONPUBLIC: Behr makes a motion to enter Nonpublic session under RSA 91-A:3, II (c), session 1. Doucette seconded. Roll call vote: Behr yes, Doucette yes, Roberts yes.

Behr makes a motion to come out of Nonpublic at 6:15 pm. Doucette seconded. Roll call vote: Behr yes, Doucette yes, Roberts yes. The minutes are not sealed.

AGENDA ADDITIONS/EDITS:

Behr notes there are additions to the signature file.

PUBLIC INPUT: None.

DEPARTMENT HEAD UPDATE:

Town Clerk/Tax Collector – Trammell gives an update on the upcoming elections and notes the primary election is on September 8th polling hours from 8:00 am – 7:00 pm at the KA Brett school gymnasium. Select Board members will have to sign up for shifts. Trammell also reports an increase with online transactions for registrations and property taxes. The facility sticker is coming up on its 2-year cycle and will need to be renewed, Trammell asks if there was any further movement on the Transfer Station being able to sell facility stickers on site. Doucette notes that will be on their agenda to discuss with the Transfer Station supervisor.

OLD BUSINESS:

Transfer Station Improvement Updates – Doucette updates the board with updates on the construction of the recycling facility which is nearly finished. Remaining items include fire alarm systems and garage door connections. A final walkthrough with the contractor is scheduled for next week. Discussion moved to a proposed truck scale, and/or paving the

site. Doucette reviewed estimated costs, traffic flow and benefits of both. The board agreed they would revisit this discussion after a work session with the Transfer Station supervisor and the decision would be voted on when the full board is present.

NEW BUSINESS:

Updated Building Notification Form/Compliance Certificate – Previously referred to as the "Certificate of Regulatory Compliance Application" – Nolan says now that the form has been in practice for a month and being used; the public responds better to referencing this form as the *updated* "Building Notification Form". The name is familiar and clear. Nolan worked together with the Code Compliance Officer and Assessing Clerk to make some minor changes and make the form more user-friendly. Per the Ordinance, any updates to the form need to be approved at a Select Board meeting. Doucette motions to approve the updates to the form. Roberts seconded. Roll call vote: Behr yes, Doucette yes, Roberts yes.

Floodplain Administrator – Doucette explains that the State requires each town to have a designated Floodplain Administrator. The board agrees that the Code Compliance Officer, Kevin Newberry, is the appropriate person for this role. This will require some annual floodplain training and follow-up with the Planning Board. Nolan will work with Kevin on this.

ADMINISTRATOR'S REPORT:

Nolan states the Account Balance: $5,152,772. There is a new street name for the development going in for the "aging in place" community, Tamworth Village Commons: Village Lane is the street name. Nolan also gives a brief update on the Employee Evaluation form, the attorney reviewed the form and confirmed the point-based merit raise system is appropriate, the Select Board would just want to make sure that evaluations are completed consistently. Further comments were made on the evaluation form, Nolan will continue to make edits and hopes to have it finalized before budget season.

SELECT BOARD UPDATE:

Behr attended the recent Road Study Committee meeting, they compiled extensive reports on class V, VI and discontinued roads. The committee will attend an upcoming Select Board meeting to give an update and caution the release of maps that could encourage recreational traffic on class VI roads that may cross private property. The Select Board may have to adopt new policy or vote to discontinue roads. Behr also attended the Library Trustees meeting; they received a substantial anonymous endowment that will be managed by the Tamworth Foundation. Behr says the Library Trustees are working on "new

member" packet for trustees to know their role/responsibility. Nolan says she has been looking into a similar packet for Select Board and Planning Board members.

Doucette shares his experience visiting the handicap accessible trail on Scott Road, giving credit to the new parking area, boardwalk and accessibility. Roberts noted the substantial work done to Scott Rd bridge a couple of years back.

Roberts has nothing to report, but notes a substantial Class VI road project that his company completed this summer in a different town for a private land owner. Roberts said is was difficult when the work exceeded the scope originally approved by the Town's road agent.

PUBLIC INPUT:

Diamond spoke as a TCNA board member regarding the handicap accessible trail on Scott Road and explained that several locations had been considered, including a site along the Swift River in the village, but ownership complications led the commission to the Scott Road location. The trail is named for Mary Mullarkey, a Tamworth connection who rose from Harvard Law School to become Chief Justice of the Colorado Supreme Court and who lived with multiple sclerosis.

Diamond also requested that the town produce case-study analyses of the new building-notification and code-compliance program over the coming year to evaluate its fiscal and practical impacts.

SIGNATURE FILE: Behr made a motion to approve:

- Select Board public & nonpublic meeting minutes dated July 28th, 2026
- Deed waiver for 386 Durrell Road, Map 415 Lot 90-35
- Event permit application for Icecream Tamwich bike event
- Institutional Exemption Application for Map 206 Lot 65, Tamworth Preschool
- Abatement Application for:
    - Map 202 Lot 68-MH for $706
    - Map 202 Lot 68 for $378
    - Map 216 Lot 108 for $389
    - Map 415 Lot 52 for $193,220

- Accounts Payable $851,123.36 of which:
    - *$19,685 Ambulance payment*
    - *$136,758 Coleman bridge repair*

- *$264,425 Cobalt recycling building payment*
- *$350,000 School payment*

Doucette seconded the motions. Roll call vote: Behr yes, Doucette yes, Roberts yes.

NONPUBLIC: at 7:15 pm Behr makes a motion to go into Nonpublic under RSA 91-A:3, II (c), session 2. Doucette seconded. Roll call vote: Behr yes, Doucette yes, Roberts yes.

At 7:35 pm Behr makes a motion to come out of Nonpublic. Doucette seconded. Roll call vote: Behr yes, Doucette yes, Roberts yes. The minutes are not sealed.

ADJOURNMENT: Behr motions to adjourn at 7:35 pm.

These minutes recorded by: Emily Nolan

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Karl Behr

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Emery Roberts

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Richard Doucette

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Lianne Prentice

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Steven Schaeffer