

**OFFICE OF SELECTMEN  
6 HOLLAND STREET  
PO BOX 139  
MOULTONBOROUGH, NH 03254**

**Selectmen's Meeting**

**July 10, 2008**

**MINUTES**

Present: Selectmen: Karel A. Crawford, Edward J. Charest, Joel R. Mudgett; Carter Terenzini, Town Administrator; Hope K. Kokas, Secretary.

- I. CALL TO ORDER:** Karel called the meeting to Order at 7:00 P.M.
- II. PLEDGE OF ALLEGIANCE**
- III. REVIEW/APPROVE MINUTES:** Ed Made the Motion to approve the Minutes of June 26, 2008 as written. Joel Seconded. The Motion carried unanimously.
- IV. NEW RESIDENTS:** Margo E. Reasner, Emily M. Litcof, Curtis P. LeBlanc, Christopher F. Swenson, Randall G. & Candice L. Washburn, Jennifer K. Stanford, Valerie A. & William J. Hynes, Erin A. Dibenedetto, Eric S. Perl, Jay C. Hurd.
- V. PUBLIC MEETING:**
  1. Jim Hambrook, PAD Realty Corp., Request Additional Parking on Town Property: Mr. Hambrook stated that he is representing Peter DiSalvo owner of PAD Realty Corp. and of the building located on 4 Whittier Highway, Town owned property. They have requested from the Planning Board a change of use for the building (from accounting office to real estate). Mr. Hambrook added that they anticipate that the Planning Board will require them to receive approval from the Town to allow four additional parking spots. The Selectmen viewed the plan provided by Mr. Hambrook and asked questions about the present tenants and their parking needs. After discussion the Selectmen stated that they have no concerns about what is proposed.
  2. Deaglan Mustapha asked the Selectmen if he could sell ice cream and prepared foods from his boat. He stated that he went to the Police Department and was redirected to the Administration office and told to make his request to the Selectmen. Karel stated that it has been the Town's policy that there be no solicitation allowed on Town owned property, which includes the beaches and launch areas. She added that the private beaches owned by Suissevale and Balmoral Associations are not under the Town's policy and Mr. Mustapha needs to make his request to them. Karel stated that he would also need to receive a vendor's permit from the Police Department.
  3. Jim Leiterman requested and read into the Minutes his email sent to Carter regarding his concern that the Town's new website will not be ready to launch by the Summer Informational meeting, July 19<sup>th</sup> (attached). Mr. Leiterman stated that he did not receive a response from Carter. Carter responded that the Town Hall had Internet problems and his email was down. He added that this is a priority, but one of many priorities. Carter stated that after July 17<sup>th</sup>, he will be able to move it up on the priority list and hopefully will be able to give a revised launch date.
  4. Hollis Austin requested and read into the Minutes his letter that he presented to the

Selectmen restating his concern about the cost and revised reconstruction plans for Ossipee Park Road (attached).

**VI. NEW BUSINESS:**

1. Introduction T.J. Eldridge, Parking Enforcement Officer: Chief Scott Kinmond introduced Timothy Eldridge, the Town's new Parking Enforcement Officer. Mr. Eldridge is attending Unity College, majoring in law enforcement and has worked for the Police Department in the past. He will be patrolling the Town beaches and boat launch areas for parking permits, etc. The Selectmen welcomed Mr. Eldridge.
2. Public Hearing Re: Proposed Shooting Range for MPD at Holland Street Transfer Station: Karel opened the Public Hearing at 7:15 pm, which was advertised in the local newspapers and posted at Town Hall. Chief Kinmond introduced Cpl. Joe Canfield who provided the Selectmen and the audience with a Power Point presentation. He added that the Police Department is requesting that they be allowed to use the Waste Management Facility on days that it is closed and after hours as a firearms range for the purpose of providing training for officers in order to meet the qualification standards required by the state. Cpl. Canfield stated that presently the Police Department is using the Winnepesaukee Sporting Club, but due to scheduling restrictions, poor drainage of the soil, terrain, lack of winter plowing, etc., they are greatly limited as to when they can train. The PD have contacted four of the surrounding neighbors and the NH DOT shed to inform and seek their approval for their use of the WMF as a firing range and received support from all. The neighbors did ask that they be informed if training would take place at night, which they will do. The cost to the Town will be minimal and can be done by the Highway Department. Cpl. Canfield described steps that would be taken to minimize any environmental impact of lead and/or bullet casings. Karel asked how many days they expect to use the firing range. The Chief responded that all of the Department needs to qualify, but only one or two officers will use the range at one time for approximately an hour, and not every week. Night shoots probably will only occur once a year. While officers are using the range, the WMF will be gated and signs will be posted. Chief Kinmond stated that three years ago the Police Department asked to use the Highway Department for a shooting range, but met opposition from the neighbors as the area was too densely populated. The Selectmen agreed that they did not see a problem with what is proposed. Carter reminded the Selectmen that this Public Hearing is to be continued and will be on the Agenda for July 24, 2008. Karel closed the Public Hearing at 7:53 pm.
3. Action Re: Auction Process - Tax Deeded Property: Karel explained that annually the Selectmen review all property with tax deeds held for three years for public auction. She added that most of the properties are non-conforming lots and all have been reviewed by the Planning Board, Conservation Commission and Town Counsel. It is recommended to dispose of eight of the twelve properties. The eight parcels are: Mountain View Drive (mblu 072-070), Woodstream Drive (092-006), Interlaken Street (098-026), St. Moritz Street (098-042), Grande Street (120-046), Oberdorf Street (129-022), Castle Shore Road (129-097). Joel Made the Motion to advertise the eight taxed deeded properties for sale and post the public hearing. Ed Seconded the Motion. The Motion carried Unanimously.
4. Action Re: Review & Approve Bids for 2008 Road Projects: Carter reported that they received 6 bids for the 2008 Road Projects and they were opened in public on July 3<sup>rd</sup>. The Town's engineer, Louis Berger Group recommends that the Town award the bid to the John H. Lyman & Sons from Gilford, NH, a total cost of \$971,949.50. Carter explained that the total cost is \$9,000 over what was budgeted. He requested that the Selectmen authorize the Chair to withdraw up to \$10,000 from the Road Sealing and Paving Reserve account. Joel Made the Motion to authorize the Chair to withdraw up to

- \$10,000 from the Road Sealing and Paving Reserve account. Ed Seconded the Motion. The Motion carried Unanimously. The Selectmen were asked why the opening of the bid process was done differently and not during the Selectmen's meeting. Karel responded that the bids were opened in public, but in the future they will be opened during the Selectmen's meeting, as is their regular procedure. Carter stated that he had the bids opened in public during the day to save the Selectmen time, but in the future will follow the Town's regular process. Carter requested that the Selectmen authorize the Chair to sign the contract with Lyman & Sons for the 2008 Road Projects for the cost of \$971,949.50. Joel Made the Motion to authorize the Chair to sign the contract with Lyman & Sons for the 2008 Road Projects for the cost of \$971,949.50. Ed Seconded the Motion. The Motion carried Unanimously.
5. Action Re: Report on Requested Meals on Wheels Supplementary Funding: Ed reported that he and Carter met with Donna from Meals on Wheels. They learned that a lot of drivers in the past had not requested mileage reimbursement, but given the drastic increase in fuel, they are now receiving requests and they've had to put a cap on it. When asked what the Town could do to assist, they were told to expect that Meals-on-Wheels will be requesting a \$2,000 increase at Town Meeting and also to spread the word that Meals-on-Wheels is not a "soup kitchen".
  6. Action Re: Report on CY '08 General Election Site: Carter reported that the Town Moderator, Mel Borrin met with the Town Clerk, Barbara Wakefield and the Building & Grounds Manager, Andy Daigneau to address the concern that there isn't enough space at the Public Safety Building for the general election. The other spaces they considered were the Library, Recreation Center, the Central School, the Academy and the Town Hall meeting room. It was decided that with some rearranging and using smaller tables they could appropriately accommodate the Town's electorate. Andy will rent the smaller tables and if it works out will make a request to purchase the same size tables. Carter asked the Selectmen to designate the Public Safety Building for the state's primary and general election. Ed Made the Motion to designate the Public Safety Building for the state's primary and general election. Joel Seconded the Motion. The Motion carried Unanimously.
  7. Al Hume asked the Selectmen and Kate Lancor, the Welfare Director, what the Town can do to assist the needy with the high cost of fuel. Ms. Lancor replied that the state and federal government need to do something to meet this need, as the fuel assistance program is not funded to meet this crisis.
  8. Action Re: Review Planning Chair's Letter, Map 071 Lot 006, Requesting CEO Viewing & Any Action if Needed: Karel explained that the Planning Board Chair has requested that the Selectmen authorize the Code Enforcement Officer to view the property in question for zoning violations and report back to both Boards on his findings. Tom Mason, Jr. told the Selectmen that he is uncertain of what needs to be done. Ed stated that there are three lots involved, one of which is zoned residential and is being used by Lakes Region Water Company, which is a commercial use. Mr. Mason stated that this is only temporary. Ed replied that in order to do this a request must be made to the Planning Board for a change in use, which was not done. The Selectmen heard discussion from both Tom Mason, Jr. and Tom Mason, Sr., along with abutters to the lots in question. Karel stated that these questions should be posed to the Planning Board as they have jurisdiction. She added that the Selectmen are to consider authorizing the CEO to view the lots and report his findings to the Selectmen and the Planning Board. Ed Made the Motion to authorize the CEO to inspect the sites in question and to report his findings to the Selectmen and Planning Board. Joel Seconded the Motion. The Motion carried Unanimously.
  9. Action Re: Review & Approve Launch Request, NE Anglers Assoc., Lee's Mills,

- 7/13/08: Joel Made the Motion to approve the Launch Request made by New England Anglers Assoc., at Lee's Mills for July 13, 2008. Ed Seconded the Motion. The Motion carried Unanimously.
10. Action Re: Review & Approve Launch Request, Sail-Em Bass Club., Lee's Mills, 8/24/08: Ed Made the Motion to approve the Launch Request made by Sail-Em Bass Club, Lee's Mills, August 24, 2008. Joel Seconded the Motion. The Motion carried Unanimously.
11. Action Re: Lions Club, Sutherland Park Adopt-A-Spot Update: Karel and Ed both commented that the gardens are looking great. Mike Lancor wanted everyone to remember that Aubuchon Hardware is working with the Lions Club on this project. To date the Lions Club and Aubuchon Hardware have spent \$2,400 on the gardens at Sutherland Park. After contacting DOT regarding signage and then directed back to the Selectmen, they are requesting that the Town provide two rest area and two picnic table signs (the international sign for rest area) to be placed on both sides of the entrance. They were advised that the signs must be placed outside of the state's 50' right of way. Ed suggested a sign to reflect no restroom facilities. Mr. Lancor stated that he thought \$200 would cover the cost. Joel suggested that the Town get a quote from the state prison for the signs. The Selectmen approved the request by consensus.
12. Action Re: Resignation of Don Muscavitz, E911 Committee: The Selectmen accepted Mr. Muscavitz' resignation with regret and asked that Carter draft a letter of appreciation for his service on the E911 Committee.
13. Action Re: Commercial Use Permit - Randall's Maintenance, States Landing: Mr. Randall requested from the Selectmen to be granted a commercial use permit from the States Landing launch site for his barge to deliver propane to property owners that live out on the islands. Joel Made the Motion to approve the Commercial Use Permit for Randall's Maintenance to use the launch site at State's Landing for his barge to pick up and deliver propane. Ed Seconded the Motion. The Motion carried Unanimously.

## **VII. OLD BUSINESS:**

1. Action Re: Fox Hollow Road Next Steps: Karel stated that the Town will not request an easement from DOT, as it is a private matter and the Fox Hollow Association needs to make this request. All of the Selectmen agreed that the entrance to Fox Hollow is a safety concern. Karel added any of the unused funds for LBG will be refunded. The Selectmen authorized the letters to be sent.
2. Action Re: Review & Approve Camp Tecumseh, Inc., Charitable Exemption: Karel explained that at the previous Selectmen's meeting Camp Tecumseh's Charitable Exemption was tabled as the existing PILOT agreement was omitted from the approval form. Carol Fucarile submitted a copy of her June 20<sup>th</sup> letter to Camp Tecumseh that does state the PILOT agreement remains in effect. Joel Made the Motion to approve the Charitable Exemption for Camp Tecumseh, Inc. Ed Seconded the Motion. The Motion carried Unanimously.

## **VIII. OTHER BUSINESS:**

1. Legislative Update: None.
2. Planning Board Update: Ed reported that the majority of the discussion dealt with the Lakes Region Water Company/Tom Mason property.
3. Administration Update: None.
4. Karel reminded everyone that the Summer Informational Meeting is scheduled for Saturday, July 19, 2008, at the Academy auditorium, 9:00 am.

5. Planning Board Minutes, June 25, 2008: Acknowledged.
6. Zoning Board of Adjustment Minutes, June 2, 2008: Acknowledged.

**IX. PENDING:** None.

**X. CORRESPONDENCE:**

1. Mrs. Adrien Labrie, Sr., Veteran's Tax Credit, June 26, 2006: Karel asked Hope to provide the details to Mrs. Labrie's letter. Hope reported that it was a question of residency in Town versus Nashua. The Selectmen ruled that the Labries did not reside in Moultonborough and therefore the tax credit was removed. Carter suggested writing a letter to Mrs. Labrie outlining the appeal process. Approved.
2. Paul Punturieri, Church Fair Signs, June 28, 2008: Karel stated that Carter addressed Mr. Punturieri's concern, stating that the Moultonborough United Methodist Church was exempt from the sign permit ordinance.

**XI. ADJOURNMENT:** Ed Made the Motion to Adjourn. Joel Seconded.  
Motion Carried Unanimously.  
Karel adjourned the meeting at 8:55 p.m.

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Approved

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Date  
Respectfully Submitted  
Hope K. Kokas, Secretary

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