

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

Selectmen's Meeting

November 20, 2008

MINUTES

Present: Selectmen: Karel A. Crawford, Edward J. Charest, , Joel R. Mudgett, Betsey L. Patten;
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:** Joel Made the Motion to approve the Minutes of November 13, 2008 as written. Ed Seconded. The Motion carried unanimously.
- IV. **NEW RESIDENTS:** None.
- V. **PUBLIC MEETING:**
 1. **Non-Public, Personnel Matter, 8:00 P.M.:**
 2. Cristina Ashjian, Chair of the Historical and Cultural Resources, Community Character and Appearance Master Plan Update Committee provided the Selectmen with a memo regarding their request for the establishment of a Heritage Commission. Four out of eight members were also in attendance. Ms. Ashjian stated that this is one of the Master Plan's goals, making preservation part of the planning process, promoting community education of the Town's historical resources, and preserving the historical, cultural, and natural resources. She explained that they are making this request now, as an LCHIP grant writing workshop is scheduled for December 9, 2008 and space is limited. Karel commented that on a quick review she sees that the RSA states that a heritage commission can accumulate funds, similar to the Conservation Commission. Betsey asked Ms. Ashjian if the Selectmen were to approve their request would they be requesting funding for the upcoming budgetary year. Ms. Ashjian replied that they would be seeking a small amount of funding in order to create a list of historical sites in Town. She added that initially work would be done by members of the commission, on a voluntary basis, but if they were to receive grant funding, then they would look to contract with a professional to do the research work. Carter questioned if the Town has to have a heritage commission in order to attend the grant writing workshop or can it be someone appointed by the Selectmen. Ms. Ashjian replied that attendees must be backed by the Town. Betsey felt that there wasn't enough time to develop a commission before the December 9th workshop. Karel stated that they are supportive of the effort, but they need time to review the information Ms. Ashjian provided them. Carter offered to work with Ms. Ashjian in order for the Town to be represented at the workshop. Jane Fairchild, also a member of the Committee, stated she is in support of forming a Heritage Commission in order to maintain the Town's heritage and character of the Village District. Al Hume, also a member, stated that this would be the first step towards enacting the new Master Plan. Ms. Ashjian reminded the Selectmen that the Master Plan Committee would be disbanded by the end of the year. Joel Made the Motion to table

this matter until the next Selectmen's Meeting, December 4, 2008, in order to review the information, and requesting members to email the Selectmen of their wish to serve. Ed Seconded the Motion. Betsey suggested that they publicize the need for volunteers to serve. The Motion carried Unanimously.

3. Betsey asked that Brad Wilson be put on the Agenda for the next meeting, December 4, 2008, during Public Meeting, as he'd like to speak to the Selectmen about his Eagle Scout project.

VI. NEW BUSINESS:

1. Action Re: Review & Approve Application for 2 Temporary Sign Permits, 967 Whittier Highway: Joel Made the Motion to approve the application for two Temporary Sign permits, 967 Whittier Highway, from November 21, 2008 to January 12, 2009, four fifteen day periods with the sign being removed one day in between periods. Betsey Seconded the Motion. The Motion carried Unanimously.

VII. OLD BUSINESS:

1. Action Re: Bids – Surplus Property: Karel stated that they will award the bids for the surplus property. 2004 Crown Victoria, highest bidder was Carl Kohut, \$1,500. Carter stated that Mr. Kohut didn't sign or date his form, therefore requiring the Selectmen to waive the informalities. Betsey Made the Motion to waive the informalities and accept the \$1,500 bid from Carl Kohut for the 2004 Crown Victoria. 2001 Chevy Impala, highest bidder was Scott Kinmond, \$750. Betsey Made the Motion to waive the informalities and accept the \$750 bid from Scott Kinmond for the 2004 Crown Victoria. Joel Seconded the Motion. The Motion carried Unanimously. 1987 Stingray 22' Boat, highest bidder was Michael Kepple, \$501. Joel Made the Motion to waive the informalities and accept the \$501 bid from Michael Kepple for the 1987 Stingray 22' Boat. Betsey Seconded the Motion. The Motion carried Unanimously. 1987 International Fire Pumper Truck: Carter informed the Selectmen that Chief Bengtson has asked to hold off awarding the bid. Betsey Made the Motion to hold off awarding the bid. Joel Seconded the Motion. The Motion carried Unanimously. Cub Cadet Lawn Mower, highest bid was Michael Kepple, \$100. Betsey Made the Motion to accept the \$100 bid from Michael Kepple. Ed Seconded the Motion. The Motion carried Unanimously. Carter requested authority to sign all of the bills of sales. Approved by Consensus.
2. Action Re: Bids – Tax Deeded Properties: Carter informed the Selectmen that all of the bidders for the tax deeded properties are abutters to the parcel bid upon. He added that the Property Owners Association of Suissevale, Inc., has the right of first refusal for the parcels in Suissevale. Joel stated that he thought they hadn't ever taken advantage of their right of first refusal. All successful bidders are required to first submit a merger application prior to deeding. Carter suggested and the Selectmen agreed that he send a letter to the successful bidders, asking them to act now versus waiting the thirty days. Betsey Made the Motion to accept all the bids for the tax deeded properties, contingent upon the bidders submitting a merger application to the Planning Board, along with the first right of refusal to Property Owners Association of Suissevale, Inc., and authorizing the Chair to execute all of the deeds and necessary documents. Joel Seconded the Motion. The Motion carried Unanimously.

3. Carter asked the Selectmen to consider how they wished to dispose of the remaining surplus items and the 1987 International Fire Pumper Truck, as suggested in the Weekly Update. For the SCBA Air Packs, it is recommended that they first be offered at no cost to the Lakes Region Mutual Fire Aid District and if not accepted, then offer them at no cost to the Fire Aid/EMS Aid fund, and if not accepted, then to the Friends of the Library and/or Recreation Department as a fund raiser on eBay. If still unwanted, then scrap them. On the computers it is recommended to offer them to the Friends of the Library and/or Recreation Department as a fund raiser on eBay and if unwanted, then scrap them. Carter added that he will require the Selectmen's authority to scrap any of these items. Joel asked that if someone takes the SCBA Air Packs, that they sign an acknowledgement releasing the Town of any liability. Carter stated that the language used in the advertisement for the surplus property would be used as a condition, that there is no warranty including fitness for use. The Selectmen approved of the recommendations by consensus. Joel stated that while he doesn't like to see surplus equipment in the Town's possession, as it just seems to grow, he doesn't want to give the away fire truck pumper for a bid of \$1,200. Chief Bengtson has requested that the Town retain the 1987 International Fire Pumper Truck, as they will have room for it in the Fire Station, and use it as a back-up piece of equipment. It can also be used to flood the skating rink and during the summer the pumper can be used by the Highway Department to flush out culverts instead of hiring a contractor to do the work. Carter recommended that the Selectmen instruct Chief Bengtson that any repairs with a cost of \$3,000 or more must be first approved by the Selectmen. The Selectmen approved by consensus. Betsey Made the Motion to refuse the bid by David Spinosa for the 1987 International Fire Pumper and that he be informed by letter. Ed Seconded the Motion. The Motion carried Unanimously.

VIII. OTHER BUSINESS:

1. Legislative Update: Betsey stated that she will be sworn in on December 3rd. She added the Governor will be trying to find money.
2. Planning Board Update: Ed reported that they did not meet this week.
3. Administration Update: Acknowledged.
4. Advisory Budget Committee Meeting Minutes, November 6 & 10, 2008: Acknowledged.

IX. PENDING: None.

X. CORRESPONDENCE:

1. NH Department of Safety, Homeland Security & Emergency Management, November 3, 2008: Carter stated that the Town has no intention of applying. He did state that the Moultonborough Emergency Management Agency will be requesting funding for the upcoming budget.
2. USDA, Community Facility Loan & Grant Applications, November 14, 2008: Carter stated that this is a grant application for low interest loans for non-profit agencies and municipalities to purchase or repair equipment or purchase or construct buildings.
3. Time Warner Cable, November 12, 2008: Karel reported that the Town is being notified of increases of particular cable services, predominately for sports programming.

4. Carter asked the Selectmen if they had an opportunity to look at his memo regarding the Performance Evaluations and asked for feedback. Karel asked if one of his goals was to reform the evaluations as the Selectmen are not happy with it in its present form. Carter responded that he thought it was, but it is part of an overall review of the Personnel Policy for next year. Karel stated that she wanted to insure that this form does not get lost in the shuffle. Carter commented that the object was to try to develop a 360 degree performance evaluation, and this is scheduled for next year. He added that the Selectmen will see some activity on this as part of the budget package that they will receive.

Betsey Made the Motion for the Selectmen to go into Non-Public Session per RSA 91-A:3 II (a) and (c). Ed Seconded the Motion. Karel asked for a roll call: Betsey – Aye; Ed – Aye; Joel – Aye; Karel – Aye. The Selectmen went into Non-Public Session at 7:45 p.m.

Betsey Made the Motion for the Selectmen to come out of Non-Public Session and to seal the Non-Public Minutes until the matter(s) is resolved. Ed Seconded the Motion. Karel asked for a roll call: Betsey – Aye; Ed – Aye; Joel – Aye; Karel – Aye. The Selectmen came out of Non-Public Session at 8:02 p.m.

XI. ADJOURNMENT: Betsey Made the Motion to Adjourn. Joel Seconded. Motion Carried Unanimously. Karel adjourned the meeting at 8:03 p.m.

Approved

Date

Respectfully Submitted
Hope K. Kokas, Secretary