

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

Selectmen's Meeting

December 18, 2008

**MINUTES**

Present: Selectmen: Karel A. Crawford, Edward J. Charest, James F. Gray, 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 December 4, 2008 and the Workshop Minutes of December 10, 2008 as written. Ed Seconded. The Motion carried unanimously.
- IV. **NEW RESIDENTS:** NEED FILE.
- V. **PUBLIC MEETING:**
  1. **Cristina Ashjian, Adoption of RSA 79-E:** Ms. Ashjian presented a memo to the Selectmen requesting that the Town adopt RSA 72-E, which is very similar to the Discretionary Preservation Easement, providing owners of historically important buildings located in the village district tax incentives to rehabilitate and preserve the structure and in so doing, also the rural character of the Town. She added that if the Selectmen approve, the question of adopting the RSA must be on the Warrant for Town Meeting. Karel asked Ms. Ashjian if the RSA is adopted, would that prevent a property owner from demolishing a historically important building. She replied that the RSA is only a tax incentive towards rehabilitating historically important buildings, with a similar application process as the Discretionary Preservation Easement and it is at the Selectmen's discretion. Karel and the Selectmen agreed that it is important to preserve the rural character of the village. Ed Made the Motion to place the question on the Town Warrant. Betsey Seconded the Motion. The Motion carried Unanimously.
  2. **Al Hume:** At a recent meeting of the Recreation Advisory Board, Mr. Hume heard the Town Administrator speak about the architectural study that is being done on the Town owned Lions Club property. He questioned the use of the same architect that produced the plan that was rejected at the 2008 Town Meeting and the development of a committee to do the study. Karel responded that the Selectmen authorized Carter to go forward and work with the same architect with the goal of looking at the whole property and determining the best placement of recreational fields considering the present building and the possibility of future construction of a community center. Carter added that he reached out to Tom Howard and \_\_\_\_\_ Cotter, along with Donna Kuethe and Hillary Bride for their input. Karel informed Mr. Hume that a committee was not appointed. Mr. Hume questioned the need for more recreation fields, adding that the present fields are not being utilized and in this day of technology based activities (i.e., computers, cell phones, etc.), kids are not involved in these kinds of recreational activities. Joel informed Mr. Hume that the Recreation Department is working on

obtaining a grant to construct playing fields. The group is studying how best to place four fields on the property, using grant money and looking towards the future. Carter stated that when the time is appropriate they will bring a proposal to the Selectmen. Mr. Hume again questioned the need for more fields, adding that Camp Tecumseh and Camp Robindel have offered to make their fields accessible for the Recreation Department and this should meet the need while the present fields are being repaired. Joel replied that although both camps have been generous in making this offer, these fields are only open to the Town during off season. The Recreation Department's peak time is during spring and summer and these fields are not available. Based on Mr. Hume's question of the disbanding of the RSPT, Carter stated that it was his recommendation to do this, renaming it to the Park & Recreation Committee and expanding the scope of the group. This recommendation was put on hold for discussion. Mr. Hume concluded that he questions the need for extra fields.

3. Kate Lancor, Sutherland Park: Ms. Lancor addressed the Selectmen as a member of the Lions Club/Aubuchon Hardware Adopt a Spot at Sutherland Park and also the supervisor of the Moultonborough School District's School-Based Mentoring program. She introduced the Construction Mentoring Group, with Bob Stephens as their Mentor. They have chosen as their project to build a dock at Sutherland Park for access by canoes and kayaks, requesting approval from the Selectmen to go forward and apply for a permit from DES. Each member of the group, Mark, Jesse, Chris, Curtis and Ryan, spoke to the Selectmen about their mentoring group, the design of the proposed hinged dock, funding from the Lions Club and their planned trip to DES in Concord. Mr. Stevens informed the Selectmen that they will be looking to DES to assist and provide educational information for the students in the process. Betsey offered her help to the group with DES. By Consensus, the Selectmen gave their approval of the project and authorized them to make application to DES to build the 32 square foot dock. Mr. Stevens requested and the Selectmen agreed to write a letter to DES stating their approval and authorization.
4. Non-Public, Personnel Matter:

## **VI. NEW BUSINESS:**

1. Action: Review Report of Planning, CEO & Conservation Commission Re: Shoreland Protection Act: Karel reported that the letter before the Selectmen written by the Land Use Coordinator, Bonnie Whitney summarized opinions from the CEO, Planning Board, and the Conservation Commission regarding Mr. Johnson's concerns about the state and Town's Shoreland Protection Act. All of the groups agreed, while Mr. Johnson had some valid points, the new Shoreland Protection Act is only three months old and appears to be working well so far and would like to give it more time. Betsey added that DES has proposed some changes, especially with the permitting and notification process that will make it easier.
2. Action: Review DOT State Highway Block Grant Aid: Karel announced that DOT has sent their notice of the first installment from the State Highway Block Grant Aid that may be available to the Town in 2009. The amount is \$127,025.20, which is about \$5,000 more than anticipated.
3. Action: Review Carroll County Proposed Budget: Karel reported that they have received the proposed budget from Carroll County which is an increase of approximately three million dollars. The increase is due to the construction of a new county nursing home. Betsey reported that they are looking for funding sources or partnering with the private

sector. Ed commented that the Town will pay 25% of the county's cost for the nursing home.

4. Action: Review & Approve Application for Permanent Sign Permit, 61 Whittier Highway: Karel reported that the CEO recommends approval. Joel Made the Motion to approve the application for Permanent Sign Permit, 61 Whittier Highway. Betsey Seconded the Motion. The Motion carried Unanimously.
5. Action: Review & Accept Citizen's Petition, Tri-County Community Action: Karel asked that the petition be placed in the Town Warrant file.
6. Action: Formal Retirement Notice of Road Agent: Karel reported that the Selectmen accept with regret Wayne Richardson's notice of his retirement as Road Agent, and that he will not be running again for election. She added that the Selectmen and Town appreciate the many years of service he has given.
7. Action: Review & Accept Citizen's Petition, Black's Landing Road: Karel asked that the petition be placed in the Town Warrant file.
8. Action: Review & Approve Successful Completion of Probation, Starla Watson: Karel stated that Debra Peaslee, the VNS Director recommends ending Starla Watson's probationary period and that she receive full pay as of December 23, 2008. Joel Made the Motion to end Starla Watson's probation as of December 23, 2008 and that she receive 100% of her pay. Ed Seconded the Motion. The Motion carried Unanimously.
9. Action: Review & Approve 2009-2013 Contract for Vision Appraisal Technology, Inc.: Karel reported that this is the five year contract for the assessing services from Vision. Betsey asked if DES had reviewed the contract. Carter responded that DES reviewed the contract and the recommended changes have been made. Mr. Hume asked the amount of the contract. Karel replied that it is \$85,000 per year and on the 5<sup>th</sup> year, for re-evaluation the cost is \$135,000. Betsey Made the Motion to accept the contract with Vision Appraisal Technology, Inc., for the period of 2009 through 2013. Joel Seconded the Motion. The Motion carried Unanimously.
10. Action: Review & Approve 2009 Contract for Cartographics Associates, Inc.: Karel reported that this is the basic contract for the maintenance of the Town's assessing maps. She added CAI will be coming in January to make a presentation about GIS services. Joel Made the Motion to approve the 2009 contract the services of Cartographics Associates, Inc. Betsey Seconded the Motion. The Motion carried Unanimously. The cost for the contract is \$4,900 for maintenance and \$395 for GPS data collection plus \$12.25 per building.

## **VII. OLD BUSINESS:**

1. Establishment of a Heritage Commission: Betsey reported that she reviewed the RSA's and in particular, RSA 67:3-1, and it is required that the question of the establishment of a Heritage Commission must go before Town Meeting. Karel asked that it be placed in the Town Warrant file.
2. MPD Proposed Shooting Range Demonstration at WMF: Chief Kinmond recommended conducting the demonstration on Wednesday, January 7, 2009, with a snow date of Thursday, January 8, 2009, scheduled for 10 a.m. Karel suggested that the Selectmen meet at Town Hall and pick out designated areas to witness the demonstration. The Chief stated that five rounds of each caliber will be demonstrated. Mr. Hume requested that a more extensive test be done. Chief Kinmond responded that the Waste Management Facility is presently not set up to conduct a more extensive test and that they will create a

safety berm for what he proposes. In addition, he doesn't want to waste the rounds. He suggested that if Mr. Hume is interested that he is invited to the Winnepesaukee Sportsmen Club on a weekend if he wants to hear a more extensive test.

3. Action: Communication from LGC Re: Setting Maximum Contributions for FSA:  
Carter explained that LGC recommends that the Town set a maximum amount that can be set aside for the employees' Flexible Spending Account of \$2,000 for medical costs and \$5,000 for child and eldercare. Joel Made the Motion to set a maximum amount for the employee flexible spending account of \$2,000 for medical costs and \$5,000 for child and eldercare costs. Ed Seconded the Motion. The Motion carried Unanimously.

#### **VIII. OTHER BUSINESS:**

1. Legislative Update: Betsey reported that they are just beginning to organize. She is still on the Municipal and Local Government Committee, but not on the Finance Committee.
2. Planning Board Update: Ed reported that the Master Plan was approved and accepted at last night's meeting. He expressed his thanks to all those that served on the various subcommittees and their hard work. In addition, the Sign Ordinance, the proposed Wind Ordinance, and the proposed Route 25 Zoning study were discussed. Ed added that the zoning study would preserve the rural character and allow for access management. Betsey expressed her thanks to Judy Ryerson and to relay the same to all those that served on the Master Plan Committee.
3. Administration Update: Acknowledged.
4. Moultonborough Public Library Board of Trustees, November 6, 2008: Acknowledged.
5. Advisory Budget Committee, November 29, 2008: Acknowledged.

#### **IX. PENDING: None.**

#### **X. CORRESPONDENCE:**

1. Inter-Lakes Day Care, December 1, 2008: Karel stated that a citizens' petition is required in order to be on the Town Warrant. Hope explained that when their letter was received she called and informed them of the same, to which she was told that Moultonborough is the only town that requires a citizens' petition. Karel asked that Inter-Lakes Day Care be notified again of the Town's requirement and that the last day to receive a citizens' petition is February 3, 2008.
2. Bruce Worthen, December 1, 2008: Karel stated that the Town will keep Mr. Worthen's letter of interest on file, as the establishment of the Heritage Commission must first go before Town Meeting.
3. Jane E. Fairchild, December 4, 2008: Karel stated that the Town will keep Ms. Fairchild's letter of interest on file, as the establishment of the Heritage Commission must first go before Town Meeting.
4. UNH Technology Transfer Center, December 1, 2008: Karel reported that Edwin Wakefield has achieved the status of Roads Scholar One. The Selectmen congratulated Mr. Wakefield on this accomplishment. Karel added that the Selectmen urge the Town's employees to seek out and receive training in order to enhance their service to the Town.
5. NH BTLA, December 2, 2008: Karel reported that the BTLA acknowledges receipt of the Town's final "Date of Notice of Tax" to be November 14, 2008. The deadline for tax payment is December 19, 2008, 4 p.m.

6. W. N. DeWitt, November 29, 2008: Karel reported that Mr. DeWitt's letter deals with his frustration of his property assessment and tax bill. The letter was referred to Brownie Jones, the Town Assessor for response.
7. Paul T. Punturieri, December 5, 2008: Karel asked Carter to respond to Mr. Punturieri's questions regarding the RSPT, Capital Improvements Committee and the Senior Needs Committee.
8. Rebecca L. Bryant, RAB, December 8, 2008: Karel questioned Ms. Bryant's statement of "...much confusion and lack of direction from the Select Board following Charting a Course..." Discussion took place about Carter's appearance before the RAB and his recommendation in Charting a Course. Karel stated that the RAB has not provided an update to the Selectmen in several months. Joanne Farnham, speaking on behalf of the RAB recommended that the Selectmen come to one of their meetings for discussion and to answer questions. Karel stated that they would be happy to do this, but this meeting should be scheduled after Town Meeting.

Betsey Made the Motion for the Selectmen to go into Non-Public Session per RSA 91-A:3 II (a). Ed Seconded the Motion. Karel asked for a roll call: Jim – Aye; Betsey – Aye; Ed – Aye; Joel – Aye; Karel – Aye. The Selectmen went into Non-Public Session at 8:10 p.m.

Joel 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. Jim Seconded the Motion. Karel asked for a roll call: Jim – Aye; Betsey – Aye; Ed – Aye; Joel – Aye; Karel – Aye. The Selectmen came out of Non-Public Session at 9:05 p.m.

**XI. ADJOURNMENT:** Betsey Made the Motion to Adjourn. Ed Seconded. Motion Carried Unanimously. Karel adjourned the meeting at 9:06 p.m.

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Approved

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Date

Respectfully Submitted  
Hope K. Kokas, Secretary