

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

**Selectmen's Meeting**

**March 19, 2009**

**MINUTES**

Present: Selectmen: Karel A. Crawford, Chairman, Edward J. Charest, James F. Gray, Joel R. Mudgett, Betsey L. Patten; Carter Terenzini, Town Administrator; Hope K. Kokas, Office 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 March 5, 2009 as written. Jim Seconded. The Motion carried unanimously.
- IV. **NEW RESIDENTS:** William F. & Patricia A. Jarvis, Charles A. & Susan A. Bates, Michael K. Bates, Alysia M. Proko-Smickley, Daniel G. Fournier.
- V. **PUBLIC MEETING:**
- VI. **NEW BUSINESS:**
  1. **Action: Board Organization:** Karel explained that after the election, the Selectmen must vote to appoint the Chair and Vice Chair and committee appointments. Joel Made the Motion to appoint Karel as Chair of the Board of Selectmen. Ed Seconded the Motion. The Motion carried Unanimously. Jim Made the Motion to appoint Joel as the Vice Chair. Ed Seconded the Motion. The Motion carried Unanimously. Ed stated that he would like to continue as member of the Planning Board. Jim asked to continue being the Alternate to the Planning Board. Both were agreed by Consensus. Karel asked about the ABC appointments and when that needs to be done. Carter stated he would review it and report at the March 26<sup>th</sup> Work Session.
  2. **Action: Review 2009 Lease Agreement for Docks:** Carter explained that he would like the Selectmen to consider two matters regarding the lease agreements. He first asked the Board to consider raising the yearly lease amount for the 2010 season, which is now set at \$150 and much lower than the going rate. Carter added that he understands that the original intent was to cover repairs. In addition, Carter asked for clarity regarding the requirement that the leaseholder be an owner or a trustee of the island property. One lease is held by someone who it appears does not have an interest in the property. Carter stated that attempts have been made to reach this individual without success. Through speaking with David Thompson, he learned that the lease doesn't follow the parcel if it is sold or transferred. This is a topic for discussion for next week's work session. By

Consensus, it was acknowledged Carter will get the leases in the mail, informing the present leaseholders that the Selectmen are considering raising the lease amount for the 2010 year and are reviewing eligibility for dock leases.

3. Action: Review & Approve Insurance Coverage for CERT Volunteers: Chief Scott Kinmond explained that he is filling in for Chief Bengtson on this request and has been working with him on this effort. New legislation requires that volunteers working under emergency management capacity receive worker's compensation when activated. Presently the Town has three CERT residents who are trained, certified and participating with the group. In order for LGC and Primex to provide worker's compensation for CERT volunteers, they must be on a Town roster. Both Chief Kinmond and Chief Bengtson would like to set a cap at six CERT volunteers. The cost is \$20 per person per year. Joel asked about other Town volunteers working during an emergency, such as the Shelter Team and if they require or are covered under the Town's worker's compensation or under Red Cross. Carter stated that he was not sure, but would research the question. Joel Made the Motion to approve the request to provide worker's compensation to six CERT volunteers, \$20 per person per year. Betsey Seconded the Motion. The Motion carried Unanimously.
4. Action: Review & Approve Heating Oil Contract with Dead River: Karel reported that the contracted cost with Dead River is \$1.799 per gallon and \$1.76 if paid within ten days. This contract covers the SAU buildings, Library and Town Hall. Joel Made the Motion to approve the Dead River contract and authorizing Carter to sign it. Betsey Seconded the Motion. The Motion carried Unanimously.
5. Action: Review & Approve FY 2009 Compensation Schedule: Karel stated that the Selectmen have signed the schedule.
6. Action: Review & Comment - Liquor License Request for North Shore Drive In: Carter stated that both Chief Bengtson and Chief Kinmond have reviewed the request and have no objections. By Consensus the Selectmen agreed to send a letter to the Liquor License Commission approving the request.
7. Action: Review & Approve Request for Live Fire Training on Town Owned Property: Karel reported that Ed Maheux in his letter, is requesting to conduct a live fire training on Long Island Beach Point, Monday March 30<sup>th</sup> at 6:00 pm. She added that this is a yearly request. Betsey Made the Motion to approve the Live Fire Training for Monday, March 30<sup>th</sup> with notification to abutters. Joel Seconded the Motion. The Motion carried Unanimously.
8. Action: Review & Approve Tuition Reimbursement – Officer Peter John: Karel reported that in Officer John's letter he is notifying the Selectmen that he is taking a course and will be requesting tuition reimbursement upon successful completion.
9. Action: Review & Accept Retirement Notice of Francis J. Horne: Karel stated that Francis has submitted his retirement notice as of May 26, 2009. She added that he will be missed and the Selectmen accept his letter and all wish him well in his future endeavors.
10. Action: Review & Authorize Town Planner Advertisement: Betsey respectfully requested that the "Director" be dropped from the title and advertisement. Nat King, speaking on behalf of the Planning Board, stated that they unanimously voted that the job title should be Town Planner and that is what was approved at Town Meeting. In addition they would like to keep "Land Use" versus "Office of Development Services".

Nat added that he has met with Carter to discuss the search process and this is another point he would like to discuss with the Selectmen. Ed stated that as a member of the Planning Board he is in agreement. Carter commented that the concept of a consolidated office of Development Services, moving towards functional units with teams working together under a common name, sending a signal to the public and organization is one that has been discussed at several work sessions. He added that the name was modified at least once and the title was modified. The members of the ABC were in strong support. He encouraged the Selectmen to stay with this basic concept. Betsey commented that she has been in disagreement with this. She does agree with the change to the Department of Public Works. Betsey suggested that if in the future, if the job expands, then the titles can be changed then, but to keep it as it is for now. Carter recommended a search committee of five to seven members, with three Planning Board members, one Zoning Board member, 1 from ABC member, 1 Master Plan Committee member, 1 member who has been involved in transportation and roads. Nat commented that the Planning Board wants to make the recommendation to the Selectmen. Karel repeated what Carter proposed, that the search committee would have three Planning Board members on it out of the seven. Nat stated that the RSA provides that the Planning Board make the recommendation. Russ Wakefield agreed that the RSA gives the Land Use Board the right to recommend to the Selectmen. A lengthy discussion occurred about the proposed search committee and the Planning Board's desire to have the final recommendation. Karel offered that as a courtesy, the whole Planning Board can review the applicants only. Joel questioned what the purpose of the search committee was when the Planning Board could override their decision. Carter asked the Selectmen to approve the proposed seven member search committee, with three out of seven being members of the Planning Board. Karel stated that right now the question is to approve the draft of the advertisement. Carter explained that he will be using the first and second paragraph for the newspapers directing applicants to the Town's website for more information. Betsey Made a Motion to have the heading say "Town Planner" and "Office of Land Use" and in the second line of the first paragraph delete the word "Director". Ed Seconded the Motion. Joel added that if the ad reads Town Planner and not Director and Town Planner, he suggested eliminating the second line. Betsey amended her motion to have the heading say "Town Planner" only. Ed amended his Second. Jim and Joel stated that they were in agreement with Betsey and Ed about the title. Karel commented that she would go with the majority, adding that this is not the direction the Board had discussed. The Selectmen were asked who would actually supervise the Planner. Karel responded that the day to day supervision will be done by the Land Use Boards, but like all Town departments the Selectmen have the responsibility to hire and fire. Betsey added that the term "Director" would require a higher pay grade. Barbara Wakefield stated that there was a lot of discussion about hiring a Town Planner at Town Meeting, with the warrant article stating Town Planner. Nat King added that the Planning Board is unsure of the scope of Director. Carter explained that the difference in titles is the same as the change from Welfare Director to Human Services Director, which changes the culture and tone. He added that the first question was to get the position advertised and there is time to continue the discussion. Russ Wakefield commented that it took the Town a while to come to an agreement to hire a Town Planner and advised the Selectmen to take it slow. Karel called for a vote on Betsey's Motion to delete the word "Director" and "Office of

Development Services” from the advertisement and have it read only as Town Planner. The vote was Unanimous and the Motion carried.

11. Action: Review & Approve Filing for Fox Hollow Grant with DOT: Carter requested that the Board authorize the Chair to sign the grant application. Karel stated she felt that all of the Selectmen should sign as there are signature lines to do so.
12. Action: Review & Authorize Request for Qualifications for Town Engineering Firm: Carter stated that this is a Request for Qualifications versus a request for proposals. He added that the newspaper ad will have the first and last paragraph, again directing candidates to the Town’s website for more information. In addition preference will be given to firms within a 50 mile radius in order to avoid travel costs and negotiations will occur for no travel costs. Approved by Consensus.
13. Action: Review & Approve Authorization to Purchase 2009 Crown Victoria Police Cruiser: Chief Kinmond provided the Selectmen with a list of the competitive pricing from Irwin Motors, Hillsboro Ford and Meredith Ford. He added that NH State Bid – Roberts Chrysler Jeep Dodge was for a Dodge Charger which would be cost prohibitive for the MPD. Chief Kinmond recommends accepting the Irwin Motors bid, which is \$19 more than the lowest bid from Hillsboro Ford, as they have an excellent service department. Discussion occurred about trading in the 2005 Crown Victoria for \$2,250, which is higher than what was received during the fall auction. The Chief explained that in the past they’ve held on to the older cruiser for the summer. Carter commented that the next auction will occur in the spring of 2010. The Chief stated he could find out if they could trade the 2005 cruiser at the end of the summer and what the price would be. Joel added that there were be an added cost to insure an extra cruiser and the registration fee. Karel stated that she feels it would be wise to trade it in now. Joel Made the Motion to authorize Chief Kinmond to purchase the 2009 Crown Victoria from Irwin Motors, trading in the 2005 Crown Victoria. Jim Seconded the Motion. The Motion carried Unanimously.

**VII. OLD BUSINESS:** None.

**VIII. OTHER BUSINESS:**

1. Legislative Update: Betsey reported that they have been gathering bills for next week and they vary widely in content. She directed people to [www.nh.gov](http://www.nh.gov) Legislative Branch for the calendar. She stated that the information on the Stimulus Package remains to be vague. Betsey commented that she is unsure if the request at the County level for \$18,500 for the buses for the Transit will make it as there is a push to keep the increase low.
2. Administration Update: No Update.
3. Judge Bud Martin addressed the Selectmen as he is a candidate for the upcoming special election for District 3 and that the discussion he just heard regarding the search committee for Town Planner, is much like the upcoming special election. He spoke of his professional experience as a judge and also his private business, adding that he knows what it is like to meet a payroll and pay health insurance. Judge Martin added that he is also a Sandwich Selectmen. He feels strongly that if he is elected he will maintain contact with the seventeen towns that he represents.

4. Zoning Board of Adjustment Meeting Minutes, March 4, 2009: Acknowledged.
5. Planning Board Meeting Minutes, March 11, 2009: Acknowledged.
6. Moultonborough Public Library Board of Trustees Meeting Minutes, February 5, 2009: Acknowledged.
7. Municipal Needs Committee Meeting Minutes, March 4, 2009: Acknowledged.

**IX. PENDING:** None.

**X. CORRESPONDENCE:**

1. Kate Lancor, March 11, 2009: Karel reported that Ms. Lancor is requesting that the Selectmen make a proclamation commending the students from MCS and the Boy Scout Troop #142 and Cub Scout Pack #369 for their holding monthly food drives, which have helped keep many families and individuals in the community fed. The Selectmen agreed that all involved should be commended. Betsey suggested checking with Ms. Lancor to identify the groups involved.
2. Michael Brooker, March 12, 2009: Acknowledged.

**XI. ADJOURNMENT:** Joel Made the Motion to Adjourn. Ed Seconded.  
Motion Carried Unanimously.  
Karel adjourned the meeting at 8:25 p.m.

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Approved

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Date  
Respectfully Submitted  
Hope K. Kokas, Office Secretary