

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

**Selectmen's Meeting**

**2:00 PM - May 28, 2009**

**MINUTES**

Present: Selectmen: Karel A. Crawford, Chairman, Edward J. Charest, James F. Gray, Joel R. Mudgett, Betsey L. Patten; Carter Terenzini, Town Administrator

1. The Chairman called the meeting to order at 2:08 p.m. for the purpose of interviewing firms for Town Engineer. Each firm made their presentation and was asked a series of questions in order.

KV Partners, LLC  
Provan & Lorber, Inc.  
Underwood Engineers

At 5:10 p.m., upon conclusion of the presentations, the chair recessed the meeting until 7:00 p.m.

The Chair called the meeting back into session at 7:00 p.m.

During the recess the score sheets had been collected and compiled by the Town Administrator who announced the order of the firms as:

KV Partners, LLC	435
Underwood Engineers	415
Provan & Lorber, Inc.	344

He noted that two of the members had not scored several categories and asked if that was their intent. They confirmed it was. The consensus was to endorse the order of the firms as it occurred. The Town Administrator asked for, and the consensus was to allow him, the authority to negotiate a contract with the top ranked firm. He noted it would have to yet come back before the Board for final approval.

2. Housing Standards for Human Services Payments:

Rae Marie Davis reviewed the reasons behind the staff proposal for the housing inspection program for those rental units where the Town is paying the rent going forward (not evictions). Don Cahoon reviewed the various standards being proposed and where he had drawn them from. The Town Administrator said there were two basic policy decisions:

- 1.) Did the Board wish to continue to proceed down this path?
- 2) Would it require lead paint testing for only units where occupants were 6 years or under (federal/state limit) **or** all housing units?

The consensus was to proceed. The consensus relative to testing for lead paint was that the first group (occupants 6 years & under) would be an immediate inspection while the second group

would be a longer timeline. The matter of fees for the inspections was discussed with the possibility of the first inspection being of no charge while “call-backs” would have a fee of increasing proportion relative to the number of times the CEO had to go back.

The Town Administrator said the staff would now expand the outline into a checklist and explanatory memo and have a meeting with all interested landlords. From there adjustments would be made, where possible to reflect their concerns, and a Draft submitted to the Selectmen for adoption. There was discussion as to whether or not to do this by Ordinance or Policy with the Administrator noting that a revision to the current General Assistance policies would be required even if an ordinance was adopted.

3. Time Warner:

The Administrator brought up that he had received an increasing number (4 in the past month) of complaints about Time Warner and various channel changes. He asked if the Selectmen wanted the various channel changes posted on the Town web, with contact information, as a way to get more information out. The consensus was to leave these matters between Time Warner and their customers.

4. Conflicts w/in Policies:

- 1.) The ordinance says we issue stickers to “Residents” while the recent policy had been to issue them to all tax payers. The Board affirmed their intent was the latter and an amendment to that effect will be drafted.
- 2.) We are issuing fishing tournament permits with a number of boats in excess of the allowed parking. The consensus was to get the two Chiefs involved with the appropriate staff together to review and bring in any required revisions.
- 3.) A revision to the room approval ordinance/policy will be submitted as well making permanent the authority to the Finance Director to sign off on such requests.

Betsey Made the Motion to go into Non-Public Session per RSA 91:3 II (b) at 7:40 p.m., Ed seconded the motion. Karel called for a roll call: Karel – Aye; Joel – Aye; Ed – Aye; Betsey – Aye; Jim – Aye.

Joel Made the Motion to exit from the Non-Public Session, to seal the minutes until the matter is resolved, and to adjourn; Betsey seconded the Motion. Karel called for a roll call: Karel – Aye; Joel – Aye; Ed – Aye; Betsey – Aye; Jim – Aye. The Selectmen returned to Public Session at 8:10 p.m. and adjourned.

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Approved

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Date

Respectfully Submitted

Carter Terenzini, Town Administrator