

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

Selectmen's Meeting

September 3, 2009

MINUTES

Present: Selectmen: Karel A. Crawford, Joel R. Mudgett, Vice Chair, Edward J. Charest, James F. Gray, 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 August 20, 2009 and August 27, 2009, as written. Betsey Seconded. The Motion carried Unanimously.

IV. NEW RESIDENTS: Robert W. Cook, Thomas E. & Dorothy M. Anderson, Patricia Leavitt, Jessica R. Nieland, Judith R. Folsom, Suzanne E. Knapik, Robert G. Oliveto, Anna Marie Seyfried, Luis A. Perez, Jacob P. Schmidt, Phillip G. & Donna L. Anderson.

V. PUBLIC MEETING:

1. Citizen Input: None.

2. Brad Wolff, 2008 Abatement Appeal: Mr. Wolff addressed the Selectmen, reminding them that he last appeared before them on July 2, 2009 regarding his denied abatement application and the BTLA's requirement that he request a Settlement Meeting with the Town's Assessor which occurred. Karel acknowledged that the Board reviewed the letter sent by Brownie Jones, the Assessor to the Wolffs, with the Town's counter proposal of assessed value of \$332,600, although Brownie still supports the original assessed value of \$344,800. Karel stated that the Board was also aware that the proposal was not satisfactory to the Wolffs. Karel stated that she supports the Assessor's counter proposal. She added that if the Board agrees, the next step for Mr. and Mrs. Wolff is to proceed with their appeal to the Board of Tax and Land Appeals at the original assessed value of \$344,800. Mr. Wolff stated that he was of the same understanding. He explained that he feels the value should be lower than \$332,600. He cited that the 2009 assessed value was an increase of 10% and based on his research of properties that he feels are comparable, the assessment should be \$312,600. Mr. Wolff added that the Assessor's letter did not provide him with any reason to support the proposed value of \$332,600. Betsey stated that she supports the Assessor's decision and Mr. Wolff's next step is to make his appeal to the BTLA. Jim commented that he agrees, adding that he supports the Assessor's decision, and doesn't feel qualified to change the assessed value. By Consensus the Board agreed that the 2009 assessed value for property owned by Bradley and Karel Wolff, Map 107 Lot 043 is \$344,800.

VI. NEW BUSINESS:

1. Review for Approval: Cartographics Associates, Inc., 2010 Tax Maps & GPS Contract: Karel commented that this is the 2010 yearly contract for CAI to update and maintain the Town's tax map and the GPS service that they provide. Betsey asked to be sure that any candidate for the Assessor's position is knowledgeable about GIS. Carter felt certain that this criterion will be met. Betsey made the Motion to approve the 2010 contract with Cartographics Associates, Inc. for the tax map maintenance and GPS data collection at the cost of \$4,900 and \$395 plus \$12.25 per building picked up. Ed Seconded the Motion. The Motion carried Unanimously.
2. Review for Approval: Disposal Agreement, Jeffrey S. White, 98 Gov. Wentworth Highway: Joel Made the Motion to approve the Disposal Agreement for Jeffrey S. White of 98 Gov. Wentworth Highway and to authorize the Chair to sign the agreement. Ed Seconded the Motion. The Motion carried Unanimously.
3. Review for Approval: Moultonborough Taking Action, Request for Funds: Karel reported that the MTA will have their annual kick off on September 26th and they are requesting that \$600 be released for Homecoming activities. Joel Made the Motion to release \$600 to MTA for the September 26th Homecoming event from the Community Substance Abuse P&E CR Fund. Betsey Seconded the Motion. The Motion carried Unanimously.
4. Review for Approval: Temporary Sign Permit, 412 Whittier Highway: Karel reported that the CEO states that although the letter board exceeds the required size, the owner has agreed to use only half of it. Betsey asked if what is proposed is electrified and flashing. Joel commented that the ordinance for a temporary sign permit doesn't allow this. Betsey Made the Motion to approve the Temporary Sign Permit application for 412 Whittier Highway for August 28 – September 12, September 14 – September 28, and September 30 – September 11, 2009 without electricity. Jim Seconded the Motion. The Motion carried Unanimously.
5. Review for Approval: Local Emergency Operating Plan Grant Agreement with LRPC & Committee Appointments: Carter reported that in Chief Bengtson's email, he is informing the Selectmen that LRPC is ready to begin working on the grant to fund the Local Emergency Operating Plan which needs to have representation by the following Town officials: Select Board, Town Administrator, Emergency Management Director, Police Chief, Fire Chief, Highway Agent, Code & Health Officer, School Superintendent, Town Treasurer/Finance Officer, Human Service Director, Town Planner, and Recreation Director. Karel commented that this is a large committee. Carter replied that the members cover all the aspects of an emergency. Joel offered and the Selectmen agreed by Consensus that he would be the Selectmen's representation on the committee. Carter added that Heidi Davis would be the representation for the Treasurer/Finance Officer. Betsey Made the Motion to authorize the Chair to sign the agreement between the Lakes Region Planning Commission for the Local Emergency Operations Plan. Ed Seconded the Motion. The Motion carried Unanimously.
6. Review for Approval: Temporary Use Permit, 11 Whittier Highway: Joel Made the Motion to approve the Temporary Use Permit for 11 Whittier Highway (Red Hill Auto) for September 4, 5 and 6 for selling wood carvings. Betsey Seconded the Motion. The Motion carried Unanimously.
7. Review for Approval: Staff report Re: Tax Deeding: Karel reported that Susette Remson's memo informed them that the owner of Map 245 Lot 95 died unexpectedly and the family is requesting a waiver of tax deeding, to allow them to get the estate in order.

Susette reminded the Selectmen that they have given waivers in the past for situations such as this and it is her recommendation to do the same in this case. The Town's lien will not be compromised by giving the waiver and interest will continue to accrue. Joel asked how long the waiver would be good for. Karel replied that usually it is for six months. Carter commented that the Tax Collector can come back to them at any time if she feels that the family is not taking the necessary steps. Joel Made the Motion to waive the Tax Deed for Map 245 Lot 95. Betsey Seconded the Motion. The Motion carried Unanimously. Carter brought to the Selectmen's attention his memo regarding issues on potential tax deeded properties. For Map 41 Lot 3, it is recommended that the Fire Chief and CEO do a walk-over and report regarding any environmental contamination. If approved, a thirty day notice will be sent to the property owner. During this period, the CEO can conduct a research with DES for any violations. He added that the Selectmen can choose to not tax deed a property based on an environmental and/or a public issue. Karel asked if the other three lots have any issues and Carter replied that there are no environmental issues known. Ed requested more information on map 271 Lot 4 regarding the boundary line adjustment. Joel Made the Motion to provide the owner of Map 41 Lot 3 a thirty day notice of an inspection. Ed Seconded the Motion. The Motion carried Unanimously. Carter asked and received approval to proceed with the tax deeding on the other three lots.

8. Review for Approval: Paralyzed Veterans Day Proclamation, September 12, 2009: The Selectmen approved the Proclamation by Consensus which is being held at Camp Robindel. Betsey asked that Carter correct the date on the proclamation to reflect 2009.
9. Review for Approval: Request to Waive Local Building Permit Procedure: Carter reported that the issue has been resolved by the property owners receiving the required approval from DES.
10. Review for Approval: Request for Town Assessor Screening Panel & Appointments: Carter requested that the Selectmen appoint a five member screening panel for the Town's search for a new Assessor. He added that a total of seven people have been nominated or have offered to volunteer, with five accepting to be on the panel. Carter reported that the members of the panel are a good representation of the community, with a local developer, local Realtor, a member of the ABC, former DRA Assessment Bureau Manager, and a citizen at large. Joel Made the Motion to appoint Guy Petell, Alan Ballard, Joseph Skiffington, Jim Mardis, and Donald McGuillicuddy to the Town Assessor Screening Panel. Betsey Seconded the Motion. The Motion carried Unanimously.
11. Review for Approval: Request to Award Contract for Balers, Transfer Station: Carter provided the Selectmen with a spreadsheet comparing the bid specifications they received. He stated that only one of the bidders meets the specifications, but it will require that the stock equipment be modified. Carter recommended accepting the bid from Recycling Mechanical of NE only if the manufacturer will certify that it meets the specifications and they will stand behind their product with the full warranty. Their bid is the highest at \$12,263. If these requirements can't be obtained, then he recommends accepting the bid from Alexander Industrial Technology which meets all of the requirements except for the smaller size of the hydraulic pump and they are the lowest bidder. Carter requested the authority to sign the approved contract. Joel asked Carter if the 10.5 gallon per minute pump won't work. Carter replied that it will work, but wasn't what was specified. He added that by Recycling Mechanical adding the bigger motor and manufacturer's certification for the pump, it will meet the specifications. Betsey Made the Motion to accept the bid from Recycling Mechanical of NE as long as the

manufacturer certifies that it meets the required specifications of the manufacturer and full warranty of the pump for \$12,263; and if not then accept the bid from Alexander Industrial Technology for \$10,660; and authorize the Town Administrator to sign the contract. Joel Seconded the Motion. The Motion carried Unanimously.

VII. OLD BUSINESS:

1. Application for Sign Permit, 133 Severance Road: Carter reported that the Planner stated that the property owner must have a site plan done.

VIII. OTHER BUSINESS:

1. Legislative Update: Betsey reported that they are in study committees and are waiting for the court cases.
2. Planning Board Update: Ed reported that they had two site visits, one on Red Hill Road and the other at Townsends Hometown Grocery. They will be discussed at next week's meeting.
3. Administration Update: Carter stated that besides his weekly update, he received the qualifications for the roof repair from six companies, which he and Joel reviewed. It was decided that the Town will not accept any IKO roofing products. The bids will be opened September 24, 2009. Betsey asked Carter about the September 10th meeting, which is a 4:00 p.m. workshop. Carter explained that they will be working on the Thornton study which had been previously planned. He added that the neighborhood meeting will be held at 7:00 p.m. and the Fox Hollow Intersection Information Briefing will be held at 7:30 p.m., both on September 10th. Betsey suggested looking into having a bigger room, as many notices were sent out. Carter replied that he will have a back up space available.
4. Planning Board Minutes, August 26, 2009: Acknowledged.

IX. PENDING: None.

X. CORRESPONDENCE:

1. Moultonboro/Sandwich Senior Site Council, August 27, 2009: Karel reported that in their letter, they expressed their appreciation for the excellent care given to the Lions Club grounds. She added that it is always nice to receive letters of commendation. She asked that a copy of the letter be given to Scott Kinmond and the Highway crew.
2. Betsey reported that the Towns around the lake are having a summit on milfoil on October 8, 2009. She added that she will attend and report back to the Selectmen and hopefully the Town can make a plan.

XI. CITIZEN INPUT: 1) Nancy Wright informed the Selectmen that Amy Segula will be speaking on September 8, 2009 about milfoil at Town Hall. 2) Hollis Austin asked who created the specifications for the baler. Carter replied that the Public Works Department created the specs. Mr. Austin also asked who the Senior Site Council. He learned from Karel that it is the same group of folks who are the Meals on Wheels.

- XII. ADJOURNMENT:** Ed Made the Motion to Adjourn. Betsey Seconded.
Motion Carried Unanimously.
Karel adjourned the meeting at 7:43 p.m.

Approved

Date
Respectfully Submitted
Hope K. Kokas, Office Secretary

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