

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

Selectmen's Work Session

August 23, 2012

MINUTES

Selectmen: Joel R. Mudgett, Chairman; Edward J. Charest, Jonathan W. Tolman; Russell C. Wakefield; Carter Terenzini, Town Administrator

Absent: Betsey Pattern (w/Prior Notification)

Joel called the meeting to order at 4:03 p.m.

1. Review for Approval: Payroll/Payables Manifest & Signature File:

DOCUMENT DATE	DOCUMENT	MAP/LOT#
8/23/12	Cemetery Lot Deed, #295 Shannon Cemetery - Abate	N/A
8/23/12	Volunteer Luncheon Invitation	N/A
8/23/12	Cemetery Lot Deed, #296 Shannon Cemetery - Cosio	N/A
8/23/12	Payroll/Payables Manifest & Signature File, \$102,883.79	N/A

Joel read the Payroll/Payables Manifest and Signature File as listed above. Ed Made the Motion to approve the Payroll/Payables Manifest & Signature File for August 23, 2012. Jon Seconded the Motion. The Motion carried Unanimously.

2. Ossipee Park Road: Chief Wetherbee gave an overview of the six trailer accidents over the past 10 years. He pointed out municipal police departments need a "suspicion" to pull a trailer over although it can enforce the truck ban on Route 171. The Chief said that this afternoon, working with Troop G (truck enforcement) the MPD issued numerous citations for violating the truck routes. He will aggressively work to keep the trailers off the restricted roadways and enforce the stopping and standing regulations on Ossipee Park Road. He said that Troop G, when operating on Routes 16 & 25 will let us know so we can step up enforcement work as these trucks try to detour around the troopers. He has notified and will be working with the Tuftonboro and Ossipee Police Departments on these efforts.

Bruce Woodruff gave an overview of Planning Board Approvals and court stipulations settling out some challenges by the bottling plant. Neither ZBA Special Exception had any special conditions on them. The Planning Board approvals called for bi-monthly logs with a cap of 40/day between 6 am – 11 pm. Two other conditions were voided during the court negotiations. Bi-monthly reports have now been filed. At no time have they exceeded their limits (maximum at 29/day over the time period distributed). He said the corporate office has indicated a willingness to donate land and perhaps participate in some cost savings. He then gave an overview of a checklist of suggestions from the Highway Safety Committee.

Highway Safety Committee Low cost/short term suggestions:	Approximate Cost**
1. Fabricate & Install Additional Signage	
a. Traffic engineer to verify proper type, number, location and spacing of signs per MUTCD, Latest Ed.	\$ 2,500.00
b. Test your brakes (Exit of CG Roxanne driveway)	
c. Steep Grade 12% (Beginning of decent & next steep portion)	\$ 3,000.00
d. Trucks Use Low Gear (beginning of decent)	
e. Advisory speed limit sign 15 MPH- Trucks Only(Beginning of decent and midway point)	
2. Planner/ODS to monitor site plan compliance	
a. Bi-monthly truck numbers reports (now being submitted again)	Nil
3. Continue Discussions with Plant Manager/Corporate Office re: short and long-term strategies/funding	
a. Institute certification of acknowledgement of speed limit & safe driving practices document for drivers	Nil
b. Funding for MUTCD signage	
c. Signage for on-premises	\$ 300.00
d. Funding participation for other potential mitigation projects (i.e. Truck Ramp)	
4. Explore through truck (class 8-class 13) restrictions on local roads absent destination or origin on said road.	
5. BoS conduct public hearing for road name change name of Ossipee Park Road. Suggestions:	abutter notice costs
a. Faraway Road	
b. Lucknow Way	
c. Persons Pass	
6. Fabricate and install improved off-site directional signage to plant	\$ 1,000.00
Committee Long Term Suggestions:	
1. Police Chief to work with NH Department of Public Safety Re: truck route signage & enforcement	Nil
2. Town to work with CG Roxanne regarding following:	
a. Funding traffic engineer for 1a. Work above.	
b. CG Roxane to dedicate land to Town for possible emergency truck ramp	value of land
c. Design Emergency truck ramp*	Unknown
d. Construct emergency truck ramp	Unknown

Joel asked that we check with DOT to see if they could address – or had addressed – item 1 under the study they were doing of other town roads. The TA said he was not sure their work was the detailed review that might be needed, but would check. Russ spoke to the need for better off premise directional signs. Mr. Woodruff said that the bottling plant manager had designed some and Scott Kinmond was exploring funding and locations with DOT et al. Mr. Woodruff spoke to a certification by the drivers that said they understood, “...Crystal Geiser will terminate (my) business relationship if found in violations of traffic law.” Jon said that was the key; getting CG Roxanne to hold to that. He felt once it was known that CGR won’t deal with problematic truckers much of the problem will be solved. Joel asked if we will send CGR the

notices of the violations and the Chief said that is part of the communication being worked on with the plant.

Chief Wetherbee said he did want to be clear that even if we check every truck there can be mechanical failures and operator errors almost immediately thereafter. Joel asked if the drivers will try the proposed ramp or will keep going. The Chief acknowledged that some will keep going once they pass a point of no return in their decision making. Jon reinforced that it is important to point out you can do all these things and you will still have some accidents. Russ said the proposed ramp is only for CG Roxane so we need to be considerate of Town tax payers and ask CGR to fund it. Joel pointed out that CG Roxane had contributed heavily to the costs of rebuilding the road recognizing their role in the use of it.

The consensus was to:

1. Endorse the list above except item 5 which was placed on hold;
 2. Pursue DOT to undertake item 1, but proceed at Town expense if DOT won't take it on; and
 3. Authorize the Town Administrator and Planner to approach CG Roxane for the funding to a study precedent to the proposed truck ramp.
3. CIPC: The Town Administrator began a review of the Staff Memo of 07/30/12 which was prepared in response to questions raised by the CIPC at the June workshop and contained thoughts on the process to date. The first item was the proposed Asset Management Plan (AMP). Russ began by saying that, in a nut shell, we all recognize an AMP can be a handy tool. He felt that department heads know best where it would be useful and was not at all sure that we needed a separate software module. He said we have to acknowledge this is a long term phase in. Jon said the key is to be able to pull up a list of assets and have a good maintenance record. Once you have the base built it's easier to update. There was a lengthy discussion as to the difference between the current life cycle model used as part of our trust fund calculations (Points 1 and 2 of the memo on this section) and the use of an AMP as a predictive tool of when to replace assets. There was also a discussion of which items to keep track of with the consensus appearing to be rolling stock was the highest priority for our efforts.

There was a consensus that additional guidance to the CIPC beyond that provided to date (i.e. lifecycles and funding) or standing Town practice (i.e. budget cycle and process) did not need to be acted upon. The following uses the same references as in the staff memo with Okay meaning the BoS endorsed the recommendation.

Item 1: Points 1 & 2 current practice
Points 3 & 4 Okay

Item 2: Current practice

Item 3: Okay

Item 4: No action

Item 5: Okay

Item 6: Okay

Item 7: Okay

Item 8: Okay

Item 9: Okay

Lessons Learned:

Item 1: Okay

Item 2: Russell expressed some concern over raising the dollar value for which items had to be submitted to the CIPC. The Chair spoke to raising the limit to \$25,000 while Jon felt it was fine where it was. The TA said that with a clearer direction on philosophy and a more objective rating system, it was possible some of the time consumed on the lower limit items might now be avoided. The consensus was to leave the limit at the \$10,000 level for now. Okay as is.

Item 3: Okay based upon discussion that the time in which the CIPC should be expected to respond would be set at 14 days.

Based upon this the TA will prepare a letter to the CIPC for the BoS to act upon at its meeting of 08/30.

4. Budget & Insurance: By consensus, the budget direction for FY 2013 was for the TA to present a “Level Services” budget. The TA presented a chart of how many people had transitioned to the new Mathew Thornton Blue (MTB) offering (33 for a savings of \$54,000) and were yet to transition (17 for a savings of \$23,000). He spoke to the possibility of a second round of incentive payments (which he felt would need to be at a lower level than the first round out of fairness to those who already switched) and a long term approach to phasing out the higher cost plan (a 2014 discontinuance - favored by the Finance Director) or simply capping the Town contribution at the same as it pays toward the MTB). The TA pointed out this was dependent upon the carrier not imposing minimum enrollment rates on the higher cost plan. The Chair asked that the TA to check on how everyone is doing with the new plan so the Board might consider that in making their decision. The TA said he would need a decision at the meeting of 09/27 in order to prepare for the budget and annual enrollment.
5. Non-Public Session: The TA asked for a Non-Public under RAS 91-A:3 II (a) and it was so moved by Ed and seconded by Jon. A roll call was taken: Jon – Aye; Ed – Aye; Russ – Aye, Joel – Aye. The Selectmen went into Non-Public Session at 6:11 p.m.

The Board exited Non-Public Session at 6:22 p.m. having voted by a vote of 2/3’s or greater of the members present to seal the minutes and decisions reached therein to the public, as divulgence of the information discussed likely would affect adversely the reputation of any person other than a member of the public body itself, until – in the opinion of a majority of the members – the aforesaid circumstances no longer apply.
6. Adjournment: Ed Made the Motion to Adjourn. Russ Seconded the Motion. Motion Carried Unanimously.
Joel adjourned the meeting at 6:23 p.m.

Approved

Date:
Respectfully Submitted
Carter Terenzini, Town Administrator