

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

Selectmen's Meeting

January 17, 2013

**MINUTES**

Selectmen: Joel R. Mudgett, Edward J. Charest, Betsey L. Patten, Jonathan W. Tolman, Russell C. Wakefield; Carter Terenzini, Town Administrator; Hope K. Kokas, Administrative Assistant.

**I. CALL TO ORDER:** Joel called the meeting to Order at 7:00 P.M.

**II. PLEDGE OF ALLEGIANCE**

**III. REVIEW / APPROVAL MINUTES:** Betsey Made the Motion to approve the Selectmen's Minutes of January 3, 2013, January 4, 2013 and January 10, 2013. Ed Seconded the Motion. Russ abstained from the vote for the meetings of the 4<sup>th</sup> and 10<sup>th</sup> as he was not in attendance. The Motion carried.

**IV. NEW RESIDENTS:** Joan H. Fedan, Wesley J. Schurman, Sean P. Meadows, Jonathan A. & Jennifer Haynes, Christopher J. Kealey, Peter W. & Judith A. Stropole, James W. Hill, Nicholas B. Levesque, Soari & Ian M. Haskell, Manuel C. Papagolos, Charles J. & Carole P. O'Hara, Richard Jenny, Amy Lindamood.

**V. CITIZEN INPUT:** 1) Hollis Austin asked if there was a Selectmen's meeting on January 4<sup>th</sup> or was it a budget work shop or a work session. Joel replied that it was the last of the budget work shop meetings.

**VI. NEW BUSINESS:**

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

<b>DOCUMENT DATE</b>	<b>DOCUMENT</b>	<b>MAP/LOT#</b>
1/17/13	Land Use Change Tax A-5 & A-5W	064-003
1/17/13	Land Use Change Tax A-5 & A-5W	074-009
1/17/13	Payables Manifest & Signature File, 12/31/12 \$51,292.81, 1/17/13 is \$1,163,615.99	N/A

Joel read the Payables Manifest and Signature File as listed above. Russ Made the Motion to approve the Payroll/Payables Manifest & Signature File for January 17, 2013. Ed Seconded. Joel and Jon asked about two of the bills which had late fees. Carter said he will check and get back to them. The Motion carried Unanimously.

2. Review for Approval: ABC's Review & Comment(s) 2013 Budget & Warrant Package: Carter asked that prior to hearing from the Chair of the ABC, he needed to ask the Selectmen if the January 4<sup>th</sup> draft of the 2013 budget needed to be amended. He added that the ABC has had a copy of the January 4<sup>th</sup> draft, but as he has been out ill for the past three days, he wanted to first check with the Selectmen if any changes needed to be made. Joel said that he questions the note for article 9, which does not affect the money

aspect of the budget or the question being asked. In particular, to not include the fringe benefits, but just use the salary. Joel said again it was just the note that was in question. Russ recused himself from the discussion on article 9. Betsey said she thought to just have the salary without the benefits. The Selectmen by consensus agreed that the note for article 9 would state salary only and no benefits. Carter said that he will work with Town Counsel on article 8, which is not a money article. Once he does this he will forward it to DRA for their review and hopefully it will go on the Town's website by Tuesday. Russ commented that if DRA changes article 9, requiring that the step be mentioned, then it will need to be amended at Town Meeting. He added that RSA 41:25 requires a specific amount. Carter agreed, but said that the majority of Town Administrators/Managers in the state feel that as part of the budget and once the Town votes on it that satisfies the statute. The argument is that the set figure must remain until the next Town Meeting, and if the position is vacated, then the salary must stay the same despite a new person's experience and where they fall on the wage compensation schedule. Jon thought that the step could be put in stating that it is according to the set schedule. Carter felt that it would appear as the starting step. Jon referred to the 1987 Town Meeting article for the Tax Collector and based on that, this position should have remained at step 1 until the voters changed it at Town Meeting. The Selectmen agreed by consensus that the draft of the 2013 Town Warrant and Budget is ready to go to Public Hearing. Based on this, Jean Beadle, Chair of the Advisory Budget Committee read the ABC's Budget Summary of their 2013 Town Budget Recommendations and Comments which commended the Selectmen and Administration staff for delivering a responsible budget with a nominal increase (.6%), which is the fifth consecutive year with a zero or nominal increase.

3. Review for Approval: Resolution to Adopt Revised Flood Insurance Rate Maps: Carter reported that last year the Town adopted a revised Zoning Ordinance Article VIII, Flood Plain Development to be in compliance with the National Flood Insurance Program. In order for Moultonborough property owners to obtain flood insurance at a reduced rate, the Selectmen must now adopt the revised Flood Insurance Rate Maps (FIRM). Betsey Made the Motion to adopt the Revised FIRM, pursuant to RSA 674:57, by resolution of the Town of Moultonborough Board of Selectmen, all lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) in its "Flood Insurance Study for the County of Carroll, NH" dated March 19, 2013, together with the associated Flood Insurance Rate Maps (FIRM), dated March 19, 2013, are declared to be part of the Town's Zoning Ordinance and are hereby incorporated by reference. Jon Seconded and the Motion carried Unanimously.
4. Review for Approval: Route 25 & Old 109 Intersection: Joel asked the Board if at this time they want to put this design on hold. Betsey felt that the Planning Board should go through the Master Plan process and then let the voters decide. The Selectmen agreed by consensus to hold the 'T' redesign in abeyance. Carter advised that some work had been started, which the Selectmen acknowledged.
5. Review for Approval: Resolution State Aid Grant Program for Municipal Infrastructure: Joel reported that the resolution requests that the state fulfill its existing statutory obligation to fund the state aid grant program, which includes the Winnepesaukee River Basin Program. Betsey Made the Motion to approve the resolution as written and suggested that a copy be sent to the Governor and to the Town's state representatives and senator. Ed Seconded the Motion and it carried Unanimously. Peter Jensen asked how this impacts the Town. Joel replied that it affects the Bay Sewer District, which represents the majority of the commercial area.

6. Review for Approval: Report Recent Slab Monitoring at Public Safety Building: Carter reported that there has been some movement, but less than a quarter of an inch. The Town's Engineer recommends continuing to observe, record, and monitor the situation. The Selectmen agreed by consensus as recommended.
7. Review for Approval: Report and Estimates Electrical Surges, PSB & Town Hall: Carter reported that a quote was received from Gemini Electric for a total of \$11,275 to make the improvements as recommended by the electrical engineer, with the intent of working first at the Public Safety Building. Russ asked about Carter's comment in the last paragraph of his memo to the Board, that this expense and the Department of Labor ordered improvements will have to be absorbed by the Facilities budget. Carter reminded the Board that the DOL inspected all Town facilities and requested improvements to the offices of the Tax Collector and Town Clerk. Chief Bengtson, Chair of the Joint Loss Management Committee, reviewed DOL's request and wrote a memo to the Selectmen. Since then plans were submitted to the state and they won't approve the plans for the Town Clerk's office. DOL is scheduled to return with the Town's insurance carrier, Primex to review the ergonomics. Russ asked what would happen if the Town chooses to ignore DOL's requests. Carter replied that once they have the costs to make the requested/approved plans, then the Selectmen can compare their options. He reminded the Selectmen that the surge protection repair, like the DOL requirements, are not planned for in the 2013 budget and he may have to come back to the Selectmen to request that funds be moved to cover costs. Hollis Austin asked if ergonomics are considered to be a safety problem. Carter explained that the present counters in both departments require movement of staff that is deemed to be not best practices. Mr. Austin thought that the government was interfering and making frivolous and costly requirements. Mr. Jensen asked if DOL is saying that the Town doesn't comply with regulations. Russ commented that he thought DOL's judgment isn't based on any research or actual numbers from Town Hall. Mr. Austin asked at what point the Town will say no more to the state. Joel commented that Primex will come in and they will have to wait and see. He added that if the Town has been informed of a safety/ergonomics hazard without taking action to make corrections, and an employee is injured, the Town will be seen to be at fault, resulting in an expensive workers compensation claim. Russ Made the Motion to accept the bid of Gemini Electric to repair the surge protection at the Public Safety Building and Town Hall as recommended in Carter's memo dated January 11, 2013. Betsey Seconded. The Motion carried Unanimously.
8. Review for Approval: Report Re: Possible LED Conversion to Town Hall Parking Lots: Joel said he feels OK with the payback time (6 +/- years) as long as NH Electric Cooperative contributes through the grant. Carter said that an initial grant from NHEC would be 50% or no more than \$7,500. This would have a payback at 2 ½ years. However NHEC will only do one project a year and the wood boiler for the Highway Garage, if approved will eliminate anymore grants for the year. By consensus the Selectmen decided to wait on taking any action to see what happens with the priority project of the wood boiler.
9. Review for Approval: Citizen's Petition, Central NH VNA & Hospice: Joel asked that this be placed in the budget file. Carter added that this petition is on the January 4<sup>th</sup> draft of the Town Warrant.

**VII. OLD BUSINESS:** None.

**VIII. OTHER BUSINESS:**

1. Board Liaison Reports: 1) Betsey reported that the ABC reviewed the Town's draft budget and looked at the Library and School's budgets to date. She added that the School met in a Non-Public meeting and will meet again on January 22<sup>nd</sup> to approve the budget. ABC will meet on the 23<sup>rd</sup> to review the School's budget.
2. Administrative Update: Carter told the Selectmen that he received a phone call from DRA requesting a meeting in February to review the Town wide five year assessment re-evaluation process, requesting two Selectmen attend. Betsey and Russ said that they would attend. Carter said as of today, he didn't have a date for the upcoming Coalition Committee meeting.
3. Milfoil Committee Minutes, December 20, 2012: Acknowledged.
4. Trustees of the Trust Fund Minutes, December 28, 2012: Acknowledged.
5. Planning Board Minutes, January 2, 2013 & January 9, 2013: Acknowledged.

**IX. CORRESPONDENCE:**

1. Time Warner Cable, January 1, 2013, Possible Program Changes: Joel reported that this is their standard letter of possible program changes.
2. Joel reported that the Town's state representatives and senator will attend the Selectmen's meeting of January 31<sup>st</sup>. At this meeting the Selectmen will review issues pertinent to Moultonborough. Joel added that this started with the Carroll County Dispatch issue and their unwillingness and inability to provide dispatch services that the Town pays for.
3. Joel reported that a States Landing neighborhood meeting is scheduled for this Saturday at 10 am at Town Hall. Carter added that invitations were sent to neighbors in the area, members of the Recreation Advisory Board, members of the former Recreation Strategic Planning Team, along with people that Donna Kuethe knows that are interested.

- X. CITIZEN INPUT:** 1) Nancy Wright said that she attended the Recreation Advisory Board meeting on Monday where they talked with Carter about Mud Pond and the proposed article for a gymnasium located on or near school property. Joel replied that the question of the Town purchasing land by Mud Pond is a moot point. When the question first came to them, the Selectmen rejected it, but later reconsidered due to DES' rejection of plans for Playground Drive and the need to mitigate wetlands or pay DES \$50,000. It appears that the most recent plan will be approved by DES, so the purchase is not being considered. In regards to a proposed gym, article 11 is a "Sense of the Meeting" to see if the Town wants to study the question. 2) Jean Beadle asked what the money figure was for the Central NH VNA & Hospice, and Hope reported \$830 (which is on the January 4<sup>th</sup> draft). 3) Jim Leiterman asked if there had been a change in lighting at Playground Drive, as he noticed many street lights. Joel replied that those lights have been in place for a long time, and they are photo cell, coming on at night. He added that the insurance company required lighting on Town property. Mr. Leiterman asked about the cost and Carter replied that monthly it is \$15 per light. Carter reminded the Selectmen that they have reviewed lighting on Town property, and made changes based on recommendations received from the Department of Public Works and the Police Department. Betsey added that the lighting is also needed to discourage vandalism. 4) Hollis Austin asked if the Selectmen have talked with the SAU regarding their experience with LED lighting. Joel said they have not, but he has talked with the electrician who did the schools' installation, adding that the cost is a factor between the electricity and replacement cost. Mr. Austin then asked if the Selectmen are concerned about a complete failure of the slab at the Public Safety Building. Carter replied that there is no such concern, and they will continue to monitor the situation. Mr. Austin asked if the

Town Hall's slab moves. Carter said that he has no information about slab movement at Town Hall, adding that slight movement is not abnormal.

**XI. NON-PUBLIC SESSION:** None needed.

**XII. ADJOURNMENT:** Ed Made the Motion to Adjourn. Betsey Seconded the Motion. Motion Carried Unanimously.  
Joel adjourned the meeting at 8:15 p.m.

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Approved

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Date:  
Respectfully Submitted  
Hope K. Kokas, Administrative Assistant

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