

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

**Selectmen's Meeting**

**February 7, 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.

ABC Members: Jean Beadle, Chair, Alan Ballard, Kathy Garry, Barbara Sheppard, Betsey Patten (Selectmen's Representative)

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

**II. PLEDGE OF ALLEGIANCE**

**III. PUBLIC HEARING: 2013 Budget, Road Program & Warrant Articles.** Joel opened the Public Hearing at 7:02 p.m. and asked Carter to go over the 2013 Budget and Road Program. Carter went over the major changes from the 2012 Budget to this year, and proceeded to give explanations for any increases or decreases. 1) Jerry Hopkins asked about the \$45,000 for the sidewalks and learned that this was a Citizen's Petition. 2) Peter Jensen, Chair of the Milfoil Committee asked why \$219,000 is shown on the revenue side and learned that this amount was withdrawn from the trust fund. Mr. Jensen asked where the milfoil grants appear and learned that this was under the Miscellaneous Revenue. 2) Hollis Austin asked if the audience could ask questions about the budget later on the Public Hearing. Joel replied that they could. Carter went over the 2013 Road Program with a total of \$775,000, which would include a reconstruction of Clark's Landing Road (1,250' +/-), Severance Road reconstruction (1,500' +/-), reclaim and pave States Landing Road (5,400' +/-), repair and shim/overlay Black Point Road (1,850' +/-), reclaim/fabric/pave Bodge Hill Road (1,500 +/-), Shaker Jerry Road replace #48 culvert, and the chip and crack sealing. 3) Mr. Austin asked if the chip and crack sealing program is different than what was done by his home, as it has cracked again. DPW Director and Highway Agent Scott Kinmond replied that the program and process is now different and what was done by his property was before his time. Over the past two years they have had good success with this crack and seal program. Carter went over the Capital Articles, again explaining the increases and decreases from this year's budget compared to 2012. He explained that the Recreation Department is down \$15,000 due to portions of the budget being moved to the Recreation's Revolving Fund. 4) Mr. Austin asked why the Recreation Department's budget hasn't decreased considering the decline of student's and the reduced school budget. Recreation Director Donna Kuethe explained that they serve more than just children and have programs for families, adults, seniors, and the department's numbers for children enrolled remains the same. Joel agreed that the numbers are not dwindling for Recreation programs. Jon added that he felt it was a misconception, as the number of kids participating and teams are much greater than when he went to school in the 80's. The usage for the facilities available is great. Donna added that the numbers for the summer programs are either the same or have grown. Mr. Austin felt that students should be spending more time on academics versus athletics. Jon said that a good majority of athletes are successful students and are highly involved, as athletics teaches discipline. 5) Mr. Austin then asked how many cruisers the Police Department has now. Chief

Leonard Wetherbee replied that there are 4 cruisers, 2 unmarked cars of which 1 was donated and 2 specialty which include the canine cruiser. Joel added that the proposed cruiser that is budgeted is a replacement vehicle. 6) Mr. Austin asked about the \$100,000 for software and how many employees will be replaced, as his assumption was that new software would increase efficiency and decrease the need for staff. Carter reminded Mr. Austin that the \$100,000 was from the 2012 budget and was not expended, rolled back to the fund balance, and now they are proposing that it be non-lapsing for 2 years. The software is not designed to replace staff, but to correct the lack of features in the current software. Tax Collector Susette Remson said that the laws have changed requiring more information and the present software hasn't kept up. The present software system can't handle Moultonborough's unique multi-owners, requiring that she and her Deputy must do a lot of handwork, checking and double checking, which can lead to errors. Susette said that without the new software she might need more staff. Mr. Austin felt that if the state is making the request for more information that it should contribute towards that effort. Joel replied that the state does not contribute, and regardless it is still taxpayer money. Susette said that the law now includes electronic requirements and the present software program has not kept up. Carter added that the more the Town does to provide electronic information and meet expectations, the more people want and they want it immediately. Mr. Austin thought that the state representatives should look at the impact of these laws on municipalities. 7) Mr. Austin asked if LGC has paid back any of the funds owed to the Town and learned that one payment has been made and returned to the employees. Another payment is expected in August.

Article 8: Russ recused himself from this article. Joel read the article. He asked the Selectmen to voice their opinions. Jon said he was in favor based on the pay scale that was accepted by the Board. He agreed that it was a lot of money, but the RSA allows the Town Clerk to make the request. Betsey said that she is not in favor. She agreed that the Town Clerk has the right to ask, but felt that the increase should be staggered over 1 or 2 years, as they have done for other employees, and it was too much in one year. Ed said he was in favor, the present Town Clerk has been a long standing employee and she deserves the increase. Joel said he was not in favor, and agreed with Betsey that the increase should be staggered. Jean Beadle, ABC Chair said that was not in favor, as the increase should be staggered as it has been for other employees. Alan Ballard said he was not in favor, agreeing that the increase should be staggered. Barbara Sheppard said she abstained. Kathy Garry said she was in favor. Joel explained that if the article states the pay amount, then that amount would be set until it could be changed at another Town Meeting. Kathy Garry said it was an elected position and if defeated the Clerk's pay will go back to the \$7,000 plus fees. She suggested that it be adjusted at Town Meeting. Joel stated that the article can't state the step. 1) Laurie Whitley, Supervisor of the Checklist said that she is in favor of the pay increase as she has worked closely with the Town Clerk and much of what her office does goes unnoticed. 2) Russ Wakefield felt that the article was written for the grade and what people are voting on is the article and not the note. He asked how this will be handled at Town Meeting, adding that per RSA 45:41, the Selectmen set the grade. 3) Jerry Hopkins agreed. Joel said that if they eliminate the note then the Selectmen determine the step. Betsey explained that this is not about the Town Clerk's performance, but consistency and treating all staff the same. She felt the increase is too much in one year. Jon agreed that this wasn't about performance. He felt that if she takes boat fees, then this will cover the increase. 4) Sally Carver asked if those opposed would be OK with staggering the increase. Jean Beadle felt that the issue is that other pay increases have been staggered. She added that it has been the Town Clerk's choice to be compensated on the base pay and fee schedule, and agreed per the state law she has the right to make the request. Joel agreed with Jean. 4) Steve Maguire asked how the Clerk is being paid. Town Clerk Barbara Wakefield explained that she is paid by the base fee of \$7,000

plus fees that are set by the state. In some years the amount of fees collected decreases. Joel asked the Selectmen if they wanted to change the article to a staggered increase. 5) Russ Wakefield said that if it isn't changed, then a motion will have to be made at Town Meeting. 6) Kim Prause asked why a motion to amend the article can't include the step. Russ replied that it is set by the Selectmen. Jon disagreed, saying that it is set by the voters. Joel stated that Article 8 has been reviewed and approved by DRA. 7) Penny Morrison asked if the article is changed, will the Town Clerk be happy. Barbara replied that she made the request after talking with Carter and she considered his suggestion of looking at the compensation scale. 8) Steve Maguire commented that he agreed with staggering the increase over 2 years. Barbara said that her pay was already behind and she would only receive a portion of the increase, from April to December. Ed said that the two phase vote isn't allowed, as Town Meetings can't be bound the next year. Carter said that the statute states that the legislative body (voters) set the salary, adding that many towns don't set it annually and then put the clerk on the wage scale. If Barbara were no longer the clerk, a new clerk's experience will vary and the Selectmen need the flexibility to place a new Town Clerk on the appropriate step. If the step is included in the article, then every time a change is in needed, the question would have to be asked at Town Meeting. The note is to help voters know the numbers. Carter suggested that the article could be amended to advise the Selectmen to increase it over 2 years. Jon felt that people should ignore the note, and vote to authorize the Selectmen to place the pay at Grade XVI and let the Selectmen set the step. Joel asked the Selectmen if they wanted it to read Grade XVI and Step 7. Jon said yes. Carter reminded them that the step set by the voters can't be reduced. 8) Russ Wakefield felt that DRA was only given the present article and did not have an opportunity to review the article with the grade and step in it. Carter responded that this article has been fully vetted, and the Selectmen approved it. Betsey said she is still not in favor and it has nothing to do with the Town Clerk's performance. Ed said that he is still in favor. 9) Jerry Hopkins asked if the note could be changed to show the step without the amount of the increase. Joel said that the voters could change the step level. Joel said that he thought this will come up at Town Meeting and the article was approved by DRA. Joel called for the vote.

(No Recommendation by Selectmen 2 Yes – 2 No [Betsey & Joel], 1 Recused)  
 (Not Recommended by Advisory Budget Committee 1 Yes – 3 No [Jean, Alan, Betsey] – 1 Abstain [Barbara])

Article 9: The article was read and as there were no questions, Joel called for the vote.

(Recommended by Selectmen 5 Yes – 0 No)  
 (Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 10: The article was read and as there were no questions, Joel called for the vote.

(Recommended by Selectmen 5 Yes – 0 No)  
 (Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 11: The article was read. Joel explained that this summer it was discovered that this abandoned and closed dump had items coming to the surface and was by a brook. Many items were removed without disturbing what was underneath. The state gave the Town the option of leaving it alone, as the closure was approved and done properly for that time (pre 1981), however cautioned the Town that if they were to test and find pollution, then it would need to be cleaned up. Joel felt that the cost will be high. The Selectmen felt that the Town should decide to test or

not to test, understanding that the cost to clean it up will be very high. 1) Steve Maguire asked how the Town could not consider cleaning it up. Betsey said that this problem is across the state and the choice is to leave it alone or do site assessments and if pollution is found, and she thought that it would be, then the clean up must be done. She added that DES closed the dump and deemed it acceptable at that time. 2) Peter Jensen asked if there is a radius to find out if it is leaching. 3) Mr. Maguire learned that the site is approximately 5 acres and the problem area is close to an abutter. Russ recalled as a kid that there were no requirements for covering the old landfill, and then DES required it be covered, and the guidelines got much stricter. Jon said he feels the pollution is entering the water via the brook. He acknowledged that it met the pre 1981 standards, but felt that it must be cleaned up. Ed agreed, as the Town depends on the quality of the lake. Russ thought that the monitoring wells at the new dump, which is in the wetlands, should pick up any leaching from the old dump. Joel called for the vote.

(Recommended by Selectmen 5 Yes – 0 No)

(Recommended by Advisory Budget Committee 4 Yes – 1 No [Alan])

Article 12: The article was read and as there were no questions, Joel called for the vote.

(Recommended by Selectmen 5 Yes – 0 No)

(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 13: The article was read and as there were no questions, Joel called for the vote.

(Recommended by Selectmen 5 Yes – 0 No)

(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 14: The article was read and as there were no questions, Joel called for the vote.

(Recommended by Selectmen 5 Yes – 0 No)

(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 15: The article was read and as there were no questions, Joel called for the vote.

(Recommended by Selectmen 5 Yes – 0 No)

(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 16: The article was read and as there were no questions, Joel called for the vote.

(Recommended by Selectmen 5 Yes – 0 No)

(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 17: The article was read and as there were no questions, Joel called for the vote.

(Recommended by Selectmen 5 Yes – 0 No)

(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 18: The article was read. Phyllis Prouty, Chair of the Board of Library Trustees reported that the Library donated \$9,500 to their 2013 budget, which came from their book sale, gifts, etc., and they were happy to do it. As there were no questions, Joel called for the vote.

(Recommended by Selectmen 5 Yes – 0 No)  
(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 19: The article was read. Alan Ballard said that he had concerns due to Tri-County Community Action being in receivership and was happy to receive the copy of the letter from them of their restructuring. Jon commented that 103 Moultonborough households receive assistance for a total amount of \$86,000. Joel called for the vote.

(By Petition)  
(Recommended by Selectmen 5 Yes – 0 No)  
(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 20: The article was read. 1) Penny Morrison said that this Citizen's Petition request was a 250% increase from when the Winnepesaukee Wellness Center started, and only 50% of the users are Moultonborough residents. 2) Jerry Hopkins said that he has used the Wellness Center in the past and without it people wouldn't get the exercise that they need. The cost is \$60 enrollment and \$50/month. Betsey said she uses it regularly and found it to be helping her. The service provided is unique as they have a registered nurse to check on people. Betsey thought that the percentage of Moultonborough users fluctuates. 3) Ms. Morrison said that she had no problem with the program, but with the increased request. Joel called for the vote.

(By Petition)  
(Recommended by Selectmen 5 Yes – 0 No)  
(Recommended by Advisory Budget Committee 4 Yes – 1 Abstain [Alan])

Article 21: The article was read and as there were no questions, Joel called for the vote.

(By Petition)  
(Recommended by Selectmen 5 Yes – 0 No)  
(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 22: The article was read and as there were no questions, Joel called for the vote.

(By Petition)  
(Recommended by Selectmen 5 Yes – 0 No)  
(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 23: The article was read and as there were no questions, Joel called for the vote.

(By Petition)  
(Recommended by Selectmen 5 Yes – 0 No)  
(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 24: The article was read and as there were no questions, Joel called for the vote.

(By Petition)  
(Recommended by Selectmen 5 Yes – 0 No)  
(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 25: The article was read. 1) Penny Morrison asked why the Town is supporting another food pantry. 2) Jerry Hopkins said that the Lakes Region Food Pantry has applied to become a 501(c) (3) non-profit organization, and once that is done will be eligible to receive NH Food Bank items. 3) Clelia MacKay reported that there is a food kitchen housed at the Congregational Church providing a communal meal every Tuesday at 5:30 p.m. and is open to all. Ed said that there is already a food pantry at the Moultonborough United Methodist Church. Russ said that those who submit a Citizen's Petition need to be present at the Public Hearing to speak to their request.

(By Petition)

(Recommended by Selectmen 4 Yes – 1 No [Ed])

(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 26: The article was read and as there were no questions, Joel called for a vote.

(By Petition)

(Recommended by Selectmen 5 Yes – 0 No)

(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 27: The article was read. 1) Steve Maguire said that he had a concern spending money on sidewalks when the Town will need the money to clean up the old landfill. Russ said that to plan sidewalks is premature and needs to be tied to the bigger picture. Joel reminded everyone that with sidewalks comes the maintenance and repair which costs more money. 2) Kim Prause commented that this question has been pushed aside for several years. The discussion needs to start and this article is the beginning of the discussion. 3) Joanne Coppinger said that the first step is to do the initial survey/engineering work, as this information is needed for future planning. Joel felt that the \$45,000 requested to do this work would be eaten up quickly. 4) Jerry Hopkins thought that this should be done when Route 25 is expanded. Ed said he was in favor as there are kids in the road now, crossing the road to get to the Recreation Department. Jon asked Town Planner Bruce Woodruff what he thought. Bruce said that planning is the key word, and a layout of what is proposed is needed for residents and abutters of the area to consider. He added that the Charrette recognized that this is a separate task. Joel called for the vote.

(By Petition)

(Not Recommended by Selectmen 2 Yes – 3 No [Betsey, Russ, Joel])

(Not Recommended by Advisory Budget Committee 1 Yes – 4 No [Jean, Alan, Barbara, Betsey])

Article 28: The article was read. 1) Penny Morrison asked why the Town is paying for daycare. As there were no more questions, Joel called for the vote.

(By Petition)

(Recommended by Selectmen 4 Yes – 1 No [Russ])

(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Article 29: The article was read. 1) Penny Morrison asked again why the Town is paying for daycare. As there were no more questions, Joel called for the vote.

(By Petition)  
(Recommended by Selectmen 4 Yes – 1 No [Russ])  
(Recommended by Advisory Budget Committee 5 Yes – 0 No)

Joel closed the Public Hearing at 9:25 p.m.

**IV. REVIEW / APPROVAL MINUTES:** Betsey Made the Motion to approve the Selectmen’s Minutes of January 31, 2013. Jon Seconded the Motion. The Motion carried Unanimously.

**V. NEW RESIDENTS:** Melanie L. McDonald, Julie M. Bickford.

**VI. CITIZEN INPUT:** 1) Hollis Austin hoped that the Selectmen will be selective when creating the budget as the economy is slowly recovering. He was asked to relay to the Selectmen that a better breakdown of the budget needs to be posted. Joel reminded Mr. Austin of what was said regarding the proposed software for the 2013 budget. The more information the Town supplies electronically, the more people want. Carter said that the budget in its’ 300 page entirety which includes memos, catalog cuts, etc. is posted on the Town’s website. If people still have questions, they may contact the office and ask. Carter added that he finds it curious why people ask the questions of everyone, but Town staff. Russ commented that the Selectmen receive information daily from Carter and Hope. Today Hope forwarded an email that had a link to the Moultonboro Speaks’ blog, and found most of the bloggers do not sign their names, and most of it is “crap”. 2) Mr. Austin then asked if any employees receive salary and a stipend. Joel said this happens occasionally, especially when a staff person leaves and another is asked to cover the vacant position. Carter said that for 2013 there are 2 stipends, GIS Coordinator and Prosecutor, which have been created separately for each and are assigned to a person based on their experience and ability. This information is in the budget. 3) Mr. Austin then asked how many positions have been cut back due to attrition. Carter replied that 2 positions were cut due to attrition, but were put back at the last Town Meeting. Carter added that the Prosecutor position was cut as were several at the Transfer Station.

**VII. NEW BUSINESS:**

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

DOCUMENT DATE	DOCUMENT	MAP/LOT#
2/7/13	2013 Yield Tax, \$2,150.80	212-001 & 027-007
2/7/13	Letter to Div. of Enforcement & Licensing, NH Liq. Com.	142-001
2/7/13	Payroll/Manifest & Signature File, 2/7/13, \$88,628.25	N/A

2. Review for Approval: Payroll/Payables Manifest & Signature File, February 7, 2013: Joel read the Payables Manifest and Signature File as listed above. Russ Made the Motion to approve the Payroll/Payables Manifest & Signature File for February 7, 2013. Ed Seconded. The Motion carried Unanimously.

3. Review for Approval: Citizens Petition, Lakes Region Food Pantry: Acknowledged.

4. Review for Approval: Citizens Petition, Moultonborough Suicide Prevention & Mental Health Coalition: Acknowledged.

5. Review for Approval: Citizens Petition, Surveying, Planning, Village Sidewalks: Acknowledged.
6. Review for Approval: Citizens Petition, Inter-Lakes Day Care Center: Acknowledged.
7. Review for Approval: Citizens Petition, Sandwich Children's Center: Acknowledged.
8. Review for Approval: Lee's Mills Dock Repairs, Acceptance of Bid: Joel reminded the Board that this was before them last week. Carter reported that he talked to two of the bidders and told them that the Town did not do deposits and they were both agreeable. One of the bidders was asked and the Town did receive a letter from the bank. Russ Made the Motion to accept the bid from the Winnepesaukee Marine Corporation for \$7,400 and authorize the Chair to sign and approve change orders up to 10%. Jon Seconded and the Motion carried Unanimously.

**VIII. OLD BUSINESS:** Joel asked Carter to follow-up with Town Planner, Bruce Woodruff that everything that is required has been done for the Town to adopt the Flood Insurance maps (FIRM). A letter was received from FEMA reminding the Town of the deadline. Carter said he thought everything was done, but will follow-up with Bruce.

**IX. OTHER BUSINESS:**

1. Board Liaison Reports: None.
2. Administrative Update: Carter said that other than his weekly update, he had nothing else to add.

**X. CORRESPONDENCE:**

1. Time Warner Cable, January 25, 2013, Possible Program Changes & Cost Increases: Joel said this was their usual letter.

**XI. CITIZEN INPUT:** 1) Hollis Austin commended the Selectmen on the work they have done on the budget, adding that he thought the audience for the Public Hearing left prematurely.

**XI. NON-PUBLIC SESSION:** None needed. Joel said they did need to have a non-meeting to address a union matter.

**XII. ADJOURNMENT:** Betsey Made the Motion to Adjourn. Jon Seconded the Motion. Motion Carried Unanimously. Joel adjourned the meeting at 9:55 p.m.

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Approved

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Date:  
Respectfully Submitted  
Hope K. Kokas, Administrative Assistant