

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

Selectmen's Meeting

April 25, 2013

**MINUTES**

Selectmen: Joel R. Mudgett, Chair, Jonathan W. Tolman, Edward J. Charest, Christopher P. Shipp (absent with prior notification), Russell C. Wakefield; Carter Terenzini, Town Administrator.

**I. CALL TO ORDER:** Joel called the meeting to Order at 4:00 P.M.

**II. PLEDGE OF ALLEGIANCE:**

**III. REVIEW / PAYABLES/PAYROLL SIGNATURE FILE:**

<b>DATE</b>	<b>DOCUMENT</b>	<b>MAP/LOT#</b>
4/15/13	Intent to Cut	134-031
4/22/13	Intent to Cut	170-012 & 140-016
4/25/13	Elderly Exemption – 2013 Renewed	167-018
4/25/13	Elderly Exemption – 2013 Renewed	162-028
4/25/13	Elderly Exemption – 2013 Renewed	263-036
4/25/13	Elderly Exemption – 2013 Renewed	135-011
4/25/13	Application for Parade Permit – Memorial Day	N/A
4/25/13	Application for Parade Permit – Independence Day	N/A
4/25/13	Veterans' Tax Credit – Denied	174-037
4/25/13	Abatement – 2012 Value	193-015
4/25/13	Lee's Mills Dock Lease	100-010, 100-011, 119-027
4/25/13	Intent to Cut	024-003
4/25/13	Payables Manifest & Signature File, \$980,095.61.	N/A

Joel read the Payroll/Payables Manifest and Signature File as listed above. Russ Made the Motion to approve the Payroll/Payables Manifest & Signature File for April 25, 2013. Jon Seconded. The Motion carried Unanimously.

**IV. WORK SESSION:**

1. Heidi Davis presented the 2013 Q1 financials. She commented on a few expenditures which are not time trending (i.e. spent at 25%) as they are for one time expenditures for the year. Carter asked that the Selectmen review this information and get back to him if they have in questions within the next two weeks.
2. Deb Peaslee, VNS Director gave a presentation on the history of and current challenges facing the VNS. These are primarily issues of a declining census count, recruitment and retention of staff, and increased regulation and increased area competition. There was a discussion of marketing costs versus circulation numbers of newspapers and the benefits of that approach. Ms. Peaslee said hospitals have to offer a choice in service agencies to

the patients, but that doctors don't. Rae Marie Davis commented that when her husband was in the hospital and about to be discharged, they were told of other provider, but not the VNS. Russ asked who the competition is and learned that there are many such non-profit and for-profit organizations around Moultonborough. Russ asked if Moultonborough's VNS can provide services to those in Sandwich. Deb replied that because they are a municipal service, they must stay within Moultonborough. Dianne Davis said newspapers are on the way out. She suggested we use the Internet and perhaps a separate brochure to go out with the tax bills. Carter said that he believes that the VNS has been in each semiannual newsletter distributed that way. Jon asked if the VNS should get involved in hospice and long term care. Debbie said that in her research she had found that you needed at least 25 patients to make it cost effective. She added that it requires separate certifications, and agencies providing that level of care actually have to be run as independent entities. Jon said it seems to him that we must expand in some way whether it be in 1) services, 2) area served (geographic), or 3) visibility in the market place. Joel said that he was aware that Deb had been going to hospitals and to others to make sure VNS is on the various vendor lists. Ed asked if there were ways to improve efficiency. Carter said that the budget had ranged within 15% over the past 9 years and that short of outsourcing billing there is not much more that can be done. There was a discussion on the merits of outsourcing as you then lose a position in the office which is familiar with patients. Carter said that the VNS would need to re-format to 501(c) (3), use an intermunicipal agreement or something similar to go outside the Town's corporate borders. Russ felt we were left to the area of visibility and the discussion turned to the means and merits of advertising. Ed asked Deb if she had any idea of how many outside agencies are operating within the Town. Deb replied that she knew of several non-profit and for profit agencies. Several of those provide long term care which they don't offer. Rae Marie wondered if this is something the VNS should look at it. Deb said that they didn't have the staff as it's not cost effective, but it something they could look at it. Ed said that the advantage for Moultonborough is the consistency in terms of our people. Deb was asked how Berlin, which is the only other municipal service, is doing. She said that they were under the same pressure with area agencies looking at a merger. Carter suggested that Deb report back on the several options within 6 +/- weeks. The general opinion was yes with Russ suggesting he was not sold on the idea of an IMA or reformulating the service.

3. The TA said the marketing discussion on the VNS had been a great segue into answering another question that had been raised recently; why staff want to get into social media (Facebook, Twitter). He presented a short video clip on the pace of change in technology and use of social media for marketing.
4. Lions Club: Mike Lancor and five other members were in attendance. Mr. Lancor said that the rest rooms are in need of updating and refurbishing. Making them handicap accessible will require expanding the size of the rooms with an estimated total cost of \$60k. Mr. Lancor noted the Lions Club needs the Town's approval under the lease. He also noted that the present lease expires in four years, June 18, 2017. The club is reluctant to undertake this kind of expenditure without an extension. They would like to extend the lease another 10 years from today to 2023. He cited a lengthy list of programs that occur in the facility including the Senior Meals and Meals on Wheels. He also presented an overview of the total expenses for the past 69 months which averaged about \$2,500 per month. He cited a list of investments the club had made totaling \$22k +/- on a

new hot water heater, furnace, fire alarms, etc. Mr. Lancor said that there are lots of people expressing concern over the condition of the rest rooms (which are now 40 +/- years old) and if they renovate it would be necessary to make it handicap accessible. Joel said that he understands, but not sure he's ready to extend the base lease by 10 years. Lions Club member Pat Strickland, said they are just not sure where the Town is headed on the question of a gym and if anything like that will be done, or will the Town put a for sale sign out. Jon said that there are two questions: 1) Will the Town give the Lions Club permission to make these renovations; and 2) Will the Town extend the lease by 6 years? Member Kate Lancor said that the club is acting as a quasi community center. Russ asked if the situation were that the Town had a buyer who didn't want to continue the lease, where do all the other programs go. Carter pointed out that any buyer would be assuming the obligations to honor the lease then in effect. Member Dan Grow thought that a good selling point would be the \$60k spent in improvements. Jon agreed that it would be a good selling point, but pointed out that it would be a negative factor if the building was locked in with a lease. Carter reminded the BoS that in the recent inspection it was thought that the roof had another 4 +/- years left to it. Russ asked about the septic system how much longer it had. Member Joe Keegan said that they pump it regularly to extend its life. Mr. Lancor said that at Town Meeting, based on the Blue Ribbon Commission's recommendation that a study be done for a gym at the school, it was not proposed to include a kitchen and function room. Carter said that this lease was not a standard commercial lease as it puts the entire burden on the Lions Club. The lease does not distinguish from major capital items of mechanical, roof structure, etc. and general repairs and maintenance. Russ said that he was leaning towards giving the Lions Club an extension (no cost to us) which would take care of the biggest need of the moment, but added that there is still the need to deal with the roof and septic. Jon expressed concern that if we extend the lease, the Town has to incur the cost of the roof which will not go for 10 years. Member Kay Peranelli said that no-one has the crystal to foresee any of these things. Mr. Keegan asked if the Lion Club makes the repair would the Town prorate for any time they don't get to use it. Russ thought that the Town should extend the lease with some of Carter's suggestion as to more standard commercial language. Ed agreed, as did Jon. The final consensus was to have Carter meet with the Lions Club and prepare a guidance memo prepared for the May 16<sup>th</sup> meeting from which a new lease would be redrafted.

The Chair recessed the meeting at 5:41 p.m. and reconvened it at 5:46 p.m.

5. Dry Hydrants: Carter gave an overview of the current dry hydrant program suggesting we should add "repair" as a use of the reserve fund and cisterns as well. He also spoke to the possible inclusion of pressurized hydrants. He cited the number of cisterns that had been found so far and the need to locate the remainder. Joel asked if the Town had any of these agreements and learned that few formal agreements had ever been established. Russ said they should be on file with the plan(s). Joel commented that many are not related to subdivisions and that these agreements had – to his memory – all been on record at one point. Carter agreed they should be with plan files, but also they said they should be recorded at the Registry of Deeds. Russ, Ed, and Jon were in general support of the outline of the TA's memo of April 25, 2013 while Joel said he was concerned over pressurized hydrants. As to the matter of how the Town would "accept" a dry hydrant or cistern; Jon thought it should be by the BoS after a public hearing. With this change, and

