

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

Selectmen's Meeting

October 3, 2013

MINUTES

Selectmen: Joel R. Mudgett, Jonathan W. Tolman, Edward J. Charest, Christopher P. Shipp, 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:** Ed Made the Motion to approve the Selectmen's Minutes of September 19 and 26, 2013 as written. Chris Seconded the Motion. The Motion carried unanimously.
- IV. **CITIZEN INPUT:** 1) Jordan Prouty presented to the Selectmen an 18 page signed petition requesting that Town Administrator Carter Terenzini's contract not be renewed or extended, and that a search committee be formed to include members of the public for the purpose of hiring a new Town Administrator. Mr. Prouty read his letter into the minutes (attached), stating that the Town Administrator serves at the pleasure of the Selectmen, as the chief administrative officer, charged with the daily operations of the Town, but also represents the community. In light of the recent public hearing held by the Selectmen to remove two Planning Board members, the petitioners find that Mr. Terenzini's conduct and values do not positively reflect on the community and respectfully request that a new Town Administrator be hired that exhibits the values of the Town's long term volunteers. Joel accepted the petition and said that the Selectmen would take this under advisement. Chris asked how many signatures and learned from Mr. Prouty just under 200.
- V. **NEW BUSINESS:**

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

DOCUMENT DATE	DOCUMENT	MAP/LOT#
10/3/13	2013 Certificates of Recognitions - Adopt A Spot & Adopt a Facility	N/A
10/3/13	2013-2014 Highway Safety Grant – Operation Safe Commute Patrols	N/A
10/3/13	Disabled Exemption – Denied	111-012
10/3/13	Payroll Manifest & Signature File, \$87,103.59	N/A

Joel read the file for October 3, 2013. Russ Made the Motion to approve the Payable/ Payroll Manifest & Signature File as written. Ed Seconded. The Motion carried unanimously.

2. **Review for Approval: 2013 Adopt A Spot & Community Partners:** Jon applauded the efforts of all those involved in this program to improve the quality of life in Town. He presented certificates of recognition to the following participants: Robert P. Patenaude,

Pine Ridge Lawn & Landscape, LLC, Moultonborough Women's Club, Miracle Farms Landscaping, and Karen & James Nigzus & Family. Plaques were awarded to the finalists. Jon presented third place to the Moultonborough Toastmasters and second place to Donnybrook Home Services. First place was awarded to Dionne's Plant Place. Jon announced that there was a new category this year, Adopt A Facility which was started by DPW Director, Scott Kinmond, who is hoping to expand this to other facilities in 2014. McCarthy Lawn & Land Maintenance adopted the Public Safety Building this year, and provided lawn maintenance at no cost to the Town, while being compensated for fertilizing, mulching, and pruning. The adopting company received free advertising by way of a sign at the facility recognizing their participation. Carter recognized the efforts of the Community Garden Project, chaired by Ken Kasarjian. Mr. Kasarjian said that he was pleased to chair this effort, which actually started many years ago, but actually took shape this year. He thanked the sponsors who donated services, utilities, and their expertise and knowledge in this effort. Sponsors included: Lions Club, Lacey Irrigation, Blackadar Electric, Lamprey Suburban Septic, Meredith Village Savings Bank, Aubuchon Hardware, Dionne's Plant Place, Gilbert Block, McCarthy Lawn & Land Maintenance, Heath's Hardware, and Picnic Rock Farms. He also thanked Wayne and Ed Richardson for plowing and tilling the garden, and Ralph Mitchell for donating the funds to allow a family to purchase a garden spot. Joel and the Selectmen thanked everyone involved for their time and effort.

3. Review for Approval: Proposed Purchase, 970 Whittier Highway, Adele Taylor

Property: Joel reported that the Selectmen have, as required, held two public hearings on the proposed purchase of this property. 1) Bud Heinrich asked if the Selectmen have received an official comment from the School Board. Joel replied that although there wasn't a formal vote by the School Board at the meeting the Selectmen recently attended, members did comment favorably. Joel said that he will request that the School Board take a formal vote. Mr. Heinrich suggested that the offered scholarship be separated from the question. 2) Josh Bartlett asked if the Selectmen had a plan for the property. Joel said that they were not at that stage yet. Jon thought that in preparation for Town Meeting, the Selectmen should get a formal appraisal done, have a formal discussion on it with the School Board and their desire to not have a Recreation Department's gym on or adjacent to school property, and an estimate to make any repairs/mitigations to the building, if they were to decide to preserve it, and a committee to explore the possible uses and develop a plan to present at Town Meeting. He added that he was unsure if all members of the Heritage Commission were in favor of preserving the building and would like confirmation on this, of which the trustees of the Taylor property were not adamant about. 3) Diane Bartlett said that she would like to see the Town preserve this historic building. 4) Hollis Austin opined that the Town shouldn't be in the land acquisition business. 5) Mr. Bartlett said that years ago there had been a water test done of all properties in the village and thought that the results should be made public. 6) Mr. Heinrich expressed concern about Carter's comment that the Selectmen wanted the CIPC to increase their cap to 5% and thought that the purchase of this property would increase it significantly. Joel replied that the purchase would not be part of that budget. Russ added that it would be a separate warrant article and not part of that or the capital budget. Jon agreed and said it would be outside of the CIPC cap. 6) Mr. Bartlett said that the CIPC's charge was to review anything over \$10,000. Carter explained that any expenditures over \$10,000 must be reviewed by the CIPC, although it is outside of that charge, but still within the CIPC's review. The Fund Balance Policy requires a level of at least 11.5%, and presently it is above that percentage. The Selectmen can choose to

make additional contributions to the Capital Reserve Fund and Capital Expenses that can't be met within the 5% cap. In consideration of this purchase, Carter said he asked the Selectmen how they wanted to proceed and it was decided to use the Fund Balance. Chris said he was in favor of the purchase. Russ thought that the voters should be allowed to decide. Ed speaking as a resident and not a Selectman, said that earlier the family had no expectation of selling the property to the Town. A few years ago an architect looked at the building and its possibilities. Ed thought that a great use would be for a senior center with additional programs which would provide a sense of community. After further discussion and public comments, Jon Made the Motion to ask the question at the 2014 Town Meeting with a warrant article, and in advance, to obtain an independent appraisal of the property and an estimate to secure any environmental issues (i.e., asbestos), and form a committee to explore possible uses for the property. Chris Seconded. Ed Abstained from the vote. The Motion carried Unanimously.

4. Review for Approval: Proposed Easement to MBLU 162-075, Deep Woods Lodge Road: Ed Made the Motion to grant the easement to the property owners of Map 162 Lot 075, as described in the Town Administrator's memo dated August 5, 2013, accepting the donation of \$600 to the general fund, and the payment of legal fees of said owner, and to authorize the Town Administrator to negotiate the needed agreements at the purchase price previously negotiated. Chris Seconded and the Motion carried Unanimously.
5. Review for Approval: Review for Approval: Award of 2014-2017 Assessing Contract: Russ said that he, along with the Assessor and two other staff interviewed the three bidders/contractors. It was agreed by the panel that two of the contractors did not have the staff to allow them to adequately assess the Town. One of these two contractors, had previously been affiliated with Vision, but did not have enough NH certified appraisers and would require that they have a dedicated computer at Town Hall in order to download files and make changes. Chris asked and learned that Vision Government Solutions has 85 appraisers and 15 certified in NH. Russ added that Vision has in the near future the technology to allow the Town to access its assessing database using the "Cloud". The interviewing panel all agreed to recommend that the Selectmen accept Vision Government Solutions' bid. Russ Made the Motion to award the 2014-2017 contract to Vision Government Solutions, authorizing the Chair to sign the contract. Ed Seconded. Jon asked if KRT had more staff, would this have made a difference. Russ said that based on the presentation given, it did not appear that this firm was looking to expand and in fact told the panel that they hired college students in the summer to do the data entry. Precise data entry is very important and this was not looked upon favorably. 1) Bud Heinrich asked and learned that Vision had the highest bid. He asked why there weren't more bids. 2) Hollis Austin thought that the Selectmen should allow public comment before awarding the contract. Russ didn't think that was the answer, adding that assessing is not an easily understood process, and the state's slower process further complicates it. Joel added that this has been on the agenda and was advertised. Chris said that it was publicized in the *Union Leader* and was sent to 45 vendors, but only 3 bids were received. Russ informed the public that the same critical questions were asked of all the bidders. Mr. Austin asked in what states were the three bidders located and learned that Vision is from Northborough, MA, KRT is from Haverhill, MA and Cross Country is from Concord, NH. Mr. Austin thought that vendors from Massachusetts bring their taxing values to New Hampshire, forcing high property values and taxes. Ed told Mr. Austin that he found this comment offensive, as his family lives in Massachusetts and there isn't anything wrong with their values. He added that he

thought Vision had done well in the Town. Jon Seconded the Motion. The Motion carried Unanimously.

6. Review for Approval: 2013-2014 Winter Maintenance Equipment Rates: Jon said that the rates are the same. Carter added that the fuel surcharge is different. Russ Made the Motion to approve the 2013-2014 Winter Maintenance Equipment Rates as stated in the DPW Director's memo dated September 24, 2013. Jon Seconded and the Motion carried Unanimously.
7. Review for Approval: TA Report Re: LRPPH & DHHS Region Alignment: Carter reported that the Town had been a part of the Lakes Region Partnership for Public Health for all programs (emergency planning) except substance abuse prevention. Due to a state re-alignment, Moultonborough is now aligned with the Carroll County Coalition for Public Health. The Town has requested to stay with LRPPH, as we partner with two LRPPH towns in our ambulance contract and also collaborate with visiting nurse services. Town's people feel that they are part of the lakes region and gravitate to that area for services, etc. Carter said that they met with the state and our request to stay with LRPPH was turned down for at least 2 years. Chief Wetherbee met with the school and for substance abuse prevention, they want to stay with the Carroll County Coalition for support of the MTA, but for everything else they want to be aligned with LRPPH. In order to stay with LRPPH, the cost to the Town is \$5,300/year, as the state will not fund this. Carter said it is staff's recommendation to fund \$1,325 for the month of October, November and December and authorize the Town Administrator to draft a Memo of Understanding with LRPPH, and to include the total of \$5,300 for the 2014 budget. Chris thought that we need to be aligned with one or the other and wants to see the school do the same. Jon agreed, adding that in an emergency, this decision will affect everyone. The goal is to be aligned with LRPPH. Carter added that substance abuse isn't just a school issue. Jon suggested talking with the school board and for now go ahead with the three month agreement for emergency planning. Carter thought that the Carroll County Coalition, in the long run, will not meet the school's needs and this shift will come about on its own. If the Town were to access the substance abuse program through LRPPH, this is an additional \$3,000, but presently there isn't a town wide effort. Jon Made the Motion to fund \$1,325 to remain with Lakes Region Partnership for Public Health, include it in the 2014 budget, and authorize the Town Administrator to draft a memo of understanding. Ed Seconded and the Motion carried Unanimously.
8. Review for Approval: ABC Memo Re: Meeting w/MVSB: Jean Beadle recommended asking a representative from Meredith Village Savings Bank to come and speak with the appropriate parties to look at all of the Town's accounts to insure that they are all being treated the same. She said that the Library Trustees are in favor, as are the Trustees of the Trust Funds. Carter said that this was in the hands of the Treasurer. Ms. Beadle said that there is evidence that there are variances in the interest rates for the accounts. The Selectmen agreed by Consensus to send the question to the Treasurer and they would encourage her to be available to attend a meeting.
9. Review for Approval: Annual Investment Policy Review and Re-Adoption: Carter reported that this is the annual review which has received changes that better reflect the statute and in some areas mirrors that same language. Ed Made the Motion to approve the Annual Investment Policy as written. Russ Seconded. The Motion carried Unanimously.

VI. OLD BUSINESS: None.

VII. OTHER BUSINESS:

1. Board & Staff Liaison and Update Reports: Ed reported that the Heritage Commission has met.
2. Advisory Budget Committee Minutes, August 26 & September 12 & 23, 2013: Acknowledged.
3. Planning Board Minutes, September 11 & 25, 2013: Acknowledged.
4. Heritage Commission Minutes, September 16, 2013: Acknowledged.
5. Visiting Nurse Service Professional Advisory Board Minutes, September 17, 2013: Acknowledged.

VIII. CORRESPONDENCE:

1. Time Warner Cable, September 18, 2013, Program Changes: Joel reported that this was their usual letter of possible program changes.
2. Bud Heinrich, September 23, 2013, Taylor Property: Joel asked Mr. Heinrich if he wished to speak to his letter. Mr. Heinrich said that he previously voiced his opposition to the purchase and that was satisfactory.
3. Jon suggested that the Selectmen appoint Matt Swedberg as an Alternate to the Recreation Advisory Board. Joel asked that it be prepared for the next meeting, October 17th.

IX. CITIZEN INPUT: 1) Al Hoche reported that the Milfoil Dive Team will be at Harilla Landing Friday at 9 a.m. if anyone wishes to see them in action. 2) Mr. Heinrich said he's seen Styrofoam floats in the Greens Basin area and asked if this was marking milfoil areas. Mr. Hoch replied that was correct and they will be removed for the season. 3) Mr. Austin asked and learned that the diving was in the area of the docks at the yacht club.

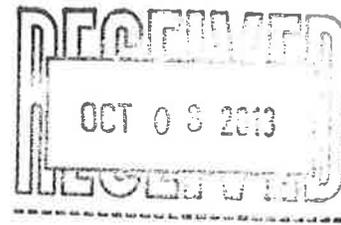
X. Non-Public Session: 91-A:3 II. (a) & (b): Joel stated that it was necessary for the Selectmen to go into Non-Public Session. Ed Made the Motion for the Selectmen to go into Non-Public Session per 91-A: 3 II (a). Jon seconded. A Roll call was taken: Jon – Aye; Chris – Aye; Ed – Aye; Russ – Aye; Joel – Aye. The Selectmen went into Non-Public Session at 8:35 p.m.

The Board exited Non-Public Session at 9:50 p.m. having voted by a vote of 2/3 or greater of the members present to seal the minutes, as divulgence of the information discussed likely would render the action ineffective, until - in the opinion of a majority of the members - the aforesaid circumstances no longer apply.

XI. ADJOURNMENT: Ed Made the Motion to Adjourn. Russ Seconded the Motion. Motion Carried Unanimously.
Joel adjourned the meeting at 9:51 p.m.

Approved

Date:
Respectfully Submitted
Hope K. Kokas, Administrative Assistant



October 3, 2013

**Board of Selectmen
P.O. Box 139
Moultonborough, NH 03254**

The Town Administrator serves at the pleasure of the Board of Selectmen, which appoint him, as the Chief Administrative Officer for the Town. He is charged with supervising the daily operations of the organization. In many ways he represents the face of the town to the public, even more so than the Board of Selectmen. In his official capacity, his actions, values, demeanor and character reflect who we are as a community. Although hired by the Board of Selectmen and acting under their authority, he ultimately represents all the citizens of Moultonboro.

When citizens find that his conduct and values and actions do not reflect positively on our community, they are left with no recourse, but to appeal to the body that made the decision to employ Mr. Terenzini. The undersigned citizens bring this petition to you, with a firm faith that a change will make for a better future.

We wish Mr. Terenzini no ill will, but we must respectfully request that you do not renew his employment contract at its expiration.

We do not take this action lightly, but we firmly believe that a change is necessary so that our town leadership can once again move forward in a positive manner that better reflects our values.

Over the past five years, Mr. Terenzini's actions have created animosity and divisiveness both in and out of town hall and as such, we have lost confidence in his ability to properly represent the citizens of Moultonboro.

The citizens, in signing this petition, are making a clear, fair, request for a more harmonious future for Moultonboro, requiring a new Town Administrator that exhibits natural leadership skills, and values matching those exemplified by our many long term volunteers.

Respectfully Submitted this 3rd Day of October, 2013