

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

Selectmen's Meeting

October 17, 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: Russ Made the Motion to approve the Selectmen's Minutes of October 3 and 10, 2013 as written. Ed Seconded the Motion. The Motion carried unanimously.

IV. CITIZEN INPUT: 1) Gary Torressen told the Selectmen that he has received permission from Lt. Ringelstein to include his Memorial Day speech in the upcoming Town Report, and provided the Selectmen with a copy. He said he will also send the speech electronically. The Selectmen thanked Mr. Torressen for his effort. In addition, Mr. Torressen sought the Selectmen's approval to play taps at the Town's Veterans' Memorial Service on November 11th, at 11 a.m. The Selectmen gave their approval by Consensus, expressing their appreciation for his contribution. 2) Bud Heinrich asked if there was an update for the Old Landfill water test. Carter replied that the ground water was done, but not the surface water and when complete the report will be posted on the Town's website. Mr. Heinrich said he would like to volunteer to be on a search committee for a new Town Administrator. Joel replied that they have yet to discuss this. However, he informed him that Carter's contract requires that the Selectmen must provide one year advance notice, in March, of their intent to not renew. If the Board's intent is to not renew, then notice must be given in March of 2014, to not renew in 2015. Mr. Heinrich asked if the Selectmen have considered obtaining new Town Counsel. Chris replied that any discussion about this or the Town Administrator's contract should occur in a Non-Public Session. 3) Linda Punturieri asked when the road lines on Old Route 109 will be painted. Carter said he would check at tomorrow's staff meeting.

V. NEW BUSINESS:

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

DOCUMENT DATE	DOCUMENT	MAP/LOT#
10/16/13	Application for Construction of Driveways	018-022
10/17/13	Personnel - Conditional Offer for Employment	N/A
10/17/13	Payroll Manifest & Signature File, \$85,891.97	N/A

Joel read the file for October 17, 2013. Russ asked about the offer for employment, and if it should be addressed separately. Joel replied that it was a conditional offer. Russ Made the Motion to approve the Payable/ Payroll Manifest & Signature File as written.

Ed Seconded. Chris asked if #2, section 6 on the employment document, applies to all employees. Carter replied that this was the first time. Joel pointed out that there were two #6's, and asked that the second be changed to #6a. The Motion carried (Chris - Nay).

2. Review for Approval: Composition of Committee Re Taylor Property: Joel reported that they need to come up with a plan for this committee. Carter added that the Selectmen need to decide from what sectors of the community they would be seeking people to sit on the committee and then create the charge. Jon thought that there should be 5 members and suggested a member from the Heritage Commission, Planning Board, Conservation Commission and 2 at large. Joel relayed that Mark Borrin has volunteered as a member of the Heritage Committee. Russ felt that only those with open minds should be on the committee, without any bias. He added that he will ask the Planning Board to appoint a member. Jon thought that regardless, people will have an opinion. He thought that those who are against the purchase will gather their support for Town Meeting. Ed reported that Joanne Farnham has expressed her desire to be a member, as her interest is to increase senior activities. Chris thought that in order to have a well-rounded committee, they need to increase the at large members. Joel stated that the purpose of the committee would be to identify the best use(s) of the property if the Town were to decide to purchase it. Hollis Austin asked how many members they were proposing and Jon repeated his suggestion. Bud Heinrich thought that the Building Inspector should be included, increasing it to 7 members. He added he would like to see a representative from the Women's Club sit on the committee. Carter pointed it was advisable to have an odd number on the committee. In addition, he reminded the Board that the Conservation Commission has stated from a conservation position, that the property has no value to them, and suggested 1 member from the Planning Board, 1 Heritage Commission member, and 3 at large members. A request for community committee volunteers would be put on the web for the next meeting. He asked the Selectmen to send him their thoughts about the charge of the committee and the staff to support it and he will have a draft ready for their next meeting. Approved by Consensus. Carter provided the Selectmen with an appraisal service, which was the lowest bid, from Bill McLean of McLean Associates, Gilford, NH for \$2,000, with completion in four weeks. Carter said he will work with the Town Engineer regarding the environmental abatement for the friable asbestos in the basement. Russ Made the Motion to approve McLean Associates to appraise 970 Whittier Highway. Ed Seconded and the Motion carried Unanimously. Bud Heinrich asked if there were any results or an update from DES regarding the water. Carter reported that 7 locations were tested from 6 water sources in the village. None of the sources had a concentration of volatile organic compounds that exceeded laboratory detection limits. Carter said he would post the report on the web.
3. Review for Approval: Recreation Advisory Board Alternate Apt., Matt Swedberg: Ed Made the Motion to appoint Matthew Swedberg as an alternate to the Recreation Advisory Board, term expiring March 31, 2014. Chris Seconded. The Motion carried Unanimously.
4. Review for Approval: Budget Transfer #3, Video on Demand: Joel reported that \$10,000 will be transferred from the Selectmen's Contingency account, in order to purchase equipment and to secure EZ Stream services, at \$35/meeting with a cap of \$2,495 per year. Joel thought and the Selectmen agreed, to start out, to limit videoing, to the Selectmen's meeting, the School Board's meeting, and the yearly Town Meeting. Once all of the kinks are worked out, the Selectmen will consider expanding to other board meetings. The Selectmen agreed that the equipment needs to stay in the Town

Hall, except for Town Meeting. Hollis Austin asked if there would be a contingency plan for meetings with overflow attendance. Joel said that if needed, the equipment would be moved. Russ asked if the equipment would be insured. Carter thought that the cost to insure would exceed the cost of the equipment, given the Town's deductible. Chris Made the Motion to approve Budget Transfer #3, transferring \$10,000 from the Selectmen's Contingency Account to Other Charges and Expenses Account as detailed in Carter's memo dated October 15, 2013, and authorize the Chair to sign. Jon Seconded. Russ asked and learned that the yearly \$2,495 is not part of the \$10,000, and will be budgeted separately. Joel added that any needed upgrade to the Internet is also not included. The Motion carried Unanimously.

VI. OLD BUSINESS: None.

VII. OTHER BUSINESS:

1. Board & Staff Liaison and Update Reports: Carter reported that ten days ago, he and Joel attended the subcommittee for the Carroll County Delegation Dispatch, with Earl Sires from Conway attending, to discuss the big question of equity. He told the Selectmen that the subcommittee met today and will recommend to continue to study the question and to get better numbers from the Sheriff's office. Carter said that he will try to attend Monday's meeting, or Representative Karel Crawford will provide us with an update. Joel commented that the smaller towns who benefit are not eager to make any changes.
2. Zoning Board of Adjustment Minutes, October 2, 2013: Acknowledged.
3. Planning Board Minutes, October 9, 2013 (2) Site Visit & Meeting: Acknowledged.
4. MPIC Minutes, September 24 & October 10, 2013, 2008 Master Plan Update: Acknowledged.

VIII. CORRESPONDENCE:

1. Time Warner Cable, October 1, 2013, Possible Program Changes: Joel commented that this is their usual letter.
2. LRPC 2014-2015 Membership: Bud Heinrich asked the Selectmen the cost for the 2014 membership and learned that it is \$10,119. He asked if there was more information about what the LRPC would provide for the cost, adding that they've received a large grant. Jon asked if the Town Planner's comment in the Weekly Update had to do with the grant Mr. Heinrich referred to. Carter replied that it did not. Joel said that LRPC will come before the Selectmen during the budget process (Carter thought towards the end of November). Ed said that LRPC's meetings are open to the public, and their minutes are posted on line. Russ told Mr. Heinrich that the LRPC presented to the Planning Board and the Selectmen last year. The Planning Board felt that the Town was receiving good services for the cost. Hollis Austin asked the Selectmen to get a guarantee that the LRPC not sign anything on the Town's behalf. The Selectmen all agreed that LRPC does not have that authority.

IX. CITIZEN INPUT: 1) Hollis Austin commented that the Selectmen haven't been reading the names of new residents. Joel said that this practice was stopped several meetings ago, adding that it is due to legality and privacy. Russ said that the Town Clerk attended a Town Clerk forum and this was discussed. The information on the Residency Form is for her office's purposes only and the RSA's prohibit this. He reminded Mr. Austin that there are people who

want to not publicize where they reside, for various reasons. Mr. Austin asked how the Town can keep track of who is coming/leaving Town. It was suggested that he check the Voters' Checklist, which is public information. 2) Paul Punturieri reminded the Selectmen that the Town has 2 members on the LRPC. Joel thought it would be a good idea to get them to update the Board. 3) Mr. Austin then asked why the Selectmen discontinued reading the approved applications for pistol permits. Joel said, again it is a matter of privacy and state statutes. Mr. Austin thought that Town Counsel would have advised the Selectmen of both of these laws, and thought this was good reason to find a new Town attorney. Joel replied that they've decided that any discussion about this would be held in a Non-Public Session. He added that Moultonborough wasn't the only Town to not know the law in these matters. Ed added that Town Counsel doesn't initiate, but responds when asked. 4) Peter Jensen, Chair of the Milfoil Committee, reported that they will be going to Concord on November 4th and hope to work with the Rules Board in an effort to increase efficiency, decrease the repetitive procedures, and the high cost. He added that the Committee will be seeking the Selectmen's support in a letter. Jon encouraged them to go to every state department towards this effort.

X. POSSIBLE NON-PUBLIC SESSION: None needed.

XI. ADJOURNMENT: Ed Made the Motion to Adjourn. Jon Seconded the Motion.
Motion Carried Unanimously.
Joel adjourned the meeting at 7:59 p.m.

Approved

Date:
Respectfully Submitted
Hope K. Kokas, Administrative Assistant