

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

Selectmen's Meeting

November 7, 2013

MINUTES

Selectmen: Joel R. Mudgett, Chair (absent with prior notice), Jonathan W. Tolman, Vice Chair, Edward J. Charest (arrived at 7:44 p.m.), Christopher P. Shipp, Russell C. Wakefield; Carter Terenzini, Town Administrator; Hope K. Kokas, Administrative Assistant.

- I. **CALL TO ORDER:** Jon 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 31 and November 1, 2013 as written. Chris Seconded the Motion. The Motion carried unanimously.
- IV. **CITIZEN INPUT:** 1) Margaret Franckhauser, Executive Director of the Central NH Visiting Nurse Association & Hospice (CNHVNA&H) told the Selectmen that she understands the Town's consideration to converge with another home health care agency due to increased pressures under the health care reform, Medicaid and Medicare regulations, etc. Ms. Franckhauser told the Selectmen that she was astonished that the Town didn't approach her agency to discuss what they have to offer, and in fact learned of the Memorandum of Understanding (MOU) from one of her agency's donors. She said that they are already serving Moultonborough residents, and many of the Town's residents were instrumental in creating the hospice program. Ms. Franckhauser told the Selectmen that she would like to have the conversation, and if it is too late, then she wants it on record CNHVNA&H already has a presence in Moultonborough, providing visiting nurse services, hospice and pediatric care. Jon thanked her for attending the meeting.
- V. **NEW BUSINESS:**
 1. **Public Hearing & Review for Approval: MOU, VNMCH Re: MVNS; CNHVNA&H Communication:** Jon opened the public hearing at 7:06 p.m. Carter stated that the MOU is a result of over a year's worth of work. He reminded the Selectmen that during previous budget years he has recommended the need to find a way to increase revenues and caseloads and decrease costs. Because of the reduced caseload there have been per-diem staffing issues and struggling to provide meaningful professional work for the nursing staff, one of which has 30 years of experience serving the Town. The July presentation reported on agencies that share the Town's VNS philosophy. The Selectmen authorized the nurses to begin a discussion with the two agencies that mirrored the Town's philosophy. They found that collaboration was not possible and the other agencies didn't have an overflow caseload for the Town to pick up or "slack" resources for us to buy. Carter said that the Visiting Nurses of Meredith and Center Harbor were interested, offering to absorb the back office work, and taking on the Town's two full time nurses, asking for partial compensation for the Director, and \$18,000 toward the "write offs". In addition, towards the transition, for the first year, the Town will provide

one office space at Town Hall, along with telephone, copying, etc., to allow residents continuation of local services. Carter said that through assuring retention and continuation of staff and clients, the Town avoids unemployment costs. He added that it isn't always about the numbers, but the service and caring for patients, and valued staff. For the first year the savings to the Town will be approximately \$160,000, second and third year \$185,000, and in the fourth year and on the Town will save \$225,000 per year. Russ felt that it was important that they have continuity and keeping it local, saving the Town money without any loss of service. He thought that the combining of the two agencies will enhance services. Chris said that all along he wanted to be sure that the Town maintains some level of control on the Board. He asked and Carter replied that presently there are eleven members on the VNMCH. He anticipates it will be expanded to 13. The MOU requires there be at least one Moultonborough board member. Director Deb Peaslee said that they have been looking at this for some time now. They have difficulty recruiting per-diem nurses for 24/7 coverage. They presented to the Selectmen in April, July, and in October. She said they had hoped to be able to collaborate with another agency and are surprised of the outcome. If the VNS were to remain a separate agency, there wasn't any way to trim costs. 1) Diane Davis, VNS Board member and retired nurse, said that she thought the MOU was a win/win situation. The Town will benefit, as patients will be able to see their same nurses, there will be no loss of care, but an expansion. The Town's valued nurses will be able to retain their retirement. Ms. Davis thought it was time to do it. With the changes in medical care and homecare, there are things that the Town's VNS just can't provide, but VNMCH can. 2) Robert Patenaude said that he was in favor of the move, as it will keep the service closer to Town. He thought that the CNHVNA&H has gotten too large, and this was a much more affordable approach. 3) Charlotte Leavitt, a retired nurse, said that small agencies are having difficulties with the proposed health care changes, and her concern is that residents receive the home care needed. 4) Paul Punturieri agreed that a change was needed, but asked why the Town did not approach CNHVNA&H. Carter replied that they looked at the geographics, doing a gap analysis, what made the Town's VNS special and what they are known for, and which agencies shared their small town care philosophy and culture. Two agencies were recommended by the nurses and the VNS Board. Nurse Jeri King said it is important to give people a choice of which agency they want to receive their homecare from, and one choice wouldn't fit all. Russ added that the competition for a small agency is fierce. He said that he hoped that because of this move, the 70 CNHVNA&H patients would seek services from the VNMCH. 5) Kevin Kelly said as an owner of a home health care service in Massachusetts, he knows the effort and compassion of anyone in this service is extraordinary. In an effort to find out what was going on he spoke with Carter and then Ms. Franckhauser. He said he learned that as a municipal agency, they must stay within the Town limits. He thought that the Town should put it out to bid, as other agencies might give the Town a better deal. Mr. Kelly cautioned that co-pays and write offs are likely to change, and his concern that the Town will continue to spend money in this effort. Patients can choose where to get these services. Carter said that he didn't think putting this out to bid would be successful. The three year agreement is subject to approval at Town Meeting, and at the end of three years the Town can choose to negotiate or be off the hook. He agreed that to compensate for staff is a little unusual, but it does avoid paying unemployment, and more important is that the Town's valued nurses will be picked up before our agency goes out of business. He added that not all staff in the department is being picked up. If Director Deb Peaslee leaves their employ, then the Town is off the hook. This is not a bottom line matter, but

about the human element impact. 6) Mary Bidgood-Wilson, Nurse Practitioner said that the Town's population is aging, and expressed concern that the Town is going to similar services which don't provide hospice or pediatric care. Telehealth will be required, and not an option. She understood the desire to stay small, but thought the Town should at least talk to CNHVNA&H. Carter replied that it is also an investment in regionalism, like the ambulance service, and the Town's choice to stay with the Lakes Region Public Health, and also Lakes Region Mutual Fire Aid. Making this move is another opportunity to work with our neighbors. 7) Nancy Wright asked and learned that VNMCH does not have hospice care. 8) Ms. Franckhauser said that CNHVNA&H has five staff that live in Moultonborough. Work is done in the home and not where the office is located. She added that CNHVNA&H's annual request has been minimal (\$800) knowing that the Town had a service, and asked if the Town would consider increasing their annual request for funding through their citizen's petition. Russ asked Ms. Franckhauser, if the Town were to go with them, then what would the Town's contribution be. She replied that it would be based on the unfunded care. 9) Kevin Kelly said he'd like to know why the CNHVNA&H wasn't invited to make an offer and asked what the Town's VNS patient count was. Director Deb Peaslee told the audience that the Town's VNS provided 1,330 home visits in the past year, with 106 patients. 10) Peter Jensen asked if the visits that the Town made were the same as CNHVNA&H and if the two could be compared. Ms. Franckhauser replied that the 700 visits include all, but a majority was hospice and pediatric care. 11) Hollis Austin asked why the VNS is restricted to serve only in Moultonborough. Carter replied law dictates that as a municipal service, it must provide service within the Town, and without a mutual aid agreement, it can't be done. Moultonborough is one of two towns that has its own department. Mr. Austin asked what the major problem was. Director Deb Peaslee said that in general the issues in healthcare, nurse recruitment has been difficult given the change in demand, which they are unable to predict, and the lack of volume to have a schedule. Nurse Jeri King said that when it is deemed necessary they refer patients for hospice care to CNHVNA&H, and this won't change. Russ said that he thought for CNHVNA&H it was about competition and economics. 12) Mary Bidgood-Wilson said she disagreed, more home healthcare is needed, along with pediatric care. She asked the Selectmen to slow down and talk with CNHVNA&H. Chris asked Ms. Franckhauser if the Town signs on with VNMCH, can patients still seek care from CNHVNA&H. Ms. Franckhauser replied that yes, they could, but thought that her agency would request increased funding through a citizen's petition. Ed (arrived at 7:44 p.m.) said he's been on the VNS Board for several years and this has been discussed for a long time. The Board wants the best service for the Town, but to keep the VNS, they must have the patients. The Town is not getting the value and the municipal service can't continue or provide the technology needed. It is regretful to make this decision. Ed said that he had no problem going to the VNMCH. 13) Jean Beadle, ABC Chair said that the issue goes beyond the cost, even with the \$200,000 loss. She thought that the voters would choose to pay for the loss to maintain this service, but without the per-diem nurses, they can't provide the service. Ms. Beadle thought that if the Town doesn't act, that the VNS would implode. 14) Paul Punturieri felt that no one disagrees with this, but thought the Town should explore other agencies. 15) Ken Kasarjian felt that CNHVNA&H was coming at the eleventh hour and it wasn't appropriate. Jon informed everyone that Ms. Franckhauser contacted him and asked if she could speak at tonight's meeting. He thought that a big part of this is about the people and it has been a long discussion. Jon added that this has been the VNS Board's choice and they knew about the other options/agencies and these

two were recommended. Hospice and pediatric care will continue. He told Ms. Franckhauser to bring the citizen's petition with the increase. People will still have a choice and in time the services through the VNMCH may increase. Nurse Jeri King said that based on the comments made about the CNHVNA&H being a larger agency and handling complicated cases, she felt that she and Ms. Peaslee have the skills set and capability to handle anything, and felt very confident in their abilities. 16) Nancy Wright commented that this was a public hearing and felt that the Selectmen had made up their minds. She felt that this move was new information. Russ replied that they have worked on this over the past year, and the comments that have been made at tonight's meeting, have all been discussed. He asked CNHVNA&H to go ahead and make their sales pitch, as he thought that was their purpose in attending tonight's meeting. 17) Ms. Franckhauser responded that she has a Board and can't make any decision without their approval. Carter responded to Ms. Wright's comment, that this isn't new information, adding that the VNS Board knew of the seven different agencies and the services provided and each were given due consideration. 18) Joanne Farnham asked how one requests to receive a Moultonborough nurse. Carter replied that they can call VNMCH or call the Town's VNS telephone number and make the request. If you have been a patient, it is likely that you will receive the same nurse. For the first year, you can stop at Town Hall to see if either nurse is in the building. They are trying to make the transition as seamless as possible for the Town's people. Nurse Jeri King reminded everyone that when in the hospital, the patients can choose which agency they want to provide their home healthcare. 19) Hollis Austin said that the public hearing process was to hear about new ideas that may be better suited for the Town. Jon reminded him that the Agenda does say Public Hearing and Review for Approval. The VNS have had several public meetings discussing the problem and the options. Ed added that the VNS Board made the proposal and felt that they needed to trust their judgment. Each town pays towards the write off, Moultonborough's share will be \$18,000, Center Harbor share is \$15,000 and Meredith's share is \$78,000. 20) Peter Jensen said that people can choose which agency they want. If an agency decides to recruit staff, it is up to them. The MOU's purpose is to keep valued staff in the community. 21) Kevin Kelly asked and learned that the VNS patients will be discharged and their health records will be kept appropriately. Carter added that the software will be delivered to VNMCH. Russ said that the process and priority was not to find the cheapest service, but to be cost effective and the best service. 22) Ken Kasarjian thought that it was unethical that CNHVNA&H come in at the eleventh hour and to make a bid, when the bid that is being considered has been made public. Jon corrected him, saying that this is not a bidding process. Many townspeople receive services through CNHVNA&H and he was asked if they could speak at tonight's meeting. 23) Kevin Kelly repeated his concern that the Town is paying a salary and picking up the debt. 24) Diane Davis, commented from a patient's standpoint, they want the nurses that they know. The end of the year is an important deadline and to go beyond that will cost the Town money in auditing services. She asked the Selectmen to make a clean break in 2013. 25) Hollis Austin said that the first time the nurses presented was in October and he thought the people deserve to not be rushed into something. Jon replied that this isn't the first, but at least the third time the nurses had met with them in a public meeting. Carter said it was more like the fifth or sixth time. Chris agreed, that the declining patient numbers have been discussed for years. Adding that all agencies were considered, but VNMCH mirrors the Town's mission and the VNS endorsed this. This isn't a rush job. Nothing will change with hospice care. 26) Jean Beadle added that the discussion and the ABC's recommendation is in their yearly report. 27) Hollis Austin

thought that not all people are aware of the proposed change. 28) VNS Board member, Diane Davis said that health care is a private thing, and it is necessary to be professional about this. She thought for best patient care that it is important to stay as local as possible. She thought that the hospice care provided by CNHVNA&H was excellent. 29) Bob Goffredo suggested that the Selectmen take a vote. Jon closed the public hearing at 8:37 p.m.

Ed Made the Motion to approve the Memorandum of Understanding as presented between the Town and the Visiting Nurses of Meredith and Center and authorize the sitting Chair to sign the MOU. Chris Seconded the Motion. Ed commented that he feels a sense of sadness and loss in having to make this decision, but felt they must face the reality. The Motion carried Unanimously.

Jon called for a five minute recess at 8:40 p.m. The meeting reconvened at 8:45 p.m.

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

DOCUMENT DATE	DOCUMENT	MAP/LOT#
11/7/13	Disposal Agreement, 22 Rory Lane	051-018
11/7/13	Disposal Agreement, 25 Ben Berry Road	023-023
11/7/13	Application for Construction of Driveways	173-004
11/7/13	Application for Construction of Driveways	114-009
11/7/13	Payroll Manifest & Signature File, \$798,934.52	N/A

Jon read the file for October 31 and November 1, 2013. Russ Made the Motion to approve the Payable/Payroll Manifest & Signature File as written, adding that over half of this amount is due to the school and an insurance payment. Ed Seconded. The Motion carried Unanimously.

3. Review for Approval: Report Re: Pre-1981 Landfill & Submission to DES: Carter said that in response to the vote at the Town Meeting, three monitoring wells were set at the old landfill, water samples were taken and also surface water samples taken in the vicinity. He reported that no VOC's were found in the five ground or surface water samples. There were some minor exceedance in Chloride as well as Manganese, and Iron. These last two occur naturally in solids, rocks and minerals, and are all deemed as aesthetic in the secondary drinking water requirement. It is suggested to submit the report to DES and notify them that the Town is done. After DES gives its approval, the wells should be closed. Carter added that he does have the estimate to close the wells. Chris Made the Motion to authorize Carter to submit the report to DES, stating that the Town doesn't intend to do anymore work in this area, and based on their approval, the three wells are to be pulled and grouted, and request DPW continue with a surface clean-up of debris. Ed Seconded the Motion. Jon asked and Carter said that he would put the report on the web within the week. Chris said that he thought it was the responsible thing for the town to do and was glad of the outcome. The Motion carried Unanimously.
4. Review for Approval: Procedure Re: Collection of "Camper Tax": Carter reported that in the Tax Collector's memo, due to the nature of campers being mobile, that there isn't a way to place a tax lien to collect taxes. It is her recommendation and staff agree, to follow RSA 73:16-a, which would make the campground owner ultimately responsible for any overdue taxes. The Assessor would notify the campground owner in writing as of April 1st, providing them with an inventory of all known campers, and if the owners of

the campers are delinquent in tax payments, then under RSA 73:16-a, the campground owner becomes responsible. Carter added that it is the Assessor's intent to send a notice to the campground owners as soon as possible of the RSA and the Town's approved process. Russ Made the Motion to approve the Tax Collector's request to follow RSA 73:16-a as outlined in the Tax Collector's memo dated October 30, 2013 and to begin as of April 1, 2014. Chris Seconded and the Motion carried Unanimously.

5. Review for Approval: FY 2013 Fall Newsletter: Carter reported that based on the Selectmen's approval of the VNS MOU, that their article will be removed and replaced with one that has been approved by the Tax Collector. Ed Made the Motion to approve the fall newsletter as written, and with the edit so noted. Russ Seconded and the Motion carried Unanimously.
6. Review for Approval: FY 2013 Tax Rate Setting: Carter stated that the tax rate to be discussed is preliminary until DRA gives its final approval. The numbers stated in the Weekly Update have changed due to the school and the Veterans Tax Credits, increasing the application of fund balance from \$400,000 to \$540,000, which results in a fund balance of 14.8%. The tax rate of \$8.69 remains the same, which is an increase of 1.5%. Tax bills will go down for approximately 52% of property owners, and 48% will go up. The Town's portion is an increase of 4¢, county up 2¢, school's portion down 7¢, and state school up 14¢. Carter said if they want a higher application of fund balance, they must be able to maintain it over the next year or the rate artificially pops back up. Jon commented that with the plans for next year they are still above the 13.3% fund balance, and 11.5% is the limit to not go below. Carter added that only 50 +/- towns in the state have had their tax rate set and the increase is with the state school's tax. Approximately \$540,000 is needed for the tax rate of \$8.69 per \$1,000 of assessed value. Ed Made the Motion to authorize the Town Administrator to apply the fund balance application of approximately \$540,000 to achieve a tax rate of \$8.69 per \$1,000. Chris Seconded the Motion. The Motion carried Unanimously. Carter said that if DRA has a problem and the fund balance number changes dramatically, he will call an emergency meeting.
7. Review for Approval: Change Order Re Flooring Contract: Carter reported that the change order of \$2,800 is for modular flooring which will allow the replacement of worn sections. Russ Made the Motion to approve the flooring contract change order in the amount of \$2,800 and authorize the seated Chair to sign the order. Chris Seconded and the Motion carried Unanimously.
8. Review for Approval: Dennis Shaw, Retirement: Jon reported that long time employee Dennis Shaw has submitted his letter of retirement to begin December 3rd. In DPW Director Scott Kinmond's memo to the Selectmen, he has requested that Dennis stay on as a seasonal employee to begin January 1, 2014. Ed Made the Motion to approve Dennis Shaw as a seasonal DPW worker to begin January 1, 2014 as stated in Scott Kinmond's memo dated November 4, 2013. Chris Seconded and the Motion carried. The Selectmen thanked Dennis for his service to the Town and community.
9. Jon reported that Ken Kasarjian has volunteered to be on the Advisory Budget Committee. Jon suggested and the Selectmen agreed that Mr. Kasarjian should attend the first budget work session dated November 15th to see if this is a good fit for him. If so, he will be appointed at the next Selectmen's meeting of November 21st.

VI. OLD BUSINESS: None.

VII. OTHER BUSINESS:

1. Board & Staff Liaison and Update Reports: Ed reported that he and Jon attended the NH LGC annual conference and attended many interesting seminars, one of which was on homeless veterans, and another on recent court updates and changes in Planning. One he found very interesting was on the Right to Know Law, especially as NH is one out of seven states that has it written in the state law. Based on a recent court case of an individual residing in Vermont, who requested all kinds of information, the court ruled that because he did not reside in state then the Towns did not have to supply him with the requested information.
2. Advisory Budget Committee Minutes, October 10 & October 29, 2013: Acknowledged.
3. Planning Board Minutes, October 23, 2013: Acknowledged.

VIII. CORRESPONDENCE:

1. Joel Cerasuolo, November 4, 2013, Transfer Station Crew: Jon read Mr. Cerasuolo's letter into the minutes (attached), complimenting the crew at the Transfer Station and in particular, Ken Filpula, who assists him always with a smile on his face. The Selectmen agreed that it was good to receive this kind of correspondence.

Ed announced that he will be retiring and will not seek re-election. In February he will be having knee replacement surgery and thought that this was a good time to make the change. Ed commented that being on the Board of Selectmen has been a lot of fun.

IX. CITIZEN INPUT: None.

X. POSSIBLE NON-PUBLIC SESSION: None needed.

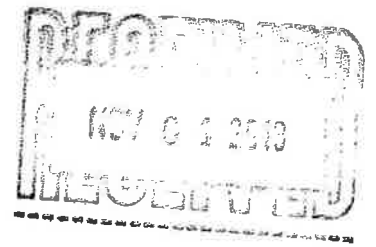
XI. ADJOURNMENT: Chris Made the Motion to Adjourn. Russ Seconded the Motion.
Motion Carried Unanimously.
Joel adjourned the meeting at 9:25 p.m.

Approved

Date:

Respectfully Submitted

Hope K. Kokas, Administrative Assistant



Moultonborough Selectman

Thirty six years have passed since we bought our chalet at the Balmoral development. We have enjoyed all of the benefits of having a second home in the Lakes Region.

The only down side in those early days was having to go to the landfill before leaving for home. Back then it was staffed by people who did not care if the chore was pleasant or torturous to the user.

Over the years the facility has morphed into a well run operation that is neat and orderly and a pleasure to visit.

I would like to take this opportunity to commend one of the staff in particular. The entire crew conducts themselves in a professional manner. The young man named Ken, who generally works the household trash compacters, is an outstanding individual.

Due to advancing age, and enduring one too many hard landings in Viet Nam, and working as a Flight Instructor here, I don't have the mobility I once had.

Ken always comes to my car (as he does for many others) collects up my trash bag and deposits it in the compacter.

He always greets you with a smile and is extremely helpful. As I mentioned all of the staff at the facility are great. One never gets growled at like we used to back in the early days.

I would like to thank all of the crew for a job well done

A handwritten signature in cursive script, appearing to read "Joel Cerasuolo".

Joel Cerasuolo
Shangri-La Dr Balmoral