

**OFFICE OF SELECTMEN
6 HOLLAND STREET
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MOULTONBOROUGH, NH 03254**

Selectmen's Work Session

June 26, 2014

MINUTES

Present: Selectmen: Jonathan W. Tolman, Joel R. Mudgett, Paul T. Punturieri, Christopher P. Shipp, Russell C. Wakefield; Carter Terenzini, Town Administrator

The meeting was called to order at 4:03 p.m.

BRC/Gym Facility Site Study: This had been presented to the Board for approval on 06/26 and referred for discussion. In the overview the document had said there was concern from several BoS members about the cost efficiency of maintaining two separate structures. The TA said this had come primarily from two members of the Board and if the majority of the Board wanted it struck it certainly could be. He read the paragraph with this issue struck and it seemed agreeable to the majority. The second matter was that of preparing cost estimates. The TA and Chair spoke to how different site locations could have different cost estimates (soils, topographic, etc.) and these were important to the decision making process. There was also discussion as to whether or not to cost estimate the possible future expansion. The TA suggested he could annotate the Scope of Work to show that only the "Baseline" building would be cost estimated. Given the import to the decision making process and the proposed amendment to the scope of work, the majority consensus was to approve it in this manner. Discussion turned to whether or not to include a member of the BoS on the working team with Chris Shipp volunteering to do so. Paul Punturieri volunteered as well. The Chair determined both would be invited and whoever could attend would. The next matter became the decision making process in narrowing the sites, with the TA pointing out that the need to involve the SAU in the process as it may well be their lands which are selected. Paul stressed the need to make these decisions in public meetings by the full Board. The TA pointed out that in order to stay on schedule we may need to utilize some special meetings and it was so understood. The Chair announced that the TA was going to go to the formality of announcing all meetings as if they were covered by RSA 91-A and build a web page for all the documents that would be used. Russ Wakefield spoke to the fact that the BoS was elected to represent people and make decisions and while public involvement was a good thing, he did not want to lose sight of the Selectmen's role. With the matters above seemingly settled it was agreed the matter was ripe for action.

States Landing: The TA gave an overview of the project and cost estimates coming out of the latest community meeting (Year 2). In reviewing the possible elimination of the Dog Park suggested in Year 1 Chris Shipp said we needed to keep in mind the final decisions needed to be made on behalf of the entire Town and not just those who showed up at the neighborhood meetings. The TA spoke to the potential to break many elements of the project into smaller money pieces, but that the dredging, which had to go first, could not be segmented. Chris asked how long the dredging might last. The TA said the Engineer would continually be trying to tie this down, but the best estimate was now 15+/- years. Russ Wakefield asked if we could address what it was believed caused the siltation problem which was them believed re-orientation from Shannon Brook. The TA spoke to the difficulty in moving wetlands (even if they now existed because they re-oriented a previous wetland/waterway) the difficulty building any sort of "stop-

log” to tap incoming siltation given the use of the brook from boat traffic to residential properties and that anecdotally as a person who kayaks this often, he has not seen any changes in the silting levels of the brook over the past 6+ years. The DPW Director, Scott Kinmond, spoke to various traffic calming means that might be used in lieu of the proposed realignment of Castle Shores Road (now estimated at \$80k). The Recreation Director spoke to the ongoing state water testing, the very few closures due to any form of bacteria, and a comparison to the closures of other public beaches in the area. The TA asked the BoS to review the materials in order to be able to give him direction in the near future.

Disposal of Unsold Surplus: The TA said an employee had approached him to suggest that Town employees be given a chance to acquire any unsold surplus at the end of each sale. This would reduce the costs of disposal and labor and be a fun thing for the employees. Chris suggested we allow people to take just one item from a lot instead of acquiring the entire lot. This met with general approval. With that done the concept was approved. The TA said that in previous years the unsold items (except hazardous materials) had been held over for a second round. This year the BoS decided to dispose of the items. He wanted to know if this was to be the approach going forward and it was so indicated. Ms. Hoyt of the DPW Office was commended for thinking of the idea and sharing it with the TA.

Parking for Island Properties: The TA circulated a memo on a request for overnight parking for island property owners and what other area towns are doing. He asked to be notified within two weeks if anyone wanted to pursue this

Evolving Evaluation Process: The TA and Scott Kinmond spoke to the current efforts of the work group and outlined the topics to be covered in a more aggressive evaluation tool that might allow us to move to employees being eligible for steps on an annual basis, a modest bonus for exceptional performance and a modest bonus for performance once they were “topped out”. Joel asked how this proposal would interface with the COLA. The TA said this was a discussion the Board needed to resolve. There have been times at which even employees who had been suspended from work were given the COLA. Russ wondered how we could possibly write this into the Personnel Policy without there being an expectation the step would be given every year. He did see the COLA as a wage equalizer to cover inflation. Scott Kinmond spoke to the need for some flexibility in the system to reward performance while acknowledging the need for a better evaluation tool. Chris Shipp spoke to the need to include training in the evaluation tool.

Reserve Fund Status: The TA distributed the anticipated 12/30/14 balances for these funds noting that the overall unassigned fund balance exceeded its annual target. He said he would be asking for direction on perhaps making supplemental appropriations to these in the coming year or perhaps accelerating some capital. He also noted he would be looking for direction on whether or not petition warrant articles become part of the base in calculating the 5% maximum growth rule.

Joel moved to enter Non-Public Session under RSA 91-A:3, II (c) [“Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself...”]. A roll call was taken: Paul – Yes, Chris – Yes, Russ – Yes, Joel – Yes, Jon – Yes the Motion carried. The Board went into Non-Public Session at 6:10 p.m.

The Board reentered public session at 6:24 p.m. having sealed the minutes by greater than a 2/3 vote as divulgence of the information discussed likely would adversely affect the reputation of a person other than a member of the public body itself.

Paul moved to adjourn, Joel Seconded. Upon Unanimous Approval, Jon adjourned the meeting at 6:25 p.m.

Approved

Date
Respectfully Submitted
Carter Terenzini

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