

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

Selectmen's Meeting

August 7, 2014

MINUTES

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

I. CALL TO ORDER: Jon called the meeting to Order at 7:01 P.M.

II. PLEDGE OF ALLEGIANCE:

III. REVIEW / APPROVAL MINUTES: Joel Made the Motion to approve the July 17, 2014 Public & Non-Public minutes and the July 24, 2014 Public & Non-Public as written. Chris Seconded the Motion. Paul asked that the July 17th minutes be amended, page 1, Citizen Input, correcting Laura Whitley's name to Laurie. The Motion, with the correction, carried Unanimously.

IV. CITIZEN INPUT: 1) Joe Cormier asked the Selectmen when they would amend the Noise Ordinance #10 to be in accord with the Fireworks Ordinance #22 passed at Town Meeting, adding that it is time to get it corrected. Jon replied that they are looking at all of the ordinances and reviewing how they should all be adopted and amended.

V. NEW BUSINESS:

1. Review for Action: Consent & Signature File:

DATE	DOCUMENT	MAP/LOT#
8/7/14	2015 Veterans' Tax Credit, Approved	200-037-000-021-021
8/7/14	2014 Yield Tax	086-002 & 279-001
8/7/14	Letter to Harry Vogel, Loon Center, "Thank You"	N/A
8/8/14	Letter to Employees, Staff Appreciation Survey Results	N/A

Jon read the Consent & Signature File. Russ Made the Motion to approve the Consent & Signature File for August 7, 2014. Joel Seconded. The Motion carried Unanimously.

2. Presentation for Action: UNH Re: BRC Needs & Feasibility Study: Bob Barcelona and Boyd Haggerty, Associate Professors of Recreation Management & Policy from UNH, told the Selectmen that part of their land grant charter is to work with communities. They tend to do one or two of these types of studies a year. The study will not only show whether such a facility is needed but look at the fund mix as well. The projects helps their students as well. Paul said we should not be going in with a conviction that there will be a recreation facility. He said a lot of people want to make sure we are using all available facilities in Town, Center Harbor and Meredith. Mr. Barcelona stated that they always look to see if one can partner to meet needs. He gave the Durham report as one example, adding that they go where the data leads them. Durham had no mandate from

the citizenry to expand and the UNH study actually recommended divesting some of the Town facilities and services. Jon explained that there is a concern in Town over whether we need this. He added that the Selectmen want to make sure they do a good job fleshing this out, whether you are in favor or against. He said that people may not agree with the results, but we need them to acknowledge the methodology was correct. Jon said that based on the Aiken study and others, it looks like these presenters do their homework, allaying concerns they are pro-recreation and will say it's needed. Russ commented that this seems like a cost effective opportunity and the Town will get a usable product. Paul asked Mr. Barcelona and Mr. Haggerty to walk the Board through the process. It was explained that the first step is for them to get an orientation to the project and then getting a sense of what the public wants. This is done with focus groups, which the Selectmen will be charged to getting the people to turn out. They will have personnel interviews and a Town wide meeting. They suggested not using paper surveys, which they felt was a waste of time and money, but doing this on the web, vetting the questions with the Town. Benchmarking, you set the comparables. 1) Bud Heinrich thought that the study will do the Town a world of good if enough people turn out. Mr. Heinrich thought that if enough people respond one way or the other, then this question can be put to rest. However, he was concerned that the history of the Town is one of apathy and believed that a mailed survey was the best way to go. 2) Joe Cormier asked if there were case studies and data reports available that the Town could learn from. Mr. Barcelona said that there may be ways to incentivize people to turn out. Similar sized communities have turned about approximately 125 people. He added that they also get a sense of the demographics of who turns out and relate that back to the Town. Russ asked for a timeline for when the focus groups would occur. Mr. Barcelona replied that they can try to schedule it into a time frame that seems best for the Selectmen. 3) Ken Kasarjian spoke of the Claremont recreation center and how it was cooperatively funded by surrounding towns, adding his concern of the burden to taxpayers if the Town goes it alone. 4) Jean Beadle wanted to ensure this is a totally and truly independent process. 5) Nancy Wright, citing her experience with the revolving attendance door on her "Pickle Ball" program, said the Town needs to have a handle on those who leave as snow-birds. Mr. Barcelona said that on the question of the timeline for his meetings he thought October, but could adjust it for whatever is believed gets the best turn-out. 6) Hollis Austin asked how they would assure that the focus groups aren't biased. Mr. Barcelona replied that they will give the Selectmen the outline of what types of people they need to talk with, but it will be the Town's job to get them to turn out. He added that the value of more focus groups is that it gives more people a chance to get involved. 4) Mr. Kasarjian asked how to accommodate the absentee owners as they too are taxpayers. Recreation Director Donna Kuethe said that by doing it in the fall, we can usually get many of those people, as 1/3 of the department's users are from out of state. Mr. Barcelona stated that as long as they are taxpayers, then they are stakeholders. Jon commented that the timing is always awkward, with kids shortly starting to go back to school, and after Columbus Day the "snow birds" are heading south. He added that he wants people to feel comfortable with the process. Joel thought that we could get a good response with the one-call notification system and surveys. Paul said that they shouldn't discount that we haven't been back to Town Meeting. However, on the other hand it looks like a good opportunity to get a handle on this. Russ thought that they will get to look at this very cost effectively. Paul said that we need to own this as we are involved in the site study. Jon said that he too struggles with this and thinks the Selectmen need to do their due

- diligence, and it is a learning process. Paul Made the Motion to direct the Town Administrator to prepare a formal proposal and budget and approach to the meeting structure for presentation to the Selectmen at their meeting of August 21st. Chris Seconded. The Motion carried Unanimously. The Town Administrator did advise that given some add-ons (mailing survey information, benchmarking other town's fees and the like might mean the budget comes back a bit higher than the \$5k initially presented).
3. Review for Action: MOA W/UNH Granit Re BroadBand Mapping & E-911 Data:
Carter explained the need for the layers to support the BroadBand mapping and his needed for expanded authority in that the initial approval was to seek E-911 layers for use in conjunction with the Town's GIS system. This time the information will be turned over to UNH – Granit. Paul was concerned over the privacy issue of names and telephone numbers being released and learned the data does not contain those numbers but instead shows street addresses (which are already on Town maps) and driveway locations. Paul Made the Motion to authorize the Town Administrator to re-seek E911 data for the BroadBand mapping program, release the information to UNH Granit and execute the Memorandum of Agreement. Joel Seconded and the Motion carried Unanimously.
 4. Review for Action: Application for Permanent Sign Permit, Off Premise - Paradise Falls:
Jon apologized for his part in misleading the Selectmen at their last meeting as to the allowable size of signage considering the initial staff memo which stated 4 square feet as allowable, which was in fact correct. The updated memo from Code Officer Don Cahoon shows that, if the Woodshed Restaurant (former signage) rebuilds by December 15, 2014, they have grandfathered rights to the location (subject to any property issues at the current location). The discussion was favorably disposed to the Applicant and the question became if the Board needed to take any new action. The TA said they did not if they wanted to let their decision of 07/24 stand. He simply had not wanted to proceed given they may have been under a misimpression over the standard upon which they made their initial decision. With no motion forthcoming to change that decision, it stood.
 5. Review for Action: DOT & FHWA Road Sign Installation, Request Letter of Support:
Paul recalled that there had been some comment last time over "clutter" on the roadways as we added signage. However, he thought safety took precedence. Joel spoke to the safety issues as well. Joel Made the Motion to authorize a letter of support and for the Chair to sign. Paul Seconded. The Motion carried 4-1 (Jon opposed).
 4. Review for Action: MVNS "Warm Clothing" & Related Elements of Holiday Program:
Carter explained that the MVNS staff and Board of Directors is no longer available to assist with this program and we need to advise the current partners. Joel added that the Fire Auxiliary is already involved. Jon suggested the Boy Scouts and Girls Scouts. Paul Made the Motion to authorize the Town Administrator to proceed with advising the current partners of this, and seek other partners if needed as outlined in his recommendation memo dated August 1, 2014. Chris Seconded and the Motion carried Unanimously.
 5. Review for Action: Form #1; Determination; Terenzini Re: POASI: Jon reviewed this followed on Carter's previous verbal disclosure of his ownership of land in Suissevale and how his actions as Town Administrator might be perceived by some as a conflict. It was now for the BoS to decide, under the new Code of Conduct, as to how it perceived this conflict. Russ felt that Carter's work on behalf of the Town would far exceed any personal gain the Town Administrator might accrue. Joel Made the Motion that the Selectmen's findings are that the Town Administrator's personal financial interest is not

substantial enough as to be deemed likely to affect the integrity of the services which the municipality may expect from him (the employee or officer). Chris Seconded and the Motion carried Unanimously.

6. Report: Report of Employee Surplus Lottery Outcome: Jon said that he reviewed the report and complimented Angela Hoyt for her effort. Paul Moved that the Board send her a letter and directed the Town Administrator to draft same. Joel Seconded. The Motion carried Unanimously.
7. Review for Action: Carter reported that the Milfoil Committee has requested that the Selectmen authorize an additional \$26,000 for added days of diver harvesting. Joel Made the Motion to authorize expending \$26K for the Milfoil Committee for diver harvesting. Chris Seconded and the Motion carried Unanimously.

VI. OLD BUSINESS:

1. Volunteer Luncheon, Set Date & Place: The Selectmen discussed that the luncheon could take place on September 27th at the Lion's Club with the traditional menu. The token will be certificates of appreciation (paper) given to each person and 5 gift certificates in the amount of \$50 given out by means of a lottery. Paul so Moved and Chris Seconded. The Motion carried Unanimously.
2. William & Susan Cutillo, July 1, 2014, Moultonboro Neck Road: Carter reported that Mr. Cutillo has recently emailed requesting the status of his letter of July 1st suggesting the Town work with the State to get Moultonboro Neck Rd upgraded (2/3 DOT 1/3 Town) and turned over to the Town. Jon reported that Highway Agent, Scott Kinmond is willing to reach out to DOT with Jon to do a fact finding as to how this might work. The Selectmen approved this effort by Consensus.

VII. OTHER BUSINESS:

1. Board & Staff Liaison and Update Reports: 1) Paul reported that the CIPC has set the public hearing on its plan for August 28. 2) Russ reported that the Library Board of Trustees is looking for the audit report. Carter said he would forward it to them. Jon reported that the Zoning Board of Adjustment has changed their meeting time to 7:00 p.m.
2. Library Board of Trustees Minutes, July 10, 2014: Acknowledged.
3. Zoning Board of Adjustment Minutes, July 16, 2014: Acknowledged.

VIII. CORRESPONDENCE:

1. Time Warner Cable, July 18, 2014, Possible Program Changes: Jon reported that this was their usual letter of possible program changes.
2. Judith C. Knowles, July 18, 2014, Retirement: Paul Made the Motion to send Ms. Knowles a letter of thanks for her years of service to the Library and best wishes for the future. Chris Seconded and the Motion carried Unanimously.
3. Linda Murray, August 1, 2014, Volunteer to Serve Your Town Review for Action: The Selectmen agreed to table the application until their next meeting, August 21st given it might be taken up at the Joint BoS/SAU meeting of -08/12.

4. NH DOT Block Grant Aid FY 2015: Carter reported that it is \$2,000 more for the two quarters in 2014, but what is troubling is that the 2015 quarterly payments will be \$25,000, whereas for 2014 the total was \$125,000.

IX. CITIZEN INPUT: 1) Paul complimented Carter, and Chris agreed, that he did a good job putting on the Selectmen's Retreat that was held on Wednesday August 6th. Jon congratulated Donna Kuethe on being awarded the New England Woman of the Year by the national organization "Every Child is Ours" (ECIO). She will be honored, Friday, September 19th, 6 p.m., at Hart's turkey Farm.

X. NON-PUBLIC SESSION: Paul Made the Motion for the Selectmen to go into Non-Public Session per 91-A:3 II (a) and (c) and only to reconvene for the purposes of adjournment. Chris Seconded. A roll call was taken: Paul – Aye; Russ – Aye; Chris – Aye; Joel – Aye; Jon- Aye. The Selectmen went into Non-Public Session at 9:03 p.m.

The Board exited Non-Public Session at 10:08 p.m. having voted by a vote of 2/3 or greater of the members present to seal the minutes until as determined that divulgence of the information discussed likely would adversely affect the reputation of a person other than the member of the public body itself.

XI. ADJOURNMENT: Joel Made the Motion to Adjourn. Russ Seconded.
Motion Carried Unanimously
Jon adjourned the meeting at 10:09 p.m.

Approved

Date

Respectfully Submitted

Carter Terenzini, Town Administrator