

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

Selectmen's Meeting

January 8, 2015

MINUTES

Selectmen: Jonathan W. Tolman, Chairman; Joel R. Mudgett, Paul T. Punturieri, Christopher P. Shipp (absent with prior notice), 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:** Paul asked for clarification of the minutes of December 18, 2014, New Business #6, page 4, after Joel made his motion regarding the authorization to purchase a new utility truck for the Fire Department, if part of his motion was to not refurbish old trucks. Joel replied, that it was his opinion and not part of the motion. Russ asked to amend the same minutes, New Business #4, page 2, at "Russ asked Mr. Gassman if the Town's money would be better spent to invest in fiber optics to enhance the underserved or spend it on the 40 homes without it." He asked to strike the words *without it* and insert the words with *any service*. Joel Made the Motion to approve the Minutes of December 18, 2014 as amended. Russ Seconded and the Motion carried Unanimously. For the minutes of December 19, 2014, Joel asked under item #3, Capital Budget Recap, at the sentence of, "*Finally the consensus was to add the second cruiser...*" add (*not replace the unmarked Taurus*) and Made the Motion to approve the minutes as amended. Paul Seconded the Motion and the minutes were approved unanimously.
- IV. CITIZEN INPUT:** 1) Joe Cormier said that regarding the minutes of December 18th, where he said that technology is changing fast, he wanted to add that it is being reported that Broadband is in a high state of flux.
- V. NEW BUSINESS**

1. Review for Action: Consent & Signature File:

DATE	DOCUMENT	MAP/LOT#
1/8/15	Northern Forest Resources Contract Renewal	N/A
1/8/15	Veterans' Tax Credit Approved - 2015	213-019
1/8/15	Disposal Agreement, Davis	089-001
1/8/15	Disposal Agreement, Martel	141-016
1/8/15	Disposal Agreement, Slaughter	120-012
1/8/15	Application for Current Use	141-017
1/8/15	2014 Abatement – Approved	245-006
1/8/15	Citizens' Petition, Starting Point, \$1,576	N/A

Jon read the Consent & Signature File. Joel Made the Motion to approve the Consent & Signature File for January 8, 2015. Russ Seconded and the Motion carried Unanimously.

2. Review for Action: Road Name Change Request, Schultz to Portage Pass: Jon reported that the Cambi Squam Lake Realty Trust owners of 78/107 Schultz Farm Road have submitted their request to change the name of the road to Portage Pass. This process began in May and it has been fully vetted per the Town's policy. NH E911 Div. of Emergency Services and Communications has reviewed it also. Paul commented that a lot of work has gone into this, and wondered if the process could be simplified. Carter said that if the road had many property owners on it, this process places the burden on the party making the request. Carter suggested making this effective as of July 1st. Jon read the Town's policy which states it will take effect as of April 1st. He added that the policy refers to an ordinance which is not included in the packet submitted. Jon suggested approving the road name change request pending review of the ordinance. Russ Made the Motion to approve the Road Name Change Request from Schultz Farm Road to Portage Pass with an enactment date of April 1, 2015 pending review of the ordinance referred to in Policy No. 6, Road name Changes. Paul Seconded the Motion. The Motion carried Unanimously.
3. Review for Action: Vachon Clukay & Co., PC, 2015 Audit: Carter explained that Vachon Clukay & Co. has been the Town's appointed auditor for several years. Last year the Selectmen asked to receive the contract prior to their actually doing the audit. This year the audit is scheduled for the week of February 16th. Joel Made the Motion to approve the contract with Vachon Clukay & Co., PC, for the 2015 Audit and authorize the Chair to sign. Russ Seconded. Paul asked about the cost as it isn't stated in the contract. Carter said that it is approximately \$16,000 and this depends on the amount of work that has to be done. The Motion carried Unanimously.
4. Review for Action: Old Landfill, Annual Testing Program: Jon directed the Board to Carter's weekly report. Carter reminded the Selectmen that this is the pre-1981 Landfill that was registered with NH DES. The 2014 Town Meeting authorized \$15,000 to test the old landfill to identify any pollutants. This was done and it was found that manganese exceeded the ambient groundwater acceptable level. At the last work session, the Board agreed to continue testing at the established locations for the previously tested elements, excepting the VOCs and OCs (which were below detection limits) and to retain these records for tracking at the Town Hall. Carter said he recommended doing this annually. He added that if DES makes inquiries then the Town will respond. At the work session the Selectmen wanted to direct the Highway Agent/DPW Director to do an annual inspection and Clean-Up Day for zero surface debris at the old landfill. Jon said that he was uneasy using the word zero surface debris, adding that raises the question of what to do with partially exposed items. The Board agreed that disturbing what is buried could cause more harm than good. Carter said that \$2,000 per year has been budgeted for the effort, which would cover transporting, testing and engineering. Paul said he was also uncomfortable with "zero surface debris". Carter suggested negligible. Paul suggested and the Selectmen agreed that DPW could invite the Conservation Commission to work together on the Clean-Up Day. Paul Made the Motion to test the pre-1981 Landfill site on an annual basis as outlined in Carter's January 5, 2015 Weekly Report, excepting the VOCs and OCs, and to direct the Highway Agent/DPW Director to engage in an annual inspection and Clean-Up Day at the site. Joel Seconded and the Motion carried Unanimously.

VI. OLD BUSINESS: Paul said that as this is the first meeting of the year, he'd like to bring to everyone's attention the following subjects: Deputy Treasurer's seat is still vacant; Review of employee evaluations needs to occur before step increases are approved; Selectmen's Goals; and

the indexing of Selectmen's motions made. Carter said that he would contact the Treasurer to find out the status. He asked the Selectmen to pick a date to review the evaluations, and perhaps it can be done at tomorrow's work session. Carter suggested that he'd work with Hope towards creating a Selectmen's motions made log/index and thought they could have something for them to review by January 29th. Paul reminded the Board that they wanted to work on their goals by April of each year. Russ asked that a copy of the Preti Flaherty/NHTI Course on Planning and Zoning Laws in NH be forwarded to the Town Planner and distributed to the members of both boards. He added that based on a comment made that members of the Planning and ZBA Boards are not provided with training (which he disputes), he wants to be sure that they have this training opportunity. In addition, Russ asked about the status of bringing the Code and Health Officer back from Holderness and having him in Moultonborough five days a week. Joel said it was tabled because all of the Selectmen were not present to discuss it. Russ said that there was enough work in Town to keep Don here for the full week. Carter reminded everyone that the priority for tomorrow's work session was to go over the three policies and the warrant.

VII. OTHER BUSINESS:

1. Board & Staff Liaison and Update Reports: 1) Paul said that while he didn't attend the recent Conservation Commission meeting, he is hearing that they feel the Selectmen are not supportive of their efforts. He suggested and Russ agreed to reach out to the Chair to identify if a problem exists. 2) Joel reported that the IMA Joint Ambulance Committee met and the other towns are going back to request funds towards the additional \$40,000 cost for a paramedic, which includes Meredith. He said that the Chief feels that no more changes should be made to the contract and if needed, a new one should be done. 3) Paul asked Carter about the DPW Director's weekly report and his comment that Highway had to cover for the Facility & Grounds Division due to illness and leave time. Paul asked if DPW's policy is the same for all divisions. Carter said it was except for landfill employees, and he would provide Paul with the particulars in this situation.
2. Milfoil Committee Minutes, December 3 & 17, 2014: Acknowledged.
3. Planning Board Minutes, December 10, 2014: Acknowledged.
4. Moultonborough Public Library Minutes, December 11, 2014: Acknowledged.

VIII. CORRESPONDENCE

1. Robert E. Whitley, December 18, 2014, Abutter Hartford Valley Road: Jon reported that Mr. Whitley in his letter is complaining about his abutter's property that has a storage container, a vehicle, trailer and a boat located on it. Don Cahoon and the Town Planner reviewed the ordinance and did not find the property out of compliance. They did find that based on the photo submitted it appears that Mr. Whitley was trespassing on the property. Joel Made the Motion to send a letter to Mr. Whitley reporting that the Code and Health Officer and Town Planner feel that this property is in compliance with the ordinance. Paul Seconded and the Motion carried Unanimously.
2. Time Warner Cable, December 17, 2014, Possible Program Changes: Jon reported this was their usual letter of possible program changes.
3. Judith A. Conway, January 6, 2015, Tax Relief & Partial Payment Plan: Jon asked that a short note be sent to Ms. Conway that the Selectmen are in receipt of her letter and direct her to follow-up on the Tax Collector's and Administrative Assistant's correspondence to her as to how to proceed for both issues. Joel so Moved. Paul Seconded. The Motion carried Unanimously.

- IX. CITIZEN INPUT:** 1) Jon announced that he will not be seeking re-election due to time constraints, family and his business. He encouraged people to become involved and run for the vacant seat. Joel added that he too will not run again.
- X. NON-PUBLIC SESSION:** Jon said that the Selectmen need to go into Non-Public Session per RSA 91-A:3 II (c) for reputation and will reconvene for adjournment only. Joel Made the Motion to go into Non-Public Session and to return for the sole purpose to adjourn. Paul Seconded. A roll call was taken: Paul – Aye; Russ – Aye; Joel – Aye; Jon – Aye. The Motion carried and the Selectmen went into Non-Public Session at 7:49 p.m.

The Board exited Non-Public Session at 8:05 p.m. having voted by a vote of 2/3 or greater of the members present to seal the minutes as it is determined that divulgence of the information discussed would likely affect adversely the reputation of a person other than a member of the public body itself and to not disclose the minutes and decisions reached to the public until, in the opinion of a majority of the members, the aforesaid circumstances no longer apply.

- XI. ADJOURNMENT:** Joel Made the Motion to Adjourn. Paul Seconded.
Motion Carried Unanimously
Jon adjourned the meeting at 8:06 p.m.

Approved

Date
Respectfully Submitted
Hope K. Kokas, Administrative Assistant