

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

Selectmen's Work Session

January 9, 2015

**MINUTES**

**Selectmen:** Jonathan W. Tolman, Chairman; Joel R. Mudgett, Paul T. Punturieri, Christopher P. Shipp, Russell C. Wakefield; Carter Terenzini, Town Administrator.  
**ABC:** Jean Beadle; Alan Ballard; Barbara Sheppard, and Chris Shipp.  
**Absent:** Amanda Bergquist; Kathy Garry & Linda Murray (w/prior notification)

The Chair called the meeting to order at 8:32am.

**CIPC Charge & Composition Revision:** The Town Administrator reviewed the suggested changes explaining that these were primarily in dates to make the submission of documents more workable and codification of practices developed to date. Paul spoke to his belief any changes to the charge had to go to the Town Meeting as they had authorized the establishment of the CIPC. Carter spoke to how the warrant vote authorized the BoS to establish a Committee to prepare a report in accord with statute and "... such other criteria as shall be established by the Governing Body..." Other occasions were discussed in which the Town Meeting might authorize an action and then the BoS had the ability to lay out implementation policy. Jordan Prouty spoke to the date changes as being acceptable but wondered why the balance of the changes were needed if the Board liked what the Committee did. Alan Ballard thought there were communication issues and that those could be resolved by making the Town Administrator be ex-officio part of the CIPC. Russell disagreed strongly believing there should be a separation between the CIPC and the TA/Budget process. Paul asked why the changes had not been more of a collaborative effort with the CIPC. Carter said that while the submission of the changes actually should have been into the Board with its FY 2014 budget as they had come out of an extensive process with the past CIPC and prior Boards. Alan felt the changes when beyond codification of practice but amounted to some watering down of the charge. He wondered why certain sections on current practices he found to be quite good to now being removed. Jean Beadle pointed out that the redline Alan was referring to was actually inserting those practices. Carter said he did not believe the use of the term watering down was a fair representation. The closest such change would only be the elimination of the ability of the CIPC to "pocket veto" an item by eliminating its ability to rank items as "Not Considered" and thus block the BoS' ability to go to Town Meeting for funding on an item. There was discussion of how this had not happened a great many times, but acknowledgement this had happened on several occasions. Paul said the Committee could not consider something if enough information was submitted. Carter said the CIPC can always reflect this in its low ratings of a project or classify it as "Not Recommended" but it was never intended that the CIPC could block the seeking of funding for a project by simply refusing to consider it. There was then a general discussion over clarifying who the "Ex-Officio" members were for purposes of electing officers, how a senior member would act as Chair in the absence of officers, and clarifying it was the School Board and not the "District" being represented. The consensus was for the Administrator to make changes to reflect those items and forward a final Draft to the next BoS business meeting for approval.

**Fund Balance Policy Revision:** The Town Administrator reviewed the purpose of the policy and how the Board had come to set the percentage of fund balance to be held in reserve at 11.5%. He then reviewed cash flow projections in the budget book and spoke to various times when he had to defer

payments or hold checks as we were close to being out of cash even if we exceeded the 11.5%. He was requesting an increase in this rate to 12.5%. There was a discussion of the merits of holding large reserves versus returning those dollars to the taxpayer, the potential costs of using the alternative of Tax Anticipation Notes (TANs), whether or not holding larger reserves led to a temptation to expend the overage (FY 2015 Police Cruiser) and whether or not to go to a higher percentage (13%, 13.5%, etc.). The consensus was to forward a final Draft at 12.5% to the next BoS business meeting for approval.

**MPIC Charge & Composition Revision:** Paul reviewed the suggested changes being made in response to a request from the Committee. There was discussion of the need to clarify who the decision making party was (i.e. responsible party) when it came to classifying projects (Section 5 a.). The consensus was to forward the revised Draft to the Planning Board for review and comment before final action by the BoS.

**Warrant Discussion:** Chris asked if the order of Article 6 & 7 should be reversed. Carter will check with DRA. On the article ratifying a series of ordinances the Warrant will be marked up to reflect that all are available for inspection on the web, that a hard copy will be made available for inspection at Town Hall and the Library, that single copies of items of interest (but the book in its entirety) will be made available without charge, and binders will be prepared for all appropriate Town Officials. Carter was asked to add a note to amend the one title with the typo in it during its adoption. Russell asked if the ABC had the ability to weigh in on all articles not just those appropriating money. Carter said that the statute appeared to allow it and the Charge to the Committee called for it. There was discussion of the added intersection in the Road Program (Castle Shores at States Landing) and the Old Route 109 intersection as to how it might be viewed through the Village Vision process. Given the lead time involved it was agreed to keep all intersections in the ongoing Draft. It is, however, necessary to remember the total appropriation had not been increased and one needed to remain in contact with the Village Vision process. Paul asked Carter to reach out to EGGI of Meredith, who are groundwater experts, in looking at the study for the DPW water treatment plan. Joel spoke to his belief we should be going out to bid on major pieces of fire equipment on a timeline so that the bids were in hand by Town Meeting. There was discussion of the need to draft the bids in a manner in which as many bidders as possible could be competitive thus driving costs down.

**Follow-Up Items:** Russ asked that the BoS revisit the mileage amounts in the DPW budget. Carter will get a supplemental report from Scott. The BoS will convene at 7 p.m. on 01/22 to review the various personnel evaluations. Bruce & Don will be asked for a report on the workload for discussion as to whether or not the BoS should terminate the arrangement by which Don goes to Holderness once a week.

There being no further business the Chair adjourned the meeting at 11:45 a.m.

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Approved

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Date

Respectfully Submitted

Carter Terenzini, Town Administrator