

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

Selectmen's Work Session

October 29, 2015

MINUTES

Selectmen: Christopher P. Shipp, Chair, Russell C. Wakefield, Josiah H. Bartlett, Jean M. Beadle, Paul T. Punturieri; Walter P. Johnson, Town Administrator.

- I. **CALL TO ORDER:** Chairman Shipp called the meeting to Order at 4:00 P.M.
- II. **PLEDGE OF ALLEGIANCE:**
- III. **DISCUSSION ITEMS:**
 1. **Village Christmas Tree:** Chair Shipp reported that he has been contacted regarding having a village Christmas tree displayed on the Taylor property like last year. The Board agreed it would be nice to have the tree again this year.
 2. **Laconia Land Trust Presentation:** Chair Shipp reminded the Board about the presentation on November 12th and suggested the Board may want to invite the Planning Board and Zoning Board of Adjustment. Mr. Bartlett suggested they also invite the Conservation Commission and Heritage Commission as well. It was agreed all will be invited to hear the presentation. Chair Shipp estimated the presentation will be approximately 15 minutes with Q&A to follow.
 3. **States Landing Project:** Mr. Wakefield reported on the discussion at Wednesday's Planning Board meeting. He noted the Planning Board wants to be involved in the planning and review process for the project. It was acknowledged the project will be under the direction of the Select Board and the waiver of any local regulations will be decided by the Board.
 4. **Dollar General Store:** Mr. Wakefield also reported on the Planning Board hearing concerning the proposed Dollar General Store on Route 25 across from Blake Road. The application was accepted. There was much discussion on the project relative to easements, drainage, plan requirements, crosswalks, delivery schedules, lighting and building design. The hearing was continued until November 18th. A Planning Board site visit is planned for November 13th.
 5. **Raffle Regulation:** Mr. Johnson advised the Board that the Town, under State statute RSA 287-A, is responsible for regulating and permitting raffles in the Town of Moultonborough. A proposed regulation or policy was presented and reviewed by the Board. After discussion, it was agreed that the raffle permitting will be handled as an Administrative Regulation and not a policy or ordinance. Mr. Johnson will proceed with the establishment of the raffle Administrative Regulation.
 6. **Convention of Committees Review/Critique:** The Board discussed the Convention of Committees held on October 22nd. Comments included: the attendance numbers were disappointing, the cross section of those who attended was very good, the audio/visual set up was poor and it was difficult to hear the round table discussion, although no new topics were discussed, the Convention is valuable to have. Next year: Relocate to Town

Hall for live streaming or the Public Safety Building, shorter Board presentations, better AV setup, and more participation with better solicitation.

7. **FairPoint Broadband Expansion:** Mr. Johnson reported on the contract negotiations with FairPoint through Bill Gassman for the two projects approved by the Board. Recommendations from Attorney Puffer are being incorporated into the revised agreement.
8. **Updated CIPC Annual Report:** Mr. Johnson noted the updated CIPC plan is available for the Board's review. The Board agreed to review the plan as part of the budget review process with Department Heads. The Selectmen did discussed raising the threshold from \$10,000. Several amounts were discussed and a general consensus was to raise it from \$10,000 to \$20,000 or \$25,000. Mr. Johnson will research the procedure for amending the amount.
9. **Fall Newsletter Review:** The Board agreed the fall newsletter looks good and was ready for distribution. Mr. Bartlett noted it was good to see school information included.
10. **2016 Wage Adjustment Transition Plan:** Mr. Johnson reviewed his proposed wage adjustment transition plan for 2016. The new pay for performance plan going into effect January 1, 2016 changes the employee's evaluation and compensation adjustment date from April 1 to their anniversary date of hire. This may create some inequity among employees as raises are not typically issued until after Town Meeting, i.e. April 1 traditionally in Moultonborough. If an employee's anniversary falls between January 1 and April 1 they would receive a wage adjustment in less than 12 months and if an employee's date is after April 1 then they will be asked to accept more than 12 months in between adjustments. Mr. Johnson proposes the following: All employees whose anniversary date occurs between January 1 and March 31, will be awarded their 2016 wage adjustment on or about April 1. If an employee's anniversary date occurs after March 30, 2016 an awarded wage adjustment will occur on the employee's anniversary date and will be retroactive to April 1, 2016. In 2017 and beyond all wage adjustments will coincide with the employee's anniversary date.
11. **Gym/Community Building Update:** Mr. Punturieri reported on the status of the gym/community building plans. A meeting was held today with the architect to develop a concept plan and cost estimate for the Select Board's review and discussion in December or January for possible placement on the 2016 Town Meeting warrant. The working group will be meeting again in two weeks. Mr. Bartlett reported that the local Methodist Church was floating the idea of having a youth activity and senior center at the old school/old Troop E facility. This is something to be aware of as two facilities in Town won't be necessary.

- IV. **Adjournment:** Mr. Punturieri Made the Motion to Adjourn. Mr. Bartlett Seconded.
 Motion Carried Unanimously
 Mr. Shipp adjourned the meeting at 4:59 p.m.

Russell C. Wakefield
 Approved

11/5/15 Hope K. Kokas
 Date
 Respectfully Submitted
 Walter P. Johnson, Town Administrator

Final