

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

Selectmen's Meeting

December 3, 2015

MINUTES

Selectmen: Christopher P. Shipp, Chair, Russell C. Wakefield, Vice Chair, Josiah H. Bartlett, Jean M. Beadle, Paul T. Punturieri; Walter P. Johnson, Town Administrator; and Hope K. Kokas, Administrative Assistant.

- I. CALL TO ORDER:** Chris called the meeting to Order at 7:00 P.M.
- II. PLEDGE OF ALLEGIANCE:**
- III. REVIEW / APPROVAL MINUTES:** Jean Made the Motion to approve the meeting minutes of November 12, 2015 and Non-Public Minutes as written. Chris pointed out that in the Non-Public minutes one name is spelled incorrectly. Paul Seconded. The Motion carried Unanimously.
- IV. CITIZEN INPUT:** 1) Enid Burrows requested that the Selectmen approve the abatement request for the Moultonborough Methodist Church property located on 1026 Whittier Highway (MBLU 052-009), formerly owned by the Denley Emerson Trust and known as the Troop E building and purchased by the church in July of 2015. Chris stated that the abatement request is being processed. Walter added that it will be on the next Selectmen's agenda, December 10, 2015.
- V. NEW BUSINESS:**

1. Review for Action: Consent & Signature File:

DATE	DOCUMENT	MAP/LOT#
12/3/15	Appointment, Elysha Pare to Police Department	N/A
12/3/15	Appointment, Michael Bagan to Police Department	N/A
12/3/15	Administrative Abatement	254-024-000-CG0-044
12/3/15	Administrative Abatement	107-059
12/3/15	Administrative Abatement	071-001
12/3/15	Administrative Abatement	071-015
12/3/15	Administrative Abatement	888-888-000-000-003
12/3/15	Administrative Abatement	888-888-000-000-004
12/3/15	Administrative Abatement	107-058
12/3/15	Administrative Abatement	135-007-000-001-000
12/3/15	Administrative Abatement	068-003
12/3/15	Administrative Abatement	174-033
12/3/15	Administrative Abatement	114-020

- Russ Made the Motion to approve the Consent & Signature File as presented. Josh Seconded. The Motion carried Unanimously.
2. Review for Action: Town's Winter Road Maintenance Policy: Chris asked the Board if they had any questions about the amendments made to the policy. The Board agreed that the changes were minor and no further explanations were needed. Josh Made the Motion to approve the amended Policy #26, Town's Winter Road Maintenance as written. Paul Seconded and the Motion carried Unanimously.
 3. Review for Action: Staff Report, Highway Garage Overhead Door Replacements: Walter reported that this was approved, a budgeted item, and phase 2 of a three year project, replacing a total of 6 garage doors, 2 per year, at the Highway Garage. In Scott Kinmond's Staff Report, he reported that two bids were received from three vendors. He is requesting the Board approve the lowest bid from Overhead Door Options, Inc. for a total of \$8,498, to replace 2 doors. Paul Made the Motion to award the Highway Garage overhead door replacement project consisting of 2 overhead doors to Overhead Door Options, Inc. of Meredith, NH in the amount of \$8,498, and to authorize the Chairman to sign the proposal form. Jean Seconded and the Motion carried Unanimously.
 4. Review for Action: Staff Report, MFD Reallocation of Asset: Walter reported that Fire Chief Dave Bengtson's command vehicle, 2007 Ford Expedition will not pass inspection in September of 2016 due to severe body rot under the doors/running boards on both sides of the vehicle. He is requesting to reallocate assets, by moving the 2004 Chevrolet Suburban now used for a quick response medical vehicle at the Neck Fire Station to the Fire Chief as a command vehicle until 2017, and selling the 2007 Expedition at the surplus sale in 2016. Russ questioned replacing the 2007 vehicle with the older 2004 vehicle. Chris said he would like to know how many miles are on the 2007 Expedition. Walter explained that the cost to repair the 2007 Expedition is approximately 64% of its current value. He added that he didn't know the mileage on this vehicle. The Board agreed to table the item until they receive more information.
 5. Review for Action: Staff Report, Milfoil Committee Supplemental Expenditure Request: Russ Moved to authorize the payment of the additional expense of approximately \$2,608 above the prior approved amount of \$242,500 to be withdrawn from the MCRF for expenses related to the eradication of milfoil in Town lakes and ponds. He added that the overrun of \$2,608 is due to added state requirements, and also federal OSHA requirements. Jean Seconded and commented that the payment comes from the Milfoil Trust. The Motion carried Unanimously.

VI. OLD BUSINESS:

1. Request for Tuition Reimbursement, Anne Marie Welch: Walter reported that he met with the Chair of the Board of the Library Trustees, and the request has been withdrawn and will be addressed within the Library's budget.
2. Community Center Update: Paul in his PowerPoint presentation, told the Board that the working group is one month away from providing the Selectmen with a final product and they want to be sure they are going in the right direction. Based on the UNH Feasibility Committee study, the working group first presented to the Selectmen in June and then did an update in August with the School Board and the Selectmen. Both Boards authorized a study to include financial aspects, construction costs, operating costs, and impact to the tax rate as a package and worthy for the 2016 warrant, which would be clear and unambiguous for a vote to resolve the issue. It was agreed that any new building would include all the activities that are currently happening at the Lions Club. A meeting is

scheduled with the club's executive committee and they will ask them about the club's future plans. Consideration was given to the location and the proximity of the Taylor property. Paul said that they expect that the final concept should be ready in early January. They will present a final package to the Selectmen and School Board that deals with the concept of the building and surrounding area, to include private fund raising and the impact to the taxpayers. The cost per square foot will include everything that is "...screwed, glued, or bolted." Chris thanked all those that are working on this study. Josh asked if this will include operating costs. Paul replied that it will and they will also look to use whatever Lions' Club equipment (i.e., kitchen) that is viable in the proposed Community Center. Paul added that the Lions' Club lease is up in 2016 and they will have more information for the Board at next week's meeting.

VII. OTHER BUSINESS:

1. **Board Update Reports:** Jean reported that at the last ABC meeting, Kathy Garry, the School Board's representative, asked if the Board has accepted the invitation to the Selectmen of the December 8th joint meeting. Hope reported that in an attempt to clarify the meeting date, she asked Kay Peranelli to confirm the date and heard back that it was decided that the December 8th joint meeting wasn't necessary and to meet in January. Chris said he would like to meet as soon as possible. He spoke with Richard Brown about the joint sub-committee and thinks it is something they will re-visit, but they felt it was more efficient if both boards met. Chris asked Paul if the working group wanted to wait until January, adding that one way or the other confirmation needs to occur about both joint meetings (December and January). Paul thought it would be worthwhile to do their presentation in January as it will be based on the Selectmen's approval. Chris said that he wants to make a formal request to the School Board to reconsider their decision about the joint board subcommittee. Paul Made the Motion and Josh Seconded, for the Town Administrator to draft a letter for the Chair's signature requesting the School Board to reconsider their decision about dissolving the Joint Selectmen and School Board Sub-Committee. The Motion carried Unanimously.
2. **Town Administrator's Report:** Walter reported that the Conservation Commission issued its' RFP for an update to the 2007 Natural Resource Inventory. The budget work session meeting dates are December 4th and the 18th. Chief Bengtson has received the new min-pumper and plans to have it in service shortly. All departments are preparing for the year end, and any encumbrances and continued appropriations will be presented to the Board for their consideration by the end of the year. On Wednesday, November 25th, Walter told the Board that he met with officers of Novus Imaging/Redwood Technologies, representatives from Wentworth Economic Development, and staff from NH DRED to discuss possible expansion plans of the company in Town, which would result in several new technical and mechanical, and support service jobs. The expansion could also include expanding the existing building or constructing a new building. The Town may be requested to sponsor a community Development Block Grant to assist with the job development effort. The Selectmen applauded this effort. Russ asked and learned that there haven't been any formal applications made to the Planning Board as of yet. Russ asked Walter, and the Board agreed to let them know that they welcome the opportunity to assist. Walter said he'd be happy to let them know. Josh asked Walter if he had an update on the Time Warner Cable (TWC) franchise agreement. Walter said in his conversation with Attorney Puffer, there hasn't been any response from TWC. Attorney Puffer feels that the next step is for Town to draft a contract and submit it to TWC.

3. ABC Minutes, October 27 & November 10, 2015 Minutes: Acknowledged.
4. Recreation Advisory Board Minutes, November 9, 2015: Acknowledged.
5. Trustees of the Trust Funds Minutes, November 10 & 17, 2015: Acknowledged.
6. Board of Library Trustees Minutes, November 12, 2015: Acknowledged.
7. Planning Board Minutes, November 18, 2015: Acknowledged.
8. Chris asked Josh if he wanted to discuss amending the Noise Ordinance. Josh asked that it be put on the next work session agenda to look at revising the ordinance to include a restriction on construction hours during the weekend. In addition, he would like to include motorcycles in the ordinance. He suggested that the Police Department should be checking for motorcycle inspection stickers, as he suspected many were not in compliance.
9. Paul reported that on Wednesday, December 9th at 6 pm the Planning Board is holding a work session on the States Landing project, which is open to the public. Josh asked and learned that ~~privatization~~ **prioritization* of the phases* will be included. On Monday, the county will be holding their budget meeting and Paul encouraged citizens to attend. Jean thought that the county should be invited back to explain their budget as the Town pays 22% of the county's budget. Russ said that without the county's budget increase, the Town's tax bill would have gone down. Chris added it is important for people to attend the county meetings and people need to understand that once the county's budget is approved that the Town's hands are tied.

VIII. CORRESPONDENCE:

1. Time Warner Cable, November 18, 2015, Possible Program Changes: Acknowledged.

IX. CITIZEN INPUT: Chris welcomed the Moultonborough Academy 9th and 12th grade Government students in attendance. 1) Hollis Austin asked what the status was of the Recreation Department's after school program. Recreation Director, Donna Kuethe replied that presently the Drop-In Program is being held at the Central School gym, two days a week with over 20 kids. It has been necessary to lower the age program in order to accommodate the use of the gym. They have seen an increase in the participants.

X. NON-PUBLIC SESSION: Chris said that the Selectmen need to go into Non-Public Session per RSA 91-A:3 II (a), (personnel) and will reconvene for adjournment. Josh 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: Josh – Aye; Paul – Aye; Russ – Aye; Jean – Aye; Chris – Aye. The Motion carried and the Selectmen went into Non-Public Session at 7:45 p.m.

The Board exited Non-Public Session at 7:55 p.m. Josh Made the Motion to seal the minutes as it is determined that divulgence of the information discussed likely would 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. Paul questioned the need for sealing the minutes. Chris thought that the minutes should be sealed and suggested sealing for 90 days. Josh amended his motion to seal the minutes for 90 days. Paul Seconded. The Motion carried Unanimously.

- XI. **ADJOURNMENT:** Josh Made the Motion to Adjourn. Paul Seconded.
Motion Carried Unanimously
Chris adjourned the meeting at 7:56 p.m.

Russell C. Wakefield, Vice Chair
Approved

12/10/15 Hope K. Kokas
Date
Respectfully Submitted
Hope K. Kokas, Administrative Assistant

Final