

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

Selectmen's Meeting

January 7, 2016

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

School Board: Kathy Garry, Chair, Richard Brown, Celeste Burns, Gary Buteau, Lauren Sturgeon (absent with prior notice)

- I. **CALL TO ORDER:** Chris called the meeting to Order at 7:00 P.M.
- II. **PLEDGE OF ALLEGIANCE:**
- III. **REVIEW / APPROVAL MINUTES:** Paul Made the Motion to approve the meeting minutes of December 30, 2015 as written. Russ Seconded. The Motion carried Unanimously.
- IV. **JOINT SELECTMEN AND SCHOOL BOARD MEETING:** Chris invited the members of the School Board to sit at the table to begin their meeting. He reported that the discussion topics were 1) Continuing Joint Subcommittee Meetings; 2) Changing Annual Town and School Meetings Back to Evenings in 2017; 3) "Marketing Moultonborough" a Cooperative Town and School Marketing Effort; 4) Any other topics to be discussed.
 1. **Continuing Joint Subcommittee Meetings:** Chris explained that the Selectmen would like the joint subcommittee to continue. Kathy Garry replied that while the members enjoyed the collaboration, they found it difficult that they weren't able to make any decisions and needed to come back to their Board. Chris acknowledged this, but felt that the purpose of the subcommittee was to do the leg work and bring back the issues to the Boards for a decision. Ms. Garry felt that it extends the time to get anything done. Richard Brown said that he was the one that brought up the concern. He suggested that the Boards meet quarterly and vote to move forward. He added that overall there was agreement about the need for a marketing plan, but disagreement on how to proceed to fund it, budget or warrant article. Chris felt that without the subcommittee, meeting quarterly wouldn't be enough. Ms. Garry added that the subcommittee wasn't given any real direction, and it was thought that it would meet quarterly, but actually met much more. Mr. Brown commented that he wants the subcommittee meetings to be more productive. He suggested having Superintendent of Schools Sue Noyes and Town Administrator Walter Johnson to meet and bring the issues back to their Board. Paul felt that the subcommittee worked well on the recreation piece and it can act to filter information to the Boards. He added that the Selectmen have left a placeholder in the Town's budget for marketing. Mr. Brown stated that his concern wasn't about meeting, but about how to fund the marketing and getting a decision made, i.e., either a warrant article or budgeted. Jean

suggested that the TA and Superintendent of Schools go over the issues and bring the information back to their Board for action. Russ agreed. Mr. Brown said he was OK with the joint subcommittee continuing, but then the Boards must meet to take action. Josh thought that having the TA and Superintendent work on the issues would probably be too much for them. He felt that the purpose of the subcommittee was to define the ideas and to bring them back to their Board for a decision. Mr. Brown commented that was the problem, they couldn't move forward until the full Board met. Jean thought that the Boards should first approve of the idea and send it to the subcommittee to work on. Celeste Burns thought that the TA and Superintendent work on an idea, bring it back to their Board, and then to the subcommittee for further work. Mr. Brown wanted to be clear that no one had a problem with the subcommittee. Paul suggested that the TA and Superintendent work together to draft the charge for the subcommittee. Ms. Burns asked if the subcommittee would meet monthly or quarterly. Chris thought it should meet as needed and the two Boards should meet quarterly. Ms. Garry agreed that the charge should be defined and bring it back for when the two Boards meet again in February. Paul asked Walter to come up with a date for them to meet.

2. Changing Annual Town and School Meetings Back to Evenings in 2017: Walter reported that this item came up when he met with Superintendent Noyes. She thought based on feedback from some folks that if they went back to evening School District and Town Meetings, that it would increase the participation. Discussion occurred about the pros and cons of holding these yearly meetings during the evening vs. Saturdays, and the history behind the change. Both Boards agreed that it was hard to please everyone, i.e. parents with children, those who work evenings or Saturdays, and those who don't want to sit through a long Saturday meeting. It was also agreed that holding the yearly meeting on a week night would not shorten the meeting. Chris said he was in favor of the Saturday meeting. Walter suggested and the Boards agreed to ask the Moderator to allow an exit poll question of people's preference, to hold the School District and Town Meeting on a week night or on Saturday. 1) Joel Mudgett recalled that everyone complained that a small number attended the School District Meeting, and it was decided to move both meetings and to hold them on the same day. He added that regardless they wouldn't be able to please everyone. Josh commented that SB2 would solve the problem. Russ replied that the SB2 question had been turned down by the voters. 2) Nancy Wright suggested holding the Town Meeting during a week night and the School District meeting on Saturday, adding that having both on the same day is too long. 3) Mr. Mudgett argued that the attendance for the School District meeting would decline, and attendance has improved since holding it on Saturday. 4) Recreation Director Donna Kuethe reported that when she is asked the time of the start of Town Meeting, she can't give a time and needs to explain that it depends on the length of the School District meeting. Mr. Brown asked and Walter replied that a majority of towns continue to hold their meetings on a week night.
3. "Marketing Moultonborough" a Cooperative Town and School Marketing Effort: Chris said that the Selectmen's goal is to market the community and it needs to occur due to the declining school population. Mr. Brown said that the decline in enrollment is not just occurring in Moultonborough, but is a problem statewide. Ms. Burns said she would like to hear the ideas and heard that the Selectmen have placed a \$10,000 budget placeholder. Chris thought that they need to hire a marketing firm, but before they can do that they

need to know what the ideal number would be and what it is they are trying to achieve. Josh commented that per the Village Vision survey, not everyone wants to see the Town grow. He added that people need to change their attitude about growth and also the negative perception by outsiders of the Town. Russ said that young people are leaving New Hampshire because there are no opportunities and the elderly are moving in. He added that he thought that marketing the Town wasn't a wasted effort based on the declining school population. Josh felt that people **would be more likely** to come to Moultonborough if a telecommuting infrastructure existed in Town. Chris felt that most working people accept that they have to commute to work, whether it is to Laconia, Concord, or North Conway. Ms. Garry reported that the Superintendent and TA are working on a brochure to give to brokers, which is a simple first step. She agreed that marketing is a must. Jean added that the whole Town and all the boards and committees need to work on this. Chris agreed. Paul agreed with Chris that commuting to work was accepted. He wondered if 25 to 30 new families would improve the school population. Paul said that the Master Plan will be done in March for the 2017 elections. Chris felt that both Boards need to decide to make the investment, but first he would ask the school to identify the number needed. The Boards need to decide if they approve of the concept. Jean thought that \$20,000 was on the low end for a marketing firm. Mr. Brown said that they should start in increments before fully investing in a consultant. Chris suggested that both Boards provide the subcommittee with a commitment to the ideas and allow them to act. Ms. Garry felt that the voters need to be asked the question and it should be a warrant article. Various members of the audience commented providing suggestions; 1) improving the school system will attract families, 2) marketing to seniors vs. younger families, 3) cooperating with neighboring towns by opening the schools to them, 4) using experts from UNH and market the Town on what it could be, 5) get businesses involved in the marketing, 6) improve the broadband to get the Town online to allow telecommuting, and 7) cautioning that increasing families will only increase the need for community services. Chris thanked the School Board for participating in the Selectmen's meeting, adding that the Boards will meet next month.

Chris called for a 5 minute recess at 8:15 p.m. The meeting resumed at 8:20 p.m.

V. **CITIZEN INPUT:** 1) None.

VI. **NEW BUSINESS:**

1. **Review for Action: Consent & Signature File:**

DATE	DOCUMENT	MAP/LOT#
1/7/16	Citizens' Petition, Winnepesaukee Wellness, \$10,000	N/A
1/7/16	Citizens' Petition, Starting Point, \$1,293	N/A

Russ Made the Motion to approve the Consent & Signature File as presented. Josh Seconded. Paul commented that those who support the citizens' petitions should attend the public hearing scheduled for February 4, 2016. Josh added that this vote only means that they acknowledge the citizen petition submitted and doesn't mean that the Board recommends the petition. The Motion carried Unanimously.

2. **Review for Action: Community Center Presentation:** Paul thanked Walter, Jean, Donna Kuethe and Fred Marudzinski for helping put this together. Through a PowerPoint

presentation of Moultonborough Community Center Financial Study and Recommendations, Paul explained that this was to settle the question, as they were told by the voters in 2013 to pursue the development per the Blue Ribbon Commission. Their goal was to provide the voters with real cost figures in order to make the decision. In 2014 the voters approved \$17,500 for a site study, and the UNH Team Feasibility Study recommended to prepare a warrant article for the development of a new indoor recreation center and gym facility. By providing the Board with accurate and realistic costs, it will allow them to decide about placing the question on the warrant for 2016 Town Meeting. Paul said that the Town Team reviewed the 2015 UNH report and they agreed that there is a need for more gym space in order to accommodate a comprehensive year-round recreation program for all ages. He added that three studies in the past five years have all come to the same conclusion. The Academy and the Central Schools' gyms are being used to near capacity. In order to provide realistic numbers, they received construction cost estimates, which first required a conceptual design. It had been decided previously that the location of a community center would be best located in close proximity to the schools and to utilize the Taylor property to allow easy access of school children. Construction considerations were to have a maintenance free exterior, to have a poured rubberized gym floor, still needed are test borings on the Taylor property land to determine the final building configuration, construction management would be needed, and the duration of the construction would be approximately 40 weeks. Paul reported that the projected total cost is \$6,491,001. The building cost is \$4,314,771 for a 20,000 square foot building at \$215/per square foot (includes a sprinkler system and generator). Site work cost is approximately \$1,500,000 which includes paving and road construction. If the Board were to approve putting the question on the warrant, they next need to consider the special rules for a municipal bond. This will require a special hearing 15 days before Town Meeting, requires a 66% approval by the voters through a secret ballot vote, which must be open for at least one hour after discussion. In the report, figures were provided for a 10 year and 15 year municipal bond with level principal. Paul explained that the first year's payment would be the highest. A 10 year bond would impact the tax rate 29¢ to 24¢ per \$1,000 of assessed value. A 15 year bond's impact would be 21¢ to 16¢ per \$1,000, and would be an additional \$529,000 in interest. Paul explained that the projected annual operating cost of \$162,500 for the Recreation Department was based on the Meredith Community Center facility. The report detailed potential financial offsets: 1) decreasing the operating/maintenance cost of the present Lions Club and the Recreation building; 2) avoidance of repair costs and upgrades needed at the Lions Club and the Recreation building; 3) Possible use of renewable energy sources for heat/electricity; 4) increased revenue for community center rentals/events, programming, etc.; 5) Sale, lease or repurpose of the existing Recreation building; 6) economic stimulus in conjunction with the Village Vision linking the community center to building a sense of community; 7) cost avoidance by using a portion of the Lions Club land for cemetery space; and 8) may significantly reduce the area required for sidewalks. The report provided a proposed warrant article which asks to raise and appropriate the sum of \$6,491,001 for design, engineering, construction and equipping the community center, to authorize the issuance of bonds or notes in the same amount, which would be reduced by private fund raising goal of a minimum of 10% or \$649,000, and authorize the Selectmen to apply for and obtain any Federal, State or other aid that is available for the project, and to authorize the Selectmen to issue and negotiate such bonds or notes to determine the rate of interest, maturity, and other terms, and to authorize the Selectmen to take any other action to raise and appropriate funds needed for

the payment of interest on any notes that would be payable in 2016 from the undesignated fund balance as of December 31, 2015. Paul stated that a 2/3 ballot vote is required. If the Board approves to place a warrant article to decide the community center issue, they then need to fine tune the warrant article, decide on a bond term, schedule information sessions, and schedule a bond hearing. Chris asked and learned that the proposed meeting area section is smaller than the present Lions Club property, but the function room space is comparable with a 275 person capacity. Chris asked about the conceptual drawing of the building and Paul said that this was the best they could come up with based on the information on hand. Josh said he would like to see the sale of the Lions Club property and the Taylor property building be included in the warrant article. Chris thought that this would be too restrictive. Josh said he had a hard time supporting this. Chris replied that the question before them is to decide if this is to be a warrant article. Josh felt that as a warrant article, it appears that the Selectmen recommend it. Paul replied that the study has given the Board and the voters' real numbers in order to make this decision. He added that they were doing what the Town asked. Jean agreed that the Board was mandated at the last election to come up with a cost so that once and for all to let the Town decide. She added if voted down, she doesn't want to see it coming back. Josh felt that not all of the voters will participate. Chris responded that it requires a 2/3 approval. Jean added that the 10% of the cost must be fund raised, and those in favor need to help raise the money. Josh repeated he could support the warrant article if the sale/proceeds of the Lions Club and present Recreation building were to go towards the cost for the proposed community center. Chris replied he doesn't want to do this as it would limit their options. Russ felt that the Town asked the Selectmen to do everything through page 8 of the report, and the warrant article wasn't required. Members of the audience commented about the concept design of the building, increases in taxes, compatibility with the Village Vision report, approval of finally asking the question and resolving the issue, declining school population and questioning the actual usage and capacity of the gym usage, breaking the warrant article into different questions, and concern that the vote won't represent all of the Town's voters and the desire to change the time and day of the Town Meeting. Paul Made the Motion to include a warrant article for a community center ~~**as proposed in the report presented**~~. Russ Seconded the Motion. The Motion carried Unanimously.

3. Review for Action: Road Agent Agreement/Compensation: Paul and Russ agreed that the compensation of \$400 per pay period is what was presented at last week's meeting. The Road Agent position is an elected office. Although Scott Kinmond resigned as DPW Director, he continues to be the elected Road Agent. It was Scott's recommendation to ask voters in a warrant article to change it from being elected to an appointed position, which will insure that an individual hired to be the Road Agent and DPW Director will have the education, skills and requirements to hold this position. Josh explained that if Scott resigned as Road Agent before the election, the Board would have to appoint someone to fill the office until the elections, and then a person would be elected for a one year term. Paul said that Scott will continue in order to make the transition and bridge the gap, especially with present and upcoming road projects. 1) Mr. Mudgett questioned why the Town continues to pay Scott to run the DPW. It was explained that Ed Wakefield will oversee the day to day operations of the DPW along with the Town Administrator, to include facilities and the Waste Management Facility. Chris added that Scott did not resign as Road Agent. By asking the question on the warrant article, and if approved, the Selectmen will begin the hiring process for a DPW Director to include the

role of Road Agent. Mr. Mudgett replied that he hopes the Board will be sure to finalize the job description in order to be clear on the responsibilities.

VII. OLD BUSINESS: None.

VIII. OTHER BUSINESS:

1. Board Update Reports: 1) Josh reported that today he and Bill Gassman met with Walter to work on the Time Warner Cable franchise agreement. He reminded people to not confuse TV cable with the Internet.
2. Town Administrator's Report: Walter reported that the Conservation Commission has resumed discussions with the owner for a conservation easement or land purchase for property located adjacent to Route 25, MBLU 076-004 near Sheridan Road. The Board will meet tomorrow, Friday, January 8th to finalize the 2016 budget. Walter asked for comments about upcoming agenda topics. Jean questioned #9, adding that in the past the Selectmen and members of the ABC vote to recommend the warrant articles at the conclusion of the budget public hearing. The Board agreed to continue this practice. Walter reiterated the TWC franchise meeting that Josh referred to. The second work shop for the States Landing Project is scheduled for Wednesday, January 13th, 6 p.m.
3. Trustees of the Trust Funds Minutes, December 18, 2015: Acknowledged.

IX. CORRESPONDENCE: None.

X. CITIZEN INPUT: 1) Hollis Austin asked where the proposed community center report and proposed costs can be found. Chris replied that one can watch the video and Walter confirmed that the information will be posted on the Town's website. Paul added that the schools' numbers are available at the SAU office. Donna Kuethe said that the reports from the Blue Ribbon Commission and UNH Feasibility Study are also available.

XI. Walter said that the Selectmen need to go into Non-Public Session per RSA 91-A:3 II (a), for personnel and will reconvene for adjournment only. Paul Made the Motion to go into Non-Public Session and to return for the sole purpose to adjourn. Josh 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 9:44 p.m.

The Board exited Non-Public Session at 9:55 p.m. Paul 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, and to not disclose the minutes and decisions reached to the public for a period of 90 days. Josh Seconded and the Motion carried Unanimously.

XII. ADJOURNMENT: Paul Made the Motion to Adjourn. Josh Seconded.
Motion Carried Unanimously
Chris adjourned the meeting at 9:56 p.m.

Christopher P. Shipp _____
Approved

1/14/16 Hope K. Kokas _____
Date
Respectfully Submitted
Hope K. Kokas, Administrative Assistant