

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

Selectmen's Work Session

February 18, 2016

**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 6:00 P.M.

**II. PLEDGE OF ALLEGIANCE:**

**III DISCUSSION ITEMS:**

- 1. MPD Vehicle Towing Service Selection Procedure:** Walter brought to the Board's attention a concern from an area towing company operated by John Schlemmer regarding how towing companies are called when needed. Chief Wetherbee reported the current process was to use Moultonborough businesses first and then out of town companies next. Mr. Schlemmer's company is located just over the Town line in Sandwich. After discussion the Board agreed by consensus to leave the process as is and at the option of the MPD as the situation dictates. The Chief also noted both of the new officers are doing well at the Academy and graduation will be held on April 22<sup>nd</sup> at 2 p.m. if Board members would like to attend.
- 2. Street Light Review:** The Board reviewed the list provided by NHEC of street lights turned off by a prior Board in 2010. Walter explained the process for having the lights turned back on will require an assessment of each light as it may be that significant additional work will be necessary to relight them, including installing transformers and added wiring. Walter also noted that all new street lights are LED and the NHEC no longer uses HPS street lights. After discussion, the Board felt they would like to consider relighting all 20 lights that were turned off. Walter suggested it may be beneficial to look at all the lights in Town and see what a LED conversion program might cost. It was agreed to have Walter continue to work with the NHEC on the street lights and report back in the future when more information is available.
- 3. Finalize Board Goals for 2016 and Review Matrix:** The Board reviewed and discussed an updated matrix of goals and projects prepared by Paul Punturieri. Board members commented on the status of several of the projects and goals and their interests in working on specific ones. Paul will revise the matrix based on the discussion and forward a copy to each Board member for reference.
- 4. Discuss Proposed Community Center Open House Plans:** Board members discussed the details of the proposed community center open houses scheduled for March 3<sup>rd</sup> from 4:30 to 6:30 p.m. and March 5<sup>th</sup> from 10 a.m. to noon. The sessions will be held at Town Hall as a "walk around" presentation with Board members answering questions. No formal presentation is planned. The suggestion to have flip charts or pens and paper for people to make comments about the project design, etc. was also considered a good idea. Coffee, cookies and water will be served as light refreshments. Walter will coordinate moving the chairs out of the meeting room to accommodate the walk around presentations.

- 5. Review Proposed Amendments to Road Agent vs. DPW Director Position Description:** Walter presented a draft of a position description for an appointed road agent/DPW Director should the voters approve the change from an elected one. The Board agreed the description was a good one in general and made some minor edits. The matter of residency for the person in this position was discussed and although residency would be preferred it would not be a requirement. However, a reasonable response time of 30 minutes or less would be required. It was agreed the description for an elected road agent would have to be tailored to the skills and experience of the person elected once that person was elected.
- 6. Proposed Amendments to Ambulance Contract:** Walter presented a draft memo to the ambulance partners with suggested amendments which are based on the Board's discussion with Justin Van Etten of Stewarts Ambulance. The Ambulance IMA Committee is planning to meet soon and Walter wanted to confirm the Board's requested changes. The following requested changes were confirmed:
- Section 8:** Revise fuel surcharge to reflect current market prices.
  - Section 10:** Delete the write-off provision for the Moultonborough firefighters and members of their households.
  - Section 12 c:** Amend billing/cost language to reflect that the information to be posted on Stewart's internet site shall be clear and easily read by the public so they may determine how it charges for various services.
  - Section 13:** Delete "...and for subsequent five (5) year terms thereafter, following the last day of June, unless written notice of re-negotiation or termination thereof is given by either party one hundred and eighty days (180) prior to the last day of said five (5) year term hereunder".
- 7. Candidates Night March 6<sup>th</sup>:** Chris will be attending as the only Board candidate running.
- 8. Review Marketing Moultonborough Proposals:** Walter presented two marketing proposals that he and Superintendent Noyes have received. They have met with both firms to discuss the possibility of a collaborative Town and school effort to attract folks to the community. Ms. Noyes will present the proposals to the School Board in March and the proposals can be discussed at the next joint meeting of the Boards. Walter suggested a brochure campaign could begin this summer through local real estate firms and rental agencies. The Board agreed to study the proposals further and discuss again at a future meeting.

**IV. Adjournment:** Paul Made the Motion to Adjourn. Josh Seconded.  
Motion Carried Unanimously  
Chris adjourned the meeting at 7:15 p.m.

Christopher P. Shipp  
Approved

2/25/16 Walter P. Johnson  
Date  
Respectfully Submitted  
Walter P. Johnson, Town Administrator