

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

Selectmen's Meeting

April 28, 2016

**MINUTES**

Selectmen: Christopher P. Shipp, Chair (absent with prior notice), 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:** Russ called the meeting to Order at 7:00 P.M.

**II. PLEDGE OF ALLEGIANCE:**

**III. REVIEW / APPROVAL MINUTES:** Paul asked to amend the minutes of April 21, 2016, first page, Citizen Input, bottom paragraph, strike *crowned* and replace it with *crowded*. Paul Made the Motion to approve the April 14, 2016 Meeting and Non-Public, and April 21, 2016 Work Session minutes as amended. Jean Seconded. The Motion carried Unanimously.

**IV. NEW BUSINESS:**

1. Representatives Karel Crawford & Glenn Cordelli: Russ welcomed the Town's State Representatives Karel Crawford and Glenn Cordelli and thanked them for attending the meeting. Representative Cordelli reported that the Delegates and Commissioners agreed upon a budget in March, which is slightly less than the 2015 supplemental budget. He added the Delegates cut \$1 million from the original budget they received. They are waiting for the final numbers, but have been told that there is a surplus of approximately \$2.7 million for 2015 and the final audit is being done. Josh asked about the \$2.7 million which is approximately the increase in the 2015 supplemental budget. Mr. Cordelli replied that it was a good question. They are now waiting for the 2014 audit. Josh also asked about the reported sale of the county farm. Representative Cordelli replied that there is no sale of the county farm or any county property. However, the farm's budget was cut by \$90,000, which will take them to approximately August. He further explained that the Delegation has pushed for changes in many areas. The farm has been losing money for several years and he felt that this move might be the push the farm needs to improve their numbers. Mr. Cordelli provided the Board with the farm's numbers for expenditures/revenue and subsequent loss from 2010 to 2015, a total of \$447,880 (pre-audited numbers). He further explained that he has met with UNH Cooperative Extension to explore creating the farm into a learning center. The Delegation formed a sub-committee to continue looking into this, and he was appointed the chair. The goal is to provide a benefit for the towns in the county. The final decision will be made by the Commissioners. Paul expressed concern that once again the Commissioners and Delegation are working against each other. Mr. Cordelli replied that he is hopeful they will come together. Paul felt that the full audit should be done first before going ahead. He questioned cutting the farm's budget and changing a historical program. Russ asked how this will save the towns money. Mr. Cordelli replied that the Cooperative Extension charges fees for their programs. Russ also questioned why it was hard to get the actual numbers based on the completed audits (2010-2014). Representative Crawford told the

Board that she mistakenly voted for the \$90,000 budget reduction for the farm. She has now learned that the Cooperative Extension doesn't have the funds to do anything to help the farm. She thought before doing anything, it was important to get the farm working to its fullest potential. The Commissioners will make the decision and she hoped that they would find the money to keep the farm going. Ms. Crawford said she was disappointed that it has come to this, emphasized that she will do what she can to not sell the farm and to get the funding back. Mr. Cordelli said he wasn't aware of any discussion to sell the farm. Ms. Crawford said that she has heard talk of selling the farm from 3 other Delegates. Mr. Cordelli thought that opening the farm up to food banks and cooperatives, would not end the farm, but be a transition. Jean asked and Ms. Crawford replied that the new County Administrator and Financial Manager positions were working well. When information is requested the Delegates receive it. The Board learned that the county will be audited yearly. Ms. Crawford said the Delegates want this. Mr. Cordelli reminded the Board that he had proposed legislation to require counties to have yearly financial audits but it was defeated. He added that he is disappointed that the financials haven't progressed more and there is still a need to establish policies and procedures. 1) Joe Cormier asked and learned that the Commissioners are in charge of the grounds and facilities vs. the Delegation. Also the forensic audit hasn't happened yet. Questions still remain about the nursing home bond and people receiving retirement who were not eligible. 2) Al Hume asked and learned that the county hasn't discussed setting up a substance abuse rehabilitation program in the old nursing home. Russ asked about the proposed program to set up temporary housing for homeless veterans. Ms. Crawford replied that this proposal did not materialize. 3) Ken Kasarjian expressed his concern that the state of the county farm is another symptom of poor management of the county. He asked for accountability and policies and procedures put in place so this doesn't happen again. Representative Cordelli said that the audits for 2010, 2011, 2012, and 2013 are done. The audit for 2014 wasn't completed and the contracted auditor was discharged, due to his request for an increase in auditing fees based on the 2014 forensic audit. Ms. Crawford explained that presently there is \$1.3 million in the county's "rainy day fund". The county is still waiting to collect bad debt. Paul commented that he attended the supplemental budget meeting last year and when he asked why the county was asking for the extra money they didn't have an answer. \* ***Mrs. Crawford promised the Board that she would clarify for the Selectmen the county's account receivable policy.***\* Mr. Cordelli said that the county had been budgeting based on what was being billed and not on the actual expected revenues from the federal government. He added that the county is making strides in collecting the \$2 million of uncollected debts from the federal government. 4) Tom Howard commented that Representative Cordelli's ideas for the farm were good. He added that there are professional organizations who know the farming business to consult with. Mr. Cordelli agreed and they have reached out to such organizations. Russ asked the Representatives to comment on HB 1198, valuing conduits and utility poles, and if passed will all towns value these uniformly, following the same format. Mr. Cordelli replied that it would and the House has amended the bill with a 40 year depreciation schedule. If passed, this will allow assessors to apply the same formula state wide. He thought the law would be passed for the upcoming assessing season. Ms. Crawford reported that a bill has passed that would allow car owners to donate/purchase decals from charitable organizations to attach to their license plates. Also, licensed drivers will have the option to either purchase a federally approved driver's license which will qualify for domestic air travel for an extra cost, or not. If they choose not to, then they will be required to have a

passport for identification. She added that New Hampshire has resisted going with a federally approved driver's license. This option will go into effect in 2017. The Selectmen thanked both Representatives for attending and answering questions.

2. Review for Action: Consent & Signature File as of 4/28/16:

4/28/16	Application for Construction of Driveways	177-027
4/28/16	Veteran's Tax Credit – Denied	121-072
4/28/16	Veteran's Tax Credit – Denied	213-001
4/28/16	Elderly Exemption – 2016 Approved	21-2016-E
4/28/16	Elderly Exemption – 2016 Approved	20-2016-E
4/28/16	Elderly Exemption – Renewed	15-2016-E
4/28/16	Elderly Exemption – Renewed	2-2016-E
4/28/16	Elderly Exemption – Renewed	16-2016-E
4/28/16	Elderly Exemption – Renewed	10-2016-E
4/28/16	Elderly Exemption – Renewed	7-2016-E
4/28/16	Disabled Exemption – 2016 Approved	1-2016-D
4/28/16	2016 Beach Permit	N/A
4/28/16	Administrative Abatement	104-003
4/28/16	Notice of Property Lien Discharge	221-004
4/28/16	NE Police Benevolent Assoc. Local 52 Moultonborough PBA	N/A
4/28/16	Audubon Society of NH 2016 Charitable Exemption	107-057 & 090-001-000-BS0-003
4/28/16	Current Use Application	237-15&16&17, 238-35&36, 243-2&3
4/28/16	Lees Mills Dock Lease Slip #2-B	119-023
4/28/16	2016 MS-123	N/A
4/28/16	Abatement 2015 - Approved	282-005

Paul Made the Motion to approve the Consent and Signature File for April 28, 2016 as written. Jean Seconded. The Motion carried Unanimously.

3. Review for Action: 2016 Adopt A Spot Bid Results: Paul Made the Motion to award the 2016 Adopt a Spot garden spots to: Miracle Farms – Route 25/Center Harbor town line, Karen & James Nigzus & Family - Playground Drive; Moultonborough's Women's Club – Town Hall, south median; Donnybrook Home Services – Town Hall Front, Recreation Building, Sutherland Park's center island & Lions Club flagpole area; Toastmasters – Transfer Station; Miracle Farms – Public Safety Building; Lions Club – Sutherland Park upper area; Bob & Pam Patenaude – Town line on Bean Road. Josh Seconded and the Motion carried Unanimously.

4. Review for Action: MPD Highway Safety Grant: Russ commented that this was within the 2016 budget for 1 in-cruiser video camera and for 5 body cameras. Paul Made the Motion to approve the NH Highway Safety Agency Grant in the amount of \$9,500 for video equipment for the Police Department. Josh Seconded. The Motion carried Unanimously.

V. **OLD BUSINESS:** 1) Paul said that he appreciated receiving the thank you card from the students of the Senior class for the Town's contribution to the after prom activities. 2) Josh commented that it was nice to hear praise of the Police Department via the email Chief Wetherbee received about Officer Bagan assisting a motorist who hit a bear with her vehicle.

VI. **OTHER BUSINESS:**

1. Board Update Reports: 1) Jean reported that the Heritage Commission is reinstating their annual review of historic Town buildings which will be made up by members of the commission, Town staff, including the Town Administrator and Selectman Josh Bartlett. 2) Paul reported that the CIPC met today. 3) Russ commented that he had reviewed the spring 2016 Newsletter. The Board agreed that it was good to see the article on the recognition of the Moultonborough Academy being ranked as #5 in the state. The Board approved of the Newsletter by Consensus.

2. Town Administrator's Report: Walter asked the Board to review the upcoming meeting schedule on the back of his weekly report. The Transfer Station single stream recycling project had the 2 compactors installed this week with the final grading and paving completed. Walter acknowledged the excellent job done by Mike Kepple and Andy Wolanek constructing the wooden railing along the front and side of the compactor pit. On Monday staff will meet with a representative from the Waste Management Co. to learn about handling the recyclables. The public education effort will begin the week of May 2<sup>nd</sup>. Walter informed the Board that a few staff evaluations were copied over and replaced in the book for their review. Members of the Lions Club Finance Committee would like to begin the process of discussing the renewal of their lease with the Town. Jean and Paul said that they would participate in the discussion. Walter said he'd schedule a day and time for the meeting. To date the Town has received 1 application for the DPW Director and 2 inquiries, which has been advertised in local and state newspapers. Also, there are volunteer applications for the Board to review for the at large members. Walter suggested and the Board agreed to make the appointments at the May 12<sup>th</sup> meeting. Walter reported that he, Heidi, and Nancy will be attending the NHGFOA conference in North Conway on Thursday and Friday and received the Board's approval to miss the May 5<sup>th</sup> meeting. Town Counsel Peter Minkow provided notice today to Walter that he will be retiring from his position as Town Counsel effective May 28<sup>th</sup>. A Non-Public Session is needed for personnel matters.
3. Heritage Commission Minutes, April 13, 2016: Acknowledged.
4. Planning Board Minutes, April 13, 2016: Acknowledged.
5. Trustees of the Trust Funds Minutes, April 13 & 20, 2016: Acknowledged.
6. CIPC Minutes, April 14, 2016: Acknowledged.

### **VIII. CORRESPONDENCE:**

1. Time Warner Cable, April 20, 2016, Possible Program Changes: Acknowledged.

- ### **IX. CITIZEN INPUT:**
- 1) Al Hume reminded the Board that the RAB has asked for their consideration of the submitted volunteer application to become a member of the RAB. Paul said that they had planned on working on this at the last work session, but it was decided to discuss it during a meeting. As Chris is not in attendance, the Board will wait until the next meeting to discuss it. Mr. Hume asked what the purpose was for the discussion. Paul replied that he felt that the current members of the RAB do not match the board's charge. Mr. Hume asked for clarification, and Russ said that he personally is not pleased with the RAB members and how it is functioning. Jean added that as a Board, they haven't had an opportunity to discuss it. 2) Hollis Austin said he was encouraged by Representatives Cordelli and Crawford and the proposed ideas to expand and improve the county government. He asked about the video for Town Meeting. Walter replied that the Town's camera didn't record the meeting. It was done with another camera, but without any audio. Mr. Austin asked about including in the Time Warner contract equipment to video Town functions. Josh thanked him for this idea, which is one of several that has been considered. The contract with Time Warner is still in negotiations. 3) Joe Cormier suggested that the Town consider other technologies via broadband and mobile devices. 4) Ken Kasarjian wondered if the streaming of the videos was reducing the numbers in attendance of these meetings. 5) Mr. Hume asked for clarification about the Lions Club septic system. Russ said he'd heard it was being pumped quarterly and that it had failed. Walter said that he spoke with Scott Lamprey and the system has not failed. 6) Mr. Cormier commented that the attendance to the meetings is the same as prior to streaming the meetings, and he is aware that people are watching the meetings from their homes. 7) Clelia MacKay commented that she has

difficulty hearing the audio from the streamed meeting. Paul acknowledged that a problem still exists and although we've tried to correct it, we realize there still is a problem. Walter added that it is important that those in the audience that wish to address the Board that they speak directly into the microphone, otherwise they won't be heard.

- X. NON-PUBLIC SESSION:** Per Walter's request, Paul Made the Motion to go into Non-Public Session per RSA 91-A:3 II (a) personnel and will reconvene for adjournment only. Josh Seconded. A roll call was taken: Josh – Aye; Paul – Aye; Jean – Aye; Russ – Aye. The Motion carried and the Selectmen went into Non-Public Session at 8:45 p.m.

The Board exited Non-Public Session at 8:58 p.m. Russ announced that two decisions were made. The first was that Mike Keppel has successfully completed his probation and is moved to full time. The second decision was to hire Wendy Smith as a part-time Clerk for the Town Clerk's office.

- XII. ADJOURNMENT:** Paul Made the Motion to Adjourn. Josh Seconded.  
Motion Carried Unanimously  
Russ adjourned the meeting at 8:59 p.m.

Russell C. Wakefield  
Approved

5/5/16 Hope K. Kokas  
Date  
Respectfully Submitted  
Hope K. Kokas, Administrative Assistant