

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

**Selectmen's Meeting**

**February 4, 2016**

**MINUTES**

Selectmen: Christopher P. Shipp, Chair, Russell C. Wakefield, Vice Chair, Josiah H. Bartlett (absent with prior notification), 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 6:30 P.M.

**II. PLEDGE OF ALLEGIANCE:**

**III. BOND PUBLIC HEARING - Proposed Community Center:** Chris opened the Bond Public Hearing for Article #2, the proposed community center. Town Administrator, Walter Johnson in a PowerPoint presentation explained that the Municipal Finance Act Chapter, Section 33:8 requires that a bond warrant article in excess of \$100,000 must pass by at least a 2/3 majority by a ballot vote at the annual Town Meeting, with a public hearing at least 15 days before Town Meeting and no more than 60 days before, and also advertised at least twice (January 21<sup>st</sup> and January 28<sup>th</sup>). At Town Meeting a bond warrant article must be acted upon directly after election of officers and zoning questions. The vote by ballot must be opened for at least one hour. Reconsideration of the article cannot take place for at least 7 days after and must be duly advertised. The bond for the proposed community center for approximately \$6.3 million financed for 10 years, 2.55% interest, based on the Town's 2015 assessed valuation, would result in a tax increase of .29¢/\$1,000 of valuation. He explained that as the unpaid principal goes down each year, the interest payment will also go down. Walter reported that the bond, based on a 10 year payout the tax impact would be 29-24¢per year, while the 15 year payout would be 20-16¢ per year. The school's bond will retire in 2018, which would then result in no increase. Chris asked if the Board had any questions or comments. As there were none, he then opened it to the audience. Comments from the public were: 1) Concern over accepting federal grants to offset the cost would come with "strings attached." Chris replied that he too would not be in favor of any grant that require "strings attached." Jean added that the goal is for the friends of the community center to raise in private donations 10% of the cost. Walter added that in his search he has not found any grant funding that the project would qualify for, adding that the warrant for the bond is using standard language. 2) The Selectmen were asked where the 10% donations would come from, if in fact they could guarantee that it would be raised, and if not then they shouldn't start the process until the funds are raised. The Board explained that the warrant for the bond must have the full amount. Russ added that it is a goal, and it may or may not happen, but they want to use any donations collected to offset the cost, and it has to be stated. 3) The Board was asked why this question isn't being asked during a national election, and felt that asking the question at Town Meeting was an effort to avoid everyone voting on it. Walter replied that the statute allows them to do only what's authorized, and it must be asked at the Town's annual Town Meeting. There is no avoidance occurring. Chris added that without the bond question, then all that is required is a simple majority versus the required 2/3 ballot vote. 4) The Selectmen heard one comment in favor for the 15 year payout to spread out the cost. It was

pointed out to the audience that only registered voters will be able to participate in the vote (there will be no voter registration at Town Meeting). 5) The Board was asked and replied that the bond and total cost would include everything “screwed, glued and attached to the facility” and also includes any soil testing and dirt work. 6) The Board heard one individual in favor the proposed community center who felt that it would increase the assessed value of property and his willingness to donate to the project. 7) It was suggested to the Board that they should consider funding the community center on donations and sale of Town owned property instead of borrowing the money through a bond. 8) An opinion was expressed to the Board that in order to increase assessed values, the school needs to improve. Chris asked if there were any more questions or comments. Hearing none he closed the bond public hearing at 7:10 p.m.

**IV. REVIEW / APPROVAL MINUTES:** Paul Made the Motion to approve the minutes of January 21, 2016 Meeting and January 28, 2016 Work Session Minutes as written. Jean Seconded. The Motion carried Unanimously.

**V. PUBLIC HEARING - 2016 Budget & Warrant Articles:**

Advisory Budget Committee Report: Amanda Bergquist, Chair of the ABC provided the Board with the committee’s report for the Library’s budget, which has an 8.7% increase as a result in increases in salaries and benefits. They recommend that the Library consider bulk purchasing, exploring opportunities with Plymouth State University for internships, horizontal teaming with school librarians and teachers, providing Academy students with the opportunity to job shadow, and repurposing technology equipment between the school and Library. Ms. Bergquist reported that the Town’s budget has a 1.5% decrease and commended the Town for going with single stream recycling at the Transfer Station. Recommendations were to have a competitive analysis of its current benefits package, succession planning and career development, reserve for potential new capital projects, consolidation of shared services, and regionalization of shared services. Major issues for the Town are changing demographics, declining school population, and the need for more business opportunities.

Chris called for a 5 minute recess and then reconvened the meeting at 7:20 p.m.

2016 Budget: Walter reported that the Selectmen provided guidance to the departments to stay with level services for the upcoming year. The unassigned fund balance for 2015 is in excess of the 12.5% policy level set by the Board at \$5.94 million. The policy amount at 12.5% is \$3.1 million based on the FY2015 tax levy. The Board is proposing to use \$673,200 of the fund balance for 2016 capital budget to offset some capital purchases and contributions to reserve and trust funds, which will leave approximately \$2.13 million in excess above the 12.5% fund balance target. The Board also proposes to create 2 new capital reserve funds using funds from the unassigned fund balance. One is for the replacement and expansion of the Town’s computer hardware and software technology, \$30,000. The other is for the States landing Park and Beach Area for \$125,000. Both capital reserve funds will have the Selectmen as agents to expend.

Article 2 - Proposed Community Center Bond: Walter read the article. Chris asked the Board and as they had no comments or questions, he opened it to the audience for comments. 1) The Selectmen heard an individual speak in favor of the project, expressing his hope that the whole Board will vote in favor of it. In addition, he suggested setting aside the bond question, which

would then allow approval by a majority versus 2/3 ballot vote. 2) Concern was expressed that the cost for the community center is only one known expense and the likelihood of other budgetary increases such as Carroll County's budget, school projects, etc. Jean informed the audience that the school has a reserve fund for unanticipated building repairs and needs. 3) The Board was asked why they didn't first consider saving up for the project and then building it versus having to borrow the money through a bond. 4) It was expressed that the Town doesn't need a gym as was reported in a recent editorial article, and recommended selling Town property and having fund raisers first to pay for it. Paul informed the speaker that the information in the article was a ~~\*miscommunication~~ ***misinformation***, and was based only on the Rec. Department's basketball program and not all of the department's programs. 5) Speaking in favor of the project, people were encouraged to read the Moultonborough Community Center and Financial Study and Recommendations, January, 2016

([http://www.moultonboroughnh.gov/Pages/MoultonboroughNH\\_WebDocs/CommCtr/](http://www.moultonboroughnh.gov/Pages/MoultonboroughNH_WebDocs/CommCtr/)). He added that the Blue Ribbon Commission's recommendation was to build a community center on or near school grounds. In addition the feasibility study was to build it for all ages, not just children. Moultonborough is a community based on recreation and the tourist trade, and this would be a good investment. The speaker hoped that the Selectmen will vote in favor. 6) Sue Noyes, Superintendent of Schools agreed that this project isn't just for kids. The school has worked collaboratively to provide the Recreation Department with gym time, but with all of the schools' athletic programs, they are at capacity. 7) The speaker reported that he supported the Blue Ribbon Commission's recommendation to build a gym, but since then things have changed and school demographics are declining. Russ commented that the Selectmen are working on many of the suggestions that have been expressed. He added that this warrant article represents what the legislative body voted for, and information is available. This is a community decision, and not just a Board of Selectmen's decision. 8) Rae Marie Davis, Welfare Director and long-time Town resident, spoke in favor of the project, and of her children, and now her grandchildren's involvement in the Recreation Department's programs over the years. She added that the need for a gym is not the school's issue. This question has been going on for over 30 years. 9) It was suggested to build a community center first and then build a gym later if needed. 10) Concern was expressed over the location of the project, increasing traffic on Route 25 and Blake Road, excess noise coming from the gym, the thought that children and adult/senior activities should be segregated, and the competition that may result from the project being built on privately owned gyms. 11) Speaking in favor of the project, it was expressed that his family benefitted from the great school, low tax rate, and Town departments. He added that young families in Town are concerned about the direction that is being taken and defeating the project could result in young families leaving to seek communities with more recreational opportunities. 11) It was suggested that the Recreation Department be consolidated with the school. 12) The Board was asked and replied that they would not be voting to recommend tonight, as Selectman Josh Bartlett is not present. The vote will be taken at their next meeting, February 11<sup>th</sup>. 13) Concern was expressed that the March Town Meeting date should be moved to a time when more residents are in Town to allow more people to vote on the question.

Article 3 - Police Union's Collective Bargaining Agreement: Walter read the article and explained that it would result in a tax impact of .005¢.

Article 4: Walter explained that if article 3 is defeated, this would allow a special meeting to reconsider.

Article 5 - 2016 Road Projects: Walter read the article stating that the tax impact was .30¢. 1) The Selectmen were asked if there should be a road program, as presently the Road Agent is only part-time. Chris replied that regardless, the Town still has roads that need to be repaired and maintained. Russ added that the road plan is the same. 2) The Selectmen were asked about

Moultonboro Neck Road, a state owned highway and the poor condition, especially last year, and his opinion that the Town should do something about it. Paul replied that the road continues to be on the State's 10 Year Road Plan, but it requires rebuilding, not just shim and overlay, which is very expensive and the state doesn't have the funds.

Article 6 - Capital Improvements & Expenditures Equipment – DPW & Firefighting: Walter read the article and reported the tax impact was .05¢. 1) The Board was asked if they will guarantee that only these items will be purchased, as last year a highway vehicle was purchased that wasn't on the warrant. Chris explained that this piece of equipment was federal surplus and was being sold at a tremendous savings to the Town. Road Agent Scott Kinmond added that the Town Attorney was consulted and found it was permissible.

Article 7 - Capital Improvements & Expenditures – Facilities: Walter read the article and there would be no tax impact as the funds were from the Municipal Building Capital Reserve Fund. 1) The Selectmen were asked about the Public Safety Building parking lot repairs and what the plan was for the Highway Garage 2 bay addition. Road Agent Scott Kinmond replied that this year just the rear parking lot at the Public Safety Building would be repaired and the soil borings were considered. Scott said he was uninformed of the \$10,000 expense for the Highway Garage. The Board all agreed that this expense was recommended by the CIPC, but as the Road Agent couldn't justify the expense, it could be removed.

Article 8 - Capital Reserve Funds: Walter read the article, stating the tax impact would be .10¢.

Article 9: Deposit Expendable Trust Funds: Walter read the article, with a tax impact of .08¢.

Article 10: Pay Expenses of General Government: Walter read the article, and said that with revenues applied, the overall tax impact was \$2.03.

Article 11 - Public Library: Walter read the article adding that the tax impact is .20¢. Laurie Whitley, Chair of the Board of Library Trustees reported that the slight increase is due to one staff person going from part-time to full-time as the demand for technology and instruction has increased.

Article 12 - Technology Capital Reserve Fund: Walter read the article, explaining there would be no tax impact as the funds are from the unassigned fund balance.

Article 13 - States Landing Improvements Capital Reserve Fund: Walter read the article, explaining there would be no tax impact as the funds are from the unassigned fund balance.

Article 14 - Policy #23, Competitive Bidding Policy: Walter said that articles 14 through 19 were non-budgetary items. 1) The Selectmen were asked about Article 14, raising the limit for competitive bidding and did this include raising the limit from \$5,000 to \$15,000 to dispose of Town property? Chris replied that it does, and unfortunately surplus town vehicles usually don't bring in high bids, and are typically sold for much less than actual value.

Article 20 - Tri-County Community Action, Citizens Petition (\$7,500): Walter read the article. 1) The Board was asked by the Town Moderator, Jerry Hopkins, if people were asked to support their citizen petitions at Town Meeting. Paul replied that the Board has made this request and this is reflected in the Selectmen's minutes.

Article 21 – Inter-Lakes Community Caregivers, Citizens Petition (\$2,000): The article was read and there were no questions or comments.

Article 22 - Loon Preservation Committee, Citizens Petition (\$1,000): The article was read and there were no questions or comments.

Article 23 - Child & Family Services, Citizens Petition (\$3,000): The article was read and there were no questions or comments.

Article 24 - Winnepesaukee Wellness Center, Citizens Petition (\$10,000): The article was read and there were no questions or comments.

Article 25 - Starting Point, Citizens Petition (\$1,293): The article was read and there were no questions or comments.

Article 26 - Moultonborough Suicide Prevention & Mental Health Coalition, Citizens Petition (\$12,000): The article was read and there were no questions or comments.

Article 27: Lakes Region Food Pantry, Citizens Petition (\$7,500): The article was read and there were no questions or comments.

Article 28: Central NH VNA & Hospice, Citizens Petition (\$5,000): The article was read and there were no questions or comments.

Article 29: Moultonboro/Sandwich Senior Meals Program, Citizens Petition (\$11,000): The article was read and there were no questions or comments.

Article 30 - Sandwich Children’s Center, Citizens Petition (\$3,000): The article was read and there were no questions or comments.

Article 31 - Historical Society, Citizens Petition (\$2,600): The article was read. 1) The Selectmen were asked what the stewardship was and why the Town is being asked for the funding when there is a historical facility fund. As there was no one to speak to the petition, the Selectmen couldn’t answer this question.

Article 32 - Inter-Lakes Day Care Center, Citizens Petition (\$1,350): The article was read and there were no questions or comments.

Chris closed the public hearing at 9:15 p.m.

**VI. CITIZEN INPUT:** 1) Sally Carver commented that the Transfer Station was a great place with excellent service. She asked and the Board agreed that if she was willing, they’d very much like her to head up the Memorial Day Parade. 2) Town Moderator Jerry Hopkins asked the Board to meet with him about the Primary Elections, February 8, 2016, 6:30 p.m., at the Public Safety Building.

**VII. NEW BUSINESS:**

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

DATE	DOCUMENT	MAP/LOT#
2/4/16	1) Citizens Petitions: (4) - Central NH VNA & Hospice, \$5,000; Moultonboro/Sandwich Sr. Meals Program \$11,000; Sandwich Children’s Center, \$3,000; Historical Society, \$2,600, Inter-Lakes Day Care Center \$1,350.	
2/4/16	Veteran’s Tax Credit, Approved	132-068
2/4/16	Veteran’s Tax Credit, Approved	198-027
2/4/16	Veteran’s Tax Credit, Approved	140-011-013
2/4/16	Veteran’s Tax Credit, Denied	051-007
2/4/16	Veteran’s Tax Credit & Service Connected Total Permanent Disability, Approved	215-006
2/4/16	Veteran’s Tax Credit, Approved	132-078
2/4/16	Elderly Exemption, Renewed 2016	1-2016-E

Paul Made the Motion to approve the Consent & Signature File as presented. Russ Seconded. The Motion carried Unanimously.

2. Review for Action: Staff Report, NH Beautiful Grant, WMF: It was explained that the grant was to assist in paying 20% towards the purchase of one 30 yard roll off container. Paul Made the Motion to authorize the Chairman of the Board to sign the NH the

Beautiful Grant application recycling equipment (used 30 yard roll off container) for the Moultonborough Transfer Station Resource Recovery Park/Waste Management Facility. Jean Seconded and the Motion carried Unanimously.

**VIII. OLD BUSINESS:**

1. Sale/Lease Town Owned Property, Land of 4 Whittier Highway MBLU 170-002: Walter reported that the owner of the building wants to sell it to the tenant. In order to do that the tenant needs the lease of the land to be extended to at least 2051. Based on the Selectmen questioning the merits of holding on to the property or to sell it, the warrant has two placeholders for articles. Article 18 would be to ask the voters permission to sell the property. If article 18 is defeated then article 19 would be to ask permission to extend the lease. Russ commented that this property has been a problem for several years and the lease question keeps coming up. The easements in place for the property would stay regardless of who owns it. The Selectmen by Consensus agreed that article 18 would ask the question to sell the property and article 19 in case 18 is defeated would be to ask to extend the lease.

**IX. OTHER BUSINESS:**

1. Board Update Reports: None.
2. Town Administrator's Report: None.
3. Recreation Advisory Board Minutes, January 11, 2016: Acknowledged.
4. Advisory Budget Committee Minutes, January 26, 2016: Acknowledged.
5. Trustees of the Trust Funds Minutes, January 27, 2016: Acknowledged.
6. Planning Board Minutes, January 27, 2016: Acknowledged.

**X. CORRESPONDENCE:**

1. Richard E. Plaisted, January 28, 2016, Adele Taylor Memorial Scholarship Trust: Chris read Mr. Plaisted's letter (attached) which included his check for \$185,000 \*\$125,000 to fund the scholarship through the school for Academy students majoring in education, nursing or fire sciences.
2. Walter reported that the Board received 3 emails (attached) regarding the proposed community center project, 2 opposed and 1 in favor.
3. Russ asked Walter if the suggestions received at the last information session would be incorporated in the architecture's renderings. Walter explained that the budget for this has been exhausted, but they have been noted and if approved will be considered.

- XI. CITIZEN INPUT:** 1) Hollis Austin commented that the sound system in the Academy auditorium needs fine turning, as it was difficult to hear. Also, he suggested for Town Meeting that due to dimming the lights on the audience that a light be set up by the audience's microphone, as it was dark and hard to see written documents.

- XII. NON-PUBLIC SESSION:** Chris said that the Selectmen need to go into Non-Public Session per RSA 91-A:3 II 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. Russ Seconded. A roll call was taken: Paul – Aye; Russ – Aye; Jean – Aye; Chris – Aye. The Motion carried and the Selectmen went into Non-Public Session at 9:34 p.m.

The Board exited Non-Public Session at 10:05 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 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. Jean Seconded and the Motion carried Unanimously.

**XIII. ADJOURNMENT:** Russ Made the Motion to Adjourn. Paul Seconded.  
Motion Carried Unanimously  
Chris adjourned the meeting at 10:06 p.m.

Christopher P. Shipp  
Approved

2/11/16 Hope K. Kokas  
Date  
Respectfully Submitted  
Hope K. Kokas, Administrative Assistant

## Hope Kokas

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**From:** Walter Johnson  
**Sent:** Wednesday, January 20, 2016 4:41 PM  
**To:** Jane Elliott  
**Cc:** Hope Kokas  
**Subject:** RE: Proposed Community Center Bond Hearing and FY 2016 Budget Hearing

Dear Mr. and Mrs. Elliott,

Thank you for your input regarding this important community project. I will be sure the Chair of the Select Board receives a copy of your e-mail to be included in the record of the public hearing on the budget on February 4<sup>th</sup>.

Sincerely,

*Walter*

Walter P. Johnson  
Town Administrator  
Town of Moultonborough  
6 Holland Street  
Moultonborough, NH 03254  
603-476-2347 Office  
603-520-9377 Cell  
[wjohnson@moultonboroughnh.gov](mailto:wjohnson@moultonboroughnh.gov)

**From:** Jane Elliott [mailto:jane.e.elliott@hotmail.com]  
**Sent:** Tuesday, January 19, 2016 6:40 PM  
**To:** Walter Johnson <[wjohnson@moultonboroughnh.gov](mailto:wjohnson@moultonboroughnh.gov)>  
**Subject:** Proposed Community Center Bond Hearing and FY 2016 Budget Hearing

My wife and I will not be able to attend the public hearing on February 4th due to a scheduling conflict but we would like to take this opportunity to express our views concerning the proposed community center.

We had heard that the proposed community center would impact our property taxes by approximately 29 cents per thousand of assessed property value. This would represent a tax increase of over \$100 per residence, based on the average price of homes sold in Moultonborough of \$366,675. \$100 may not appear that significant on it's own, but when the town budget and school budget are added to this increase, it becomes more and more apparent that this project is cost prohibitive for the residents of our town.

Even if the initial costs could be drastically reduced, we believe that this tax impact would only be the tip of the iceberg. Over time, the financial burden/tax impact would become greater and greater, in order to manage, maintain, and update such a facility. We strongly believe that the long-term cost of such project would far outweigh the benefit to such a small portion of our community.

So, in closing, we would like to express our view that we do not support the town moving forward with this project at this time.

We ask that our input be read at the public hearing and that our comments be placed into the record.

Thank you,

Curtis and Jane Elliott

**From:** John McRae [<mailto:johnmcrac@aol.com>]  
**Sent:** Wednesday, January 20, 2016 8:52 AM  
**To:** Donna Kuethe  
**Subject:** Fwd: CC Plans

Donna, I appreciate being able to comment on the community center. Please share with those that you choose.

John & Pemi  
Sent from my iPhone 6 Plus

Begin forwarded message:

**From:** John <[johnmcrac@aol.com](mailto:johnmcrac@aol.com)>  
**Date:** January 19, 2016 at 5:38:21 PM EST  
**To:** Johnmcrac <[johnmcrac@aol.com](mailto:johnmcrac@aol.com)>  
**Subject:** CC Plans

## **Community Center Plan Comments By John McRae Jan 2016**

I believe that the arrangement of the community center space next to recreation space next to the gym is terrific and separates the 3 areas nicely from one another especially from a noise stand point. The rendering gives the impression that the main entrance is at the side of the building. This entrance style should be move to the entrance at handicapped parking and eliminate the intrusion of this wall into the function room to provide more function space as well as save construction cost versus aesthetics.

Although the function space in the planned facility is substantially less than at the Lions, (3500 today vs 2020 tomorrow) the existence of the 'creative room' and gym provide space for large events. The few extra square feet mentioned above would be very welcomed.

Storage for the kitchen is adequate but storage for other activities appears to be non-existent. Many of the organizations that use the facility store their stuff in the utility room. This includes the Boys Scouts, Cub Scouts, Women's Club, Weight Watchers, Bingo, Lions as examples. There is also a storage shed outside the building that is jammed full.

The kitchen space need to be visited in greater detail before final plans. It is severely lacking in counter space (currently 28 feet) and refrigerator space as well as functionality. We have one triple, one double, and three single size refrigerators totaling 16 feet of refrigeration.

I assume the entrance door through the vestibule will be to handicapped code and automatic buttons. The entrance to the storage room doors need to be extra wide to accommodate moving refrigerators in and out.

The cook's office door should be accessible from the kitchen and not the storage room which is very awkward on the plan.

It would be nice to have a window in the outside kitchen wall.

Draft 1/19/16  
Reviewed with Donna Grow  
John & Pemi

## Walter Johnson

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**From:** Jan <pprescottjan@aol.com>  
**Sent:** Wednesday, February 03, 2016 2:18 PM  
**To:** Walter Johnson  
**Subject:** Gym/Center

This had been going on for years – since 2005 that I know of and so many different tactics to get it through. The antics with the Lyon's club until the disclosure of wetlands. It is ridiculous for this small town to have a center at that price. It buys the Lyon's club and now the Taylor property. Fix the Lion's club and let it be. Fix the recreation building and let it be offices. Use what we already have. Use the schools there not many children is there?

And the director of the recreation department needs to step up with information about the children using that building. Parents must have to sign some permission to have their child attend. How many are using it????

There is no common sense.

I don't think this belongs on the Warrant anymore. I watched how they played the game on the sidewalks. It is disgusting! How many people walk daily? For that price tag.

Who is running the show???

Jan Prescott

Sent from [Mail](#) for Windows 10