

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

Selectmen's Work Session

May 26, 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:** The Chairman called the meeting to Order at 4:00 P.M.

**II. PLEDGE OF ALLEGIANCE:**

**III. WORK SESSION ITEMS FOR DISCUSSION:**

1. **Discuss Recreation Advisory Board (RAB):** The Board discussed the merits of having the RAB continue as a valuable asset to the community. Jean believes the RAB should continue, but with a different make up of members including a Select Board member, School AD, and 3 at large community members. She also believes the RAB should be supportive of recreation programs and should report to the Select Board on a regular basis. The RAB should provide awareness and identify opportunities for high quality recreation programs and not assist the Recreation Department in providing these programs. Josh felt that if the RAB had to be all supportive of the department's efforts and programs then it was not necessary and a booster club would be more appropriate. Chris, Russ and Paul supported continuing the RAB, but reworking the mission and makeup to address conflicts that may exist between the RAB and the Recreation Director. After additional discussion, the Selectmen by consensus decided that the RAB will continue and after reviewing the mission statements and charges from other communities, the Board will continue to work on the evaluation of the RAB at the next work session in June.
2. **Lions Club Lease Agreement Renewal:** Both Paul and Jean reported on a recent meeting with the Lions Finance Committee. Jean reported the Lions would like to continue with the leasing of the property, but is unable to continue supporting the entire annual operating and maintenance cost. The net operating cost to the Lions Club per year is approximately \$18,000. Jean also reported the Lions only use the building once a week for bingo and twice a month for their meetings. Paul and Jean asked the Lions to determine what cost they could continue to cover in a new lease agreement and what cost the Town may have to assist with. Paul also reported that there are some fairly significant capital costs soon to come down the road, including a new roof, restroom improvements, and replacement of the septic system. Josh felt the Club should continue to carry the entire cost of operating based on the fact that they received approximately \$500,000 from the Town for the purchase of the property. After further discussion the Board agreed to table further discussion until they heard back for the Lions regarding the operating cost matter.
3. **Personnel Policy Update:** Walter noted he is continuing to work with the Town's employment attorney to update the employee manual. One question still to be answered is

whether the PD CBA is tied to the manual and if union approval is necessary to make some of the necessary changes. Attorneys Rice and Broth are working on that issue. In the meantime, the current EEO (Equal Employment Opportunity) policy must be updated to reflect current Federal and State law. Walter provided a draft for the Board's consideration and they agreed this amendment will be an agenda item for the next regular Board meeting. Walter also asked and the Selectmen agreed that Board member Jean Beadle could work with him and Attorney Rice on the rewrite.

4. Street Lights Review: Walter presented a list of Town street lights that was provided by NH Electric Co-op. Walter suggested a representative from the Co-op come to the next work session to discuss the option to change all Town street lights to LED as well as reinstalling some or all of the lights removed in 2010.
5. Bid Results: Fire Truck & Legal Services: Walter reported that two bids were received for the new FD tanker truck; one from Lakes Region Fire Apparatus and one from New England Fire Apparatus, and a total of six proposals were received for legal services. Chief Bengtson and the department truck committee will review the bids for spec. compliance and make a recommendation to the Board soon. The Board discussed how the legal services proposals would be reviewed and agreed that all Board members will review each proposal and plan to meet at 6 p.m. on Thursday June 2<sup>nd</sup>, to discuss the proposals. Board member Bartlett is unable to attend and will submit his comments to Walter prior to June 2<sup>nd</sup>.
6. TA General Updates:
  - 1) Walter reviewed a written project update report from Town Engineer Ray Korber on several pending projects. One item addressed was Eric Taussig's question on the status of the intersection work at Route 25 and Old Route 109 that is pending more work from Fair Point without a schedule given for that work to be completed. The Board confirmed it was ok for KV Partners to move forward with discussions with DES on the States Landing Project and also move forward with the Route 25 Village Sidewalk project as directed by the 2015 Town Meeting as well as providing an alternative plan for the north side of Route 25 that was previously discussed.
  - 2) Walter reported he had met with Chief Wetherbee to review and discuss the parking concerns near the Cup and Crum. A recommendation from Chief Wetherbee was to post No Parking signs on the North side of Old Route 109 from the corner of Route 109 for 250' heading west. After discussion the Board agreed to hold a hearing to amend the Town's parking ordinance as soon as possible so signs can be posted and the parking enforced.
  - 3) Walter reported he also reviewed and discussed the concerns brought up by Mr. Taussig regarding Ossipee Park Road and the potential for runaway trucks. It was agreed that Walter will review the Planning Board approval to determine if CG Roxane is in compliance. Walter will also pose the question to the staff attorney at Primex regarding the Town's liability for runaway trucks on public roads.
  - 4) Walter inquired if the Board wished to reinstate the first citizen input at the Board meeting. This will not be considered at this time.
  - 5) The Board determined that Chairman Shipp will be the one to determine if the Memorial Day parade will go on based on the weather conditions and forecast early Monday morning.

- IV. NON-PUBLIC SESSION:** Josh moved and Paul seconded to enter Non-Public Session in accordance with RSA 91-A: 3II (a) to discuss personnel matters. Josh – Aye, Paul – Aye, Russ – Aye, Jean – Aye, Chris – Aye. The Selectmen went into Non-Public Session at 5:16 p.m.

The Board exited Non-Public Session at 5:35 p.m. Paul Made the Motion to seal the minutes and Josh Seconded. The Motion carried unanimously

- V. Adjournment:** Paul Made the Motion to Adjourn. Jean Seconded.  
Motion Carried Unanimously  
Chris adjourned the meeting at 5:36 p.m.

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Approved

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Date  
Respectfully Submitted  
Walter P. Johnson, Town Administrator