

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

Selectmen's Meeting

September 8, 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.

I. CALL TO ORDER: Chris called the meeting to Order at 7:00 P.M.

II. PLEDGE OF ALLEGIANCE:

III. REVIEW / APPROVAL MINUTES: Jean Made the Motion to approve the September 1, 2016 Public Minutes as written and to table the September 1st Non-Public Minutes for the next meeting to allow all members of the Board to read them. Paul Seconded. The Motion carried Unanimously.

IV. NEW BUSINESS:

1. Review for Action: Consent & Signature File as of September 8, 2016:

9/8/16	Cemetery Deed, Shannon Cemetery #173	N/A
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Russ Made the Motion to approve the Consent & Signature File for September 8, 2016, Paul Seconded. The Motion carried Unanimously.

2. Presentation: 2016 MS-1 & Assessed Values Update: Assessor Gary Karp reported to the Selectmen that overall assessment values have increased approximately 4%, which is the first increase in 5 years. He explained that the first part of the year was slow, but activity increased greatly in the summer. Residential values went up 5% and vacant land decreased by 2%, and commercial property decreased by 1%. Condominiums increased 7% and waterfront values also increased 4%. Paul asked if the increase includes the values for the utilities and learned that it does. Gary added that the utility values changed very little from last year. Josh asked what properties made up the tax exempt category and the \$1.1 million of assessments. Gary explained that non-profit organizations that have applied for the exemption, such as Lakes Region Conservation Trust and religious and educational organizations, along with the Town's schools, and Town owned property are included in this number. Josh asked about George Sansoucy's report on the 2016 Utility Assessment Updates, regarding the owner(s) of the optical cable. Gary replied that as of yet they are still unable to identify who actually owns it, but Fairpoint and Time Warner Cable are each being charged a percentage and they are leaving it up to them to identify the owner(s). The Town has received an extension on the MS1 which was to be submitted to DRA on September 1st. The reason for this is that the Current Use Advisory Board back in January approved a 10% rate increase, but the Joint Legislative Committee on Administrative Rules have not ruled/approved the rates. DRA was unable to give a definitive answer on what to do until a few days ago, and instructed assessors to use the old rate. Gary told the Board that both the MS1 and the MS1V have been submitted electronically. He added that the MS1V is for the village district and specifically Bay Sewer. Although the Town doesn't tax for this utility and it remains private, at some time in the future it could, and the Town must submit the MS1V as a formality only. He

- asked the Selectmen to sign the MS1 as DRA requires. As there were no further questions, the Board thanked Gary for coming in and explaining the assessments.
3. Review for Action: Proclamation, Paralyzed Veterans Day, September 10, 2016: Paul commented that he attended the dinner and read the proclamation last year and found it to be very moving event. The dinner and ceremony starts at 6 p.m. at Camp Robindel. Josh Made the Motion to issue the proclamation, recognizing the Paralyzed Veterans of America by proclaiming Saturday, September 10, 2016, as Paralyzed Veterans of America Day in the Town of Moultonborough. Paul Seconded and the Motion carried Unanimously. Chris read aloud the proclamation (attached). Joel Mudgett, former Selectmen and Manager of Camp Robindel provided the Selectmen with the history of the event which started over 10 years ago, at the Suissevale beach. That first year it was found to be too difficult for the wheelchairs to access the boats, and the next year and ever since it has been held at Camp Robindel. Owner Nat Greenfield gives them the camp for the weekend (lodging and use of the beach/docks) and donates money towards the meals. Members of motorcycle clubs volunteer to provide assistance to the veterans to get them in and out of the boats, and bass fisherman provide their bass boats for a day of fishing. Jean said she would attend and read the proclamation. The Board thanked Mr. Mudgett for his role and also Camp Robindel for making this worthy event possible.
 4. Review for Action: FY 2017 Budget Guidance: Walter explained that he is getting ready for the budget process and wants to be able to provide guidance to Department Heads as to the Board's wishes. Last year the emphasis was on level service. Chris said he likes level service, but doesn't want to discourage any new ideas that would benefit the Town. Josh felt that the CIPC has helped by vetting department requests for capital improvements. Paul commented that he wants Department Heads to be looking ahead. Chris commented that work still needs to be done at the Transfer Station. He said that Tuesday was very busy and there was a wait. Jean thought this was due to being closed on Monday for the holiday which resulted in increased traffic on the next day. Walter said that he has found that the Department Heads are responsible and manage their budgets very well. There are services that may need to be increased/changed in the future and he's asked Department Heads to think about this. Paul commented that the Town's fund balance is very healthy and hopes to use some of those funds to offset the tax rate.
 5. Review for Action: Conservation "Moose Plate" Grant Program 2017 Application: Chair, Marie Samaha reported that the Conservation Commission is applying for this grant in the amount of \$24,000 to help pay for the Lees Pond Reserve purchase. They will be notified by the State around Thanksgiving time if they are awarded the grant. Russ Made the Motion to authorize the Chair to sign the grant application as the Board's endorsement. Paul Seconded and the Motion carried Unanimously
 6. Review for Action: 2016-2017 Highway Safety Grant Applications: Chris reported that the Police Department is applying for three Highway Safety Grants, 1) STEP (Speed, Safe Commute, NH Clique) for \$12,271.68; 2) Distracted Driving (Hands Free) for \$5,000; and 3) WatchGuard in-cruiser Hi-def Video for \$2,660. Josh asked what the grant money will be used for and learned that it will pay for overtime patrols. He also asked what the conditions were and if there were any strings attached. Walter replied that there aren't any unassociated connections other than doing the work. The grant money received will pay for increased staffing hours and education. Any equipment received must be used and maintained by the Town, and must also be manufactured in the U.S. 1) Joe Cormier asked and learned that this isn't a HUD grant. 2) Mr. Mudgett encouraged the Police Department to submit a public relations article about the grants in order to

educate motorists. Paul Made the Motion to approve the submission of three 2016/2017 NH Highway Safety Grants totaling \$19,931.68 as requested by Chief Wetherbee and to authorize the Town Administrator to sign the applications and agreements on behalf of the Town. Josh Seconded and the Motion carried Unanimously.

V. **OLD BUSINESS:** Paul asked about the recent article about the new DPW Director in the *Meredith News* which stated that the present Road Agent, Scott Kinmond would continue until March. He wondered if that was something that was stated by either Chris Theriault or Scott Kinmond. Walter thought that this was an assumption made by the reporter. The Road Agent is an elected official and until he resigns will stay in office. However, the Board can stop the stipend. Walter thought that to provide a smooth transition, the Road Agent should continue to receive the stipend until the end of October to allow the new DPW Director to get a good handle on the position.

VI. **OTHER BUSINESS:**

1. **Board Update Reports:** 1) Paul reported that the Master Plan Steering Committee has finalized the revised version and now has a new set of goals for 2017.
2. **Town Administrator's Report:** Walter reported that Fairpoint should be done working on the line and relocating the pole at the Far Echo and Moultonboro Neck intersection, with the contractor returning next week. Work for the Public Safety Building parking lot reconstruction will start after the September 13th primary. A meeting will be held at the PSB tomorrow with the Police and Fire Chiefs about the upcoming construction. Invitations for the volunteer luncheon went out earlier this week and the caterer is all set. Chris asked if participants of Adopt a Spot and Adopt a Facility were invited. Walter thought that they were invited. Walter told the Board that notices have been posted for the vacant position at the DPW. He hoped that they would discuss the NHMA policies at the next meeting. So far he's received comments from Russ, Paul and Josh. The TAP grant for the Pathway was submitted on September 2nd. Walter reported that the new DPW Director, Chris Theriault has hit the ground running, and with the assistance of his staff and the Road Agent, is coming up to speed on department operations and current projects. He reminded the Selectmen that polls will open at 7 am and close at 7 pm on Tuesday, September 13th. Walter reminded the Selectmen about his recommendation to change the Town's financial chart of accounts beginning with FY17. The current system doesn't align with the NH Department of Revenue account numbers or the chart adopted by the NH Government Finance Association, which had been used previously. He added that veteran Department Heads prefer the old chart which is more user friendly and easier to track. Walter said he will be attending the NEGFOA conference on Sunday and Monday next week and will be looking for new software options as well. Chris Theriault, DPW Director advised him that the cost to paint the fog lines on the Neck from Shaker Jerry Road to Trexler's Marina, both sides of the road, will cost \$2,800 based on one quote. This cost is high (7¢ vs. 4¢/ft.) due to the time of year and availability. This one contractor wouldn't be able to start until the end of October. Walter reported that he asked Chris T. to obtain an additional quote and schedule, adding that he sees no benefit in using this vendor so late in the year for the higher cost. Chris thought they had discussed just doing the Pathway and not the whole road. Walter replied that the road needs it and if they were to do the work it would be included in the budget for every other year. He wanted to know what the Board wanted to do if the opportunity arises that they can get the work done sooner or wait until spring on 2017. Walter added that if they

were to do the work now, the Town would still need to have a maintenance agreement with the DOT. He pointed out that he's still asking DOT to paint the fog lines, but they haven't responded to him. The Board agreed that it made no sense to spend the extra money and do the job so late in the year when it won't be used as much, and then plowing season starts.

3. Planning Board Minutes, August 24, 2016: Acknowledged.
4. CIPC Minutes, August 25, 2016: Acknowledged.

Josh asked that the Route 25 and Old Route 109 intersection be included in the Work Session on the 22nd. Walter told the Board that he did talk with Chief Wetherbee and asked him to come up with recommendations on the problem.

VII. CORRESPONDENCE: None.

VIII. CITIZEN INPUT: None.

IX. NON-PUBLIC SESSION: Not needed.

X. ADJOURNMENT: Russ Made the Motion to Adjourn. Paul Seconded.
Motion Carried Unanimously.
Chris adjourned the meeting at 7:55 p.m.

Approved

Date
Respectfully Submitted
Hope K. Kokas, Administrative Assistant



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PROCLAMATION

- WHEREAS,** the **Paralyzed Veterans of America** demonstrated their loyalty, fidelity, courage and devotion to duty by serving the United States of America; and
- WHEREAS,** the **Paralyzed Veterans of America** earned the respect and admiration of a grateful country by their selfless service to their country; and
- WHEREAS,** the **Paralyzed Veterans of America, New England Chapter** choose to come together for a day of remembrance and relaxation in the Town of Moultonborough.
- NOW THEREFORE,** We, the Board of Selectmen, join with other members of the Moultonborough Community to recognize the **Paralyzed Veterans of America** by proclaiming Saturday, September 10, 2016, as **Paralyzed Veterans of America Day** in the Town of Moultonborough.

In witness whereof, WE hereunto set our hand, and cause to be affixed hereon the Seal of the Town of Moultonborough, New Hampshire.

Dated this 8th day of September, 2016

Christopher P. Shipp
Christopher P. Shipp, Chairman

Russell C. Wakefield
Russell C. Wakefield, Selectman

Josiah H. Bartlett
Josiah H. Bartlett, Selectman

Jean M. Beadle
Jean M. Beadle, Selectman

Paul T. Punturieri
Paul T. Punturieri, Selectman

