

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

Selectmen's Meeting

October 20, 2016

MINUTES

Selectmen: Christopher P. Shipp, Chair (absent with prior notification), Russell C. Wakefield, Vice Chair, Josiah H. Bartlett, Jean M. Beadle, Paul T. Punturieri (absent with prior notification); 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:

Walter informed the Board that Chris notified him that his son is being inducted into the National Honor Society tonight and therefore will not be able to attend tonight's meeting. Paul also notified him that due to a scheduling conflict, he too would not be able to attend the meeting.

III. PUBLIC HEARING: Proposed Land Sale, 1) Spitzen St. - Map 130 Lot 021, 2) Rose Lane - Map 166 Lot 007, 3) 4 Whittier Highway (Land Only) Map 170 Lot 002: Russ opened the public hearing at 7:01 p.m. explaining that the 3 parcels that are being proposed for sale, 2 are tax deeded, and #3, 4 Whittier Highway, land only, that the Town has owned and at the 2016 Town Meeting received approval to sell. The goal is to receive tax revenue from the 3 parcels. Russ opened the hearing to the public and without any questions or comments, he closed the public hearing at 7:03 p.m. Walter reminded the Board that the Town's policy is to wait a period of 10 days after the public hearing before advertising, and he requested authorization to go forward at that time. Josh Made the Motion to authorize the Town Administrator to proceed with the sale as there have been no objections or concerns after the 10 day waiting period. Jean Seconded and the Motion carried Unanimously.

IV. REVIEW / APPROVAL MINUTES: Josh Made the Motion to approve the October 13, 2016 Minutes and Non-Public Minutes as written. Jean Seconded. The Motion carried Unanimously.

V. NEW BUSINESS:

1. Review for Action: Consent & Signature File as of October 20, 2016:

10/20/16	Current Use Land Use Change Tax Collector's Warrant	279-002-001
10/20/16	Current Use Land Use Change Tax Collector's Warrant	279-002
10/20/16	Corrective Cemetery Deed, #183, 184 & 185, Holland Hill Cemetery	N/A
10/20/16	Cemetery Deed, #182, Holland Hill Cemetery	N/A

Jean Made the Motion to approve the Consent & Signature File for October 20, 2016, Josh Seconded. The Motion carried Unanimously.

2. Review for Action: LRPC Commissioners Appointments (2): Josh Moved to table this item until Paul is present, and Jean Seconded. Josh added that it would be a good idea to invite Barbara Perry to also attend the meeting. The Motion carried Unanimously.
3. Review for Action: Transfer Station Staffing: Josh Made the Motion as recommended in the Town Administrator's Staff Report, to eliminate one full time staff position and to approve the addition of one part time position, and authorize the Town Administrator to

solicit applicants to fill the part time position. Jean Seconded. Walter commented that the recommendation is made by the Transfer Station Supervisor and the DPW Director. The Board Agreed that this is a result of the single stream recycling program and the net savings to the Town of \$63,000 +/- is a big savings. Jean commented that she would like to see a reduction in the amount of time staff spends monitoring recycling. Russ Agreed. She added that the full time position that is being eliminated has been vacant for some time. The Motion carried Unanimously.

4. Walter reported that based on the Town's appropriations of \$24,777,195, DRA has approved a preliminary tax rate for 2016 of \$8.74, which is a reduction from last year's rate of \$9.01. He reported that the Town's portion is \$2.77 (2015 \$2.85), the County is \$1.43 (2015 \$1.42), School is \$2.26 (2015 \$2.20), state's school portion is \$2.28 (2015 \$2.54). Walter said that there isn't a recommendation to use any additional fund balance other than the \$658,200 voted at Town Meeting towards the tax rate. Russ said he'd like to see money from the fund balance go towards the trust funds. Walter added that next year \$1 million of the fund balance will go towards the Capital Improvement Programs and the Capital Reserve accounts. Jean Made the Motion to approve the 2016 tax rate of \$8.74 and to authorize the Tax Collector to go forward. Josh Seconded and the Motion carried Unanimously. Josh commented that the county rate is still climbing, and it is important to closely monitor their budget, as Moultonborough pays approximately 23% and doesn't utilize all of the county's services. He added that last year the county had a big increase in their budget due to inaccurate financial reporting. Walter told the Board that the tax rate is subject to the DRA Director's final approval, and that until that time, this is preliminary only. 1) Joe Cormier commented about the county's \$2 million budget increase in 2015 and thought that now that they have a financial director and a county administrator that this should help. He added that 2 of the 3 county commissioners are not running for re-election.

VI. OLD BUSINESS:

1. Conference of Committees Agenda: Walter reported that the number of RSVP's for the conference that is scheduled for Monday, October 24th is very low and asked the Board if they wanted to postpone it or to solicit board/committee members to attend. Josh felt that they should postpone the conference in an attempt to increase the attendance. Jean agreed, adding that she would like to see more structure in the agenda, and thought early spring would be a better time, as the boards and committees will be working on their new goals for the year. Josh Made the Motion to postpone the conference until the spring of 2017. Walter reported that Chris has informed him that he would prefer to hold it as scheduled as long as each board and committee had representation. Paul let him know that he was in favor of postponing if attendance was under 20. Jean Seconded and the Motion carried Unanimously. Walter will be sure to notify those who have RSVP'd of the postponement.

VII. OTHER BUSINESS:

1. Town Administrator's Report: Walter reported that phase I of the reconstruction of the PSB parking lot continues, and paving the base course is scheduled for next week weather permitting. Paving continues under the 2016 Road Program including Redding Lane, High Haith, and possibly Marvin Road. Candidate #1 for the DPW equipment operator opening has accepted the Town's conditional offer of employment and is now going through the vetting process, and if all goes well, will start October 31st. Walter

reported that he is in the process of contacting the interested communities regarding the regional Selectmen’s meeting scheduled for November 22nd. A conditional offer has been made for the Town Planner position, without a response to date. The notices for the 4 tax deeded properties have been mailed to the former owners advising them of their need to vacate. Walter asked and the Board gave their approval of the Fall Newsletter. Russ announced that the Board is in receipt of Ed Wakefield’s letter stating his plans to retire as DPW Foreman after 20 years of service to the Town as of December 16th. Jean Made the Motion to accept Ed Wakefield’s letter of retirement as of December 16, 2016. Josh Seconded with a hearty thanks and a job well done. The Motion carried Unanimously. Walter provided the Selectmen with copies of the 3rd quarter financial report for their review and discussion at next week’s work session. He announced that Trustee for the Trust Fund, Jack Porter passed away this week. Walter said that he had the opportunity to work with Jack and enjoyed his personality, sense of humor and storytelling. He will be missed. Walter said that the Town has sent flowers to the family with the Board’s deepest condolences.

- 2. Board Update Reports: 1) Jean reported that the ABC met and they will be meeting again on next Tuesday. 2) Russ encouraged everyone to attend the Planning Board’s public hearing scheduled for November 9th which will focus on accessory dwelling units and the Village Overlay District. In addition they will discuss the proposed ordinance that deals with box stores, especially in the village district.
- 3. Library Board of Trustees Minutes, September 8, 2016: Acknowledged.
- 4. Milfoil Committee Minutes, September 27th & October 5, 2016: Acknowledged.
- 5. Heritage Commission Minutes, October 11, 2016: Acknowledged.
- 6. Planning Board Minutes, October 12, 2016: Acknowledged.
- 7. Walter reported that the Selectmen have received one more volunteer application for the Recreation Advisory Board and there is now enough to fill the RAB. Walter asked and the Board agreed to discuss this at their upcoming work session.

VIII. CORRESPONDENCE: None.

IX. CITIZEN INPUT: 1) Levon Kasarjian told the Board that he was very pleased with the recent paving job on Redding Lane and complimented DPW Director Chris Theriault on a job well done. Jean added that she too has heard positive comments and the Board agreed that Chris T. is doing a good job.

X. NON-PUBLIC SESSION: None.

XI. ADJOURNMENT: Josh Made the Motion to Adjourn. Jean Seconded. Motion Carried Unanimously.
Russ adjourned the meeting at 7:39 p.m.

Approved

Date
Respectfully Submitted
Hope K. Kokas, Administrative Assistant