

**Town of Moultonborough  
Board of Selectmen  
Meeting Agenda  
Tuesday, January 6, 2026  
5:00 P.M.  
6 Holland St. Moultonborough, NH**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. REVIEW / APPROVAL OF MINUTES**
  - A. 12/16/25      +12/16/25 NP
- IV. CONSENT AGENDA**
  - A. Personnel Action Form
  - B. New Hampshire Department of Revenue Administration Form PA-29
    - i. Veteran's Tax Credit(s)
    - ii. Solar Energy Systems Exemption
- V. NEW BUSINESS**
  - A. Action Re: Trust Fund Amendment – TF114 Human Services Fuel Assistance
  - B. Action Re: Amendment to Original Request to Restore Lots
- VI. OLD BUSINESS**
  - A. Simulcast Communication System Upgrades
- VII. OTHER BUSINESS**
  - A. Town Administrator Updates
- VIII. CITIZEN INPUT**
- IX. NON-PUBLIC SESSION**
  - A. RSA 91-A: 3, II (c) & (d)
- X. ADJOURNMENT**

*Any person with a disabling condition who would like to attend this public meeting and needs to be provided reasonable accommodations to participate please contact the Moultonborough Town Hall at 603-476-2347 so accommodations can be made. Interested parties may view this meeting by going to Town Hall Streams.*

**Town of Moultonborough  
Board of Selectmen  
December 16, 2025**

**MEETING MINUTES**

**Present:** Chairman Kevin D. Quinlan, Vice Chairman Jonathan W. Tolman, Selectman James F. Gray, Selectman Charles M. McGee. Town Administrator, Angela Bovill, Executive Assistant, Alison Kepple.

**Absent:** Selectman Karel A. Crawford (with prior notification)

**CIPC Member Present:** Frederick Van Magness, Peter Claypoole

**ABC Members Present:** Mary Phillips, Joe Adams, Kathy Garry

**I. CALL TO ORDER:** Chairman Quinlan called the meeting to order at 5:00 p.m.

**II. PLEDGE OF ALLEGIANCE:** The Board recited the Pledge of Allegiance. Chairman Quinlan stated that Selectman Crawford would be absent tonight with prior notification.

**III. APPROVAL OF MINUTES:**

*Selectman Gray motioned to approve the minutes of the 12/02/25 and 12/02/25 NP. Seconded by Selectman McGee. Vote: 3 - 0 - 1 (Selectman Tolman abstained). Motion passed.*

**IV. CONSENT AGENDA:**

*Vice Chairman Tolman motioned to approve the consent agenda item. Seconded by Selectman McGee. Vote: 4 - 0. Motion passed.*

**V. NEW BUSINESS:**

Chairman Quinlan stated that Brian Porusta from Ossipee Mountain Electronics is here to discuss a potential addition to the capital request for the police department upgrades for their communications system. Mr. Porusta presented a detailed proposal for upgrading the Police and Fire communications systems to a digital simulcast system to improve coverage. The proposal included the addition of a third site to achieve 99% town coverage. The board asked Mr. Porusta to provide a comprehensive combined proposal for the police and fire department communications upgrades including cost breakdowns for a phased implementation approach.

**A. CIPC Review of Recommendations:**

This was a review of the CIPC recommendations to the Board of Selectmen to provide the Town Administrator direction on items to add to draft the warrant for town meeting. The board only reviewed the items that were not deferred.

CIPC Recommendations		Proposed	SB Consensus	
Police	Contribution to Police Equipment CRF (Cruiser) CRF160	\$50,000	\$25,000	Taxation
Police	Replace 2016 Interceptor Sedan Car 162	\$90,000	\$90,000	Taxation
Police	Replace 2017 F150 Pickup Car 171	\$90,000	\$90,000	Taxation
Police	Replace Dispatch Radios	\$35,000	\$35,000	CR120
Police	Replace 10 Shotguns	\$13,500	defer	
Police	Public Safety Drone	\$17,500	\$17,500	Taxation
Fire	Contribution to Fire Fighting Equipment CRF106	\$150,000	\$150,000	Taxation
Fire	2027 Replace Boat 2	\$40,000	\$40,000	CR106
Bldgs/Grds	Contribution to Municipal Bldg Fund CR104	\$200,000	\$100,000	Taxation
Bldgs/Grds	2027 Flooring Replacement (Police Dept.) & (Town Hall)	\$55,000	\$55,000	CR104
DPW	Contribution to DPW Equipment CRF102	\$350,000	\$300,000	Taxation
DPW	2026 5500 Platform Bucket Truck (Trk #20)	\$150,000	\$150,000	from CR102
DPW	2027 Zero Turn Mower Replacements (2)	\$24,000	\$24,000	Taxation
DPW	Road Improvement Program Expense	\$840,000	\$840,000	Taxation
DPW	Road Improvements Funds	\$1,183,000	\$1,183,000	\$160,000 from Highway Block Grant \$1,023,000 from CRF156
Recreation	Tennis Court/Basketball Court Repairs - Kraine Meadow Park	\$30,000	\$30,000	CR104
Milfoil	Contribution to Milfoil Control CRF140	\$50,000	\$50,000	CR140
Milfoil	Milfoil Annual Expense	\$75,000	\$75,000	CR140
Library	Contribution to Library CRF159	\$100,000	\$100,000	Taxation
	Bathroom Renovations	\$58,000	\$58,000	CR159
	Generator (20 years)	\$64,000	\$64,000	CR159
	AC unit and condensor old building 1 (2023) (15 years)	\$18,000	\$18,000	CR159

T.A. Bovill stated the CIPC recommended the closure of a few Capital Reserve Funds.

The first being CRF112 Appraisal Fund. *Chairman Tolman made the motion to authorize the closure of Appraisal Fund CRF112 and to authorize the Town Administrator to put on the Warrant to close spending down to zero. Seconded by Selectmen Gray.*

**Vote: 4 – 0. Motion Passed.**

The second fund is the Lee's Mills Fund CRF126 and move funds to Municipal Building Funds CRF104. *Selectman McGee made the motion to authorize the closure of the Lee's Mills Fund CRF126 and transfer the funds to the Municipal Building Fund CRF104 and to authorize the Town Administrator to put on Warrant. Seconded by Selectmen Gray.* Vote: 4 – 0. **Motion Passed.**

The third fund is the Pathway Phase III Construction CR158. T.A. Bovill stated that DPW is already in the process of plans for completion and use of funds. *It was the consensus of the board to keep this fund as is.*

**B. HealthTrust Benefits Renewal Package for FY2027 (July 1, 2026 – June 30, 2027):**

*Chairman McGee made the motion to approve the HealthTrust Town of Moultonborough Benefits Renewal Package for FY2027 (July 1, 2026 – June 30, 2027) and to authorize the Town Administrator to sign all necessary documents on*

*behalf of the Town. Seconded by Vice Chairman Tolman. Vote: 4 – 0. Motion Passed.*

**C. Class of 2027 Fundraiser Request at the Transfer Station, February 21, 2026:**

*Vice Chairman Tolman made the motion to approve the Class of 2027 Transfer Station Fundraiser to be held at the Transfer Station on February 21, 2026, from 8:30 a.m. to 4:30 p.m. and to allow them to place a sign outside the Transfer Station entrance two weeks before the fundraiser that says, “Support the Moultonborough Chemical Free Prom After Party on February 21<sup>st</sup>”. Seconded by Selectman McGee. Vote: 4 – 0. Motion Passed.*

**D. Class of 2027 Fundraiser Request at the Function Hall June 5, 2026:**

*Vice Chairman Tolman made the motion to approve the Class of 2027 request to hold a fundraiser at the Moultonborough Function Hall on June 5, 2026, beginning at 6:30 p.m. Seconded by Selectman Gray. Vote: 4 – 0. Motion Passed.*

**E. Request from Scout Troop 142 – Canoe Storage Request:**

*Selectman McGee motioned to approve the request for Scout Troop 142 to store 3 canoes behind the Moultonborough Function Hall on racks with tiedowns and locks with the understanding that the town is not responsible if there is any damage to the canoes or racks. Prior approval from the DPW Director on the location of the racks prior to being built. Seconded by Selectman Gray. Vote: 4 – 0. Motion Passed.*

**VI. OLD BUSINESS: None**

**VII. OTHER BUSINESS:**

**A. Holiday Closures:**

- December 25<sup>th</sup> All Town Offices Closed
- December 26<sup>th</sup> Tax Collector, Town Clerk, Transfer Station, and Recreation Closed
- January 1<sup>st</sup> All Town Offices Closed

**B. Town Administrator Update:** None

**VIII. CITIZEN INPUT:**

Joe Cormier, 817 Moultonboro Neck Road ask if the Article 14 from last year's Town meeting in the amount of \$15,000 for Town Hall Space Needs: Concept Study was used. Chairman Quinlan stated that it has not been used.

**IX. NON-PUBLIC SESSION:**

**A. RSA 91-A:3, II (c & d)**

*Selectman McGee motioned to enter into non-public session at 6:30 p.m. Seconded by Selectman Gray. A roll call was taken: Vice Chairman Tolman – Aye; Selectman Gray - Aye; Selectman McGee – Aye; Chairman Quinlan - Aye. Vote: 4 – 0. Motion Passed.*

The Board of Selectmen came out of non-public at 7:43 p.m. A roll call was taken: Vice Chairman Tolman – Aye; Selectman Gray - Aye; Selectman McGee – Aye; Chairman Quinlan - Aye. Vote: 4 – 0. **Motion passed.** *Selectman Gray made the motion to ratify the Collective Bargaining Agreement between the Town of Moultonborough and the New England Police Benevolent Association, representing the Moultonborough Police Department Employees, for the period July 1, 2026, through June 30, 2029, and to place the first-year cost items on the 2026 Town Meeting warrant for appropriation in the amount of \$21,067. Seconded by Selectman Tolman.* Vote: 4 – 0. **Motion Passed.**

**X. ADJOURNMENT:**

*Selectman Gray motioned to adjourn the meeting at 7:44 p.m. Seconded by Vice Chairman Tolman.* A roll call was taken: Vice Chairman Tolman – Aye; Selectman Gray – Aye; Selectman McGee – Aye; Chairman Quinlan - Aye. Vote: 4 – 0. **Motion passed.**

*Written on behalf of the Selectmen by Alison Kepple, Executive Assistant.*

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Approved  
Kevin D. Quinlan, Chairman

Date

**Town Administrator**  
P.O. Box 139  
Moultonborough, NH 03254  
Office: 603-476-2347  
Fax: 603-476-5835  
E-mail: [abovill@moultonboroughnh.gov](mailto:abovill@moultonboroughnh.gov)

**Date:** January 6, 2026

**To:** Board of Selectmen

**RE:** Trust Fund Amendment – TF114 Human Services Fuel Assistance

**Background:** As part of a procedural cleanup, the Board is asked to formally accept this trust fund and designate agents to expend. This has been reviewed and approved by Town Counsel, the Town Administrator, and the Trustees of the Trust Funds. This action clarifies prior ambiguities and ensures proper authorization going forward. This is one additional fund requiring acceptance by the Board of Selectmen. (Many of these funds were addressed at the Board of Selectmen's meeting on November 18, 2025.)

**Discussion:** Following consultation with Town Counsel, the Town Administrator, and the Trustees of the Trust Funds, the following trust fund is recommended for formal acceptance and agent designation:

- **TF 114 – Human Services Fuel Assistance**
  - Action: Agree/Affirm
  - Agents to Expend: Board of Selectmen

**Recommended Motion:** *Moultonborough Board of Selectmen agree and affirm that the Trustees of Trust Fund received donations of \$46,119.11 from Latchkey Charities, Altrusa, and others starting in 2012 to establish a Trust Fund TF114 to provide fuel assistance (wood, pellets, electricity, oil, propane, etc.), including the repair and maintenance of furnaces, to residents of Moultonborough who have a demonstrated need. Said funds and all future donations are to be held by the Trustees of Trust Funds in fund TF114. Withdrawals may be deducted from principal and income. Moultonborough's Board of Selectmen are the Agents to Expend. In accordance with RSA 31:19 authorization at the May 14, 2022 Town Meeting, the Board of Selectmen by this motion formally accepts the donations, retroactive to 2012 under the provisions herein noted.*

**TOWN OF MOULTONBOROUGH**  
**NEW HAMPSHIRE**  
**TRUST/CAPITAL RESERVE FUND TRACKING FORM**

Please Complete the Form Below

- **Trust Fund/Capital Reserve Fund Name:** Human Services Fuel Assistance
- **TF/CR Account Number:** TF114
- **Date Created:** Circa 2012
- **How Was the TF/CR Created (Donation By, Warrant Article, Town Meeting, etc):**  
BOS Meeting Minutes - March 29, 2012  

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- **Initial Deposit:** \$3500
- **Description of Trust (Conditions, Restrictions, Can Be Used For, etc.):**  
Originally intended to assist residents who do not meet Human Service criteria eligibility but have demonstrated need.  

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- **Agent to Expend (Who is Authorized to Approve Expenditures (Board, Person/Position, Committee)):** Not Identified
- **What Portions of Fund Can Be Spent (Principal, Interest Only, Both P&I, etc):**  
Not specified
- **Revision Date:** February 18, 2019
- **Conditions of Revision:** See February 18, 2019 letter from Latchkey Charities expanding the criteria. However, no action by BOS to amend the original intent.  

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- **Name of Person Filling Out This Form:** Robert Watts, Trustee      **Date:** August 28, 2025

## **Amendment Articles - BOS**

### **TF114 - Human Services Fuel Assistance**

I move that the Moultonborough Board of Selectmen agree and affirm that the Trustees of Trust Fund received donations of \$46,119.11 from Latchkey Charities, Altrusa, and others starting in 2012 to establish a Trust Fund TF114 to provide fuel assistance (wood, pellets, electricity, oil, propane, etc.), including the repair and maintenance of furnaces, to residents of Moultonborough who have a demonstrated need. Said funds and all future donations are to be held by the Trustees of Trust Funds in fund TF114. Withdrawals may be deducted from principal and income. Moultonborough's Board of Selectmen are the Agents to Expend. In accordance with RSA 31:19 authorization at the May 14, 2022 Town Meeting, the Board of Selectmen by this motion formally accepts the donations, retroactive to 2012 under the provisions herein noted.

Given to  
Trustees  
**COPY**

# **TURN UP THE HEAT**

**A FEBRUARY FUEL RAISER**

**TF114**

February 18, 2019

Jean M. Beadle, Chairman  
Moultonborough Selectboard  
P.O. Box 139  
Moultonborough, NH 03254

Dear Chairman Beadle,

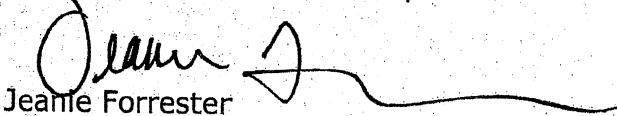
**It appears all donations MAY have come from Latchkey Charities AKA Turn Up the Heat, as there are 8 years of donations with sizable \$ amounts, although only 3 years of donation references could be found. Note attached BOS minutes from 2012 representing first year donation.**

On February 4<sup>th</sup> the 8<sup>th</sup> annual "thank you" event for donors was held in Meredith. Turn Up The Heat is an annual effort to raise funds for residents in the towns of Meredith, Center Harbor, and Moultonborough who are in need of fuel assistance.

On behalf of the "Turn Up the Heat" February Fuel Raiser Committee, enclosed please find a check in the amount of \$2040.00.

Please direct these funds to those residents in your community who require fuel assistance. Fuel assistance includes wood, pellets, electric, oil, propane, etc. Additionally, if you see a need to fund the repair or maintenance of furnaces, this would be another approved use of the funds.

On Behalf of the Committee,

  
Jeanie Forrester

**TURN UP THE HEAT  
Fuel Raiser Committee**

Sandy Condojani • Jeanie Forrester • Carol Gerken  
Julie Gnerre-Bourgeois • Tuffy Hamblet • Jodie Herbert  
Bonnie Hunt • Terry Jutton • Karol Keating • Lucy Kelly • Diane Lane • Barbara Lauterbach • Linda Lovering • Renee Speltz  
• Sandy Sullivan • Jacki Taylor • Cyndi Troop

Latchkey Charities, PO Box 703, Meredith, NH 03253

**COPY**

**TURN UP  
THE HEAT**  
**A FEBRUARY FUEL RAISER**

March 20, 2018

Christopher P. Shipp, Chairman  
Moultonborough Selectboard  
P.O. Box 139  
Moultonborough, NH 03254

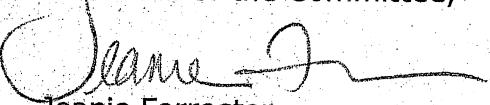
Dear Chairman Shipp,

On February 5<sup>th</sup> a fundraiser was held in Meredith to raise funds for residents in the towns of Center Harbor, Meredith, and Moultonborough who are in need of fuel assistance.

On behalf of the "Turn Up the Heat" February Fuel Raiser Committee, enclosed please find a check in the amount of \$7,000.00.

Please direct these funds to those residents in your community who require fuel assistance.

On Behalf of the Committee,



Jeanie Forrester

**TURN UP THE HEAT  
Fuel Raiser Committee**

Sandy Condojani • Jeanie Forrester • Carol Gerken  
Julie Gnerre-Bourgeois • Tuffy Hamblet • Jodie Herbert  
Bonnie Hunt • Terry Jutton • Karol Keating • Lucy Kelly • Diane Lane • Barbara  
Lauterbach • Linda Lovering • Renee Speltz  
• Sandy Sullivan • Jacki Taylor • Cyndi Troop

Latchkey Charities, PO Box 703, Meredith, NH 03253

Review for Approval: Acceptance of Two Donations/Human Service: Carter reported that Latchkey Charity has donated \$3,350 and Altrusa \$150 and it's intended to assist residents who do not meet Human Service criteria eligibility but who have demonstrated need. He added that these funds are not intended to reduce the Human Service budget. Carter recommended expending funds out of the general budget and then withdraw from the trust fund at the end of the year, leaving a one dollar balance in order to keep the account open. Betsey Made the Motion to accept the Latchkey Charity's donation of \$3,350 and Altrusa's of \$150, and asked that a thank you letter be sent to both organizations. Jon Seconded the Motion. The Motion carried Unanimously.

Table 1

	Human Resources Fuel Assistance Fund		TF114		
	Additions	Withdrawals	Balance		
June 30, 2025			25,948.21	TF114	
12/31/2024			24,873.48	TF114	
12/31/2023			24,018.80	TF114	
12/31/2022		328.00	23,288.30	TF114	
12/31/2021	500.00		22,729.18	TF114	
12/31/2020		492.80	18,383.15	TF114	
12/31/2019	2,040.00	11,645.54	17,886.68	TF114	
12/31/2018	7,000.00		26,860.01	TF114	
12/31/2017	8,000.00	1,163.51	19,180.61	TF114	
12/31/2016	8,334.00	3,149.96	11,857.30	CR124	
12/31/2015	7,253.88	105.32	6,607.31	CR124	
12/31/2014	6,000.00	4,618.12	2,921.65	CR124	
12/31/2013	3,518.73	2,111.92	1,507.31	CR124	
12/31/2012	3,472.50	3,092.63	90.65	CR124	
12/31/2011					
	46,119.11	26,707.80			



# MEMORANDUM

*from the*

OFFICE OF THE TOWN PLANNER

TOWN OF MOULTONBOROUGH, NEW HAMPSHIRE

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DATE: December 23, 2025

TO: Board of Selectmen

FROM: Bruce W Woodruff, Interim Town Planner *BW*

RE: Wolff Application requesting restoration of involuntarily merged lots

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During its meeting of August 5, 2025, the Board approved an unmerger request by Mr. Wolff to restore original lots B21 and B22. That decision to unmerge original lots on the parcel at Map 107, Lot 43 was not correct because the original lot B21 was merged with the original lot B13 on a “redivision” plat dated March 1981 commissioned by previous owner, John H. Ramsey, and signed by the Planning Board Chair on April 16, 1981. A copy of the plat is attached showing the merger of lots B13 and B21. This act by a previous owner in the chain of title was a voluntary merger that estopped subsequent owners from requesting restoration (NH RSA 674:39-aa II. (b)).

Even though staff recommended these lots be unmerged, the 1981 plat was not filed correctly and was therefore omitted from the information given to the Select Board. Both the Land Use staff and Assessor agree with the efficacy of the “new” information.

This means that the approval to restore the lot depicted as B21 should be revisited by the Select Board at its next meeting. However, it remains the recommendation of staff to unmerge original lot B22. A letter dated this date has been mailed to the applicant to inform him of this potential action.

**REQUESTED ACTION:** The Land Use and Assessors Office requests that the Board of Selectmen amend the original approval for restoration of lots to include only original lot B22. A corrective restoration of involuntarily merged lots form should be recorded.

Cc: Angela Bovill, Town Administrator  
Tom Hughes, Town Assessor  
file



Town of Moultonborough  
OFFICE OF ADMINISTRATION

6 Holland Street • PO Box 139 • Moultonborough, NH 03254  
PHONE 603.476.2347 FAX 603.476.5835  
Angela Bovill, Town Administrator  
[abovill@moultonboroughnh.gov](mailto:abovill@moultonboroughnh.gov)

August 7, 2025

Bradley and Karen Wolff  
82 Heatherwood Drive  
Moultonborough, NH 03254

Dear Mr. & Mrs. Wolff,

At their meeting on August 5, 2025, the Town of Moultonborough Board of Selectmen considered your Application Requesting Restoration of Involuntary Merged Lots: 107-43. The Board found that the application had merit and accordingly directs that Map 107-43 be restored to its pre-merger condition as indicated in the motion below.

*"To restore the original lots depicted as lots B21 and B22 on the last page of the applicant's submission to be approved and restored to their prior condition."*

A staff agenda report and a draft copy of the Board meeting minutes from August 5, 2025, are enclosed, both state the specifics of approval of your application request.

This letter is the formal notice of decision and placed on file in Town Hall.

Sincerely,

Angela Bovill  
Town Administrator

Cc: Land Use Office, Assessor's Office, Tax Collector's Office

3/5/1981

PB MINUTES

John Hayden then presented a hearing for John Ramsey, of Heatherwood Estates. Abutters who were present included Philip Rotondo, Mr. and Mrs. Jango, Antionios Antioniu, William Murray, Everett Cobb, Robie Cobb, Mr. and Mrs. Winston McCormack, and a representative of Four-S Realty. On the original 1968 subdivision plan at Heatherwood Estates, the lots were all 25-35,000 square feet. John Ramsey has bought 21 of these lots, and plans to combine them into thirteen larger lots. Three will be left as is, and the other 18 will have their boundary lines eliminated to make them into larger lots.

Three letters from abutters were read. Philip Rotondo stated that the roads were in bad repair and would need fill and culverts installed to make them usable. He also questioned whether trailers would be allowed on these lots. Restrictive covenants in the original deeds are still in force and prohibit the placement of house trailers on the lots.

It was the feeling of the Board that these boundary eliminations would be an improvement, since these lots are "grandfathered" and could be sold as is. Not all the pins are set as yet, so Robert Foster made a motion to accept the plan subject to the final setting of pins in conformity with the plan as presented. This was seconded by Robert Holopainen and voted in the affirmative. The plan will be stamped and dated at that time.

Ernest Davis presented a plan for Martha Oliver, who wishes to give away a parcel of land. The application was accepted and a hearing set for March 19.

A meeting with the Master Plan Committee will be held March 12 at 7:30 P.M.

The meeting adjourned at 10:30 P.M.

4/16/1981

PB

John Hayden then presented a hearing for Mr. Plummer for the subdivision to be known as Ledgemere Section II, on the south side of Shaker Jerry Road. There will be seven lots in this area. Lot 7 will lie on both sides of the 50 foot wide right-of-way, as it is bordered by wet areas on either side. Both of these hearings were attended by abutter Ronald Sturgeon. The next hearing for this subdivision is also scheduled for May 21.

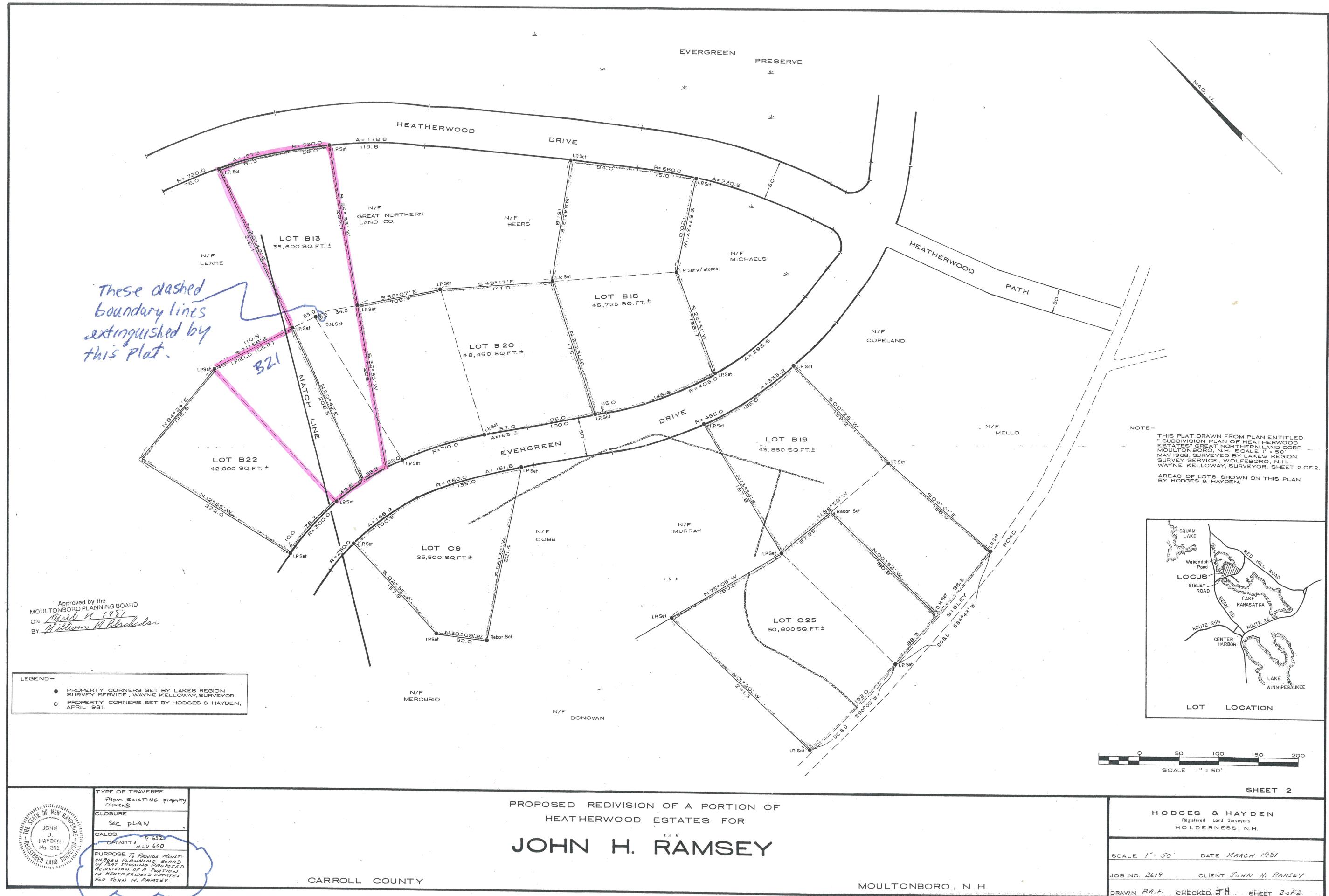
MINUTES

Hayden then presented a plan for John Ramsey. This was of the resubdivision of Heatherwood Estates, which had been approved by the Board subject to the final setting of pins. This has now been done, and the plan was formally approved on a motion made by Robert Holopainen and seconded by Russell Lamprey.

Richard Hogan then presented a plan for the Staffordshire Inn condominium conversion. He was accompanied by Atty. Douglas Hill and Jim Miller. The hearing was attended by Mr. and Mrs. Raymond Brodeur, and by Leigh Ulm, representing the Bay District Sewer system. Atty. Hill presented new drafts of the condominium declarations, in which the number of condominium units had been changed from 20 to 17 units. Statutory references have been added, and some editorial changes made in this connection.

In response to a question from Robert Foster, Atty. Hill explained that the declarant can maintain an office on the condominium premises as long as he has an interest in the property. The present motel office is included as part of unit 1, and will probably be leased back to Mrs. Hogan after the unit is sold.

4-16-81  
2



**Town Administrator**  
**P.O. Box 139**  
**Moultonborough, NH 03254**  
**Office: 603-476-2347**  
**Fax: 603-476-5835**  
**E-mail: [abovill@moultonboroughnh.gov](mailto:abovill@moultonboroughnh.gov)**

Date: January 6, 2026

TO: Board of Selectmen

From: Town Administrator

**RE: Public Safety Simulcast Communications System – Discussion/Decision**

**Background:** This item was first presented to the Capital Improvements Program Committee (CIPC) at their public hearing, and subsequently to the Board of Selectmen at their December 16, 2025 meeting as a follow-up with updated numbers and information.

**Discussion:** Extensive discussions have taken place with the Police and Fire Chiefs, the Board of Selectmen, the CIPC, and at public meetings regarding this matter. The goal is to bring an article forward to the March 14, 2026 Town Meeting to upgrade the communications infrastructure to achieve 99% coverage, thereby eliminating dead spots in public safety communications. Because this project requires Town Meeting approval, the Town is not authorized to sign any contract prior to March 14, 2026.

**Fiscal Impact:** The total project cost is \$375,445, as outlined in the quote provided by Ossipee Mountain Electronics (sole source – State Bid). The Board may utilize approximately \$267,000 from the Communications Technology Capital Reserve Fund (CRF 138), with the remaining \$108,445 to be raised through taxation.

**Recommendation:** *Move to approve the quote provided (QTE016900) for the Moultonborough 3-site, 2-system simulcast for the Police and Fire Departments in the amount of \$375,445, with \$267,000 to be withdrawn from the Communications Technology Capital Reserve Fund (CRF 138) and the remaining \$108,445 to be raised by taxation, contingent upon approval at the March 14, 2026 Town Meeting. Further, instruct the Town Administrator to place an article on the 2026 Town Warrant seeking authorization from the legislative body to proceed. No contract may be executed until after voter approval at Town Meeting.*



**Quote      PD/FD System Upgrade**

**Date      December 22, 2025**

**Page      1 of 2**

Bill To	Ship To
<p>Town of Moultonborough PO Box 121 Moultonborough, NH 03254</p>	<p>Moultonborough Police &amp; Fire Departments 1035 Whittier Hwy Moultonborough, NH 03254</p>

Contact Name	Customer No.	Salesperson	Shipping Method	Payment Terms	Quote Number
Chief Peter Beede Chief David Bengston	MOU460	Brian Porusta	Install	See Below	QTE016900

Item	Item Number	Description	Total Price
A	SIMULCAST COMMUNICATION SYSTEM	<p><b>Moultonborough 3-Site (2) System Simulcast for Police &amp; Fire Departments</b> Glidden Road – Moultonborough, NH Public Safety Building Site – Moultonborough, NH CG Roxane – Moultonborough, NH</p> <p>Motorola G-Series IP based P25 digital radio infrastructure, TRAK GPS time sync, IP based comparator, ruggedized power backup with batteries, and antenna systems.</p> <p><b>Police Department Radio Equipment</b> – (2) GTR Repeaters (P25 Digital) w/Linear Simulcast operation and GRV Comparator. The Police system will utilize the existing repeater at Glidden Rd. *NOTE* PO for this line item is made out to Motorola Solutions.</p> <p><b>Fire Department Radio Equipment</b> – (3) GTR Repeaters (P25 Digital) w/Linear Simulcast operation and GRV Comparator. *NOTE* PO for this line item is made out to Motorola Solutions</p> <p><b>Network &amp; Site Equipment</b> –GPS timing equipment, site switches, ruggedized UPS's w/high temp batteries, equipment rack, antenna systems w/antenna feedline and connectors, microwave link (CG Roxane → Public Safety Building) and equipment grounding.</p> <p><b>Public Safety Building Site</b> Tower – RHOHN 45, 70' wall bracketed lattice tower w/5-ft concrete base section, heavy duty wall bracket, antenna side arms, waveguide cable hanger brackets, tower grounding, concrete foundation, crane rental, tower permitting, tower registration, freight and installation at Public Safety Center</p> <p><b>Glidden Road Site</b> <b>Outdoor Cabinet</b> – DDB 5GE outdoor cabinet w/heat &amp; AC, steel beam base, grounding, freight, and installation at Glidden Road site. Includes removal of old cabinet and updating electrical service to cabinet.</p>	\$67,940.00 \$93,155.00 \$93,500.00 \$27,975.00 \$18,500.00

		<b>CG Roxane Site</b> <b>Outdoor Cabinet</b> – DDB 5GE outdoor cabinet w/heat & AC, steel beam base, grounding, freight, and installation at CG Roxane site. Includes installing electrical service to cabinet.	\$18,500.00
		<b>Tower</b> – ROHN 45, 70' wall bracketed lattice tower w/5-ft concrete base section, heavy duty wall bracket, antenna side arms, waveguide cable hanger brackets, tower grounding, concrete foundation, crane rental, tower permitting, tower registration, freight and installation at CG Roxane	\$27,975.00
B	LABOR	<b>OME Services</b> Staging of Simulcast network at OME. Fixed Network Equipment installation including antenna systems, cabling and grounding. System optimization, testing, and training.	\$23,400.00
C	LICENSING	<b>FCC Licensing</b> FCC License modifications to add transmitter locations for simulcast and tower registration (if required).	\$4,500.00
Price Quote good for 60-Days Prices reflect State of NH NASPO Contract discount where applicable		<b>Total:</b>	<b>\$375,445.00</b>
DELIVERY: 150-180 days ARO			
<b>PAYMENT TERMS:</b> OME PO Total: \$214,350.00 50% Due with Order, 50% Due upon Completion. Terms: Net 15 Days			
Motorola Solutions PO Total: \$161,095.00			

**\*\*NOTE\*\*** This proposal does not include installation or monthly maintenance fees in the project total for eLine connectivity to be provided by your fiber/internet provider.

**\*\*NOTE\*\*** Any site approvals, etc. are the responsibility of the Town of Moultonborough and will need to be in place prior to the commencement of work.

This proposal is intended to be interpreted as a wholly configured system. Any deviation from the equipment configuration and/or site locations will require generation of a fully and completely revised proposal.

The purpose of a Simulcast system is to create a radio network that allows officers and people in the field to utilize one radio channel to hear all communications. The radio network is connected via backhaul consisting of microwave or eLine connectivity or a combination of the two. The radio 'traffic' is run through a comparator that compares audio and re-transmits the best audio received over all sites. This allows field units to hear the best audio that was transmitted (through the radio site they are closest to) regardless of their location. Creating a network of this type increases officer safety by simplifying communications in the field to one channel.