

**Town of Moultonborough  
Board of Selectmen Meeting  
March 16, 2023**

**MEETING MINUTES**

**Present:** Selectmen Kevin Quinlan Chairman, Shari Colby Vice-Chair, James F. Gray, Karel Crawford, and Jean M. Beadle. Staff members present were Public Works Director Chris Theriault, Police Chief Peter Beede Jr., Town Administrator Charles Smith, and Executive Administrative Assistant Angela Bovill.

**I. CALL TO ORDER:** Town of Moultonborough Chair of the Board Kevin Quinlan called the meeting to order at 4:00 p.m. at the Moultonborough Town Hall in the Ernest Davis meeting room.

**II. PLEDGE OF ALLEGIANCE:** The Board recited the Pledge of Allegiance.

**III. POLICE OFFICER OATH:** Police Chief Peter Beede Jr. introduced Police Sargent Elijah Balser and Chair Quinlan swore him in. Chief Beede introduced new Police Officer Abbi Gillis as well. Both were congratulated by fellow officers, family, friends, and the public followed by a brief speech from Chief Beede. The Board congratulated both and thanked all the officers for their work.

**IV. REVIEW/APPROVAL OF MINUTES:** The Board reviewed the 03/02/23 meeting minutes and the Chair asked if there were any changes.

**Motion:** Selectman Beadle

*To approve the meeting minutes of March 2, 2023 (N/P) as written.*

**Seconded:** Vice Chair Colby

**Vote:** 5 - 0

**Motion passed.**

**IV. CONSENT AGENDA**

A. Board of Selectmen voted to approve the signature(s) of the following forms.

i. Veteran Tax Credit(s)

**Motion:** Selectman Gray

*To approve the signed items as presented.*

**Seconded:** Vice Chair Colby

**Vote:** 5 – 0

**Motion passed.**

**V. NEW BUSINESS:**

A. Department of Public Works

i. Road Program:

a) Approval of FY23 Facilities Paving: Public Works Director Chris Theriault explained the town facilities paving project was approved as part of the FY2023 Capital Improvements Program. Town hall is scheduled to receive pavement overlay along with a few minor

repairs. The Transfer Station Facility is scheduled to receive pavement overlay along with some repair areas as well. Facilities paving would be expended from the FY2023 Capital Roads Program (01-488-9135) and from DPW Budget Highway Block Grant line item (01-436-4907). Discussion ensued.

**Motion:** Selectman Beadle

*To accept the proposal from GMI Asphalt, LLC of Belmont, NH for the purpose of Facilities Paving with a base bid price of \$301,501 and authorize the Town Administrator to sign all contract documents.*

**Seconded:** Selectman Gray

**Vote:** 5 – 0

**Motion passed.**

- b) RFP for FY24 Road program Pavement Preservation: Public Works Director Chris Theriault reviewed pavement preservation program as well as sections in town to be completed. He explained chip seals waterproof and seal small cracks, imperfections, improve skid resistance while protecting the underlying pavement, ultimately preserving the life of the road, and is recommending All States Asphalt, Inc. Discussion ensued.

**Motion:** Selectman Gray

*To waive the bidding requirement and accept the proposal from All States Asphalt, Inc. of Sunderland, MA for the purpose of paving preservation with the application of asphalt rubber chip seal as part of the FY2024 Road Program in the amount of \$414,470 (Town meeting approval), further, that the roadways be restriped as prior to the preservation process.*

**Seconded:** Selectman Beadle

**Vote:** 5 – 0

**Motion passed.**

- ii. Invitation for bids
- a) FY24 19.5K GVW Truck (#2): Public Work Director Chris Theriault reviewed the bid packet, indicating it was the same specifications as the last two vehicles ordered. This vehicle is part of the replacement cycle, has been through CIPC. Director Theriault is trying to get the bid out now (can take close to one year) but is aware that this has to be approved at Town meeting (Bid only at this time). Discussion ensued and he answered the Boards questions.

**Motion:** Vice Chair Colby

*To authorize the DPW Director to go out to bid for the FY2024 19.5K GVW 4 x 4 DPW Truck with Dump Body, Plow, Wing & Sander as presented in the Invitation for bids dated 03/16/23.*

**Seconded:** Selectman Crawford

**Vote:** 5 – 0

**Motion passed.**

- b) FY2024 Fleet Passenger/Cargo Vehicle: Public Works Director Chris Theriault explained this bid is to replace the Dodge caravan, has been to CIPC and that this was pushed out and extra 4 years. We now need to replace, and he is requesting to advertise. Board concurred with gathering prices; a suitable vehicle will be chosen to fill the need. Discussion ensued

**Motion:** Selectmen Crawford

*To authorize the DPW Director to go out to bid for the FY2024 Fleet Passenger/Cargo Vehicle as presented in the Invitation for bids dated 03/16/23.*

**Seconded:** Selectman Beadle

**Vote:** 5 – 0

**Motion passed.**

B. Fire Department

- i. Thermal imager donation to Sandwich Fire Department: The Board reviewed Fire Chief David Bengtson's memo regarding surplus imagers. The Fire Department will be replacing their thermal imagers. The current ones did not have any trade in value at the time of purchase and they have been removed from service. Chief Bengtson is recommending donating thermal imaging cameras to the Sandwich Fire Department. Discussion ensued.

**Motion:** Selectman Gray

*To accept the recommendation of the Fire Chief and allow the donation of three Bullard T3 thermal imaging cameras and one Bullard Eclipse thermal imaging camera, all with vehicle chargers to the Sandwich Fire Department.*

**Seconded:** Vice Chair Colby

**Vote:** 5 – 0

**Motion passed.**

C. Town Assessing

- i. Restoration of Involuntarily Merged Lot 129-102: The Board reviewed the memo from Town Assessor Thomas Hughes for tax/map 129-102 regarding the restoration involuntarily merged lots and is recommendation to approve. Discussion ensued.

**Motion:** Selectman Beadle

*To approve John Lally's request to restore the three involuntarily merged lots that now compromise tax map/lot 129-102, to become effective upon the filing of a recorded survey of all boundaries at the Carroll County Registry of Deeds, with the Town as recommended by the Town Assessor.*

**Seconded:** Vice Chair Colby

**Vote:** 5 – 0

**Motion passed.**

D. Recreation Department

- i. Parade permits for Memorial Day and 4<sup>th</sup> of July: The Board reviewed the parade permit from Recreation Director Daniel Sturgeon, also reviewed by Police Chief Peter Beede Jr. Memorial Day parade will take place 05/29/23 from 10:00 am - 10:20 am and 4<sup>th</sup> of July parade will take place 07/04/23 from 11:00 am - 11:30 am.

**Motion:** Vice Chair Colby

*To approve the Application for Parade Permit for Memorial Day and Fourth of July parades as presented and to authorize the Town Administrator to sign.*

**Seconded:** Selectman Beadle

**Vote:** 5 – 0

**Motion passed**

- E. Conservation Commission: The Conservation Commission is requesting permission to submit the LakeSmart Program insert into the Towns spring tax mailing newsletter.

**Motion:** Selectman Crawford

*To approve the article for the lake smart program as presented and to include in the tax mailing insert.*

**Seconded:** Selectman Gray

**Vote:** 5 – 0

**Motion passed**

F. Moultonborough Function Hall

- i. Ham Fest on April 15<sup>th</sup> request for RV overnight parking: The Town received a request to allow RV overnight parking the night before their April 15, 2023 event. The Board along with the Police Chief had discussion. All concur, this is not a practice/precedent they want to start/set. It was a unanimous consensus to deny the request.

**VI. OLD BUSINESS**

There was none.

**VII. OTHER BUSINESS**

- A. Schedule Public Hearings for Warrant, Budget, and Petition Warrant Articles (SB2): Town Administrator Charles Smith discussed upcoming deadlines for the budget, warrant, etc. in an effort to set dates. Discussion ensued. It was decided as follows:

- March 30, 2023 at 4:00 pm – Selectmen Budget Work Session
- April 6, 2023 at 4:00 pm – Public Hearing on Proposed 2023-2024 Budget, Capital Items and Warrant Articles.
- SB2 Public Hearing April 20, 2023 at 4:00 pm (tentative)

**VIII. CITIZEN INPUT**

- A. Mr. Joseph Cormier addressed attendance at the recent annual school district meeting along with other comments regarding the Moultonborough SB2 adoption and petition
- B. Ms. Cristina Ashjian, LRPC Commissioner invited the Board to be guests at an important opportunity and discussion on housing needs in the Lakes Region on 03/27/23 from 6-8 pm and asked for an RSVP by next Thursday.

**IX. NON-PUBLIC SESSION**

**Motion:** Vice Chair Colby  
*To enter non-public session per RSA 91-A:3, II (b)*  
**Seconded:** Selectman Crawford  
**Vote:** 5 - 0  
**Motion passed**  
Entered: 4:40 pm  
Reconvened: 4:45

**NON-PUBLIC SESSION**

**Motion:** Selectmen Gray  
*To enter non-public session per RSA 91-A:3, II (b)*  
**Seconded:** Selectman Crawford  
**Vote:** 5 - 0  
**Motion passed**  
Entered: 4:45 pm  
Reconvened: 4:58 pm

**NON-PUBLIC SESSION**

**Motion:** Selectmen Beadle  
*To enter non-public session per RSA 91-A:3, II (b)*  
**Seconded:** Selectman Crawford  
**Vote:** 5 - 0  
**Motion passed**  
Entered: 4:58 pm  
Reconvened: 5:00 pm

**NON-PUBLIC SESSION**

**Motion:** Selectmen Gray  
*To enter non-public session per RSA 91-A:3, II (b)*  
**Seconded:** Selectman Beadle  
**Vote:** 5 - 0  
**Motion passed**  
Entered: 5:00 pm  
Reconvened: 5:45 pm

**NON-PUBLIC SESSION**

**Motion:** Vice Chair Colby  
*To enter non-public session per RSA 91-A:3, II (b)*  
**Seconded:** Selectman Crawford  
**Vote:** 5 - 0  
**Motion passed**

Entered: 5:45 pm  
Reconvened: 6:00 pm

**NON-PUBLIC SESSION**

**Motion:** Selectmen Beadle  
*To enter non-public session per RSA 91-A:3, II (e)*

**Seconded:** Selectman Gray

**Vote:** 5 - 0

**Motion passed**

Entered: 6:00 pm  
Reconvened: 6:15 pm

**X. ADJOURNMENT**

**Motion:** Selectman Beadle  
*To adjourn the meeting.*

**Seconded:** Selectman Crawford

**Vote:** 5 – 0

**Motion passed.**

Board of Selectmen adjourned their meeting at 6:15 p.m.

*Written on behalf of the Selectmen by Angela Bovill, Executive Administrative Assistant.*

*Kevin D. Quinlan*

*April 6, 2023*

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Approved  
Kevin Quinlan, Chair

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Date