

**Town of Moultonborough  
Board of Selectmen Meeting  
MAY 4, 2023**

**MEETING MINUTES**

**Present:** Selectmen Kevin D. Quinlan Chair, Shari Colby Vice-Chair, Jean M. Beadle, James Gray and Karel Crawford. Staff members present were Town Administrator Charles Smith and Executive Administrative Assistant Angela Bovill.

**I. CALL TO ORDER:** Town of Moultonborough Chairman 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. REVIEW AND APPROVAL OF MINUTES**

A. 04/06/23(+N/P), 04/18/23 Public Hearing, 04/20/23 (+N/P), 04/25/23 Public Hearing (+N/P): Selectmen reviewed the minutes. Chair asked for any corrections, etc. There were none.

**Motion:** Selectman Beadle

*To approve 04/06/23, 04/18/23, 04/20/23 and 04/25/23 minutes as written.*

**Seconded:** Selectman Gray

**Vote:** 5 - 0

**Motion passed.**

**IV. CONSENT AGENDA:**

A. Board Signature File: The Board signed the following forms.

i. Dock Lease Agreement(s)

ii. Veterans Tax Credit(s)

iii. Real Estate Exemption (Charitable): Lakes Region Conservation Trust

iv. Shannon Cemetery Lot Purchases

v. Personnel Action Form(s)

**Motion:** Vice Chair Colby

*To approve the signed items as presented.*

**Seconded:** Selectman Crawford

**Vote:** 3 - 0

**Motion passed.**

**V. NEW BUSINESS:**

A. State of New Hampshire – Governor Sununu Proclamation

i. Municipal Clerk’s Week April 30 – May 6, 2023: Chair Quinlan read the Proclamation from Governor Sununu proclaiming April 30 – May 6, 2023 as Municipal Clerks week in the State of New Hampshire and thanked the Town Clerk Julia Marchand and her staff for their hard work on behalf on the Town. The Board further expressed appreciation to all town employees.

B. Moultonborough Public Library

- i. Request to remove the brick steps in front of the Library: Town Administrator Charles Smith discussed the request to remove the brick steps on the front of the Moultonborough Public Library (will fill in with grass) and discussions with DPW Director Chris Theriault. Discussion ensued.

**Motion:** Selectman Gray

*To approve the removal of the brick steps in front of the Moultonborough Public Library.*

**Seconded:** Selectman Beadle

**Vote:** 5 - 0

**Motion passed**

C. Selection of Bond Counsel for the HUB Project

- i. Approval of engagement letter – subject to warrant article passing at town meeting: Town Administrator Charles Smith explained the New Hampshire Municipal Bond Bank (NHMBB), the organization which may potentially finance the HIB project, if it passes at town meeting, has a set of deadlines in which funding becomes available. As part of this process, the town must arrange bond counsel, to help prepare documents before bond closing, with a deadline to submit legal documents to counsel of May 9, 2023. No fees involved until after this is approved. Discussion ensued.

**Motion:** Selectman Beadle

*To approve the engagement letter with DeVine, Millimet, Attorneys at Law for bond counsel services shall the proposed HUB bond article pass at town meeting, and to authorize the Town Administrator to sign.*

**Seconded:** Vice Chair Colby

**Vote:** 5 - 0

**Motion passed**

D. Moultonborough Milfoil Committee

- i. Consultant Services Contract: The Board reviewed the agreement for Al Hoch to conduct Milfoil survey work for variable milfoil, then send digital and paper maps to the committee with milfoil location

**Motion:** Selectman Gray

*To approve the consulting services master agreement with Allen Hoch and the Town of Moultonborough to perform survey milfoil work as presented and authorize the Town Administrator to sign.*

**Seconded:** Selectman Crawford

**Vote:** 5 - 0

**Motion passed**

E. Town Employees Section 457 (b) Deferred Compensation Plan:

- i. Update agreement to permit Roth contributions : Town Administrator Charles Smith explained the town currently offers a 457 (b) deferred compensation plan (zero cost to the town, 100% funded by employee through payroll deduction) TA Smith is asking to amend the agreement to allow “Roth Contributions” (after tax contributions) as an option for employees.

**Motion:** Selectman Beadle

*To amend our town employees 457 (b) Deferred Compensation Plan to allow for designated Roth contributions as presented and to authorize the Town Administrator to sign.*

**Seconded:** Selectman Vice Chair Colby

**Vote:** 5 - 0

**Motion passed**

F. New Hampshire Department of Safety

- i. Letter to Division of Emergency Services and Communications about E911 data to support Broadband mapping in Moultonborough: Town Administrator Charles Smith explained the NH GRANIT (University of New Hampshire) has been working on a statewide broadband mapping (rural communicates) initiative in which they are requesting the release of E911 addressing. Discussion ensued.

**Motion:** Selectman Crawford

*To approve the letter to the NH Department of Safety Division of Emergency Services and Communications to release E911 data to NH GRANIT for mapping unserved broadband areas as presented and to authorize the Town Administrator to sign.*

**Seconded:** Vice Chair Colby

**Vote:** 5 - 0

**Motion passed**

G. Temporary Use Permit – Commercial use

- ii. June 15 – 17, 2023 – Map/Lot 050-009: Selectman Gray abstained from this agenda item. The Board reviewed the temporary use permit – commercial use for map/lot 050-009 (Buckey’s Restaurant). Discussion ensued.

**Motion:** Selectman Crawford

*To approve the Temporary Use Permit – Commercial use for map/lot 050-009 for June 15 -1 7, 2023 as presented.*

**Seconded:** Vice Chair Colby

**Vote:** 4 - 0 – 1 (Selectman Gray abstained)

**Motion passed**

- H. Approval of Moultonborough Town newsletter – Summer 2023: The Board reviewed the newsletter as presented. Discussion ensued. (Chair Quinlan suggested that if anyone has land, the town may be interested in possible future

cemetery expansion (inquiry), to please contact Town Administrator Charles Smith).

**Motion:** Selectman Crawford

*To approve the Moultonborough Town Newsletter – Summer 2023 as presented.*

**Seconded:** Selectman Gray

**Vote:** 5 - 0

**Motion passed**

**VI. OLD BUSINESS**

There was none.

**VII. OTHER BUSINESS**

Note: The next Board of Selectmen meeting on Thursday, May 18, 2023 will begin at 5:00 PM.

**VIII. CITIZEN INPUT**

Joe Cormier, 817 Moultonborough Neck Road discussed the bond and SB2 for town meeting. Chair Quinlan read an email into the record from Nancy Wright, dated 05/04/23 regarding the HUB survey results and reported that the board/town have received no results.

**IX. NON-PUBLIC SESSION**

**Motion:** Selectman Crawford

*To enter non-public session per RSA 91-A:3, II (a).*

**Seconded:** Selectman Beadle

**Roll Call Vote:** 5 – 0

**Motion passed.**

Entered: 4:20 pm

Reconvened: 4:40 pm

**X. NON-PUBLIC SESSION**

**Motion:** Selectman Beadle

*To enter non-public session per RSA 91-A:3, II (b).*

**Seconded:** Selectman Crawford

**Roll Call Vote:** 5 – 0

**Motion passed.**

Entered: 4:40 pm

Reconvened: 4:45 pm

**XI. NON-PUBLIC SESSION**

**Motion:** Selectman Crawford

*To enter non-public session per RSA 91-A:3, II (d).*

**Seconded:** Selectman Gray

**Roll Call Vote:** 5 – 0

**Motion passed.**

Entered: 4:45 pm

Reconvened: 4:55 pm

**XII. NON-PUBLIC SESSION**

**Motion:** Selectman Crawford

*To enter non-public session per RSA 91-A:3, II (b)*

**Seconded:** Selectman Beadle

**Vote:** 5 – 0

**Motion passed.**

Entered: 4:55 pm

Reconvened: 5:03 pm

**XIII. NON-PUBLIC SESSION**

**Motion:** Selectman Gray

*To enter non-public session per RSA 91-A:3, II (a)*

**Seconded:** Selectman Beadle

**Vote:** 5 – 0

**Motion passed.**

Entered: 5:03 pm

Reconvened: 6:20 pm

**XIV. NON-PUBLIC SESSION**

**Motion:** Selectman Beadle

*To enter non-public session per RSA 91-A:3, II (a)*

**Seconded:** Selectman Colby

**Vote:** 5 – 0

**Motion passed.**

Entered: 6:20 pm

Reconvened: 7:10 pm

**XV. ADJOURNMENT**

**Motion:** Selectman Gray

*To adjourn the meeting.*

**Seconded:** Selectman Crawford

**Vote:** 4 – 0

**Motion passed.**

The Board of Selectmen adjourned their meeting at 7:10 p.m.

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

*Kevin D. Quinlan*

*May 18, 2023*

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Approved  
Kevin D. Quinlan, Chairman

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Date