

**Town of Moultonborough
Board of Selectmen Meeting
MAY 18, 2023**

MEETING MINUTES

Present: Selectmen Kevin D. Quinlan Chair, Shari Colby Vice-Chair, Jean M. Beadle, and Karel Crawford. Selectman James Gray was excused with prior notice. Staff members present were Town Administrator Charles Smith, Public Works Director Chris Theriault 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 5:00 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. 05/04/23(+N/P): Selectmen reviewed the minutes. Chair asked for any corrections, etc. There were none.

Motion: Selectman Beadle

To approve the 05/04/23 minutes as written.

Seconded: Vice chair Colby

Vote: 4 - 0

Motion passed.

IV. CONSENT AGENDA:

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

i. Yield Tax – Intent to cut

ii. Disposal Agreement

iii. Personnel Action Form(s)

Motion: Vice Chair Colby

To approve the signed items as presented.

Seconded: Selectman Crawford

Vote: 4 - 0

Motion passed.

V. NEW BUSINESS:

A. National Public Works Week Proclamation: May 21st – May 27th, 2023: Chair Quinlan read the National Public Works Week Proclamation “Connecting the World Through Public Works” into the record, designating the week of May 21-27, 2023 as National Public Works Week and thanked Director Theriault and the Public Works Employees for all they do.

B. Department of Public Works

i. Extension of Roadside Mowing Contract: Public Works Director Chris Theriault explained the highway department contracts the roadside mowing service to perform approximately 59 miles worth of roadside mowing

within the Town's R.O.W. DPW approached Mr. Randall Frye (current contract) to extend his contract an additional year and the Contractor (Mr. Frye) has agreed to hold his cost (\$36,000) for the summer 2023 mowing season.

Motion: Selectman Crawford

To extend the Roadside Mowing Services Contract for one year (summer 2023) with Randolph Frye of Moultonborough, NH (subject to Town meeting budget approval) and authorize the Town Administrator to sign.

Seconded: Selectman Beadle

Vote: 4 - 0

Motion passed

- ii. Purchase Hydro Seeding System: Public Works Director Chris Theriault explained DPW is requesting permission to purchase a mechanical hydro seeder for maintenance of roadside swales, cemeteries, grounds, etc. He is also requesting the hydro seeder unit be expended through the FY2023 Highway Bock Grant for Road Maintenance (01-438-4460). This unit would go on an existing trailer. Mr. Fred Van Magness, 37 Blackey Cove Road, asked why this was not part of the CIPC process/request. Discussion ensued.

Motion: Vice Chair Colby

To purchase the Turbo Turf HM-400-TE Hydro seeder in the amount of \$15,495.00 (including freight), and authorize the Town Administrator to sign

Seconded: Selectman Beadle

Vote: 3 - 1 (Selectmen Quinlan opposed)

Motion passed

C. Assessing Department

- i. Loss of Elderly Exemptions:

- a) MBLU#139/015: The Board reviewed the memo from Town Assessor Thomas Hughes regarding the loss of elderly exemption for property located at Map 139, Lot 015 – 241 Bean Road for the 2023 tax year with detailed explanation. Discussion ensued.

Motion: Vice Chair Colby

To remove Shirley Talbot's elderly exemption on the property located at Map 139, Lot 015 – 241 Bean Road, for the 2023 tax year as recommended.

Seconded: Selectman Beadle

Vote: 4 - 0

Motion passed

- b) MBLU# 174/023: The Board reviewed the memo from Town Assessor Thomas Hughes regarding the loss of elderly exemption

for property located at Map 174, Lot 023 – 135 Krainewood Drive, for the 2023 tax year with detailed explanation. Discussion ensued.

Motion: Selectman Beadle

To remove the Morely's elderly exemption on the property located at Map 174, Lot 023 – 135 Krainewood Drive, for the 2023 tax year as recommended.

Seconded: Selectman Crawford

Vote: 4 - 0

Motion passed

ii. Real Estate Exemption Denied:

- a) MBLU# 141/003: The Board reviewed the memo from Town Assessor Thomas Hughes regarding the denial of the request/application for a charitable exemption for the New Hampshire Boat Museum. Discussion ensued.

Motion: Vice Chair Colby

To deny New Hampshire Boat Museum's request for a charitable exemption for their property located at Map 141, Lot 3, 130 Whittier Highway as recommended.

Seconded: Selectman Beadle

Vote: 4 - 0

Motion passed

D. Recreation Department

- i. Memorial Day Parade Invitation to Veterans: Chair Quinlan read the Memorial Day Parade invitation to veterans to participate in the parade, honor guard or ceremony and to please reach out to the Moultonborough Recreation Department at 603-476-8868 if you are interested or have any questions about accommodations etc.

E. Town Auditors:

- i. Selection of financial firm: Town Administrator Charles Smith explained the town has had Vachon, Clukay & Company perform its financial statement audit for well over a decade and is recommending the town hire a new auditor for a different perspective on internal controls, operating procedures, compliance with budget and legal requirements. It has been difficult to locate municipal accounting audit firms; one company was double the price of the other two proposals received. Discussion ensued. There were errors found in the cost estimates and the Board would like those corrected in the proposals along with an updated quote from Melanson for a 12-month audit (not 18 months). Mr. Fred Van Magness, 37 Blackey Cove Road inquired about a statement of work. Selectman Beadle explained the engagement letter comes first and the process that follows. The Board asked Town Administrator Charles Smith to have the quotes (errors) revised along with an updated quote from Melanson for a vote at the next Selectmen meeting.

F. Approval to Conduct Raffle Permit

- i. Loon Preservation Committee: The Board reviewed the Application for a Permit to conduct a raffle for the Loon preservation Saturday, November 25, 2023.

Motion: Selectman Beadle

To approve raffle permit application for the Loon Preservation Committee as presented and authorize the Town Administrator to sign.

Seconded: Vice Chair Colby

Vote: 4 - 0

Motion passed

- ii. Humble Grunt Work Inc: The Board reviewed the application for a permit to conduct a raffle (50/50 raffle) for Humble Grunt Work Inc on May 19, 2023.

Motion: Selectman Crawford

To approve the raffle permit application Humble Grunt Work Inc as presented and to authorize the Town Administrator to sign.

Seconded: Vice Chair Colby

Vote: 4 – 0

Motion passed

- iii. Moultonborough Academy Class of 2024: The Board reviewed the application for permit to conduct a raffle (accept donations) for the Moultonborough Academy Class of 2024 at the transfer station on May 28, 2023.

Motion: Vice Chair Colby

To approve the raffle permit application for the Moultonborough Academy Class of 2024 as presented and to authorize the Town Administrator to sign.

Seconded: Selectman Beadle

Vote: 4 – 0

Motion passed

- i. Castle Preservation Society/Castle in the Clouds: The Board reviewed the application for permit to conduct a raffle for the Castle Preservation Society/Castle in the Clouds for October 22, 2023.

Motion: Selectman Crawford

To approve the raffle permit application for the Castle Preservation Society/Castle in the Clouds as presented and to authorize the Town Administrator to sign.

Seconded: Vice Chair Colby

Vote: 4 – 0

Motion passed

VI. OLD BUSINESS

Town Administrator updated the Selectmen on details for Town meeting on Thursday, June 1, 2023 at 6:00 p.m. at the Moultonborough Academy (school approved use of auditorium, gymnasium, cafeteria, lobby) to include early check-in** to begin at 3:30 pm, over 600 chairs will be delivered for use in the gym, encouraging people to carpool, three (3) buses shuttling residents to the Academy from designated areas (Town Hall, Life Safety Building, Lions Club, United Methodist Church, and after 5pm at both Meredith Village Savings Bank and Bank of New Hampshire). Residents are asked to please bring their copies of the town report as we are almost out (budget and warrant will be printed and provided); A total of eight (8) people checking in/registering voters at the lobby entrance at the Academy. Childcare will be provided at the Central School as well. The website will be updated as more information becomes available as well as being advertised in local newspapers. **Once checked-in, you will not be allowed to leave.

VII. OTHER BUSINESS

Town website is active. Residents have to create an account and sign up to receive notifications. Town Administrator Charles Smith indicated that we are working out details with the launch of the website and appreciate the patience of residents to work with us as we transition. It's new software and we are working on making corrections, etc. Code Red will stay active until the end of the year and then we will switch over to Civic Plus. Discussion ensued. Selectmen asked Town Administrator Charles Smith to see if a reminder of Town meeting can be sent to residents using code red.

VIII. CITIZEN INPUT

Fred Van Magness, 37 Blackey Cove Road spoke about the Town website and his displeasure with the roll out of the new Town website. TA Smith will inquire if there is a tutorial or something that can be added to the website to help the public learn/maneuver the new website.

Hollis Austin, 76 Old Long Island Road gave the board a letter he distributed to the Board relative to the voting security and suggestions for the rescheduled town meeting for their review.

Al Hoch, 2 Pine Hurst Island spoke discussed a bass tournament that took place over the weekend that launched at Lees Mills. This appears to be causing difficulty for residents in the bay as well as those trying to get onto land and out of the parking lots. He had to physically move pylons and signs to get his car out. He is asking the Town to reconsider not allowing it anymore from the town docks.

IX. NON-PUBLIC SESSION

Motion: Selectman Beadle

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

Seconded: Vice Chair Colby

Roll Call Vote: 4 – 0

Motion passed.

Entered: 5:55

Reconvened: 6:35 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: 4 – 0

Motion passed.

Entered: 6:35 pm

Reconvened: 7:05 pm

XV. ADJOURNMENT

Motion: Selectman Crawford

To adjourn the meeting.

Seconded: Selectman Beadle

Vote: 4 – 0

Motion passed.

The Board of Selectmen adjourned their meeting at 7:05 p.m.

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

Kevin D. Quinlan

June 15, 2023

Approved

Kevin D. Quinlan, Chairman

Date