

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45

**Town of Moultonborough
Board of Selectmen Meeting
JULY 20, 2023**

MEETING MINUTES

Present: Selectmen Jonathan Tolman Chair, Shari Colby Vice Chair, Karel Crawford, Kevin Quinlan, and Jean Beadle. Staff present: Town Administrator Charles Smith, Police Chief Peter Beede Jr., Police Lt. Mark Cavic, Fire Chief David Bengtson, Public Works Director Chris Theriault, Facilities & Grounds Team Leader, Michael Kepple, Town Assessor Thomas Hughes, and Executive Administrative Assistant Angela Bovill.

I. CALL TO ORDER: Town of Moultonborough Chairman of the Board Jonathan Tolman 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. POLICE OFFICER OATH/INTRODUCTION

A. Police Lieutenant Mark Cavic: Chair Tolman welcomed everyone to the meeting. Police Chief Peter Beede Jr. gave an overview of Lt. Cavic's background. Chair Tolman administered Police Lieutenant Mark Cavic's oath of office and his wife pinned his badge. He was welcomed and congratulated by all.

B. Police Officer Andrew Strickland: Police Chief Peter Beede Jr. gave an overview of Officer Strickland's background. Chair Tolman administered Police Officer Strickland's oath of office and his wife pinned his badge. He was welcomed and congratulated by all.

IV. REVIEW AND APPROVAL OF MINUTES

07/06/2023 (+ N/P): Selectmen reviewed the minutes. Chair asked for any corrections. There were none.

Motion: Selectman Beadle

To approve the 07/06/23(+N/P) minutes as written.

Seconded: Selectman Quinlan

Vote: 4 – 0 – 1 (Vice Chair Colby abstained)

Motion passed.

V. CONSENT AGENDA:

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

- i. Letter(s) to the Trustee of the Trust Funds; annual appropriation deposits/reimbursements
- ii. Tax exemption(s)
- iii. Driveway Permit Application(s)
- iv. Application(s) for Voluntary Change of Address

- 1 v. Moultonborough Function Hall – Moultonborough Sandwich Senior Meals,
2 September 29, 2023.

3 **Motion:** Selectman Crawford

4 *To approve the signed items as presented.*

5 **Seconded:** Selectman Quinlan

6 **Vote:** 5 - 0

7 **Motion passed.**

8
9 **VI. NEW BUSINESS:**

10 A. George McClelland – Captains walk Property Assessment: Mr. McClelland
11 thanked the Selectmen for allowing him this time in the agenda, and first let the
12 Board know the Police Chief is a man of integrity based on his personal
13 experiences, which he shared. Mr. McClelland spoke on behalf of his neighbor in
14 Captains walk. Mr. John Hayden was also present and representing his neighbors
15 as well. Discussion ensued regarding assessment values, comps, premiums, 2022
16 evaluation, the market, to name a few. Town Assessor Thomas Hughes provided
17 detailed explanations to Mr. McClelland’s questions. Discussion ensued and Mr.
18 McClelland and Mr. Hayden thanked the Selectmen, Town Administrator and
19 Town Assessor for their assistance in this matter.

20
21 B. Town Assessor Thomas Hughes – Request or Extension on Informal Hearings,
22 Finalizing Values, and the MS-1: Town Assessor Hughes presented his proposed
23 schedule, to allow enough time for processing values, informal hearings and
24 finalizing the MS-1 document. Assessor Hughes explained his request. Discussion
25 ensued. By unanimous consensus, the Board approved the adjustment of dates as
26 presented: Informal Hearings to Start Monday, August 28, 2023, to Finalize Values
27 Thursday, September 14, 2023 and the MS-1 deadline of Friday, September 15,
28 2023.

29
30 C. Town Assessor Thomas Hughes – Department of Revenue Administration PA 28
31 form: It was the recommendation of the Town Assessor Thomas Hughes to NOT
32 use the PA-28 Form in 2024.

33 **Motion:** Selectman Quinlan

34 *To approve the request from Assessor Hughes to NOT use the PA-28 Form in 2024*
35 *as presented.*

36 **Seconded:** Selectman Beadle

37 **Vote:** 5 - 0

38 **Motion passed**

39
40 D. Department of Public Works

- 41 i. Public Safety Building Roof Replacement – Award Bid: Public Works
42 Director Chris Theriault informed the Board that 10 bids were opened and
43 included the results. They ranged between \$83,000 to \$277,000. Discussion
44 ensued around why the low bid was so much lower than others. Director
45 Theriault reached put to the contract as well as Facilities Team Leader Mike
46 Kepple, who contacted several references for Peter DeSalvo Contracting,

1 LLC with positive feedback from several communities. Director Theriault
2 indicated that when he spoke with DeSalvo, they realized they made an error
3 on the labor price (materials price was correct), as they keyed in 173 versus
4 the 273 (both labor and material should be based on 273 area). This changed
5 the price approximately \$14,666 for a new (correct) total of \$97,966.
6 Discussion ensued and Director Theriault and Facilities Team Leader
7 Keple answered the boards questions.

8 **Motion:** Selectman Quinlan

9 *To accept the Bid from Peter DeSalvo Contracting, LLC of Hudson, NH in*
10 *the lump sum (adjusted) bid amount of \$97,966.00, and to authorize the*
11 *Town Administrator to sign all documents.*

12 **Seconded:** Selectman Beadle

13 **Vote:** 5 - 0

14 **Motion passed**

15
16 E. Fire Department

- 17 i. Surplus Vehicle Extraction Equipment: Fire Chief David Bengtson gave a
18 summary of the donation that the Fire Department received which allowed
19 them to purchase updated vehicle extraction equipment thus removing the
20 old equipment from service. He is requesting that this surplus equipment be
21 donated to our neighboring communities of Center Harbor and Sandwich
22 Fire Departments. Discussion ensued.

23 **Motion:** Selectman Beadle

24 *To accept the recommendation of the Fire Chief and allow the donation of*
25 *vehicle extraction equipment to the Center Harbor and Sandwich Fire*
26 *departments as presented.*

27 **Seconded:** Selectman Crawford

28 **Vote:** 5 – 0

29 **Motion passed**

30
31 F. Town Employees FY 2023 – 2024 Wage and Step Scale:

32 **Motion:** Vice Chair Colby

33 *To approve the Wage Scale (4% COLA), as presented with an effective date*
34 *of July 1, 2023.*

35 **Seconded:** Selectman Beadle

36 **Vote:** 5 – 0

37 **Motion passed**

38
39 G. Fishing Tournament Launch Request

- 40 i. The Board reviewed the Fishing Tournament Launch Request. Discussion
41 ensued.

42 **Motion:** Selectman Quinlan

43 *To approve the American Eagle Bass Anglers Fishing Tournament Launch*
44 *Request as presented for August 5 through August 6, 2023.*

1 **Seconded:** Selectman Crawford

2 **Vote:** 5 – 0

3 **Motion passed**

4
5 The Board plans to revisit these tournament requests and have discussion
6 regarding parking issues, clarifications in the policies, etc. prior to the next
7 season.

8
9 H. Advisory Budget Committee Appointment

- 10 ii. Alternate Rep – Linda Murray for a three-year term: The Board reviewed
11 the request from Linda Murray expressing her interest in continuing as an
12 Alternate Rep on the ABC committee.

13 **Motion:** Selectman Beadle

14 *To appoint Linda Murray as an Alternate Member of the Advisory Budget*
15 *Committee (ABC) for a three-year term to expire May 31, 2026.*

16 **Seconded:** Vice Chair Colby

17 **Vote:** 5 – 0

18 **Motion passed**

19
20 **VII. OLD BUSINESS**

21 None

22
23 **VIII. OTHER BUSINESS**

24 None

25
26 **IX. CITIZEN INPUT**

27 Mr. Joseph Cornier, 817 Moultonborough Neck Road spoke to a newspaper article, the
28 school district and policy involving transgender.

29
30 **X. NON-PUBLIC SESSION**

31 **Motion:** Selectman Quinlan

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

33 **Seconded:** Selectman Beadle

34 **Roll Call Vote:** 5 – 0

35 **Motion passed.**

36 Entered: 6:15 pm

37 Reconvened: 6:28 pm

38
39 **XI. NON-PUBLIC SESSION**

40 **Motion:** Selectman Beadle

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

42 **Seconded:** Selectman Quinlan

43 **Roll Call Vote:** 5 – 0

44 **Motion passed.**

45 Entered: 6:28 pm

1 Reconvended: 6:38 pm

2
3 **XII. NON-PUBLIC SESSION**

4 **Motion:** Vice Chair Colby

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

6 **Seconded:** Selectman Beadle

7 **Roll Call Vote:** 5 – 0

8 **Motion passed.**

9 Entered: 6:38 pm

10 Reconvended: 6:58 pm

11
12 **XIII. NON-PUBLIC SESSION**

13 **Motion:** Selectman Beadle

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

15 **Seconded:** Selectman Quinlan

16 **Roll Call Vote:** 5 – 0

17 **Motion passed.**

18 Entered: 6:58 pm

19 Reconvended: 7:20 pm

20
21 **XV. ADJOURNMENT**

22 **Motion:** Selectman Quinlan

23 *To adjourn the meeting.*

24 **Seconded:** Selectman Beadle

25 **Vote:** 5 – 0

26 **Motion passed.**

27 The Board of Selectmen adjourned their meeting at 7:20 p.m.

28
29
30
31
32
33 *Written on behalf of the Selectmen*
34 *Angela Bovill, Executive Administrative Assistant*
35
36
37
38

39 _____
40 Approved
41 Jonathan W. Tolman, Chairman

_____ Date