



Town of Moultonborough
Board of Selectmen Meeting
September 7, 2023

MEETING MINUTES

Present: Chairman of the Board Jon Tolman, Selectmen Kevin D. Quinlan, Jean M. Beadle, and Karel Crawford. Vice Chairman of the Board Shari Colby was absent with prior notice.

I. CALL TO ORDER: Chairman 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. APPROVAL OF MINUTES

A. Motion: Selectman Beadle

To approve the meeting minutes and non-public session minutes from August 17, 2023.

Seconded: Selectman Quinlan

Discussion: Board amended the driveway permit application motion, page 1 line 33, and removed the words “site plan.”

Vote: 3 – 0 – 1 (Selectman Crawford abstained; absent for meeting)

Motion passed.

IV. CONSENT AGENDA

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

i. Driveway permit(s)

 i. Winacres Rd.

 ii. Colby Rd.

 iii. Cannes St.

 iv. Bodge Hill Rd.

 v. Schwanli St.

ii. Tax abatement

iii. Disposal agreement – 16 Cottage Rd. Moultonborough, NH.

V. NEW BUSINESS

A. Moultonborough Public Works

i. 2023-2024 Winter Maintenance Contract – the Board of Selectmen reviewed the snow and ice removal contract for town and/or private roads. Board changed the Terms and Condition section 3, scratched lease for contract (second line from bottom), and section 8 contractor shall be notified within two hours. DPW Director Theriault clarified equipment repairs and fuel surcharge.

Motion: Selectman Quinlan

To approve the Winter Maintenance Contract 2023 – 2024 as amended.

1 **Seconded:** Selectman Beadle

2 **Vote:** 4 – 0

3 **Motion passed**

4
5 B. Moultonborough Police Department

- 6 i. Car 222 and Car 223 Radar Replacement – Chief Beede the Board approve an
7 expenditure to replace the radars in Car 222 and 223. The radars in each car are
8 over 10 years old and in need of replacement. Funding for the replacement to be
9 expended from American Rescue Plan Act (ARPA)-Local Fiscal Recovery
10 Funds (LFRF).

11 **Motion:** Selectman Beadle

12 *To authorize the expenditure of \$6,035 from the American Rescue Plan Act*
13 *(ARPA) - Local Fiscal Recovery Funds (LFRF) to purchase two (2) Stalker DSR*
14 *2 Antenna Radar units to replace the existing Stalker Dual SL dash mounted radar*
15 *units for Car 222 and Car 223.*

16 **Seconded:** Selectman Crawford

17 **Vote:** 4 – 0

18 **Motion passed**

- 19
20
21 ii. Contract to update Standard Operating Procedures – Chief Beede presented to the
22 Board a proposal to enter a contract with “Dirigo Safety, LLC” and have the vendor
23 update the Standard Operation Procedures (SOP). Terms of contract; two (2) years
24 for \$7,000. Deliverables; 40 polices in first and second year with a maintenance
25 review following completion. Board discussed the policy maintenance fee
26 (\$1,500) and payment due and the indemnification and hold harmless section.
27 Consensus of the Board agreed with the contract, but a legal review of the contract
28 was requested before voting. Item tabled pending feedback from legal counsel.

29
30 C. Moultonborough Land Use

- 31 i. Regulating and Permitting Driveways – Town Planner Sassan forward the Board
32 a memorandum about recognizing the Planning Board as the public body to over-
33 see the approval of driveway permits. Board of Selectmen have the authority to
34 approve permits under town ordinance #13. Board moved further discussion about
35 this topic to their Work Session meeting on September 28th and requested town
36 staff from Land Use be present to answer any questions.
- 37
38 ii. Application requesting restoration of involuntarily merged lot (139-15) – the
39 Board approved an update to two lots that were merged in 1987 by the town.

40 **Motion:** Selectman Beadle

41 *To approve the application requesting restoration of involuntary merged*
42 *lots, map 139, lot 15.*

43 **Seconded:** Selectman Quinlan

44 **Vote:** 4 – 0

45 **Motion passed**

46
47
48 D. Moultonborough Recreation

- 1 i. Community Clean Up Event – the Selectmen received a request from Recreation
2 Department to hold a Community Clean Up Event in conjunction with the Conser-
3 vation Commission. Event to held on Saturday, September 30th from 10 a.m. to
4 noon. Volunteers will remove trash and debris from along town roads. It was
5 noticed that the event was advertised in local newspaper before Board ap-
6 proval. For the event to have liability coverage Board must have prior ap-
7 proval. Board requested advance notice from Conservation Commission on
8 similar events.

9
10 **Motion:** Selectman Beadle

11 *To approve the Community Clean Up Event on Saturday, September 30th,*
12 *2023.*

13 **Seconded:** Selectman Crawford

14 **Vote:** 4 – 0

15 **Motion passed**

- 16
17 ii. Moultonborough Snowmobile Club – requested to waive the rental fee at Function
18 Hall.

19 **Motion:** Selectman Crawford

20 *To waive the \$250 Function Hall rental fee for the Moultonborough Snow-*
21 *mobile Club and their fundraiser event on September 30th.*

22 **Seconded:** Selectman Beadle

23 **Vote:** 4 – 0

24 **Motion passed**

- 25
26 E. Tree removal on town land – Cottage Road resident, Krys Stave, requested the removal of
27 three trees on town parcel (180-052). Krys Stave, driveway passes over the parcel, and
28 removal of the trees are needed for a contractor to work on the property septic system.

- 29
30 i. **Motion:** Selectman Beadle

31 *To approve the removal of three trees on town parcel at the expense of*
32 *property owner.*

33 **Seconded:** Selectman Crawford

34 **Vote:** 4 – 0

35 **Motion passed**

- 36
37 F. Moultonborough Conservation Commission – the Board appointed Cynthia O’Connell as
38 an alternate to the commission.

- 39 i. **Motion:** Selectman Beadle

40 *To approve the appointment of Cynthia O’Connell as an alternate to the*
41 *Conservation Commission for a three-year term, effective until May 2026*
42 *town meeting.*

43 **Seconded:** Selectman Crawford

44 **Vote:** 4 – 0

45 **Motion passed**

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
46
47

VI. OTHER BUSINESS

- A. Chairman Tolman read a proclamation from Governor Sununu that recognize Donna Grow for 19 years of service with Moultonborough/Sandwich Senior Meals program.
- B. Board of Selectmen petition to the NH Department of Safety (DOS) about Braun Bay – the Board received a request from Attorney James Armillary, representing property owners on Braun Bay, to petition DOS and change the boat anchoring distance from 75ft to 150ft off the shoreline. Consensus of the Board agreed with supporting a petition. Board also encouraged that the petition includes more than just their signatures.
- C. Executive Administrative Assistant position vacancy and advertisement – the Chairman of the Board acknowledge the recent resignation of Angela Bovill, Executive Admin Assistant. Board approved the advertisement of the vacant position.

VII. CITIZEN INPUT

- A. Pine Hurst Island resident, Al Hoch, talked with the Board about parking at Lees Mills during the upcoming Steamboat Association event. Board agreed to mark spots for island residents and Public Works will place cones in temporary spots for island residents. Mr. Hock also expressed concerns about fishing tournaments using the docks. Public Works to place signs at the end of docks that say, “island only.”

VIII. NON-PUBLIC SESSION

Motion: Selectman Quinlan
To entered nonpublic session pursuant to RSA 91-A: 3, II (a), then reentered under (b), and after (l).

Seconded: Selectman Beadle
 Entered at: 6:13 p.m.
 Reconvened: 7:42 p.m.

Vote: 4 – 0

Motion passed

Decision(s): The Board agreed to end an employee probation, new hires at the Police Department, Public Works, Recreation, and continue negotiations on cable franchise agreement.

IX. ADJOURNMENT


Motion: Selectman Beadle
To adjourn the meeting.


Seconded: Selectman Quinlan

Vote: 4 – 0

Motion passed.
 Board of Selectmen adjourned their meeting at 7:42 p.m.

Written on behalf of the Selectmen by Charles Smith, Town Administrator


 Approved
 Jon Tolman, Chairman


 Date